

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

August 29, 2023

TIME

6:17 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 6:17 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 – Absent; Mr. Bloom – Present; Mr. Steigerwalt – 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, Josh Van Horn, Amanda Van Horn, Anthony DeMarco

President Peterson stated that Council needs to ratify decisions which were made in Executive Session held prior to this Council Meeting. President Peterson said she would entertain a motion. Ms. Crawford made said motion. Mrs. Kerns seconded the motion. President Peterson asked for a roll call. Roll Call was taken: Mrs. Kerns – Aye; Ms. Gertner – Aye; Mr. Bloom – Aye; Mr. Steigerwalt – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

6. Approval of Previous Meeting Minutes

A-1 Council Meeting Minutes – July 11, 2023

President Peterson asked if there were any questions on the Council Meeting Minutes of July 11, 2023. Hearing none, Ms. Crawford made a motion to accept the Council meeting minutes of July 11, 2023. Mrs. Kerns seconded the motion. President Peterson asked for a roll call. Roll Call was taken: Mrs. Kerns – Aye; Ms. Gertner – Aye; Mr. Bloom – 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. Mrs. Kerns seconded the motion. President Peterson requested a roll call. Roll Call was taken: Mrs. Kerns – Aye; Ms. Gertner – Aye; Mr. Bloom – 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. 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. Bloom – 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. Bloom seconded the motion. Council unanimously voted Aye on the motion – no Nays. Motion carries.

8. Auburn Village Report – Matt Steigerwalt

Mr. Steigerwalt stated that inspections are complete.

9. Public Safety Report – Abigail Gertner

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

Mr. Smith read the Fire Marshal/Public Safety Officer's Report for July 2023 into the record.

President Peterson asked Mr. Smith if he was aware of the traffic signal issue at Upland Avenue and Kerlin Street. He stated he was working on this issue and believes it is corrected at this point.

A-2 Fire Company's Report – July 2023

Ms. Gertner stated that the Fire Company is not represented at this meeting but there are reports for April 2023 and May 2023. Ms. Gertner read the year-to-date figures from the May 2023 report into the record.

A-3 Code Officer's Report – July 2023

Ms. Gertner read the year-to-date Code Officer's Report figures into the record.

A-4 Discussion and Action on Fire House Donation

President Peterson stated that she would entertain a motion to give the Fire House the donation which was budgeted. Ms. Gertner made said motion. Ms. Crawford seconded the motion. President Peterson requested a roll call. Roll Call was taken: Mrs. Kerns – Aye; Ms. Gertner – Aye; Mr. Bloom – Aye; Mr. Steigerwalt – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

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

President Peterson stated that Buildings & Grounds reported progress.

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

A-1 Approval to Ratify Payment of General Fund Bills
July 1, 2023 through July 31, 2023 - \$209,825.52

Ms. Crawford made a motion to approve to ratify payment of the General Fund bills for July 1, 2023 through July 31, 2023 in the amount of \$209,825.52. 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. Bloom – Aye; Mr. Steigerwalt – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-2 Approval to Ratify Payment of Auburn Village Bills
July 1, 2023 through July 31, 2023 - \$21,577.53

Ms. Crawford made a motion to approve to ratify payment of the Auburn Village bills for July 1, 2023 through July 31, 2023 in the amount of \$21,577.53. 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; Mr. Bloom – 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
July 2023 - \$3,107.78 and Credit of \$412.85

Ms. Crawford made a motion to approve to ratify payment of the PLGIT Procurement Credit Card Statement for July 2023 in the amount of \$3,107.78 and credit of \$412.85. 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. Bloom – Aye; Mr. Steigerwalt – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-4 Approval to Renew Employee Health Insurance

President Peterson stated that this item will be tabled until the September 2023 Council Meeting.

12. Ordinances & Resolutions Report – Abigail Gertner

A-1 Resolution 11 of 2023 MMO for Police Pension Plan

Ms. Gertner read Resolution 11 of 2023 into the record.

Ms. Gertner made a motion to pass Resolution 11 of 2023 the MMO for the Police Pension Plan. 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. Bloom – Aye; Mr. Steigerwalt – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-2 Resolution 12 of 2023 MMO for Non-Uniform Pension Plan

Ms. Gertner read Resolution 12 of 2023 into the record.

