

## MINUTES

## REGULAR MEETING OF UPLAND BOROUGH COUNCIL

### DATE

August 31, 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.

President Peterson stated the EXECUTIVE SESSION: that was scheduled for this evening was canceled and is now re-scheduled to occur at the next Council meeting in September.

### 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

Daniel Smith, Fire Marshal / Fire Company Chief and one (1) resident.

#### 5. Public Comments on Agenda Items Only

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

#### 6. Approval of Previous Meeting Minutes

##### A-1 Council Meeting Minutes – July 6, 2021

President Peterson asked if there were any questions on the minutes of July 6, 2021. With no questions, Ms. Crawford made a motion to accept the minutes of the Council meeting minutes of July 6, 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.

##### A-2 Bid Opening Minutes – August 19, 2021 (Demolition of #2 Seventh Street)

President Peterson asked if there were any questions on the Bid Opening Minutes of August 19, 2021: Demolition of #2 Seventh Street. With no questions, Ms. Crawford made a motion to accept the minutes of the Bid Opening of August 19, 2021: Demolition of #2 Seventh Street 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.

## 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. 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-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. 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-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. Council unanimously voted Aye; no Nays. Motion carries.

## 8. Auburn Village Report - Richard McClintock

President Peterson noted progress on behalf of Mr. McClintock.

## 9. Public Safety Report – Richard McClintock

### A-1 Fire Company's Report – June & July 2021

Fire Chief Smith stated his June 2021 Report will be provided for record. Fire Marshal Smith read his July 2021 report into record.

### A-2 Fire Marshal's Report – June & July 2021

Fire Marshal Smith stated his June 2021 Report will be provided for record. Fire Marshal Smith read his July 2021 report into record.

### A-3 Ratify Purchase of New Police Car – COSTARS pricing \$36,339.36

Mr. McClintock made a motion to ratify the purchase of the new police car through COSTARS at a price of \$ 36,339.36. 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.

#### 10. Code Officer's Report – Richard McClintock

##### A-1 Discussion Regarding Additional Module for MyGov Program

Borough Manager Michael Ciach stated the cost to incorporate an additional module on the MyGov program would be \$ 4,368.00. The additional portion would allow the Borough staff to become up-to-date on U&O inspections, permits and other pertinent information pertaining to Borough Code. President Peterson confirmed the Borough currently uses an antiquated system.

Mr. McClintock made a motion to approve the purchase of the additional module of the MyGov Program at a cost of \$ 4,368.00. 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 Code Officer's Report

Ms. Crawford, on behalf of Mr. McClintock, read the Code Officer's Report of July 2021 into record.

#### 11. Building & Grounds Report – Judith Bush

Mrs. Bush updated everyone that the Building & Grounds Committee will be meeting to discuss Hill Street Park.

#### 12. Finance & Insurance Report - Moira Crawford

##### A-1 Approval to Ratify Payment of General Fund Bills July 1, 2021 through July 31, 2021 - \$ **124,606.46**

Ms. Crawford made a motion to ratify payment of the General Fund Bills from July 1, 2021 through July 31, 2021 in the amount of \$ **124,606.46**. Mrs. Kerns 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 – Aye; Mrs. Bush – Abstain on check number 41245 and Aye on the remainder; 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 July 1, 2021 through July 31, 2021 - \$ **31,144.05**

Ms. Crawford made a motion to ratify payment of the Auburn Village Bills from July 1, 2021 through July 31, 2021 in the amount of \$ **31,144.05**. Mrs. Kerns 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  
July 2021 - \$ **687.60**

Ms. Crawford made a motion to ratify payment of the PLGIT Procurement Credit Card Statement for July 2021 in the amount of \$ **687.60**. Mrs. Kerns seconded the motion. President Peterson asked if there were any questions on the PLGIT Credit Card bill for July 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

A-1 Motion to Pass & Adopt Resolution No. 11 of 2021  
- *Pension Plan Funding Cost of Non-Uniformed Pension Plan Year 2022*

Ms. Gertner read Resolution No. 11 of 2021; Pension Plan Funding Cost of Non-Uniformed Pension Plan Year 2022 into record. Ms. Gertner made a motion to pass and adopt Resolution No. 11 of 2021. 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 – Abstain. Motion carries.

A-2 Motion to Pass & Adopt Resolution No. 12 of 2021  
• *Pension Plan Funding Cost of Police Pension Plan Year 2022*

Ms. Gertner read Resolution No. 12 of 2021; Pension Plan Funding Cost of Police Pension Plan Year 2022 into record. Ms. Gertner made a motion to pass and adopt Resolution No. 12 of 2021. 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.

President Peterson stated that Ms. Crawford needed to change her vote on Resolution No. 11 of 2021. Ms. Crawford stated she abstained on Resolution No. 11 of 2021 for Shannon Strigle but Aye on the remainder.

14. Research & Development – Julie Kerns

Mrs. Kerns read the July 2021 report into record.

15. Streets & Equipment – Judith Bush

A-1 Approval to Rent Street Sweeper – approx. \$10,000.00 for one (1) month

Mrs. Bush made a motion to approve the rental of the street sweeper for one (1) month for approximate cost of \$ 10,000.00. 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.

