

MINUTES

REGULAR MEETING OF UPLAND BOROUGH COUNCIL

DATE

June 14, 2022

TIME

6:14 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 6:14 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. McClintock – Present; Mr. Steigerwalt – Present; Mayor Dennon – Present; Mr. Archdeacon, Catania Engineering – Absent; Robert E. O'Connor, Esquire – Present; and Mr. Michael Ciach, Borough Manager/Secretary/Treasurer - Present.

GUESTS IN ATTENDANCE

Betty McClintock, Greg Zyla, Dan Smith, Chief Irely, George Oronzio

Mr. Tom Comitta spoke to Council concerning the “SALDO”. He recommended that Council add to the July 12, 2022 Council Meeting agenda to adopt the actual plan. He had distributed a packet showing a twenty (20) to thirty (30) year plan. On the last page of the packet was a resolution for adoption.

Mr. Comitta recapped that all of the content of the plan is required under the Municipalities Plan Code. Municipalities are allowed to create a recreation plan, determine the costs of improvements/enhancements and come up with a game plan on how to afford to implement the plan.

President Peterson thanked Mr. Comitta and stated Council would review the packet.

President Peterson announced Out of Normal Order of Business at 6:20 p.m.

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The meeting was taken out of the normal order of business for an Executive Session concerning a personnel issue. All attendees, with the exception of Chief Irely (for informational purposes), were asked to leave Council Chambers.

President Peterson announced the Return to Normal Order of Business at 6:45 p.m.

Action on Issue from Executive Session

President Peterson stated she would entertain a motion to send the matter to the DA's office. Mr. McClintock made said motion. Ms. Crawford seconded the motion. Roll Call was taken: Mr. McClintock – Aye; Mr. Steigerwalt – Aye; Ms. Gertner – Aye; Mrs. Kerns – Aye; Ms. Crawford – Aye; Mrs. Peterson – Abstain. Motion carries.

President Peterson stated she would entertain a motion to terminate the employee. Mr. McClintock made said motion. Ms. Crawford seconded the motion. Roll Call was taken: Mr. McClintock – Aye; Mr. Steigerwalt – Aye; Ms. Gertner – Aye; Mrs. Kerns – Aye; Ms. Crawford – Aye; Mrs. Peterson – Abstain. Motion carries.

5. Public Comments on Agenda Items Only

No comments presented.

6. Approval of Previous Meeting Minutes

A-1 Council Meeting Minutes – May 10, 2022

President Peterson asked if there were any questions on the minutes of May 10, 2022. With no questions, Ms. Crawford made a motion to approve the Council Meeting minutes of May 10, 2022. Ms. Gertner seconded the motion. Roll Call was taken: Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Mrs. Kerns – 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. Roll Call was taken: Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Mrs. Kerns – 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. Kerns seconded the motion. Roll Call was taken: Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Mrs. Kerns – 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. Mrs.

Kerns 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 – May 2022

Mr. Smith, PSO, read the Fire Marshal’s/Public Safety Officer’s May 2022 report into the record.

A-2 Fire Company’s Report – May 2022

Mr. Zyla read the Fire Company’s Report for May 2022 into the record.

President Peterson asked Mr. Zyla how membership was doing. He stated “better”. Mr. Zyla then stated that there is the same amount of members and they are sending two (2) to school in September. President Peterson inquired if the Fire Company had people responding during the day. Mr. Zyla responded that there haven’t been many daytime calls.

A-3 Code Officer’s Report – Richard McClintock for April and May

Mr. Steigerwalt read the Code Officer’s Report for April 2022 and May 2022 into the record.

10. Buildings & Grounds Report – Judith Bush

President Peterson stated that Mrs. Bush reported progress.

11. Finance & Insurance Report - Moira Crawford

**A-1 Approval to Ratify Payment of General Fund Bills
May 1, 2022 through May 31, 2022 - \$256,608.59**

Ms. Crawford made a motion to approve to ratify payment of the General Fund bills May 1, 2022 through May 31, 2022 in the amount of \$256,608.59. Mrs. Kerns seconded the motion. Hearing no questions, President Peterson asked for a roll call. Roll Call was taken: Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Mrs. Kerns – Abstained from check number 42168 and Aye on the remainder; Ms. Crawford– Abstain from check number 42174 and Aye on the remainder; Mrs. Peterson –Abstain from check number 42149 and Aye on the remainder. Motion carries.

