

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

February 8, 2022

TIME

6:10 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 6:10 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. Kerns – Present; Ms. Gertner – Present; Mrs. Bush – Present; Mr. McClintock – Present; Mr. Steigerwalt – Present; Mayor Dennon – Present; Mr. Archdeacon, Catania Engineering – Present; Mr. Robert E. O'Connor, Esquire – Present; and Mr. Michael Ciach, Borough Manager/Secretary/Treasurer - Present.

GUESTS IN ATTENDANCE

Todd Chalfant, Stephen Kalichak, Kevin Kozlowski, Daniel Smith, Fire Marshal, Ann Marie Wehe and Gregory Zyla, Fire Chief.

5. Public Comments on Agenda Items Only

No comments presented.

6. Approval of Previous Meeting Minutes

A-1 Council Meeting Minutes – January 11, 2022

President Peterson asked if there were any questions on the minutes of January 11, 2022. With no questions, Ms. Crawford made a motion to accept the minutes of the Council meeting of January 11, 2022 as presented. Mrs. Kerns seconded the motion. Roll Call was taken: Mrs. Kerns – Aye; Ms. Gertner – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Steigerwalt – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

7. Treasurer's Report

A-1 Treasurer's Report

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

A-2 Income Statements

President Peterson asked if there were any questions on the Income Statements. With no questions, Ms. Crawford made a motion to accept the Income Statements as presented. Mr. Steigerwalt seconded the motion. Roll Call was taken: Mrs. Kerns – Aye; Ms. Gertner – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Steigerwalt – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-3 Manager's Report

President Peterson asked if there were any questions on the Manager's Report. With no questions, Ms. Crawford made a motion to accept the Manager's Report as presented. Mrs. Bush seconded the motion. Unanimously, Council voted Aye on the motion, no Nays. Motion carries.

8. Auburn Village Report - Richard McClintock

President Peterson stated that Auburn Village reported progress.

9. Public Safety Report – Richard McClintock

A-1 Fire Marshal's Report – January 2022

Mr. Smith, Fire Marshal, read his January 2022 report into the record. Mr. Smith also reported completing Applying the International Fire Code under UCC and Hazmat Awareness and Operations classes. In addition, he attended the DVRPC PA Joint Traffic Incident Management Task Force meeting.

A-2 Fire Company's Report – January 2022

Mr. Zyla, Fire Chief, read his January 2022 report into the record.

10. Code Officer's Report – Richard McClintock

Mr. McClintock read the Code Officer's 2021 year-end report into the record.

11. Buildings & Grounds Report – Judith Bush

Mrs. Bush reported progress.

12. Finance & Insurance Report - Moira Crawford

- A-1 Approval to Ratify Payment of General Fund Bills
January 1, 2022 through January 31, 2022 - \$273,500.00

Ms. Crawford made a motion to approve to ratify payment of the General Fund bills January 1, 2022 through January 31, 2022 in the amount of \$ 273,500.00. Mrs. Bush seconded the motion. President Peterson asked for a roll call. Roll Call was taken: Mrs. Kerns – Aye; Ms. Gertner – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Steigerwalt – Aye; Ms. Crawford– Aye; Mrs. Peterson –Aye. Motion carries.

- A-2 Approval to Ratify Payment of Auburn Village Bills
January 1, 2022 through January 31, 2022 - \$ 42,378.53

Ms. Crawford made a motion to approve to ratify payment of the Auburn Village bills January 1, 2022 through January 31, 2022 in the amount of \$ 42,378.53. 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; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Steigerwalt – Aye; Ms. Crawford– Aye; Mrs. Peterson –Aye. Motion carries.

- A-3 Approval to Ratify Payment of the PLGIT Procurement Credit Card
Purchases
January 2022 - \$ 3,767.35

Ms. Crawford made a motion to approve to ratify the PLGIT Procurement Credit Card Purchases for January 2022 in the amount of \$ 3,767.35. 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; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Steigerwalt – Aye; Ms. Crawford– Aye; Mrs. Peterson –Aye. Motion carries.

13. Ordinances & Resolutions Report – Abigail Gertner

- A-1 Motion to Pass and Adopt Ordinance No. 3 of 2022
-Adopting DELCORA’S Eastern Service Area Act 537 Plan Update

Ms. Gertner read Ordinance No. 3 of 2022 and made a motion to pass and adopt said Ordinance. Mr. McClintock seconded the motion. President Peterson asked if there were any questions. Hearing none, she requested a roll call. Roll Call was taken: Mrs. Kerns – Aye; Ms. Gertner – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Steigerwalt – Aye; Ms. Crawford– Aye; Mrs. Peterson –Aye. Motion carries.

