

MINUTES

REGULAR MEETING OF UPLAND BOROUGH COUNCIL

DATE

July 14, 2020

TIME

7:00 P.M.

PLACE

Upland MacQueen Hall, 224 Castle Avenue, Upland, PA

CALL TO ORDER

President Peterson called the Regular Meeting for Upland Borough Council to order at 7:00 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. McClintock – Present; Ms. Gertner – Present; Mayor Dennon – Present; Mr. Daniel Archdeacon, P.E., Catania Engineering – Present; Mr. Robert E. O'Connor, Esquire – Present; and Michael Ciach, Borough Manager/Secretary/Treasurer - Present.

GUESTS IN ATTENDANCE

Police Chief Michael Ireby, Police Lt. Michael Curran, Fire Chief/Fire Marshal Daniel Smith, Police Officers, and several residents/guests in attendance.

Out of Normal Order of Business at 7:01 p.m.

- Swearing in of Halo and presentation of badge

Chief Ireby approached Council; with Halo and Lt. Curran. Information was provided to establish Halo's background of being a rescued dog, to being a family member to the entire department. Halo has grown into a dedicated member of the Upland Police department family.

Judge Stone swore Halo into the Police Department. Lt. Curran held the Bible. Upon completion of the gesture, Halo received her badge. There was much applause and photographs were taken.

Chief Ireby continued with a few annual awards since the Police Banquet would not be held due to the restrictions of COVID-19.

- Presentation of the Upland Police Citizen of the Year Award

Chief Ireby presented the Upland Police Citizen of the Year Award to Pastor Brenda Shaw, Upland Baptist Church. Chief Ireby offered many accolades as Pastor Brenda has volunteered on many committees, always willing to help when needed in Upland Borough. Upland Borough Council and guests responded with applause and congratulatory remarks. Chief Ireby's statement is included.

- Presentation of the Chief John Easton Supervisor of the Year Award

Chief Ireby presented the Chief John Easton Supervisor of the Year Award to Corporal Carl White. Chief Ireby spoke highly of Corporal White and all his accomplishment while in his employ at the

Upland Police Department. Upland Borough Council and guests responded with applause and congratulatory remarks. Chief Ireys statement is included.

- Presentation of the Captain Robert C Love Officer of the Year Award

Chief Ireys presented the Captain Robert C. Love Officer of the Year award to Full time Officer Luke McCann. Chief Ireys spoke highly of Officer McCann; highlighting Officer McCanns continued stellar work ethic. Upland Borough Council and guests responded with applause and congratulatory remarks. Chief Ireys statement is included.

President Peterson stated for those that wanted or could leave, may do so now.

Back into Normal Order of Business at 7:10 p.m.

5. Public Comments on Agenda Items Only

President Peterson asked if there were any public comment on agenda items only. No one approached Council.

6. Approval of Previous Meeting Minutes

A-1 Council Meeting Minutes – June 9, 2020

President Peterson asked if there were any questions on the Minutes of June 9, 2020. With no questions, Ms. Crawford made a motion to accept the minutes of the Council meeting minutes of June 9, 2020. Mrs. Kerns seconded the motion. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Ms. Crawford – Aye; and 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: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Ms. Crawford – Aye; and 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. Mr. McClintock seconded the motion. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Ms. Crawford – Aye; and 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, President Peterson entertained a motion. Ms. Crawford made a motion to approve the Manager's Report as presented. Mr. McClintock seconded the motion. President Peterson asked for a verbal vote; Council unanimous approved the Manager's Report. Motion carries.

8. Auburn Village Report - Richard McClintock

Mrs. Peterson noted progress on behalf of Mr. McClintock.

9. Public Safety Report – Richard McClintock

A-1 Fire Marshal's Report – June 2020

Fire Marshal Smith read his Fire Marshal's Report for June 2020 into record. Copy included.

A-2 Fire Company's Report – June 2020

Fire Chief Smith read the Fire Company's Report for June 2020 into record. Copy included.

10. Code Officer's Report - Richard McClintock

Mr. McClintock read the Code Officer's Report for June 2020 into record. Copy included.