**A-2 Approval to Ratify Payment of Auburn Village Bills
May 1, 2022 through May 31, 2022 - \$97,098.96**

Ms. Crawford made a motion to approve to ratify payment of the Auburn Village bills May 1, 2022 through May 31, 2022 in the amount of \$97,098.96. Mrs. Kerns seconded the motion. President Peterson asked if there were any questions on the Auburn Village bills. Hearing none, she asked for a roll call. Roll Call was taken: Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Mrs. Kerns – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-3 Approval to Ratify Payment of the PLGIT Procurement Credit Card Purchases
May 2022 - \$18,571.62

Ms. Crawford made a motion to approve to ratify payment of the PLGIT Procurement Credit Card Purchases for May 2022 in the amount of \$18,571.62. 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: Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Mrs. Kerns – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

12. Ordinances & Resolutions Report – Abigail Gertner

A-1 Motion to Adopt Ordinance 3 of 2022 “Establishing a SALDO”

After Ms. Gertner read Ordinance 3, President Peterson stated that she would entertain a motion. Ms. Gertner made a motion to adopt Ordinance 3 of 2022. Mr. McClintock seconded the motion. President Peterson asked for a roll call. Roll Call was taken: Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Mrs. Kerns – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

Mr. Ciach stated, as a matter of record, proof of publication for four (4) dates in June, the recommendation of the Planning Commission of Upland Borough, and the recommendation of the Delaware County Planning Commission and has been included in the packet for Council.

A-2 Motion to Adopt Resolution 8 of 2022 “Return of Fire Damage Security Escrow Funds for 28 Church Street Property”

After Mrs. Kerns read Resolution 8, Ms. Gertner made a motion to adopt Resolution 8 of 2022 releasing of Fire Damage Security Escrow Funds for 28 Church Street property. Ms. Crawford seconded the motion. President Peterson asked for a roll call. Roll Call was taken: Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Mrs. Kerns – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-3 Motion to Adopt Resolution 9 of 2022 - Add an Additional Section to the “Comprehensive Fee Schedule” for a Recreation Fee Consistent with the SALDO Ordinance

After Ms. Crawford read Resolution 9, she made a motion to adopt Resolution 9 of 2022 - Add an Additional Section to the “Comprehensive Fee Schedule” for a Recreation Fee consistent with the SALDO Ordinance. 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: Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Mrs. Kerns – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

13. Research & Development - Julie Kerns

Mrs. Kerns read her reports for April and May into the record.

14. Streets & Equipment – Judith Bush

President Peterson stated that Streets & Equipment reported progress.

15. Community Affairs – Moira Crawford

Ms. Crawford reported that the Easter egg hunt and the breakfast with the Easter Bunny held on April 16, 2022 were well attended. The breakfast was the first sit down event in MacQueen Hall in 2 years.

The movie in the park that was to be held on May 15, 2022 was postponed due to weather. Rather than reschedule this as a stand-alone event, Ms. Crawford suggested that Chief Irey consider adding this to his National Night Out event on August 2, 2022. Chief Irey approved the idea. Ms. Crawford added that she will keep the second movie in the park scheduled for August 20, 2022.

The July 4th events will be held at Bristol Lord Field from 11:00 a.m. to 1:00 p.m. All is free for current Borough residents. The festivities will include: sprinklers for the kids, free food while supplies last (pretzels, water ice, chips, candy, beverages and hot dogs donated by the Upland Athletic Club), a DJ, balloons, some games and clowns will be doing balloon sculptures and face painting .

16. Use & Occupancy Report – Michael Ciach

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

17. Mayor's Report – William Dennon

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

President Peterson asked if Chief Irey had anything to report. The Chief reported progress in connection with the hiring of new police officers. He is down to three (3) candidates.

In addition, the Chief reported on the baseball team in Brookhaven's Little League which was sponsored by the Upland Police Department. The coaches are as follows:

Head Coaches – Corporal Vanhorn and wife Amanda

Assistant Coaches – Butch Novak (Upland Resident) and J. P. Davisson (West Chester resident)

The Upland Police Department team won on June 11, 2022 and is now listed on the Brookhaven trophy.

Finally, Chief Irey spoke at the Delaware County Italian-American Heritage Festival at Rose Tree Park on June 5, 2022. Officer Canzanese, Raymond, Lieutenant Curran and Halo attended also. There were about 10,000 people at the festival.

