

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

October 11, 2022

TIME

6:15 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 6:15 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. McClintock – Absent; 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

Daniel Smith, Ed Laubsch, Ann Marie Wehe

President Peterson stated that Council went out of the normal order of business during Caucus. Therefore, the motion will be discussed under Old Business.

5. Public Comments on Agenda Items Only

No comments presented.

6. Approval of Previous Meeting Minutes

A-1 Council Meeting Minutes – September 13, 2022

President Peterson asked if there were any questions on the minutes of September 13, 2022. With no questions, Ms. Crawford made a motion to accept the Council Meeting minutes of September 13, 2022. Mrs. Kerns seconded the motion. President Peterson requested a roll call. Roll Call was taken: Mr. Steigerwalt – Aye; Mrs. Bush – 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; Mrs. Bush – 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; Mrs. Bush – 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. Mr. Steigerwalt 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/Public Safety Officer's Report – September 2022

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

A-2 Fire Company's Report – September 2022

Fire Company was not in attendance and did not provide the September 2022 report to Council.

A-3 Code Officer's Report – Richard McClintock for September 2022

Mr. Steigerwalt read the September 2022 Code Officer's Report into the record.

10. Buildings & Grounds Report – Judith Bush

President Peterson stated that Buildings and Grounds reported progress.

11. Finance & Insurance Report - Moira Crawford

- A-1 Approval to Ratify Payment of General Fund Bills
September 1, 2022 through September 30, 2022 - \$393,016.38

Ms. Crawford made a motion to approve to ratify payment of the General Fund bills September 1, 2022 through September 30, 2022 in the amount of \$393,016.38. 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 – Abstained from check no. 42604 and Aye on the remainder; Mrs. Bush – Abstained from check no. 42602 and Aye on the remainder; Ms. Gertner – Aye; Mrs. Kerns – Abstained from check no. 42603 and Aye on the remainder; Ms. Crawford– Abstained from check nos. 42607 and 42613 and Aye on the remainder; Mrs. Peterson – Abstained from check no. 42101 and Aye on the remainder. Motion carries.

- A-2 Approval to Ratify Payment of Auburn Village Bills
September 1, 2022 through September 30, 2022 - \$74,512.68

Ms. Crawford made a motion to approve to ratify payment of the Auburn Village bills September 1, 2022 through September 30, 2022 in the amount of \$74,512.68. 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; Mrs. Bush – 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
September 2022 - \$2,343.39

Ms. Crawford made a motion to approve to ratify payment of the PLGIT Procurement Credit Card Purchases for September 2022 in the amount of \$2,343.39. 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; Mrs. Bush – 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 Resolution 16 of 2022 – ELIMINATING POLICE
OFFICERS' CONTRIBUTIONS TO THE POLICE PENSION PLAN
FOR THE YEAR 2023

Ms. Gertner read Resolution 16 of 2022 – Eliminating Police Officers' Contributions to the Police Pension Plan for the year 2023.

Ms. Gertner made a motion to adopt Resolution 16 of 2022. Ms. Crawford seconded the motion. President Peterson asked if there were any questions. Hearing none, President Peterson requested a roll call. Roll Call was taken: Mr. Steigerwalt – Aye; Mrs. Bush – Aye; Ms. Gertner – Aye; Mrs. Kerns – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

13. Research & Development - Julie Kerns

President Peterson stated that Research and Development reported progress.

14. Streets & Equipment – Judith Bush

President Peterson stated that Streets & Equipment reported progress.

15. Community Affairs – Moira Crawford

Ms. Crawford stated that the Fall Festival was held on Saturday, October 8, 2022. This event brought a small turnout, but a good profit.

The Raffle Ticket winners were announced at the Festival. All proceeds from the Raffle benefited the Upland Borough Community Affairs Association. The Raffle brought in \$1,641.00. In addition, food sales were \$203.00, tables sold were \$403.00 (should be \$203.00) and the pumpkin vendor gave a \$3.00 credit. A total of \$1,967.00 was deposited into the Community Affairs bank account. This amount is the total revenue less \$450.00 held for the upcoming Designer Bag Bingo. (Note: corrected figures will be given at the November Council Meeting.)

