

MINUTES

REGULAR MEETING OF UPLAND BOROUGH COUNCIL

DATE

March 8, 2022

TIME

6:39 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 6:39 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, Chief Irey, Stephen Kalichak, Kevin Kozlowski, George Oronzio, Daniel Smith, Fire Marshal, and Gregory Zyla, Fire Chief.

President Peterson announced that an Executive Session took place between Caucus and the Council Meeting to discuss a personnel matter and would entertain a motion on that matter.

Ms. Crawford made a motion to advertise and engage in discussion to hire a Fire Marshal and Emergency Management. 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.

5. Public Comments on Agenda Items Only

No comments presented.

6. Approval of Previous Meeting Minutes

A-1 Council Meeting Minutes – February 8, 2022

President Peterson asked if there were any questions on the minutes of February 8, 2022. With no questions, Ms. Crawford made a motion to accept the minutes of the Council meeting of February 8, 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. Mrs. Bush 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. Mr. Steigerwalt 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 – February 2022

Mr. Smith, Fire Marshal, read his February 2022 report into the record. Mr. Smith also reported talks with Maddren for updating of the comprehensive plan and continued talks with Mordevco for Agronomed's construction.

A-2 Fire Company's Report – February 2022

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

At 6:44 p.m., Ms. Crawford announced that President Peterson had to step away and she would take over running the Council Meeting.

10. Code Officer's Report – Richard McClintock

Mr. McClintock read the Code Officer's February 2022 report into the record. He then made a motion to accept the Code Officer's report. Mrs. Bush 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. Motion carries.

11. Motion to Approve the CODY Conference (Budgeted) Total Cost of \$2,947.40 (\$2,081.60 after reimbursement)

Ms. Crawford stated she would entertain a motion to approve the CODY Conference. Ms. Gertner made a motion to approve the CODY Conference budgeted total cost \$2,947.40 which will be \$2,081.60 after reimbursement. Mrs. Bush 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. Motion carries.

12. Buildings & Grounds Report – Judith Bush

Mrs. Bush reported that she spoke with our engineer and confirmed that construction on MacQueen Hall will begin in April. Even with the April start, the Easter Bunny Breakfast will still be held at MacQueen Hall.

13. Finance & Insurance Report - Moira Crawford

**A-1 Approval to Ratify Payment of General Fund Bills
February 1, 2022 through February 28, 2022 - \$132,187.58**

Ms. Kerns made a motion to approve to ratify payment of the General Fund bills February 1, 2022 through February 28, 2022 in the amount of \$132,187.58. Ms. Gertner seconded the motion. Ms. Crawford 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 – Abstain from check number 41913 and Aye on the remainder. Motion carries.

**A-2 Approval to Ratify Payment of Auburn Village Bills
February 1, 2022 through February 28, 2022 - \$49,068.31**

Ms. Crawford asked if there were any questions on the approval to ratify payment of the Auburn Village Bills for \$49,068.31. Mrs. Kerns made a motion to approve to ratify payment of the Auburn Village bills February 1, 2022 through February 28, 2022 in the amount of \$49,068.31. Mrs. Bush seconded the motion. President Peterson returned to the Council Meeting at 6:49 p.m. and 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. Motion carries.

A-3 Approval to Ratify Payment of the PLGIT Procurement Credit Card Purchases
February 2022 - \$1,027.92 & a credit for \$30.00

Ms. Crawford made a motion to approve to ratify payment of the PLGIT Procurement Credit Card Purchases for February 2022 total credits \$30.00, total debits \$1,027.92. 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.

A-4 Motion to Exonerate Tax Collector

A. Year 2021 Real Estate \$21,764.32
(\$19,785.70 plus penalty of \$1,978.62)

Ms. Crawford made a motion to exonerate the Tax Collector for the year 2021 Real Estate Tax in the total amount of \$21,764.32 of which \$19,785.70 plus penalty of \$1,978.62. Ms. Gertner seconded the motion. President Peterson asked if there were any questions. Mr. McClintock questioned the robo call stating that the Tax Collector would not be available at the Borough office for the public on Wednesday – March 9, 2022. Mr. Ciach explained that the Tax Collector switched her day from Wednesday to Thursday due to a scheduling conflict. 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.

B. Year 2021 Trash Tax \$12,028.50
(\$10,935.00 plus penalty of \$1,093.50)

Ms. Crawford made a motion to exonerate the Tax Collector for the year 2021 Trash Tax in the total amount of \$12,028.50 of which \$10,935.00 plus penalty of \$1,093.50. Mr. Steigerwalt seconded the motion. President Peterson asked if there were any questions. Hearing none, 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.

