

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

September 12, 2023

TIME

6:12 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 6:12 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. Bloom – Present; Mr. Steigerwalt – Present; Mayor Dennon – Absent; 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, Anthony DeMarco

5. Approval of Previous Meeting Minutes

A-1 Council Meeting Minutes – August 29, 2023

President Peterson asked if there were any questions on the Council Meeting Minutes of August 29, 2023. Hearing none, Ms. Crawford made a motion to accept the Council meeting minutes of August 29, 2023. Mr. Steigerwalt seconded the motion. Council unanimously voted Aye on the motion – no Nays. 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; Mrs. Bush – 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. Mr. Bloom seconded the motion. President Peterson requested a roll call. Roll Call was taken: Mrs. Kerns – Aye; Ms. Gertner – Aye; Mrs. Bush – 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 discussed in Caucus. Mr. Bloom seconded the motion. Council unanimously voted Aye on the motion – no Nays. Motion carries.

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

President Peterson stated that Auburn Village reported progress.

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

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

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

Mr. Smith had no health department report, but informed Council that the Dollar Store (Family Dollar) was closed indefinitely by Delaware County's Board of Health for rodent infestation. Mr. Smith wants to meet with the Board of Health (possibly Thursday) to understand why they are not notifying the Borough of issues. He discovers issues through the Borough's Police Department.

Mr. Smith also informed Council that he worked with PennDot on the Upland Avenue project between Upland Avenue and Medical Center Boulevard. He confirmed that day with Mike Burns, Supervisor of District 6, that the rippling of the road from Upland Diner to the hospital will be milled and resurfaced within the next two weeks.

Mr. Smith stated that he submitted a letter to all Council members for qualifications needed for a burn pit. He performed the inspection at 3415 JFK Drive that day and met with the homeowner. The homeowner did meet all the qualifications and restrictions required for a controlled burn permit. He requested that Council approve the permit.

President Peterson said she would entertain a motion. Ms. Crawford made a motion to approve a burn pit at 3415 JFK Drive, Upland, PA. Mr. Steigerwalt seconded the motion. Council unanimously voted Aye on the motion – no Nays. Motion carries.

A-2 Fire Company's Report – August 2023

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

A-3 Code Officer's Report – August 2023

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

A-4 Motion to Approve the Civil Service Comm. to put Together an Eligibility List for Full Time Officer

Ms. Gertner made a motion to approve the Civil Service Commission to put together an eligibility list for a full-time officer. Mrs. Bush seconded the motion. President Peterson requested a roll call. Roll Call was taken: Mrs. Kerns – Aye; Ms. Gertner – Aye; Mrs. Bush – Aye; Mr. Bloom – Aye; Mr. Steigerwalt – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

9. Buildings & Grounds Report – Judith Bush

A-1 Motion to Allow Manager or Engineer to Seek Pricing and/or Bids on the Cost of New Parking Area(s)

Mrs. Bush made a motion to allow Manager or Engineer to seek pricing and/or bids on the cost of a new parking area. Mr. Bloom seconded the motion. Council unanimously voted Aye on the motion – no Nays. Motion carries.

10. Finance & Insurance Report - Moira Crawford

**A-1 Approval to Ratify Payment of General Fund Bills
August 1, 2023 through August 31, 2023 - \$178,706.36**

Ms. Crawford made a motion to approve to ratify payment of the General Fund bills for August 1, 2023 through August 31, 2023 in the amount of \$178,706.36. 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. Bloom – Aye; Mr. Steigerwalt – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-2 Approval to Ratify Payment of Auburn Village Bills
August 1, 2023 through August 31, 2023 - \$16,871.14

Ms. Crawford made a motion to approve to ratify payment of the Auburn Village bills for August 1, 2023 through August 31, 2023 in the amount of \$16,871.14. 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. 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
August 2023 - \$4,917.24

Ms. Crawford made a motion to approve to ratify payment of the PLGIT Procurement Credit Card Statement for August 2023 in the amount of \$4,917.24. 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. Bloom – Aye; Mr. Steigerwalt – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

11. Ordinances & Resolutions Report – Abigail Gertner

A-1 Resolution 13 of 2023 – To Approve Upland Borough’s Application to the
Delco Green Ways Grant Program

Ms. Gertner read Resolution 13 of 2023 into the record.

Ms. Gertner made a motion to pass Resolution 13 of 2023- to approve Upland Borough’s application to the Delco Greenways Grant program. Ms. Crawford seconded the motion. Council unanimously voted Aye on the motion – no Nays. Motion carries.

President Peterson stated that Ms. Gertner will pick out the playground equipment working with Mr. Archdeacon.

12. Research & Development - Julie Kerns

Present Peterson stated that Research & Development reported progress.

13. Streets & Equipment – Judith Bush

President Peterson stated that Streets & Equipment reported progress.

14. **Community Affairs – Moira Crawford**

Ms. Crawford advised of the following upcoming events:

- 1) **Free Winter Coats** for current Borough children. There were 35 children signed up for this event. Pick up is this Saturday-September 16, 2023 between 9:00 a.m. and 11:00 a.m. at MacQueen Hall.
- 2) **Fall Festival, Free Movie in the Park** – The festival includes pumpkin painting and crafts. This event will be held at Bristol Lord Field on Saturday – October 7, 2023 starting at 10:00 a.m. PLEASE NOTE: Sign up is required for the pumpkin painting. Please contact the Borough Office to sign up.

Following the Fall Festival, there will be a free, family friendly movie in the park at 7:00 p.m.

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

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

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

President Peterson stated that the Mayor's report will be presented next month due to his absence.

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

President Peterson stated that the Solicitor reported progress.

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

Mr. Archdeacon had nothing to report.

19. **Future Projects – Matthew Steigerwalt**

President Peterson stated that Future Projects reported progress.

20. **Old Business**

A-4 Approval to Renew Employee Health Insurance

Ms. Gertner made a motion to accept renewal of the Borough Health Insurance which is signing a two year extension for the purchase agreement effective January 1, 2024. Ms. Crawford seconded the motion. Council unanimously voted Aye on the motion – no Nays. Motion carries.

21. New Business

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

22. Floor Open to Public

No comments/questions were presented.

23. Adjournment

President Peterson stated she would entertain a motion to adjourn. Ms. Gertner made a motion to adjourn. Ms. Crawford seconded the motion. All Council verbally voted Aye; no Nays.

Council adjourned at 6:25 p.m.

Respectfully submitted,

Michael J. Ciach
Borough Manager/Secretary/Treasurer

Dana A. Dudek
Recording Secretary