16. Community Affairs – Moira Crawford

Events to be held:

- Annual Labor Day Fireworks - Sunday, September 5th at dusk
  - To be held in Bristol Lord Field at dusk (approximately 8:30)
  - UFC #1 will have a fundraiser - 2 food trucks (Auntie Ann's Pretzels and Kona Shaved Ice) on Castle Ave. from 7pm - until the end of the fireworks
- Community Remembrance Service - Saturday, September 11th at 7:00p.m. at Bristol Lord Field
  - Will remember on the 20th anniversary those lost on 9/11 and those who died during the pandemic.
- Pumpkin Painting in the Park/Flea Market/Halloween Movie
  - Saturday, October 16th
  - Sign-up Forms are being worked on as we speak and will be available on the Borough Website/Facebook. In order to get some type of estimated count, we will ask children to sign up in advance for the Pumpkin Painting. We are planning additional FREE items for this day-long event.

Due to the uncertainty of MacQueen Hall renovations and Covid-19 concerns - we have canceled the following events. These events will hopefully resume again in 2022.

- Spaghetti Dinner Fundraiser - initially scheduled for September 11<sup>th</sup> has been canceled.
- Designer Bag Bingo - scheduled for October 9<sup>th</sup> has been canceled.
- Senior Bus Trip to Shady Maples - scheduled for October 11<sup>th</sup>, has been canceled.

17. Use & Occupancy Report – Michael Ciach

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

18. Mayor's Report – William Dennon

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

19. Solicitor's Report - Robert O'Connor

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

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

A-1 Demolition #2 Seventh Street

- Award of Contract to BRB Contractors in the amount of \$ 49,300.00

Ms. Crawford made a motion to award the contract for the Demolition of #2 Seventh Street to BRB Contractors in the amount of \$ 49,300.00. Mrs. Kerns seconded the motion. President Peterson asked if there are any questions. With no questions, President Peterson requested 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-1(a) Approve Solicitor to Prepare Contract for the #2 Seventh Street Demolition Project

Ms. Crawford made a motion to approve the Borough Solicitor to prepare the necessary contracts for the #2 Seventh Street Demolition Project with BRB Contractors. Mrs. Bush seconded the motion. President Peterson asked if there were any questions. With no questions, President Peterson requested 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-2 Patton Ave Sinkhole

- Approve One (1) Crew Day of Pipe Grouting to Mobile Dredging & Video Pipe Services in the Amount of \$ 5,300.00

Mr. Steigerwalt made a motion to approve the one (1) crew day of pipe grouting to Mobile Dredging & Video Pipe Services in the amount of \$ 5,300.00. Ms. Crawford seconded the motion. President Peterson asked if there were any questions. With no questions, President Peterson requested 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 CDBG 2021

- Approve Engineer to Prepare Plans, Specifications and Advertise for MacQueen Hall Renovations Bid

Mrs. Kerns made a motion to approve the Borough Engineer to prepare plans, specifications and advertise for MacQueen Hall renovation bids. Ms. Crawford seconded the motion. President Peterson asked if there were any questions. With no questions, President Peterson requested 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-4 Street Name Signs

- Approve Engineer to Prepare Plans, Specifications and Advertise for Bid

This item was already approved at a previous meeting.

Mr. Archdeacon read the remainder of his July 2021 report into record.

21. Future Projects – Matthew Steigerwalt

Mr. Steigerwalt reported progress.

22. Old Business

No old business.

23. New Business

A-1 Discussion on Selecting a Consultant to Assist with Developing a SALDO and Comprehensive Plan (Committee Update)

Ms. Crawford made a motion to approve hiring TCA, Inc. to assist with the SALDO and Comprehensive Plan for an approximate amount of \$25,000.00; with stipulation the amount of payment is not to exceed \$2,000.00 in year 2021. Mrs. Bush seconded the motion. President Peterson asked if there were any questions. With no questions, President Peterson requested 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-2 Trash/Recycling Contract (Committee Update)

Ms. Crawford made a motion to reject the previous bids received on 8/19/21 for the upcoming Trash Contract. Ms. Kerns seconded the motion. President Peterson asked if there were any questions. With no questions, President Peterson requested 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-2(a) Authorize the Borough Engineer to Advertise for the Re-Bidding of the Trash Contracts

Ms. Crawford made a motion for the Borough Engineer to Advertise for the Re-Bidding of the Trash Contract with three (3) different types of Hauling Schedules:

- 1<sup>st</sup> Regular Trash pickup 2X per week &  
Heavy Trash pickup 1x per month (not December) &  
Recycling pickup 2x per month
- 2<sup>nd</sup> Regular Trash pickup 1x per week &  
Heavy Trash pickup 1x per month (not December) &  
Recycling pickup 1x per month
- 3<sup>rd</sup> Regular Trash pickup 1x per week but 2x per week in the months of May through September &  
Heavy Trash pickup 1x per month (not December) &  
Recycling pickup 1x per month

Mrs. Kerns seconded the motion. President Peterson asked if there were any questions. With no questions, President Peterson requested 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 Next Council Meeting – Tuesday, September 14, 2021

President Peterson reminded everyone the next council meeting will be on September 14, 2021.

24. Floor Open to Public

President Peterson asked if there were any public concerns. Mr. Anthony DeMarco, Mulberry Street resident approached Council. Mr. DeMarco stated he was present for two (2) reasons. One is to meet his fellow Uplandites and hopes to get involved with his community as time goes on. The second reason was to find out Council takes directive from regarding the mandates. Through much of the discussion, Mr. DeMarco stated his dismay of how the government is dictating the requirement.

President Peterson explained that she and all of Council need to ensure what is right for all residents as a whole no matter their personal believes. Council is in place to ensure the safety of all residents. If Mr. DeMarco is inclined to do so, maybe he should lobby in Washington DC for his beliefs.

President Peterson stated that they (Council) have no control over the mandates.

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 7:40 p.m.

Respectfully submitted,

Michael J. Ciach  
Borough Manager/Secretary/Treasurer

Shannon M. Strigle  
Recording Secretary