18. Solicitor's Report - Robert O'Connor

Mr. O'Connor informed Council of the completion of the sign and sign equipment contracts.

19. Engineer's Report –Dan Archdeacon

A-1 Motion to Allow the Engineer to Advertise for Stormwater Ordinance Revisions

Ms. Crawford made a motion to allow the Engineer to advertise for Stormwater Ordinance revisions. 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: Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Mrs. Kerns – Aye; Ms. Crawford– Aye; Mrs. Peterson –Aye. Motion carries.

A-2 Motion to Approve the Payment Certificate 1 to the Electrical Contractor to be Sent to the County for Payment

Ms. Crawford made a motion to approve application for payment #1 to CSME, Inc. in the amount of \$1,319.00 for payment by Delaware County OHCD. 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: Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Mrs. Kerns – Aye; Ms. Crawford– Aye; Mrs. Peterson –Aye. Motion carries.

20. Future Projects – Matthew Steigerwalt

President Peterson stated that Mr. Steigerwalt reported progress.

21. Old Business

Nothing for old business to report.

22. New Business

Ms. Gertner proposed an FBI Active Shooter training which would be opened to the Borough residents. The training is at no cost. She had attended such training at her synagogue and felt it would be worthwhile as we have the hospital, two schools and multiple churches within our borders.

Ms. Gertner suggested a possible date/time of August 11, 2022 from 7:00 p.m. to 9:00 p.m. at MacQueen Hall. President Peterson approved of the suggestion and asked that the details be put in place (noted on Borough website, robo calls, etc.).

A-1 Discussion and Potential Action on Recommendations from the “Parking Committee”:

Ms. Crawford informed Council that the Parking Committee met on June 8, 2022. They discussed the possibility of adding additional parking lots in the Borough. They are also waiting for Chief Irey and Dan Smith (PSO) to suggest areas to be marked as no parking and any other problem areas. The police are enforcing all other laws on the books concerning parking.

At 7:16 p.m., Ms. Crawford took over the Council Meeting as President Peterson stepped away.

A-2 Motion to Cancel the Second Meeting of the Month of June– June 28, 2022

Ms. Gertner made a motion to cancel the second meeting of the month, June 28, 2022. Mr. Steigerwalt seconded the motion. Ms. Crawford asked for a roll call. President Peterson returned in time for the vote. Roll Call was taken: Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Mrs. Kerns – Aye; Ms. Crawford– Aye; Mrs. Peterson –Aye. Motion carries.

A-3 Motion to Cancel the Second Meeting of the Month of July – July 26, 2022

President Peterson stated she would entertain a motion to cancel the second meeting of the month of July – July 26, 2022. Ms. Crawford made said motion. Mr. McClintock seconded the motion. Roll Call was taken: Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Mrs. Kerns – Aye; Ms. Crawford– Aye; Mrs. Peterson –Aye. Motion carries.

A-4 Motion to Cancel the First Meeting of the Month of August – August 9, 2022

President Peterson stated she would entertain a motion to cancel the first meeting of the month of August – August 9, 2022. Ms. Crawford made said motion. Mr. Steigerwalt seconded the motion. Roll Call was taken: Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Mrs. Kerns – Aye; Ms. Crawford– Aye; Mrs. Peterson –Aye. Motion carries.

23. Floor Open to Public

Mr. Smith, PSO, stated that there was an oversight with his Fire Marshal’s report. On Friday – June 3, 2022, he was alerted to an illegal, controlled burn at 3411 JFK Drive. He then met with the owners and informed them that they needed to obtain a permit in order to use a fire pit. He went through the rules and regulations with them, examined the area and the fire pit set up. The owners obtained the permit on June 6, 2022.

After meeting all qualifications, Mr. Smith recommends that Council approve the permit.

Ms. Crawford made a motion to approve the fire pit permit for 3411 JFK Drive. Mrs. Kerns seconded the motion. Roll Call was taken: Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Mrs. Kerns – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

24. **Adjournment**

President Peterson stated that she would entertain a motion to adjourn. Ms. Crawford made a motion to adjourn. Mrs. Kerns seconded the motion. All Council verbally voted Aye; no Nays. Council adjourned at 7:21 p.m.

Respectfully submitted,

Michael J. Ciach
Borough Manager/Secretary/Treasurer

Dana A. Dudek
Recording Secretary