

MINUTES

REGULAR MEETING OF UPLAND BOROUGH COUNCIL

DATE

July 6, 2021

TIME

7:00 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 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

One (1) resident was in attendance.

5. Public Comments on Agenda Items Only

President Peterson asked if there were any public comment on agenda items only. There were no questions.

7. Approval of Previous Meeting Minutes

A-1 Council Meeting Minutes – June 8, 2021

President Peterson asked if there were any questions on the minutes of June 8, 2021. With no questions, Ms. Crawford made a motion to accept the minutes of the Council meeting minutes of June 8, 2021 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.

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. Steigerwalt 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, Ms. Crawford made a motion to accept the Manager's Report as presented. Mrs. Kerns seconded the motion. Council unanimously voted Aye; no Nays. Motion carries.

8. Auburn Village Report - Richard McClintock

Progress was noted.

9. Public Safety Report – Richard McClintock

A-1 Fire Marshal's Report – June 2021

Fire Marshal Smith was not present; report to be available at August 2021 meeting.

A-2 Fire Company's Report – June 2021

Fire Marshal Smith was not present; report to be available at August 2021 meeting.

A-3 Donation to 34th Annual “*The Ben to the Shore Bike Tour*” - Charity Bike Tour (Officer Larry Porter)

President Peterson explained Officer Larry Porter will be participating in the annual charity “*The Ben to the Shore Bike Tour*”. Per Chief Ireys' email request, this charity was created to raise money for those killed or injured in the line of duty in our region and to help cultivate relationships between the police and community.

Ms. Crawford made a motion to donate \$ 1,000.00 to “*The Ben to the Shore Bike Tour*” to support Officer Larry Porter for this charity event. 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.

10. Code Officer's Report – Richard McClintock

A-1 Discussion Regarding Additional Module for MyGov Program

President Peterson stated this will be discussed at the August 2021 meeting.

11. Building & Grounds Report – Judith Bush

Mrs. Bush reported the MacQueen Hall recently had the gutters unclogged and the renovation project should start closer to November 2021.

12. Finance & Insurance Report - Moira Crawford

A-1 Approval to Ratify Payment of General Fund Bills June 1, 2021 through June 30, 2021 - **\$ 128,724.30**

Ms. Crawford made a motion to ratify payment of the General Fund Bills from June 1, 2021 through June 30, 2021 in the amount of **\$ 128,724.30**. Ms. Gertner seconded the motion. President Peterson asked if there were any questions on the General Fund Bills. With no questions, she asked for a roll call. Roll Call was taken: Mrs. Kerns – Abstain on check number 41147 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 1, 2021 through June 30, 2021 - **\$ 168,463.61**

Ms. Crawford made a motion to ratify payment of the Auburn Village Bills from June 1, 2021 through June 30, 2021 in the amount of **\$ 168,463.61**, of which over \$128 thousand was transferred to General Fund. Mrs. Bush seconded the motion. President Peterson asked if there were any questions on the Auburn Village Bills. With no questions, 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.

A-3 Approval to Ratify Payment of the PLGIT Procurement Credit Card Statement June 2021 - **\$ 8,334.39**

Ms. Crawford made a motion to ratify payment of the PLGIT Procurement Credit Card Statement for June 2021 in the amount of **\$ 8,334.39**. Mrs. Bush seconded the motion. President Peterson asked if there were any questions on the PLGIT Credit Card bill for June 2021. With no questions, 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.

13. Ordinances & Resolutions Report – Abigail Gertner

President Peterson stated progress on behalf of Ms. Gertner.

14. Research & Development – Julie Kerns

Mrs. Kerns read the June 2021 report into record.

15. Streets & Equipment – Judith Bush

Mrs. Bush reported the speed humps and the signs are in and ready to be placed.

16. Community Affairs – Moira Crawford

Ms. Crawford read her report into record:

Events Recently Held:

- Designer Bag Bingo - Saturday, June 26, 2021
 - Nice turnout. Made approximately \$4,600 on tickets, dabbers, and raffle tickets. Will look to schedule another Bingo in the fall.
- July 4th Celebration - Sunday, July 4, 2021
 - We served approximately 110 meals to borough residents.

Events to be added:

- Community Remembrance Service - Saturday, September 11th at 7:00 p.m. at Bristol Lord Field.
 - Will remember on the 20th anniversary those lost on 9/11 and those who died during the pandemic.
- Note the Spaghetti Dinner has now been moved to September 25th.
- Scheduled events are expected to start back up in September.

17. Use & Occupancy Report – Michael Ciach

Mr. Ciach read the June 2021 Use & Occupancy Report into record.

18. Mayor's Report – William Dennon

Mr. Dennon read the June 2021 Mayor's Report into record.

President Peterson stated there is a discrepancy with the two (2) coding systems; there are two (2) different recordings in two (2) different places. She provided a forewarning that the total reporting on the Mayor's report may be higher next month as they situate this problem.

19. Solicitor's Report - Robert O'Connor

Mr. O'Connor read his June 2021 report into record.

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

A-1 Advertise for Bids – 2 Seventh Street (Demolition)

Ms. Crawford made a motion to authorize the Borough Engineer to advertise for bids on the demolition of #2 Seventh Street. Mrs. Bush 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 Authorize Borough Engineer to Obtain Three (3) Quotes on the Patton Avenue Storm Water Repair

Ms. Crawford made a motion to authorize the Borough Engineer to obtain three (3) quotes on the Patton Avenue Storm Water problem. 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.

Mr. Archdeacon read his June 2021 report into record.

21. Future Projects – Matthew Steigerwalt

President Peterson reported on behalf of Mr. Steigerwalt; he is waiting on a meeting.

22. Old Business

A-1 Discussion about Reese Center

President Peterson updated everyone regarding the Reese Center. She recommended we seek a possible usage change or revert ownership back to the US Government as the Reese Center incurs too high of utilities cost.

A-2 Discussion on Delaware County Housing and Trash

President Peterson stated that the Trash Committee will be meeting soon; update to be provided at a later date.

A-3 Upcoming Council Meeting (next meeting August 31, 2021)

President Peterson reminded everyone of the next meeting, Tuesday August 31, 2021 and she wished everyone an enjoyable summer break.

23. New Business

A-1 Authorize Borough Manager to Place Trash Truck on Municibid

President Peterson entertained a motion to place the Trash Truck on Municibid. Ms. Crawford made a motion to authorize the Borough Manager to place the Trash Truck on Municibid. 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-2 Eliminate CDL Requirements for Maintenance Workers

President Peterson entertained a motion to eliminate the CDL Requirement for Maintenance Workers; if the employee wishes to seek renewal of this requirement, then the employee would be responsible for their own fee. Ms. Crawford made a motion to eliminate CDL requirements for maintenance workers. 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-3 Discussion on Selecting a Consultant to Assist with Developing a SALDO (Subdivision and Land Development Ordinance) and Comprehensive Plan

President Peterson formed a committee consisting of Ms. Crawford, Ms. Gertner and Mr. Steigerwalt to research developing a SALDO (Subdivision and Land Development Ordinance) and a Comprehensive Plan to be introduced for the Budget Year 2022. Once an update is available, they will report.

24. Floor Open to Public

President Peterson asked if there were any public concerns. No one approached Council.

25. Adjournment

President Peterson entertained a motion to adjourn. Ms. Crawford made a motion to adjourn. Mrs. Kerns seconded the motion. Council unanimously voted Aye.

Council adjourned at 7:16 p.m.

Respectfully submitted,

Michael J. Ciach
Borough Manager/Secretary/Treasurer

Shannon M. Strigle
Recording Secretary