Ms. Crawford informed Council that tickets are now available for the Designer Bag Bingo scheduled for November 12, 2022. Tickets are \$30.00 in advance and \$35.00 at the door.

Lastly, the Halloween Parade is scheduled for October 22, 2022 beginning at 4:00 p.m.

16. Use & Occupancy Report – Michael Ciach

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

17. Mayor's Report – William Dennon

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

Mayor Dennon noted that Halloween candy distribution hours will be from 6:00 p.m. to 8:00 p.m. He asked that everyone be safe and use the crosswalks. He also suggested wearing reflective clothing and use a flashlight.

18. Engineer's Report –Dan Archdeacon

- A-1 Approve Application for Payment #4 to L. J. Paolella Construction, Inc. in the amount of \$37,012.95 for Payment by Upland Borough

Mr. Archdeacon reported that the CDBG 2021 MacQueen Hall Addition work is progressing and is approximately 75% complete. Application for payment #4 for Contract 1 was submitted by L. J. Paolella Construction, Inc. in the amount of \$37,012.95 and is recommended for payment by the Borough.

Ms. Crawford made a motion to approve application for payment #4 to L. J. Paolella Construction, Inc. in the amount of \$37,012.95 for payment by the Borough. Mrs. Bush seconded the motion. President Peterson requested a roll call. Roll Call was taken: Mr. Steigerwalt – Aye; Mrs. Bush – Aye; Ms. Gertner – Aye; Mrs. Kerns – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

- A-2 Approve Application for Payment #5 to CMSE, Inc. in the amount of \$2,133.20 for Payment by Delaware County OHCD

Mr. Archdeacon stated that application for payment #5 for Contract 3 was submitted by CMSE, Inc. in the amount of \$2,133.20 and is recommended for payment by Delaware County OHCD.

Ms. Crawford made a motion to approve application for payment #5 to CMSE, Inc. in the amount of \$2,133.20 for payment by Delaware County OHCD. Mrs. Kerns seconded the motion. President Peterson asked if there were any questions. Hearing none, she requested a roll call. Roll Call was taken: Mr. Steigerwalt – Aye; Mrs. Bush – Aye; Ms. Gertner – Aye; Mrs. Kerns – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

- A-3 Approve Application for Payment #3 to John J. Bee, Inc. in the amount of \$23,512.50 for Payment by Delaware County OHCD

Mr. Archdeacon stated that application for payment #3 for Contract 4 was submitted by John J. Bee, Inc. in the amount of \$23,512.50 and is recommended for payment by Delaware County OHCD.

Ms. Crawford made a motion to approve application for payment #3 to John J. Bee, Inc. in the amount of \$23,512.50 for payment by Delaware County OHCD. Mr. Steigerwalt seconded the motion. President Peterson requested a roll call. Roll Call was taken: Mr. Steigerwalt – Aye; Mrs. Bush – Aye; Ms. Gertner – Aye; Mrs. Kerns – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-4 Approve Engineer to Advertise Bids for the 2022 Road Program

Mr. Archdeacon stated that the cost estimate for the 2022 Road Program was provided to the engineer for Maris Lane, Hammonds Lane, Oak Lane and Oak Way. He recommended authorization to advertise for this program.

Ms. Crawford made a motion to approve the engineer to advertise bids for the 2022 Road Program. Mrs. Kerns seconded the motion. President Peterson asked if there were any questions. Hearing none, she requested a roll call. Roll Call was taken: Mr. Steigerwalt – Aye; Mrs. Bush – Aye; Ms. Gertner – Aye; Mrs. Kerns – Aye; Ms. Crawford– Aye; Mrs. Peterson – Aye. Motion carries.

Mr. Archdeacon mentioned that there were other updates on the list provided to Council.

President Peterson mentioned the Kerlin Street Bridge issue which prompted the following motion.

