

MINUTES**REGULAR MEETING OF UPLAND BOROUGH COUNCIL****DATE**

February 13, 2024

TIME

6:25 P.M.

PLACE

Upland MacQueen Hall, 224 Castle Avenue, Upland, PA

CALL TO ORDER

President Peterson called the Regular Scheduled Meeting for Upland Borough Council to order at 6:25 p.m.

PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE

President Peterson led the Pledge of Allegiance and a moment of silence.

ROLL CALL

Mrs. Peterson – Present; Ms. Crawford – Present; Mrs. Bush – Absent; Mrs. Kerns – Present; Ms. Gertner – Present; Mr. Steigerwalt – Present; Mr. Bloom – Present; Mayor Dennon – Present; Mr. Archdeacon, Catania Engineering – Present; Robert E. O’Connor, Esquire – Present; and Mr. Michael Ciach, Borough Manager/Secretary/Treasurer - Present.

GUESTS IN ATTENDANCE

Dan Smith, Anthony DeMarco, Jeff Hill

5. Public Comments on Agenda Items Only

No comments presented.

6. Approval of Previous Meeting Minutes

A-1 Council Meeting Minutes – January 9, 2024

President Peterson asked if there were any questions on the Council Meeting Minutes of January 9, 2024. Hearing none, Ms. Crawford moved to accept the Council meeting minutes of January 9, 2024. Mrs. Kerns seconded the motion. Council unanimously voted Aye on the motion – no Nays. Motion carries.

7. Treasurer’s Report

President Peterson asked if there were any questions on the Treasurer's Report. With no questions, Ms. Crawford moved to accept the Treasurer's Report as presented. Mr. Steigerwalt seconded the motion. President Peterson requested a roll call. Roll Call was taken: Mrs. Kerns – Aye; Ms. Gertner – Aye; Mr. Steigerwalt – Aye; Mr. Bloom – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

8. Income Statements

President Peterson asked if there were any questions on the Income Statements. Hearing none, Ms. Crawford moved to accept the Income Statements as presented. Mrs. Kerns seconded the motion. President Peterson requested a roll call. Roll Call was taken: Mrs. Kerns – Aye; Ms. Gertner – Aye; Mr. Steigerwalt – Aye; Mr. Bloom – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

9. Manager's Report

A-1 Motion to Approve D&M Fireworks Proposal for Labor Day - \$9,400.00

President Peterson stated she would entertain a motion to approve D&M Fireworks' proposal for Labor Day - \$9,400.00. Ms. Crawford made said motion. Mr. Bloom seconded the motion. President Peterson asked if there were any questions. With no questions, Council unanimously voted Aye on the motion – no Nays. Motion carries.

10. Auburn Village Report – Matt Steigerwalt

President Peterson stated that Auburn Village reported progress.

11. Public Safety Report – Abigail Gertner

A-1 Fire Marshal/Public Safety Officer's Report – January 2024

Mr. Smith read the Fire Marshal/Public Safety Officer's Report for January 2024 into the record.

A-2 Fire Company's Report – January 2024

Fire Chief, Jeff Hill, read the Fire Company's January 2024 report into the record.

President Peterson asked Chief Hill about membership. He stated that they are trying to get the membership back up by having things at the firehouse to bring people back.

A-3 Code Officer's Report – January 2024

Ms. Gertner read the January 2024 Code Officer's report into the record.

12. Buildings & Grounds Report – Judith Bush

A-1 Approval for Emergency Exit, Fire Safety/Suppression for MacQueen Hall for \$5,530.00

Ms. Gertner (in Mrs. Bush's absence), made a motion for approval for emergency exit, fire safety/suppression system for MacQueen Hall for \$5,530.00. Ms. Crawford seconded the motion. Majority of Council voted Aye on the motion with one abstention from Mrs. Kerns.

13. Finance & Insurance Report - Moira Crawford

A-1 Approval to Ratify Payment of General Fund Bills
January 1, 2024 through January 31, 2024 - \$156,287.94

Ms. Crawford made a motion to approve to ratify payment of the General Fund bills for January 1, 2024 through January 31, 2024 in the amount of \$156,287.94. Mr. Steigerwalt seconded the motion. President Peterson asked if there were any questions. Hearing none, she asked for a roll call. Roll Call was taken: Mrs. Kerns – Aye; Ms. Gertner – Aye; Mr. Steigerwalt – Aye; Mr. Bloom – Aye; Ms. Crawford – Abstained from check number 44110 and Aye on the remainder; Mrs. Peterson – Abstained from check number 44109 and Aye on the remainder. Motion carries.

A-2 Approval to Ratify Payment of Auburn Village Bills
January 1, 2024 through January 31, 2024 - \$162,555.93

Ms. Crawford made a motion to approve to ratify payment of the Auburn Village bills for January 1, 2024 through January 31, 2024 in the amount of \$162,555.93 which includes 3 month transfer into the General Fund. Mr. Bloom seconded the motion. President Peterson asked if there were any questions. Hearing none, she asked for a roll call. Roll Call was taken: Mrs. Kerns – Aye; Ms. Gertner – Aye; Mr. Steigerwalt – Aye; Mr. Bloom – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-3 Approval to Ratify Payment of the PLGIT Procurement Credit Card
Statement
January 2024 - \$4,444.79 (Credit \$55.09)

Ms. Crawford made a motion to approve to ratify payment of the PLGIT Procurement Credit Card Statement for January 2024 in the amount of \$4,444.79 with a Credit of \$55.09. Mrs. Kerns seconded the motion. President Peterson asked if there were any questions. Hearing none, she asked for a roll call. Roll Call was taken: Mrs. Kerns – Aye; Ms. Gertner – Aye; Mr. Steigerwalt – Aye; Mr. Bloom – Aye; Ms. Crawford – Aye; Mrs. Peterson - Aye. Motion carries.

