

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

April 11, 2023

TIME

6:21 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 6:21 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; Mrs. Bush – Absent; Mr. Steigerwalt – Present; Mr. Bloom – Present; Ms. Gertner – 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

Daniel Smith, Anthony DeMarco, Shannon Strigle, Greg Zyla

5. Approval of Previous Meeting Minutes

A-1 Council Meeting Minutes – March 14, 2023

President Peterson asked if there were any questions on the Council Meeting Minutes of March 14, 2023. Hearing none, Ms. Crawford made a motion to accept the Council meeting minutes of March 14, 2023. Mrs. Kerns seconded the motion. President Peterson 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 - Abstain. Motion carries.

6. 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. 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.

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. 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 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. Ms. Gertner seconded the motion. Council unanimously voted Aye on the motion – no Nays. Motion carries.

7. **Auburn Village Report – Matt Steigerwalt**

President Peterson stated that Mr. Steigerwalt reported progress.

8. **Public Safety Report – Abigail Gertner**

A-1 Fire Marshal/Public Safety Officer's Report – March 2023

Mr. Smith, PSO, read the Fire Marshal/Public Safety Officer's March 2023 report into the record.

Upon reporting that he has now received his certification for FEMA G-273 Flood Plain Management, Mr. Smith received applause from Council.

Mr. Smith also informed Council that on April 3, 2023 he received a letter from the Governor of Pennsylvania which states that the Governor has now appointed Mr. Smith Coordinator of Emergency Management for Upland Borough – State Level. Even though Mr. Smith is the Coordinator on the Borough level, he is now also recognized through the Governor's office.

Mr. Smith ended with noting that April 12, 2023 will be his one year anniversary with the Borough and thanked Council for the opportunity.

A-2 Fire Company's Report – March 2023

Mr. Zyla read the Fire Company's March 2023 report into the record.

President Peterson inquired about membership. Mr. Zyla responded “same”. He stated that 2 people just graduated from Fire School – Kaitlyn and Brandon. He also stated that daytime is still tough.

Ms. Gertner asked for the number of members. Mr. Zyla was unable to answer, but stated that he thinks they are averaging 4 people per call.

Ms. Gertner requested a copy of Mr. Zyla’s report.

A-3 Code Officer’s Report – March 2023

Ms. Gertner read the Code Officer’s Report for March 2023 into the record.

Ms. Gertner was concerned about the number of outstanding violations and stated she would speak to Mr. Slifer concerning this issue. Mr. Smith informed Council that he and Mr. Slifer are starting to get into long term owners that are not compliant with licensing. They are going to start working with the Borough (Council & Borough Manager) along with the Police to figure out a way for code/ordinance changes to allow the Borough to start handling those owners that do not want to pay for U & O’s and/or rental licenses. The changes currently being discussed are either removing the tenant and/or classifying the property as a non-rental property. He will be sending a memo out shortly on this matter.

Mr. Smith stated that there are problem properties which have not been compliant for many years. The current system is bringing them to court, they receive additional time and still they do not comply. Once the Borough changes the codes/ordinances related to this matter, the number of outstanding violations should go down.

Ms. Gertner stated that if Mr. Smith has specific ordinance changes in mind to please send them to Council.

A-4 Motion to Ratify the Renewal/Upgrade Contract as Budgeted with Brandywine Animal Shelter

President Peterson asked if there were any questions on the renewal/upgrade of the Brandywine Animal Shelter. Hearing none, Ms. Gertner made a motion to ratify the renewal/upgrade contract as budgeted with Brandywine animal shelter. Ms. Crawford seconded the motion. President Peterson 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

Mr. Ciach informed Council that the new contract removed the exclusivity of cats. As the Borough has a feral cat problem, Brandywine could not handle this issue. Therefore, with the removal of the cat portion of the contract, the Borough can look to another agency which is better equipped to handle this matter.

Ms. Crawford asked if this contract was done prior to Brandywine increasing their rates. Mr. Ciach stated yes.

10. Buildings & Grounds Report – Judith Bush

President Peterson state that Buildings & Grounds reported progress.

12. Finance & Insurance Report - Moira Crawford

- A-1 Approval to Ratify Payment of General Fund Bills
March 1, 2023 through March 31, 2023 - \$274,204.84

Ms. Crawford made a motion to ratify payment of the General Fund bills March 1, 2023 through March 31, 2023 in the amount of \$274,204.84. 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

- A-2 Approval to Ratify Payment of Auburn Village Bills
March 1, 2023 through March 31, 2023 - \$154,689.26

Ms. Crawford made a motion to approve to ratify payment of the Auburn Village bills for March 1, 2023 through March 31, 2023 in the amount of \$154,689.26. 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

- A-3 Approval to Ratify Payment of the PLGIT Procurement Credit Card
Purchases
March 2023 - \$2,367.11

Ms. Crawford made a motion to approve to ratify payment of the PLGIT Procurement Credit Card Statement for March 2023 in the amount of \$2,367.11. Ms. Gertner 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

13. Ordinances & Resolutions Report – Abigail Gertner

- A-1 Motion to Adopt Resolution 8 of 2023 – Transfer of PLGIT Funds

Ms. Gertner read Resolution 8 of 2023 – Transfer of PLGIT Funds into the record.

Ms. Gertner made a motion to pass Resolution 8 of 2023 - Transfer of PLGIT Funds. Ms. Crawford 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. Research & Development - Julie Kerns

President Peterson stated that Research & Development reported progress.

15. Streets & Equipment – Judith Bush

President Peterson stated that Streets & Equipment reported progress.

16. Community Affairs – Moira Crawford

President Peterson stated that Community Affairs reported progress.

17. Use & Occupancy Report – Michael Ciach

Mr. Ciach read the March 2023 Use and Occupancy Report into the record.

18. Mayor’s Report – William Dennon

Mayor Dennon read the March 2023 Mayor’s Report into the record.

19. Solicitor’s Report - Robert O’Connor

President Peterson stated that the Solicitor has no report at this time.

20. Engineer’s Report –Dan Archdeacon

President Peterson stated that the Engineer has no report at this time.

21. Future Projects – Matthew Steigerwalt

President Peterson stated that Future Projects reported progress.

22. **Old Business**

Nothing for old business to report.

23. **New Business**

Nothing for new business to report.

24. **Motion to Cancel the Second Meeting of the Month – April 25, 2023**

Ms. Crawford made a motion to cancel the second meeting of the month - April 25, 2023. Ms. Gertner seconded the motion. Council unanimously voted Aye on the motion – no Nays. Motion carries.

25 **Floor Open to Public**

No comments/questions were presented.

Adjournment

President Peterson stated that she would entertain a motion to adjourn. Ms. Crawford made said motion. Mrs. Kerns 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