11. Building & Grounds Report – Judith Bush

A-1 Approval to Ratify Rental of Street Sweeper (Base Rate: \$11,500 per Month)

Mrs. Bush made a motion to approve to ratify the rental of the street sweeper at a base rate of \$11,500 for one (1) more month. Mr. McClintock seconded the motion. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

A-2 Approval on PennDot Increase to Winter Traffic Services Agreement (As Stated in Attachment)

No motion required; Agreement was already completed.

A-3 Discussion AC add-on to Kent maintenance building

President Peterson stated they approved 2 portable air conditioning units; and will revisit if necessary. No motion required. No motion.

A-4 Discussion about Fence around Kent Lane

President Peterson stated this is ***tabled*** until next Council Meeting as additional quotes are needed.

A-5 Discussion AC replacement in Firehouse

President Peterson indicated the quotes were reviewed and the award to replace the air conditioning in the Firehouse will be awarded to MacCarthy Contracting at \$ 5,079.00. Mrs. Bush made a motion to authorize MacCarthy Contracting to install the new AC unit at the Firehouse at a cost of \$ 5,076.00. Ms. Gertner seconded the motion. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

A-6 Discuss Seeking Bids for Firehouse Roof Replacement

President Peterson asked if anyone had any questions on the Firehouse Roof Replacement. With no replies, Mrs. Bush made a motion to authorize the Borough Engineer to advertise for bids for the Firehouse roof replacement. Ms. Crawford seconded the motion. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

12. Finance & Insurance Report - Moira Crawford

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

- *June 3, 2020 through July 10, 2020 - \$ 271,456.35*

Ms. Crawford made a motion to approve to ratify payment of the General Fund Bills, June 3, 2020 through July 10, 2020 in the amount of \$ 271,456.35. Mrs. Kerns seconded the motion.

President Peterson asked if anyone had any questions on the General Fund bills. Ms. Gertner asked about the Labor Day fireworks; if the event is canceled, what is the refundable amount and what the terms of the refund are. Borough Manager Michael Ciach stated it was in the contract and he would supply that information.

President Peterson asked for the roll call. Roll Call was taken: Mrs. Kerns – Abstain from check number 39901 and Aye on the remainder; Mrs. Bush – Aye; Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

A-2 Approval to Ratify Payment of Auburn Village Bills:

- *June 3, 2020 through July 10, 2020 - \$ 93,048.79*

Ms. Crawford made a motion to approve to ratify payment of the Auburn Village Bills, June 3, 2020 to July 10, 2020 in the amount of \$ 93,048.79. Ms. Gertner seconded the motion. President Peterson asked if anyone had any questions on the Auburn Village bills.

Mrs. Stafford, Auburn Village resident, wanted to ask a question. President Peterson stated not yet.

With no questions or concerns from Council, President Peterson asked for a roll call. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Ms. Crawford – Abstain on check numbers 8731 & 8732, and Aye on the remainder; and Mrs. Peterson – Aye. Motion carries.

- A-3 Approval to Ratify Payment of the PLGIT Procurement Credit Card Purchases:
 - o *June 3, 2020 through July 10, 2020 - \$ 3,111.60*

Ms. Crawford made a motion to ratify payment of the PLGIT Procurement Credit Card Purchases from June 3, 2020 through July 10, 2020, in the amount of \$ 3,111.60. Mrs. Kerns seconded the motion. President Peterson asked if anyone had any questions on the PLGIT Procurement Credit Card Purchases. With no comments, she asked for a roll call. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

President Peterson did explain to Mrs. Stafford, for future reference, when someone can address Council about their concerns.

13. Ordinances & Resolutions Report – Abigail Gertner

- A-1 Approval to Advertise Ordinance No. 1 of 2020 – Amending § 170-13; Car Covers

Ms. Gertner read Ordinance No. 1 of 2020, Amending § 170-13; Car Covers. President Peterson entertained a motion. Mr. McClintock made the motion and Mrs. Bush seconded the motion and Borough Manager confirmed this was for advertisement. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

14. Research & Development - Julie Kerns

Mrs. Kerns read the report into record. Mrs. Kerns thanked Ms. Crawford for her report. Copy included.