C. Motion to Allow Borough Manager to Forward Delinquent Trash Taxes to Delinquent Tax Collecting Agency

Ms. Crawford made a motion to allow the Borough Manager to forward the delinquent Trash Taxes to the delinquent tax collecting agency. Ms. Gertner seconded the motion. President Peterson asked if there were any questions. Hearing none, 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.

14. Ordinances & Resolutions Report – Abigail Gertner

President Peterson stated that Ordinances & Resolutions reported progress.

15. Research & Development - Julie Kerns

Mrs. Kerns read her report for February 2022 into the record.

16. Streets & Equipment – Judith Bush

Mrs. Bush reported that the Streets & Equipment committee met on March 1, 2022 to discuss issues with equipment, trucks and more. A report will be submitted to Council in 30 days noting findings.

17. Community Affairs – Moira Crawford

Ms. Crawford reported that the next event is on Monday – March 14, 2022. The free Senior Citizens' St. Patty's Day Luncheon is take out only. Meals can be picked up between noon and 1:00 p.m. at MacQueen Hall.

The Annual Easter Egg Hunt and Breakfast with the Easter Bunny will be on April 16, 2022. The Easter Egg Hunt will begin at 9:00 a.m. and Breakfast with the Easter Bunny will be immediately after the hunt. The breakfast is free for the Borough children and \$5.00 for adults. In addition, there will be free photos.

Please note that a volunteer is needed to be the Easter Bunny.

18. Use & Occupancy Report – Michael Ciach

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

19. Mayor's Report – William Dennon

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

20. Solicitor's Report - Robert O'Connor

Mr. O'Connor reported finalizing the trash contract as well as starting/finishing work on the MacQueen Hall contract. He added ongoing thanks to Mr. Archdeacon and Mr. Ciach for their help on these items.

21. Engineer's Report –Dan Archdeacon

Mr. Archdeacon reported that the County approved the increased funding for the 2021 CDBG MacQueen Hall Project. The County's 30 day comment period will conclude on March 14, 2022. At that point, contracts will be sent out.

The 2⁷th Street demo project is complete and the final payment was submitted to Delaware County for payment.

In connection with the Reese Center, Mr. Archdeacon prepared a cost estimate for updated improvements and completed an environmental questionnaire.

22. Future Projects – Matthew Steigerwalt

President Peterson stated that Future Projects reported progress.

23. Old Business

Nothing for old business to report.

24. New Business

- A-1 Motion to approve the cost as provided in the PA State Borough Code for Council Members, The Mayor, Chief Irely and the Borough Manager to attend the PSAB Annual Conference if they are able. The dates are May 20 to May 25 (Travel, registration and State Level Meetings May 20 & 21) Conference Agenda & Meeting dates May 22-25.

President Peterson stated that she would entertain a motion for the PSAB Annual Conference. Ms. Crawford made a motion to approve the cost as provided in the PA State Borough Code for Council Members, The Mayor, Chief Irely and the Borough Manager to attend the PSAB Annual Conference if they are able. The dates are May 20 to May 25 (travel, registration and State Level Meetings May 20 & 21) Conference Agenda & Meeting dates May 22-25. Mrs. Kerns seconded the motion. President Peterson asked if there were any questions. Hearing none, 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 Motion to Cancel the Second Meeting of the Month – March 22, 2022

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

25. Floor Open to Public

Chief Irely made Council aware that Lieutenant Curran heads up a 13 agency highway traffic safety task force. The Chief was notified today that Lieutenant Curran is the recipient of the Highway Safety Rising Star Award presented by the Pennsylvania Highway Safety Traffic Committee.

The Chief also highlighted that Mr. Ciach assists Lieutenant Curran in handling the billing from the state which involves much work.

The Chief went on to say that this not only says a lot about the Lieutenant, but also Upland being a small town and leading 13 other towns in Delaware County. He stated he was proud of Lieutenant Curran. In addition, he thanked Mr. Ciach and the Upland Police Department.

The Chief's statements were met with applause from Council and those members of the public attending the Council meeting.

26. Adjournment

Ms. Crawford made a motion to adjourn. Mrs. Kerns seconded the motion. All Council verbally voted Aye; no Nays. Council adjourned at 6:57 p.m.

Respectfully submitted,

Michael J. Ciach
Borough Manager/Secretary/Treasurer

Dana A. Dudek
Recording Secretary