



**UPPER PROVIDENCE BOARD OF SUPERVISORS  
ORGANIZATIONAL MEETING  
MONDAY, JANUARY 7, 2018 – 7:00 P.M.**

**ATTENDANCE:**

**Board of Supervisors:** Laurie Higgins, Chair; Helene Calci, Vice Chair; Philip Barker, Supervisor; John Pearson, Supervisor; and Albert Vagnozzi, Supervisor.

**Staff Present:** Timothy J. Tieperman, Township Manager; Bryan Bortnichak, Assistant Township Manager; Mark Toomey, Chief of Police; Thomas Broadbelt, Director of Public Works; and Geoff Grace, Director of Planning and Zoning.

**Consultants Present:** Joseph Bresnan, Township Solicitor; and William Dingman, Township Engineer.

**CALL TO ORDER**

Solicitor Bresnan opened the meeting.

**PLEDGE OF ALLEGIANCE**

Solicitor Bresnan asked everyone to stand for the Pledge of Allegiance.

**BOARD ORGANIZATION:**

**1. Election of Chairman**

Ms. Calci motioned, seconded by Mr. Pearson, to elect Ms. Higgins as Chair. The motion passed unanimously 5-0.

**2. Election of Vice Chairman**

Ms. Higgins motioned, seconded by Mr. Pearson, to elect Ms. Calci as Vice Chair. The motion passed unanimously 5-0.

Mr. Bresnan gave the gavel to Ms. Higgins to preside over the meeting.

**PUBLIC COMMENT:** None

**APPOINTMENTS:**

- 3. Appointment of Township Secretary**  
**(Incumbent: Timothy J. Tieperman, Township Manager)**

4. **Appointment of Township Building Code Official**  
**(Incumbent: Bryan Bortnichak, Assistant Township Manager)**
5. **Appointment of Township Treasurer**  
**(Incumbent: Richard D. Livergood, Director of Finance)**
6. **Appointment of Township Solicitor**  
**(Incumbent: Joseph E. Bresnan, Esq., Dischell Bartle Dooley Law Offices)**
7. **Appointment of Municipal Authority Solicitor**  
**(Incumbent: Joseph E. Bresnan, Esq., Dischell Bartle Dooley Law Offices)**
8. **Appointment of Township Labor Counsel**  
**(Incumbent: Ryan J. Cassidy, Esq., Eckert Seamans)**
9. **Appointment of Bond Counsel**  
**(Incumbent: Ernest “Bucky” R. Closser, Esq., Curtin & Heefner LLP)**
10. **Appointment of Township Engineer**  
**(Incumbent: William K. Dingman, P.E., Gilmore & Associates, Inc.)**
11. **Appointment of Municipal Authority Engineer**  
**(Incumbent: William K. Dingman, P.E., Gilmore & Associates, Inc.)**
12. **Appointment of Township Traffic Engineer**  
**(Incumbent: Kenneth D. O’Brien, P.E., McMahon Associates, Inc.)**
13. **Appointment of Township Zoning Officer and Director of Planning and Zoning**  
**(Incumbent: Geoffrey Grace, Grace Planning Associates)**
14. **Appointment of Township Technology Consultant**  
**(Incumbent: Michael Cowan, Premier Technology Consultants)**
15. **Appointment of Township Lighting Consultant**  
**(Incumbent: Ron Smith, Suburban Lighting)**

Chair Higgins read Agenda Items #3 - #15.

Mr. Barker motioned, seconded by Ms. Calci, to approve Agenda Items #3 - #15 and appoint the individuals as enumerated. The motion passed unanimously 5-0.

**NON-COMPENSATORY APPOINTMENTS:**

16. **Appointment of Vacancy Board Chairman – 1 Year Term**

Ms. Higgins said that the appointment was Mr. Jim White.

**17. Appointment of Municipal Authority Member – 5 Year Term**

Ms. Higgins said that the appointment was Mr. Al Ritz.

**18. Appointment of Park & Recreation Board Member – 5 Year Term**

Ms. Higgins said that the appointment was Ms. Kathleen Drennan.

**19. Appointment of Park & Recreation Board Member – 5 Year Term**

Ms. Higgins said that the appointment was Ms. Wendy Earle.

Mr. Pearson motioned, seconded by Ms. Calci, to approve the Non-Compensatory Appointments enumerated in Agenda Items #15 - #19. The motion passed unanimously 5-0.

**ACTION ITEMS:**

**20. Consider action to set 2019 rate of compensation for Zoning Hearing Board Solicitor**

Mr. Pearson motioned, seconded by Ms. Calci, to set 2019 rate of compensation for Zoning Hearing Board Solicitor at \$150 an hour. The motion passed unanimously 5-0.

**21. Consider action to establish 2019 Regular Meeting Schedule**

Ms. Calci motioned, seconded by Mr. Vagnozzi, to establish 2019 Regular Meeting Schedule as prepared by staff which will be posted in the Administration Building and advertised as required in the Pottstown Mercury. The motion passed unanimously 5-0.

**22. Consider action to establish 2019 Holiday Schedule**

Mr. Pearson motioned, seconded by Mr. Vagnozzi, to establish the 2019 Holiday Schedule. The motion passed unanimously 5-0.

**RESOLUTIONS:**

**23. Consider adoption of Resolution 2019-1 appointing Zoning Hearing Board Member for a 5-year term effective January 9, 2019.**

Ms. Higgins said that the appointment was for Mr. Walt Lapinsky. She asked for public comment which there was none.

Mr. Vagnozzi motioned, seconded by Ms. Pearson, to adopt Resolution 2019-1 appoint Walt Lapinsky effective January 9, 2019 to a 5-year term to the Zoning Hearing Board. The motion passed unanimously 5-0.

**24. Consider adoption of Resolution 2019-2 affirming the Township Fee Schedule.**

Ms. Calci motioned, seconded by Mr. Pearson, to adopt Resolution 2019-2 affirming the Township Fee Schedule. The motion passed 4-1, Ms. Higgins opposed.

**25. Consider adoption of Resolution 2019-3 setting the 2019 bonds for the Township Manager and Finance Department.**

Ms. Calci motioned, seconded by Mr. Pearson, to approve Resolution 2019-3 setting the 2019 bonds for the Township Manager and Finance Department. The motion passed unanimously 5-0.

**26. Consider adoption of Resolution 2019-4 approving depositories for Upper Providence Township funds during 2019.**

Mr. Pearson motioned, seconded by Ms. Calci, to approve Resolution 2019-4 approving depositories for Upper Providence Township funds during 2019. The motion passed unanimously 5-0.

**SUPERVISOR'S COMMENTS:**

**27. Board of Auditors Organization Meeting – January 8, 2019 at 7:00 p.m. at UPT Police Department Training Room.**

Chair Higgins announced that the Board of Auditors Organization Meeting will be held on January 8, 2019 at 7:00 p.m. at the UPT Police Department Training Room.

**ADJOURN TO REGULAR MEETING**

Chair Higgins adjourned into the Regular Meeting.

Respectfully Submitted,



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Timothy J. Tieperman  
Township Manager/Secretary