- A-2 Motion to Pass and Adopt Ordinance No. 4 of 2022
-Resolution Authorizing an Application to the Delaware County Council for Accommodations of County Liquid Fuel Tax Funds for the Municipal Roadway/Street Improvement Program of 2022 for \$4,050.00

Ms. Gertner read Ordinance No. 4 of 2022 and made a motion to pass and adopt said Ordinance. Mrs. Bush seconded the motion. President Peterson asked if there were any questions. Hearing none, she requested a roll call. Roll Call was taken: Mrs. Kerns – Aye; Ms. Gertner – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Steigerwalt – Aye; Ms. Crawford– Aye; Mrs. Peterson –Aye. Motion carries.

14. Research & Development - Julie Kerns

Mrs. Kerns read her reports for December 2021 and January 2022 into the record.

15. Streets & Equipment – Judith Bush

- A-1 Motion to Promote Patrick White from Full-Time General Highway/Maintenance to Highway Foreman Which Includes a 10% Increase as per the Teamster’s CBA Language

Mrs. Bush made a motion to promote Patrick White from full-time General Highway/Maintenance to Highway Foreman which includes a 10% increase per the Teamster’s CBA language. Mr. McClintock seconded the motion. President Peterson asked if there were any questions. Hearing none, she requested a roll call. Roll Call was taken: Mrs. Kerns – Aye; Ms. Gertner – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Steigerwalt – Aye; Ms. Crawford– Aye; Mrs. Peterson –Abstain. Motion carries.

- A-2 Motion to Promote Joseph Taylor From a Seasonal Part-Time Position to Full-Time General Highway/Maintenance at a Rate Consistent with the Teamster’s CBA

Mrs. Bush made a motion to promote Joseph Taylor from a seasonal part-time position to full-time General Highway/Maintenance at a rate consistent with the Teamster's CBA. Mr. McClintock seconded the motion. President Peterson asked if there were any questions. Hearing none, she requested a roll call. Roll Call was taken: Mrs. Kerns – Aye; Ms. Gertner – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Steigerwalt – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-3 Motion to Approve the Purchase of a Case Skid Steer (Budgeted) From Eagle Power and Equipment for \$62,467.85 on the PA State-COSTARS Contract

Mrs. Bush made a motion to purchase a Case Skid Steer budgeted for from Eagle Power and Equipment for \$62,467.85 on the PA State-COSTARS contract. Mr. McClintock seconded the motion. President Peterson asked if there were any questions. Hearing none, she requested a roll call. Roll Call was taken: Mrs. Kerns – Aye; Ms. Gertner – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Steigerwalt – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

16. Community Affairs – Moira Crawford

Ms. Crawford reported that the Soup & Salad take out dinner from the past weekend sold 110 tickets. This event raised \$1,251.00. A special mention was made to the Upland AC which purchased crock pots of soup and chili and Mr. O'Connor's kind purchase of 20 tickets.

The Designer Bag Bingo scheduled for February 19, 2022 has been cancelled. This event will be rescheduled at a later date.

The Senior Citizen St. Patty's Day Luncheon on March 14, 2022 will be take out only. Pick-ups can be made between noon and 1:00 p.m. Seniors can email or contact Ms. Crawford or the Borough office to be placed on the list.

The Holiday Decorating Contest winners are as follows:

First Place for \$100.00 – 9 Scott Avenue – Steven & Jennifer Cunrod
Second Place for \$50.00 – 422 Willow Way – Lauren & William Poole
Third Place for \$25.00 – 1035 Church Street – Cathy Greene

17. Use & Occupancy Report – Michael Ciach

Mr. Ciach read the January 2022 Use and Occupancy Report into the record.

18. Mayor's Report – William Dennon

Mayor Dennon read the January 2022 Mayor's Report into the record.

19. Solicitor's Report - Robert O'Connor

Mr. O'Connor reported that the trash contract had been finalized. Mr. O'Connor extended a thank you to Mr. Ciach and (inaudible).

20. Engineer's Report –Dan Archdeacon

Mr. Archdeacon reported that the CDBG 2021 MacQueen Hall addition project's bid opening took place on January 10, 2022.

