

# **Upper Makefield Board of Supervisors**

## **November 8, 2023 Meeting Minutes**

The November 8, 2023 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 Ed Ford, Treasurer Tim Thomas and Member Ben Weldon. Member Yvette Taylor participated by telephone. Assistant Township Manager Judy Caporiccio was also in attendance.

### **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.

### **ANNOUNCEMENTS**

Mr. Cino made the following announcements:

- Township offices will be closed on Friday, November 10 in observance of Veterans Day.
- The 6<sup>th</sup> Annual Shop with a Cop event is on December 9. If you are interested in donating to this program, please visit the Township website for details.
- The Annual Tree Lighting event at Washington Crossing Park will be held on Friday, November 24. Festivities begin at 3:00, including a visit from Santa, with the tree lighting at 4:30.

Ms. Taylor congratulated Mr. Weldon on his recent re-election.

### **PUBLIC COMMENT**

There was no public comment.

### **APPROVAL OF MINUTES AND BILLS PAYABLE**

A motion was made by Mr. Thomas and seconded by Mr. Weldon to approve the October 17, 2023 meeting minutes. Motion carried by unanimous vote.

A motion was made by Dr. Ford and seconded by Mr. Thomas to approve the November 8, 2023 Bills Payable List in the amount of \$227,245.14. Motion carried by unanimous vote.

### **PLANNING & ZONING ISSUES**

There were no Planning & Zoning issues.

### **SOLICITOR'S REPORT**

There was no Solicitor's Report.

### **ASSISTANT MANAGER'S REPORT**

#### **Recycling Grant Administration – Hough Associates**

Ms. Caporiccio outlined an agreement from Hough Associates to continue to collect the Township's recycling data and prepare the PA DEP Recycling Grant application for a five-year period. Discussion followed, and a motion was made by Dr. Ford and seconded by Mr. Thomas to authorize a five-year agreement with Hough Associates for continued administration of the recycling grant application. Motion carried by a unanimous vote.

#### **Administration Department**

A motion was made by Dr. Ford and seconded by Mr. Weldon to accept the retirement of Administrative Assistant Victoria Connolly, thanking her for her years of service and with congratulations, and authorize advertisement of Administrative Assistant position. Motion carried by unanimous vote.

**Police Department**

A motion was made by Mr. Thomas and seconded by Mr. Weldon to accept the retirement of Sgt. Patrick Durkin, with regret and thanks for his years of service to Upper Makefield. Motion carried by unanimous vote.

**Shop with a Cop**

Ms. Caporiccio provided an overview of the Shop with a Cop event to be held at Target on December 9. Police officers will be paired with deserving local school children to shop for the holidays. This is Upper Makefield's 6<sup>th</sup> year participating in SWAC, and the PBA has asked if the Township would again consider a matching donation of \$1,000. A motion was then made by Dr. Ford and seconded by Mr. Weldon to approve a matching donation of \$1,000 to Shop with a Cop. Motion carried by unanimous vote.

**ENGINEER'S REPORT**

There was no Engineer's Report.

**PUBLIC COMMENT**

There was no public comment.

**ADJOURNMENT**

A motion was made by Mr. Weldon and seconded by Ms. Taylor to adjourn the meeting at 7:37 p.m.

Respectfully submitted,



Judy Caporiccio

Assistant Township Manager

Approved: November 21, 2023