Mrs. Kerns announced that she met with Greg and Shannon for the Memorial Wall and that project will begin early Fall 2020.

15. Streets & Equipment – Judith Bush

President Peterson stated progress on behalf of Mrs. Bush.

16. Community Affairs – Moira Crawford

Ms. Crawford read her report into record. Copy included.

17. Use & Occupancy Report – Michael Ciach

Mr. Ciach read the June 2020 Use & Occupancy Report into record.

18. Mayor's Report – William Dennon

Mayor Dennon read the June 2020 Mayor's Report into record.

19. Solicitor's Report - Robert O'Connor

Mr. O'Connor read his report into record. Copy included.

20. Engineer's Report – Daniel Archdeacon for Lisa Catania

A-1 Chelton Rd. Storm Sewer – Approve payment in the amount of \$5,900.00 to Joe Mullen

President Peterson asked if anyone had any questions on the Chelton Road Storm Water repair. With no questions, Ms. Crawford made a motion to approve the payment of \$ 5,900.00 to Joe Mullen for the repair of the Chelton Road Storm Sewer. Mrs. Kerns seconded the motion. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

A-2 Borough Hall Roof – Recommend Award Contract to Premier Building Restoration, Inc. in the amount of \$ 31,160.25

President Peterson asked if there were any questions on the Borough Hall Roof project. With no questions, Ms. Crawford made a motion to award the contract for the Borough Hall Roof repairs to Premier Contracting in the amount of \$ 31,160.25. Mr. McClintock seconded the motion. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

A-3 Borough Hall Roof - Authorize Borough Solicitor to Prepare Contracts

Ms. Crawford made a motion to authorize the Borough Solicitor to prepare the contracts for the Borough Hall Roof project. Mr. McClintock seconded the motion. Roll Call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. Steigerwalt – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

Mr. Archdeacon read his report into record. Copy included.

21. Future Projects – Matthew Steigerwalt

Progress.

22. Old Business

President Peterson mentioned the cat trapping issue; at the current time, the contract is on hold; they are entertaining another idea but need to work those out. An update will follow soon.

23. New Business

A-1 Reminder – Council Reconvenes Second Meeting of August (August 25, 2020)

President Peterson reminded everyone of the Summer hiatus; Council reconvenes on August 25, 2020.

A-2 Presentation by Agronomed Biologics – Senator Bell's Property

President Peterson offered the podium to Mr. Jon Cohn, Chief Executive Officer of Agronomed Pharmaceuticals; researcher and provider of targeted cannabis and plant-based therapy company.

Mr. Cohn offered an in depth explanation of his use of Senator Bell's Property if it should be approved by Planning and Zoning Boards of Upland Borough. A packet of information was presented to Council for their review and there were some questions for Mr. Cohn. Informational packet is included.

24. Floor Open to Public

Mrs. Stafford, Willow Way resident, approached Council. Her chief concern was to have police drive-by at the playground near Kent Park. She has experienced teenagers using explicit language; throwing trash and jumping the fence. Mrs. Stafford mentioned she called Borough Hall and spoke to Shannon to complain yesterday. She told the teenagers that she would call the police. Mrs. Stafford requested police presence to patrol the playground at dusk as she does not want to be cussed out; only so much she will take. President Peterson advised her to call 911. Mrs. Stafford said that is what the sign states, no one in the park after dusk.

Chief Irey approached Council to acknowledge the amount of citations that Lieutenant Curran and himself has assisted to write for Borough Code Enforcement Officer Kirby with various violations in the Borough. Violations include high grass and disorderly properties. There are some increased concerns in the lower portion of the borough; and to date, they have written nine (9) citations.

Chief Irey stated the some fireworks issues have subsided. His department, Lt. Curran and himself are currently reviewing their use of force policy. Chief Irey thanked Council for their time.

25. Adjournment

President Peterson entertained a motion to adjourn. Ms. Crawford made a motion to adjourn. Mr. McClintock seconded the motion. Council unanimously voted Aye. Council adjourned at 8:10 p.m.

Respectfully submitted,

Michael J. Ciach
Borough Manager/Secretary/Treasurer

Shannon Strigle
Recording Secretary