

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

May 9, 2023

TIME

6:07 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 6:07 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 – Present; 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

5. Approval of Previous Meeting Minutes

A-1 Council Meeting Minutes – April 11, 2023

President Peterson asked if there were any questions on the Council Meeting Minutes of April 11, 2023. Hearing none, Ms. Crawford made a motion to accept the Council meeting minutes of April 11, 2023. Mr. Steigerwalt seconded the motion. President Peterson asked for a roll call. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Ms. Gertner – Aye; Mr. Steigerwalt – Aye; Mr. Bloom – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

6. Treasurer's Report

A-1 Treasurer's Report

President Peterson stated that the Treasurer's Report is being tabled for technical issues.

A-2 Income Statements

President Peterson stated that the Income Statements are being tabled for technical issues.

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. Kerns 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 – April 2023**

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

An issue concerning chickens being raised in a residential basement was mentioned in the PSO's report which prompted a discussion since the County's Health Department informed Mr. Smith that this was a municipal issue and they could not help. They also informed Mr. Smith that they do not handle residential issues. President Peterson asked that Chief Irely and Mr. Smith meet to discuss options so that Council can work out the Borough's responsibility and action.

A-2 **Fire Company's Report – April 2023**

President Peterson stated that no Fire Company's Report was received.

A-3 **Code Officer's Report – April 2023**

Ms. Gertner read the Code Officer's Report for April 2023 into the record.

9. **Buildings & Grounds Report – Judith Bush**

Mrs. Bush stated that the bunting and flags will be going up. Also, that Mr. Zyla informed her that his company will be starting on planting flowers.

10. **Finance & Insurance Report - Moira Crawford**

A-1 **Approval to Ratify Payment of General Fund Bills**

April 1, 2023 through April 30, 2023 - \$171,261.35

Ms. Crawford made a motion to ratify payment of the General Fund bills April 1, 2023 through April 30, 2023 in the amount of \$171,261.35. 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; Mrs. Bush – 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
April 1, 2023 through April 30, 2023 - \$53,433.49

Ms. Crawford made a motion to approve to ratify payment of the Auburn Village bills for April 1, 2023 through April 30, 2023 in the amount of \$53,433.49. 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; Mrs. Bush – 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
April 2023 - \$5,883.42 (With \$86.46 Credit/Refund)

Ms. Crawford made a motion to approve to ratify payment of the PLGIT Procurement Credit Card Statement for April 2023 in the amount of \$5,883.42 (with \$86.46 credit/refund). 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; Mrs. Bush – Aye; Ms. Gertner – Aye; Mr. Steigerwalt – Aye; Mr. Bloom – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

11. Ordinances & Resolutions Report – Abigail Gertner

A-1 Motion to Advertise Ordinance 2 of 2023 – Change in Tax Collector Fees

Ms. Gertner made a motion to advertise Ordinance 2 of 2023 – Change in Tax Collector Fees. 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; Mrs. Bush – Aye; Ms. Gertner – Aye; Mr. Steigerwalt – Aye; Mr. Bloom – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-2 Motion to Advertise Ordinance 3 of 2023 – Providing for Local
Administration of a Few Named Minor Offences

Ms. Gertner made a motion to advertise Ordinance 3 of 2023 – Providing for Local Administration of a Few Named Minor Offences. 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; Mrs. Bush – Aye; Ms. Gertner – Aye; Mr. Steigerwalt – Aye; Mr. Bloom – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

12. Research & Development - Julie Kerns

Present Peterson stated that Research & Development reported progress.

13. Streets & Equipment – Judith Bush

Mrs. Bush stated that the speed bumps have been reinstalled.

14. Community Affairs – Moira Crawford

Ms. Crawford stated that the Easter Egg Hunt and Breakfast with the Easter Bunny was held on April 8, 2023 and had a nice turnout.

Upcoming Events:

- **Free movie in the park** – May 20, 2023 at Bristol Lord Field starting at approximately 8:30 p.m. (weather permitting). The movie is the Marvel Studios film – Black Panther: Wakanda Forever – and is rated PG-13. Due to this rating, parents are strongly cautioned to make sure their children can attend.

Please bring your own blanket or chair.

There will be free popcorn while supplies last.

- **Senior Citizens' Coffee Club** – June 24, 2023 at MacQueen Hall from 9 a.m. to 11:00 a.m. This will be the second and last Coffee Club of the year. Any senior wishing to attend must contact the Borough office to sign up in advance.

Attendance at this event will determine if additional Coffee Clubs will be added to next year's events schedule.

15. Use & Occupancy Report – Michael Ciach

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

16. Mayor's Report – William Dennon

Mayor Dennon read the April 2023 Mayor's Report into the record.

President Peterson invited Chief Irey to speak. He stated that he spoke with Ms. Gertner last week concerning the parking situation on Church Street. The issues seemed to have rectified themselves. However, the Chief will be meeting with Highway Supervisor, Patrick White to discuss moving the signs to make them more visible.

The Chief also stated that per Mayor Dennon's report, there were 172 parking tickets issued in April. The high volume was due to a large number being revisited based on an issue with the initial ticket. The situation has been addressed.

Chief Irey informed Council that he will be attending the Municipal Police Department Supervision & Oversight class through the Pennsylvania Association of Boroughs on May 11, 2023.

17. Solicitor's Report - Robert O'Connor

President Peterson stated that the Solicitor has no report this month.

18. Engineer's Report –Dan Archdeacon

Mr. Archdeacon informed Council that based on the PaDEP Flood Protection Video Inspection Grant, General Sewer will be out within the next two weeks to video inspect sections of the storm sewer.

19. Future Projects – Matthew Steigerwalt

President Peterson stated that Future Projects reported progress.

20. Old Business

Mrs. Kerns read a thank you letter into the record from Reverend Brenda Shaw concerning the Borough's donation of \$5,000.00 to the Upland Baptist Church's food bank.

21. New Business

A-1 Motion to Confirm Zoning Approval for 357 W. 21st Street

President Peterson stated she would entertain a motion to confirm zoning approval for 357 W. 21st Street. Ms. Crawford made said motion. Mrs. Kerns seconded the motion. . President Peterson asked for a roll call. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Ms.

Gertner – Aye; Mr. Steigerwalt – Aye; Mr. Bloom – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

B-1 Motion to Confirm Zoning Approval for Dunkin Donuts

President Peterson stated she would entertain a motion to confirm zoning approval for Dunkin Donuts. Ms. Crawford made said motion. Mrs. Kerns seconded the motion. . President Peterson asked for a roll call. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Ms. Gertner – Aye; Mr. Steigerwalt – Aye; Mr. Bloom – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

22. Motion to Cancel the Second Meeting of the Month – May 23, 2023

President Peterson stated she would entertain a motion to cancel the second meeting of the month – May 23, 2023. Ms. Crawford made said motion. Ms. Gertner seconded the motion. Council unanimously voted Aye on the motion – no Nays. Motion carries.

23. Floor Open to Public

No comments/questions were presented.

24. 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 6:23 p.m.

Respectfully submitted,

Michael J. Ciach
Borough Manager/Secretary/Treasurer

Dana A. Dudek
Recording Secretary