Ms. Gertner made a motion to pass Resolution 12 of 2023. 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. Bloom – Aye; Mr. Steigerwalt – Aye; Ms. Crawford – Abstained from Shannon Strigle Billick and Aye on the remainder; Mrs. Peterson – Abstain. Motion carries.

13. Research & Development - Julie Kerns

Present Peterson stated that Research & Development reported progress.

14. Streets & Equipment – Judith Bush

President Peterson stated that Streets & Equipment reported progress.

15. Community Affairs – Moira Crawford

Ms. Crawford read a memo she received from the Upland Borough Senior Citizens' Club. The memo stated that the Club will begin meeting on Monday – September 18, 2023 at MacQueen

Hall from 9:00 a.m. to 3:00 p.m. This group is for any Upland senior citizen who wishes to socialize with others, play games, talk and express other interests. The annual membership dues are \$5.00 per person. A lunch will be provided on Monday – September 18, 2023. The Club will meet every Monday thereafter at MacQueen Hall from 9:00 a.m. to 3:00 p.m.

Events Since Last Council Meeting:

Basket Bonanza Bingo Fundraiser was held on July 22, 2023 at MacQueen Hall. Approximately 100 tickets were sold. The Upland Borough Community Affairs Association made approximately \$4,000.00 from this event.

The monies from the Bingo allowed the Community Affairs Association to hold a Free School Supplies event for current Borough children who were signed up. Approximately 30 children were signed up and received a backpack with school supplies which were picked up on August 12, 2023.

Upcoming Events:

- 1) **Free Winter Coats** for current Borough children. Parents/Guardians must sign up children by Friday – September 1, 2023 to be eligible for this event. Pick up will be on September 16, 2023 between 9:00 a.m. and 11:00 a.m. at MacQueen Hall. Please note the coats must be picked up on September 1, 2023 as they will not be held. Sign up forms can be found on the Borough website or at the Borough office and must be received by Friday – September 1, 2023.

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

Mr. Ciach stated that there were revisions made to the June 2023 Use and Occupancy Report which has been provided to each Council member. Changes are listed in red. An address which was omitted has now been added. The only other changes were 12 passed and 22 failed.

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

17. **Mayor's Report – William Dennon**

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

18. **Solicitor's Report - Robert O'Connor**

President Peterson stated that the Mr. O'Connor has no public report.

19. **Engineer's Report –Dan Archdeacon**

Mr. Archdeacon updated Council on the Delco Greenways Grant. The objective of this program is as follows:

- 1) Conserving green spaces
- 2) Connecting the County by creating safe ways to bicycle and walk
- 3) Enhance public parks for people of all ages.

There is no match required. However, projects with a cash match will receive a scoring bonus. Applications are due September 29, 2023.

If Council has any projects which would fall into this description, they would need to pull together a resolution which can be passed at the next Council Meeting.

President Peterson stated that Council will think about it and discuss prior to next meeting.

Several suggestions from Council and Mr. Archdeacon were mentioned – playground equipment for the lower portion of Hill Street Park and the Pavilion at Bristol Lord Field.

20. Future Projects – Matthew Steigerwalt

President Peterson stated that Future Projects reported progress.

21. Old Business

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

22. New Business

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

23. Floor Open to Public

Mr. Josh Van Horn requested the use of the land behind the Fire House for a community garden. He stated that a majority of Ivy Lane is in agreement with this idea and Mr. Van Horn; along with his wife and 4 or 5 others would do all the work. He stated that anyone from Auburn Village would be welcomed to its yield.

Mr. Van Horn also stated that he would prefer that the garden be secured. President Peterson agreed and stated that this is a subject that needs to be addressed at the beginning of the proposal process in order to determine any liability for the Borough.

Ms. Gertner stated that she all for this project. She requested that Mr. Van Horn spell out the rules (i.e. who will have access, who will maintain it, etc.). This way all will be aware of the rules and Council can advertise them.

There was some discussion concerning cost and leveling of the land. President Peterson requested a written proposal spelling out everything which had been discussed. Ms. Crawford asked that any costs to the Borough be included in the proposal. President Peterson stated that a vote on the proposal would take place at the next Council Meeting.

24. **Adjournment**

Ms. Crawford made a motion to adjourn. Mrs. Kerns seconded the motion. All Council verbally voted Aye; no Nays.

Council adjourned at 6:43 p.m.

Respectfully submitted,

Michael J. Ciach
Borough Manager/Secretary/Treasurer

Dana A. Dudek
Recording Secretary