Number of bids received by category:

General Construction – 2

Mechanical Construction – 2

Electrical Construction – 5

Plumbing Construction – 2

The low bids are as follows:

General Construction – L. J. Paolella Construction, Inc. - \$250,000.00

Mechanical Construction – Five Star, Inc. - \$107,500.00

Electrical Construction – CSME, Inc. - \$32,202.00

Plumbing Construction – John J. BEE, Inc. - \$84,900.00

Total cost of the project based on the above is \$474,602.00 contingent upon a 30 day comment period for additional funds requested from Delaware County. The County has increased funding to \$347,000.00 leaving Upland Borough to pay \$127,602.00. Mr. Archdeacon recommends awarding the bids noted above.

**A-1 Motion to Approve Award of the Bid on the MacQueen Hall CDBG
Project Subject to the Delaware County Terms and Approval**

Ms. Crawford made a motion to approve the General Construction contract to L. J. Paolella, Inc. in the amount of \$250,000.00 contingent upon the 30 day Delaware County Council comment period. Mrs. Bush seconded the motion. President Peterson asked if there were any questions. Hearing none, she requested a roll call. Roll Call was taken: Mrs. Kerns – Aye; Ms. Gertner – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Steigerwalt – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

Ms. Crawford made a motion to approve the Mechanical Construction contract to Five Star Mechanical Services in the amount of \$107,500.00 contingent upon the 30 day Delaware County comment period. Mrs. Bush seconded the motion. President Peterson asked if there were any questions. Hearing none, she requested a roll call. Roll Call was taken: Mrs. Kerns – Aye; Ms. Gertner – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Steigerwalt – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

Ms. Crawford made a motion to approve the Electrical Construction contract to CSME, Inc. in the amount of \$32,202.00 contingent upon the 30 day Delaware County Council comment period. Mrs. Kerns seconded the motion. President Peterson asked if there were any questions. Hearing none, she requested a roll call. Roll Call was taken: Mrs. Kerns – Aye; Ms. Gertner – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Steigerwalt – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

Ms. Crawford made a motion to approve the Plumbing Construction contract to John J. BEE, Inc. in the amount of \$84,900.00 contingent upon the 30 day Delaware County Council comment period. Mrs. Kerns seconded the motion. President Peterson asked if there were any questions. Hearing none, she requested a roll call. Roll Call was taken: Mrs. Kerns – Aye; Ms. Gertner – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Steigerwalt – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

Ms. Crawford made a motion to have the Solicitor draw up contracts for the MacQueen Hall addition. Mrs. Bush seconded the motion. President Peterson asked if there were any questions. Hearing none, she requested a roll call. Roll Call was taken: Mrs. Kerns – Aye; Ms. Gertner – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Steigerwalt – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-2 Motion to Approve Award of County Payment on the Delaware County
Paid Demolition Project at 2 Seventh Street

The 2 Seventh Street demolition was completed in December by BRB Contractors. BRB's payment 1 and final is in the amount of \$49,300.00 which Mr. Archdeacon recommends approval for payment.

Ms. Crawford made a motion to approve Payment 1 and Final submitted by BRB Contractors in the amount of \$49,300.00. Payment to be made by Delaware County OHCD. Mr. Steigerwalt seconded the motion. President Peterson asked if there were any questions. Hearing none, she requested a roll call. Roll Call was taken: Mrs. Kerns – Aye; Ms. Gertner – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Steigerwalt – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

21. Future Projects – Matthew Steigerwalt

President Peterson stated that Mr. Steigerwalt reported progress.

22. **Old Business**

Nothing for old business to report.

23. **New Business**

Ms. Crawford read a thank you note received from Reverend Brenda Shaw for the Borough's donation to the Upland Baptist Church Food Bank.

A-1 Motion to Cancel the Second Meeting of the Month – February 22, 2022

Ms. Crawford made a motion to cancel the second meeting of the month, February 22, 2022. Mrs. Bush seconded the motion. Unanimously, Council voted Aye on the motion, no Nays. Motion carries.

24. **Floor Open to Public**

An unidentified member of the public asked if the addition work (MacQueen Hall) was rate work. Mr. Archdeacon responded in the affirmative.

25. **Adjournment**

Ms. Crawford made a motion to adjourn. Mrs. Bush seconded the motion. All Council verbally voted Aye; no Nays. Council adjourned at 6:36 p.m.

Respectfully submitted,

Michael J. Ciach
Borough Manager/Secretary/Treasurer

Dana A. Dudek
Recording Secretary