14. Ordinances & Resolutions Report – Abigail Gertner

A-1 Approval to Adopt Resolution 5 of 2024 – Approval of the Dunkin Donuts

Ms. Gertner read Resolution 5 of 2024 into the record.

Ms. Gertner made a motion to accept Resolution 5 of 2024 for preliminary/final land approval for Spring Hill Realty, Inc. Dunkin Donuts at 875 Upland Avenue. Ms. Crawford seconded the motion. President Peterson requested a roll call. Roll Call was taken: Mrs. Kerns – Aye; Ms. Gertner – Aye; Mr. Steigerwalt – Aye; Mr. Bloom – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-2 Approval to Adopt Resolution 6 of 2024 – Authorization to Ratify the Transfer of \$100,000 from PLGIT

Ms. Gertner read Resolution 6 of 2024 into the record.

Ms. Gertner moved to accept Resolution 6 of 2024 for the transfer of budgeted funds from PLGIT Special Revenue to the General Fund. Ms. Crawford seconded the motion. President Peterson requested a roll call. Roll Call was taken: Mrs. Kerns – Aye; Ms. Gertner – Aye; Mr. Steigerwalt – Aye; Mr. Bloom – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-3 Approval to Adopt Resolution 7 of 2024 – Approval to Add a GF & AV Bank Account Signer

Ms. Gertner read Resolution 7 of 2024 into the record.

Ms. Gertner moved to adopt Resolution 7 of 2024 to add an additional signer – Matthew Steigerwalt – to the Auburn Village and General Fund accounts for checks. Ms. Crawford seconded the motion. President Peterson requested a roll call. Roll Call was taken: Mrs. Kerns – Aye; Ms. Gertner – Aye; Mr. Steigerwalt – Aye; Mr. Bloom – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

15. Research & Development – Julie Kerns

President Peterson stated that Research & Development reported progress.

16. Streets & Equipment – Judith Bush

President Peterson stated that Streets & Equipment reported progress.

17. **Community Affairs – Moira Crawford**

EVENTS HELD SINCE THE 01/09/24 COUNCIL MEETING:

Martin Luther King Day of Service (clean- up day in the Borough) – This event was held on January 15, 2024. Cleaning was mainly done in MacQueen Hall due to the weather. A few people attended this event.

Free Senior Citizens’ Coffee Club – This event was to be held on January 20, 2024 but was cancelled due to the weather.

Basket Bonanza Bingo Fundraiser – This event was held on February 3, 2024 and was sold out. The Community Affairs Association brought in \$5,350.00 minus their starting bank from this fundraiser.

EVENTS TO BE HELD:

Soup and Salad Fundraiser – This event is scheduled for Saturday – February 17, 2024 from 4:00 p.m. to 6:00 p.m. at MacQueen Hall.

The menu consists of Homemade Vegetable Soup, Chili, Chicken and Dumplings, possibly Manhattan Clam Chowder which will be donated, Salad Bar, Dessert and Drinks. Take out will be available. Tickets are still available in the Borough Office.

Tickets: \$12.00 for Adults
\$10.00 for Seniors
\$ 8.00 for Children under 12

Senior Citizens’ St. Patty’s Day Luncheon – This event will be held at MacQueen Hall on Monday – March 11, 2024 from 12:00 p.m. to 1:00 p.m. Any senior wishing to attend must sign up at the Borough Office by March 3, 2024.

Annual Easter Egg Hunt & Breakfast with the Easter Bunny – The Easter Egg Hunt will be held on Saturday – March 30, 2024 starting at 9:00 a.m. at Bristol Lord Field.

The Community Affairs Association will donate \$250.00 to the Upland Athletic Club and Upland Fire Company for supplies. This donation normally goes through the General Fund, but going forward, will be provided by the Community Affairs Association.

Breakfast with the Easter Bunny will be held in MacQueen Hall from 9:30 a.m. to 11:00 a.m. Borough children 12 years of age and under are free. Adults attending will be \$5.00.

There will also be photos with the Easter Bunny.

18. **Use & Occupancy Report – Michael Ciach**

Mr. Ciach read the January 2024 Use and Occupancy Report into the record.

19. Mayor's Report – William Dennon

Mayor Dennon read the January 2024 Mayor's Report into the record.

20. Solicitor's Report - Robert O'Connor

President Peterson stated that the Solicitor had no report for the month of January.

21. Engineer's Report –Dan Archdeacon

Mr. Archdeacon reported the following:

CDBG 2022 & 2023 – The contracts were signed and sent to the county and contractor for the Main Street Wall project. The preconstruction meeting with the county and contractor was held on January 18, 2024. The contractor was to begin work on Monday, February 12, 2024. Due to the weather, the start date was changed to Thursday, February 15, 2024. Work should be completed by the end of April.

Mr. Archdeacon stated that the remainder of his written report is updates.

22. Future Projects – Matthew Steigerwalt

President Peterson stated that Future Projects reported progress.

23. Old Business

President Peterson stated that there is no old business to report.

24. New Business

A-1 Motion to Cancel the 2nd Meeting of the Month – February 27, 2024

President Peterson stated she would entertain a motion to cancel the second meeting of the month – February 27, 2024. Mr. Bloom seconded the motion. All Council verbally voted Aye; no Nays.

25. **Floor Open to Public**

No comments/questions were presented.

26. **Adjournment**

President Peterson stated she would entertain a motion to adjourn. Ms. Crawford made said motion. All Council verbally voted Aye; no Nays.

Council adjourned at 6:45 p.m.

Respectfully submitted,

Michael J. Ciach
Borough Manager/Secretary/Treasurer

Dana A. Dudek
Recording Secretary