

**Upper Makefield Township Board of Supervisors
January 3, 2023 Reorganization Meeting Minutes**

The January 3, 2023 Reorganization meeting of the Upper Makefield Township Board of Supervisors was called to order by Mr. Cino at 7:30 p.m. In attendance were the following members of the Board of Supervisors: Tom Cino, Ed Ford, Tim Thomas, Yvette Taylor and Ben Weldon. Also in attendance were Township Manager David R. Nyman and Assistant Township Manager Judy Caporiccio.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mr. Cino led in the recitation of the Pledge of Allegiance which was followed by a moment of silence. He then announced that the Board would hold an executive session following this evening's meeting for the purpose of discussing potential litigation.

PUBLIC COMMENT

There was no public comment.

RE-ORGANIZATION OF THE BOARD

Appointment of Interim Chair

A motion was made by Mr. Cino and seconded by Mr. Thomas to appoint Township Manager David Nyman as Interim Chair. Motion carried by unanimous vote.

Election of Chair

Mr. Nyman then accepted nominations for Chair. A motion was made by Mr. Thomas and seconded by Dr. Ford to nominate Mr. Cino as Chair. Motion carried by unanimous vote.

Mr. Cino presided over the meeting from this point.

Election of Vice Chair

A motion was made by Mr. Cino and seconded by Mr. Thomas to nominate Dr. Ford as Vice Chair. Motion carried by unanimous vote.

**Election of Township Treasurer & Set Treasurer's Bond
(Bond Currently set at \$1,000,000)**

A motion was made by Mr. Cino and seconded by Dr. Ford to nominate Mr. Thomas as Township Treasurer and to set the bond for Township Treasurer at \$1,000,000. Motion carried by unanimous vote.

APPOINTMENT OF TOWNSHIP MANAGER AND CONSULTANTS

A motion was made by Mr. Cino and seconded by Dr. Ford and approved unanimously to maintain status quo for the following appointments:

Township Manager/Secretary/Right to Know Officer – David R. Nyman
Township Assistant Manager/Assistant Right to Know Officer – Judy Caporiccio
Township Solicitor – Mary Eberle, Esq. – Grim, Biehn & Thatcher
Township Engineer – Larry Young, P.E. – Tri-State Engineers and Land Surveyors, Inc.
Township Water and Sewer Engineer – Tom Zarko, P.E., CKS Engineers, Inc.
Township Labor Counsel – Ryan Cassidy, Esq. – Eckert Seamans

BOARD OF SUPERVISORS – LIAISON APPOINTMENTS

A motion was made by Mr. Cino and seconded by Ms. Taylor to appoint the following liaisons for 2023:

Planning Commission – Ed Ford
Park & Recreation Board – Tom Cino
Historical Advisory Commission – Ben Weldon
Historic Architectural Review Board – Ben Weldon
Fire Company – Tom Cino
Police Department – Yvette Taylor
Council Rock School Board – Tim Thomas
Environmental Advisory Council/Open Space – Ed Ford
Financial Advisory Committee - Ben Weldon
Investment Committee – Tim Thomas
Traffic Advisory Committee - Tom Cino
Non-Uniformed Employees - Yvette Taylor
National Veterans' Cemetery - Tim Thomas
Public Works - Ed Ford
Emergency Management – Tim Thomas
Agricultural Security Advisory Board (voting member and Chair) – Ed Ford
Jointure Representative - Tom Cino
PSATS Voting Delegate for 2023 – Yvette Taylor

Motion carried by a unanimous vote.

FINANCIAL INSTITUTIONS

A motion was made by Mr. Cino and seconded by Mr. Thomas to authorize that Township funds be deposited with First National Bank & Trust Co. of Newtown, Penn Community Bank, PLGIT (Pennsylvania Local Government Investment Trust) and Huntington National Bank. Motion carried by unanimous vote.

2023 MILEAGE RATE

A motion was made by Mr. Cino and seconded by Dr. Ford to set the mileage rate for 2023 at the IRS designated rate of 65.5 cents per mile. Motion carried by unanimous vote.

RESOLUTION NO. 2023-01-03 – APPOINTING BUCKS COUNTY TAX COLLECTION COMMITTEE DELEGATES

A motion was made by Mr. Cino and seconded by Mr. Thomas to approve Resolution No. 2023-01-03 appointing delegates to the Bucks County Tax Collection Committee. Motion carried by unanimous vote.

NEWSPAPER/MEETING DATES

A motion was made by Mr. Cino and seconded by Dr. Ford to establish that Legal Notices be placed in the Advance, Courier Times or Philadelphia Inquirer. Motion carried by unanimous vote.