Ms. Gertner made a motion to authorize the engineer to perform the hydraulic study of the Kerlin Street Bridge. Ms. Crawford seconded the motion. President Peterson asked Mr. Smith how much grant money the Borough received for this study. Mr. Smith responded the amount of the grant is \$32,500.00. President Peterson asked if there were any questions. Hearing none, she requested a roll call. Roll Call was taken: Mr. Steigerwalt – Aye; Mrs. Bush – Aye; Ms. Gertner – Aye; Mrs. Kerns – Aye; Ms. Crawford– Aye; Mrs. Peterson –Aye. Motion carries.

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

Mr. O'Connor stated that he had a few items. First, the Annual Auditor letter is out. Second, some work was performed on summary appeals. Third, he filed at least one municipal lien.

Mr. O'Connor and President Peterson discussed the status of the Crossing Guard issue at 6th and Main Streets. President Peterson stated that after many letters and phone calls back and forth with the Chester Upland School District, there was an agreement made (the Borough would pay half the cost). However, to date, nothing has been finalized as CUSD has not provided any information or written agreement. Mr. O'Connor stated that after his last conversation with President Peterson, he sent a letter to the solicitor for CUSD – Guy Donatelli - noting that there is a crossing guard now, but no information or agreement has been received by the borough. With no details and agreement, the Borough cannot contribute to this expense.

20. **Future Projects – Matthew Steigerwalt**

Mr. Steigerwalt stated that the committee had a meeting and is continuing to look into potential projects but nothing is set in stone.

21. **Old Business**

Ms. Gertner made a motion to continue with the current tow contract for fiscal 2023 and further authorize a request for a proposal for a tow contract to be completed by June 2023 for fiscal year 2024. Ms. Crawford seconded the motion. President Peterson asked if there were any questions. Hearing none, she requested a roll call. Roll Call was taken: Mr. Steigerwalt – Aye; Mrs. Bush – Aye; Ms. Gertner – Aye; Mrs. Kerns – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

22. **New Business**

- A1 Motion to Approve the Expenditure for the Members of Council, Mayor, Borough Manager and Chief of Police to Attend the PSAB Fall Leadership Conference in Gettysburg October 13th Through October 16th Including Travel Days

Ms. Crawford made a motion to approve the expenditure for the members of Council, Mayor and Borough Manager (Chief of Police will not be attending) to attend the PSAB Fall Leadership Conference in Gettysburg October 13th through October 16th including travel days. Mr. Steigerwalt seconded the motion. President Peterson asked for a roll call. Roll Call was taken: Mr. Steigerwalt – Aye; Mrs. Bush – Aye; Ms. Gertner – Aye; Mrs. Kerns – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

- A-2 Motion to Cancel the Second Meeting of the Month (October 25, 2022)

President Peterson stated that she would entertain a motion to cancel the second meeting of the month (October 25, 2022). Ms. Crawford made said motion. Ms. Gertner seconded the motion. Unanimously, Council voted Aye on the motion, no Nays. Motion carries.

On a separate note, Ms. Gertner mentioned that she has been getting complaints from the residents of the Delaware County Homes concerning the speeding on their street. The question she posed was whether this is a Borough issue or County issue to control. President Peterson explained that streets are the responsibility of the Borough. She further explained that the Chief is well aware of the problem as it happens everywhere in Upland. He has extra officers on the streets for this issue. However, they cannot be everywhere.

Ms. Gertner suggested looking into other resolutions to the problem. President Peterson stated that we cannot place speed bumps on every road and the ones we have must be taken up in the winter for the snow plow. Down the road, permanent speed bumps in some of the really bad speeding areas maybe looked into. At this point, this issue is not on Council's current list of projects.

Ms. Gertner ended the discussion with the suggestion that the Borough look into any grants that maybe available for this situation for next year or the following year.

Mr. O'Connor stated that in Nether Providence they have computerized speed devices that provide quite a bit of information. By using these devices, they have rated all their roads and were able to determine the worse roads for speeding. President Peterson stated that the Borough also has one of these devices.

Mr. O'Connor said they also have the removable speed bumps and the graded permanent speed bumps.

President Peterson stated that the worst areas for speeding were the school zones.

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

Council adjourned at 6:39 p.m.

Respectfully submitted,

Michael J. Ciach
Borough Manager/Secretary/Treasurer

Dana A. Dudek
Recording Secretary