

Upper Makefield Township Board of Supervisors

December 17, 2019 Meeting Minutes

The December 17, 2019 public meeting of the Upper Makefield Township Board of Supervisors was called to order by Chair Tom Cino at 7:30 p.m. In attendance were the following members of the Board of Supervisors: Chair Tom Cino, Vice Chair Diana Nolan, Treasurer Mike Tierney, Member Kris Ballerini and Member Ed Ford. Also in attendance were Township Manager David Nyman, Assistant Township Manager Judy Caporiccio, Township Solicitor, Mary Eberle, Esq., Director of Planning & Zoning Dave Kuhns and Chief Mark Schmidt.

There were also members of the public present.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

Mr. Cino led in the recitation of the Pledge of Allegiance which was followed by a moment of silence.

ANNOUNCEMENTS

Mr. Cino made the following announcements:

- The annual Upper Makefield Fire Company Santa Parade and Food Drive will be held on Sunday, December 22, 2019. This year, Santa will be making designated stops along the route. Visit umfc.org for Santa's planned route and stops. There will also be a food drive collection located at Taylorsville Road Firehouse Station 71.
- The annual Crossing Reenactment will take place on December 25th at Washington Crossing Historic Park beginning at 1:00 p.m.
- The Reorganization meeting of the Board of Supervisors will be on Monday, January 6, 2020 at 7:30 p.m. at the Municipal Building.
- The Annual Board of Auditors Meeting will be held on Tuesday, January 7, 2020 at 3:30 p.m. at the Municipal Building.
- Township phone, internet and email service will be interrupted throughout the day Friday, December 20 as equipment is being serviced and moved. In case of an emergency, call 9-1-1.

PRESENTATION

Rich Mowry, President of Upper Makefield Business Association and members of the UMBA executive board provided an overview of the UMBA's 2019 activities and presented the Township with a \$12,000 check from funds raised at the annual Revolutionary Run for use in the Township's Emergency Services Fund. Mr. Cino thanked UMBA for their many contributions to the community and the contribution to the Township's Emergency Services Fund.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MINUTES AND BILLS PAYABLE

A motion was made by Ms. Nolan and was seconded by Dr. Ford to approve the December 3, 2019 meeting minutes. Motion carried by unanimous vote.

Mr. Cino presented the bills list for December 17, 2019. A motion was made by Ms. Nolan and was seconded by Ms. Ballerini to approve the December 17, 2019 Bills Payable List in the amount of \$372,601.91. Motion carried by unanimous vote.

PLANNING AND ZONING ISSUES

There were no Planning and Zoning issues.

SOLICITOR'S REPORT

The Solicitor's Report was in the Board's packets.

MANAGER'S REPORT

Request for Proposals – Auditing Services

Mr. Nyman provided an overview of the auditing services proposals and noted the staff recommendation to accept the three-year proposal of Bee, Bergvall & Co., PC. Discussion followed and a motion was made by Ms. Ballerini and seconded by Dr. Ford to accept the three-year proposal of Bee, Bergvall and Co., PC to provide Township auditing services in the amount of \$18,500 for 2019, \$19,000 for 2020, \$19,500 for 2021 with the condition that they perform the list of data analytical reviews proposed. Motion carried by a unanimous vote.

Municipal Building Renovation Project – Payment Request #1

Mr. Nyman provided an overview of the project and recommended approval of Payment Request #1 in the amount of \$12,649.50. A motion was made by Ms. Ballerini and seconded by Dr. Ford to approve the Payment Request #1 in the amount of \$12,649.50. Motion carried by unanimous vote.

ENGINEER'S REPORT

There was no Engineer's Report.

BOARD AND COMMISSION REPORTS

Mr. Cino announced that the September 25, 2019 Planning Commission minutes were included in Board packets.

DEPARTMENT REPORTS

Mr. Cino announced that the following department reports were provided:

- Planning & Zoning Department
- Finance Department
- Fire Department
- Ambulance
- Fire Marshal
- Police Department
- Public Works

SPECIAL ITEMS

Mr. Cino recognized the following individuals and accomplishments:

Employee Milestone Anniversaries

Sergeant Tim Rauch – 20 years of service and Viki Connolly – 10 years of service.

Volunteer Recognition

Ken Rubin was thanked for his service as a volunteer member of the Planning Commission since 2010. His term is expiring at the end of 2019.

Tax Collectors

Mr. Cino presented Certificates of Appreciation to Tax Collector Michael Biederman and Deputy Tax Collector Tammy Sutton for their service in assuming the tax collector responsibilities upon the passing of Tax Collector Nick Ettorre earlier this year.

Supervisors

Mr. Cino then recognized Supervisors Tierney and Ballerini, highlighting their contributions as elected officials and presented each of them with clocks commemorating their service.

Ms. Ballerini expressed her thanks to Township residents and staff for their support during her term, and she expressed her appreciation in working with a Board that considers the best interests of the residents when making decisions.

PUBLIC COMMENT

Tim Thomas thanked Mr. Tierney and Ms. Ballerini for their service to the community.

ADJOURNMENT

A motion was made by Ms. Nolan and seconded by Ms. Ballerini to adjourn at 7:49 p.m. Motion carried by unanimous vote.

Respectfully submitted,



David R. Nyman
Township Manager

Approved: January 6, 2020