2023 BOARD OF SUPERVISORS MEETING DATES

A motion was made by Mr. Cino and seconded by Ms. Taylor to establish the first and third Tuesdays of each month as meeting days for the Board of Supervisors in 2023 with the exceptions of Wednesday, May 17, Wednesday, July 5 and Wednesday, November 8 due to election days and

holidays. All meetings to be held at the Municipal Building beginning at 7:30 p.m. Motion carried by unanimous vote.

BOARD AND COMMISSION REAPPOINTMENTS

Mr. Cino read the names of volunteer reappointments to Township boards and committees with corresponding terms.

A motion was made by Mr. Cino and seconded by Mr. Thomas to reappoint Phil Feig to the Planning Commission for a term which expires 12/31/26. Motion carried by a unanimous vote.

A motion was made by Mr. Cino and seconded by Dr. Ford to reappoint Jack Wiseman to the Planning Commission for a term which expires 12/31/26. Motion carried by a unanimous vote.

A motion was made by Mr. Cino and seconded by Mr. Thomas to reappoint Debora Stasolla to the Park & Recreation Board for a term which expires Term expires 12/31/27. Motion carried by a unanimous vote.

A motion was made by Mr. Cino and seconded by Dr. Ford to reappoint Kathryn Benson to the Environmental Advisory Council for a one-year term, per her request, which expires December 31, 2023. Motion carried by a unanimous vote.

A motion was made by Mr. Cino and seconded by Dr. Ford to reappoint Bud Baldwin to the Environmental Advisory Council for a term which expires December 31, 2025. Motion carried by a unanimous vote.

A motion was made by Mr. Cino and seconded by Dr. Ford to reappoint Maureen Ferrazzi to the Historical Advisory Commission for a term which expires December 31, 2027. Motion carried by a unanimous vote.

A motion was made by Mr. Cino and seconded by Mr. Thomas to reappoint William Kennedy to the Council Rock Senior Center Board for a term which expires December 31, 2023. Motion carried by a unanimous vote.

A motion was made by Mr. Cino and seconded by Mr. Thomas to reappoint James Galvin to the Historic Architectural Review Board (HARB) for a one year term, per his request, which expires December 31, 2023. Motion carried by a unanimous vote.

A motion was made by Mr. Cino and seconded by Ms. Taylor to reappoint Denise Burmester to the Historic Architectural Review Board (HARB) for a which expires December 31, 2027. Motion carried by a unanimous vote.

A motion was made by Mr. Cino and seconded by Mr. Weldon to reappoint Ray Myslinski to the Financial Advisory Committee for a term which expires December 31, 2025. Motion carried by a unanimous vote.

A motion was made by Mr. Cino and seconded by Mr. Thomas to reappoint Savitri Basavaiah to the Financial Advisory Committee for a term which expires December 31, 2025. Motion carried by a unanimous vote.

A motion was made by Mr. Cino and seconded by Mr. Thomas to reappoint Jeffrey Jumper to the Investment Committee for a term which expires December 31, 2026. Motion carried by a unanimous vote.

A motion was made by Mr. Cino and seconded by Mr. Weldon to reappoint Bret Jackson to the Building Code Board of Appeals for a term which expires December 31, 2025. Motion carried by a unanimous vote.

A motion was made by Mr. Cino and seconded by Dr. Ford to reappoint Barbara Hirst as Vacancy Board Chair for a term which expires December 31, 2023. Motion carried by a unanimous vote.

APPROVAL OF MINUTES AND BILLS

A motion was made by Ms. Taylor and was seconded by Dr. Ford to approve the December 20, 2022 Board of Supervisors meeting minutes. Motion carried by a unanimous vote.

A motion was made by Mr. Thomas and seconded by Ms. Taylor to approve the January 3, 2023 Bills Payable List in the amount of \$75,828.60. Motion carried on a unanimous vote.

MANAGER'S REPORT

Public Works Foreman

A motion was made by Ms. Taylor and seconded by Dr. Ford to authorize advertisement of a full-time Public Works Foreman position. Motion carried by unanimous vote.

Public Works Laborer

A motion was made by Mr. Weldon and seconded by Dr. Ford to approve the hiring of Luis Colon for the position of full-time Laborer effective January 18, 2023. Motion carried by unanimous vote.

Generator Replacement

Mr. Nyman informed the Board that the 23-year-old emergency generator located at the Township complex is no longer functioning and needs to be replaced. Staff researched COSTARS options and the estimated cost of replacement is \$70,000 - \$80,000, which was not budgeted in 2023.

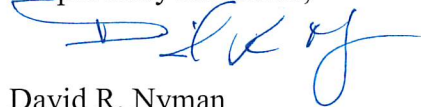
PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

A motion was made by Mr. Weldon and seconded by Dr. Ford to adjourn into executive session at 7:51 p.m. Motion carried by unanimous vote.

Respectfully submitted,



David R. Nyman
Township Manager

Approved: January 17, 2023