

MINUTES

REGULAR MEETING OF UPLAND BOROUGH COUNCIL

DATE

September 14, 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.

President Peterson stated there was an Executive Session between the Caucus and Council meetings. The Session pertained to an Employee Issue and it will be addressed at the next Council meeting. Also, there was an “Out of Normal Order of Business” item to address in the Council Meeting. However, we will move on and it can be addressed at the end of the meeting if necessary.

GUESTS IN ATTENDANCE

Daniel Smith, Fire Marshal / Fire Company Chief and five (5) residents.

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 – August 31, 2021

President Peterson asked if there were any questions on the minutes of August 31, 2021. With no questions, Ms. Crawford made a motion to accept the minutes of the Council meeting minutes of August 31, 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. 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 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: 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. McClintock seconded the motion. Council unanimously voted Aye; no Nays. Motion carries.

8. Auburn Village Report - Richard McClintock

President Peterson stated Mr. McClintock reports progress.

9. Public Safety Report – Richard McClintock

A-1 Fire Marshal's Report – August 2021

Fire Marshal Smith read his August 2021 report into record.

A-2 Fire Company's Report – August 2021

Fire Marshal Smith read his August 2021 report into record.

10. Code Officer's Report – Richard McClintock

A-1 Code Officer's Report

Mr. McClintock noted progress.

11. Building & Grounds Report – Judith Bush

Mrs. Bush provided an update on Hill Street Park. She wanted to thank the Highway guys for placing the benches and for cleaning up the area. She also stated that Zyla will be planting the trees in late Fall.

12. Finance & Insurance Report - Moira Crawford

A-1 Approval to Ratify Payment of General Fund Bills August 1, 2021 through August 31, 2021 - **\$ 155,330.08**

Ms. Crawford made a motion to ratify payment of the General Fund Bills from August 1, 2021 through August 31, 2021 in the amount of **\$ 155,330.08**. Mrs. Kerns seconded the motion. President Peterson asked if there were any questions on the **\$ 155,330.08**. 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-2 Approval to Ratify Payment of Auburn Village Bills August 1, 2021 through August 31, 2021 - **\$ 56,015.78**

Ms. Crawford made a motion to ratify payment of the Auburn Village Bills from August 1, 2021 through August 31, 2021 in the amount of **\$ 56,015.78**. Mr. McClintock seconded the motion. President Peterson asked if there were any questions on the **\$ 56,015.78**. 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 – Abstain on check numbers 9246 & 9268 and Aye on the remainder; and Mrs. Peterson – Aye. Motion carries.

A-3 Approval to Ratify Payment of the PLGIT Procurement Credit Card Statement August 2021 - **\$ 5,287.34**

Ms. Crawford made a motion to ratify payment of the PLGIT Procurement Credit Card Statement for August 2021 in the amount of **\$ 5,287.34**. Mrs. Bush seconded the motion. President Peterson asked if there were any questions on the **\$ 5,287.34**. 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 Ms. Gertner reports progress.

14. Research & Development – Julie Kerns

Mrs. Kerns read the August 2021 report into record.

15. Streets & Equipment – Judith Bush

President Peterson stated Mrs. Bush notes progress.

16. Community Affairs – Moira Crawford

Ms. Crawford reported on the events held:

Annual Labor Day Fireworks – held on Sunday, September 5th at dusk

- Weather was a bit rainy, but the fireworks still went off and as usual, a great show.
- Upland Fire Company #1 had 2 food trucks, Auntie Ann's Pretzels and Kona Shaved Ice.

Community Remembrance Service – Sunday September 11th at 7:00pm, Bristol Lord Field

- There was a nice turnout for this event remembering those lost on 911 and the pandemic. Great job by all those involved especially Pastor Shaw and Pastor McGrouty.

Ms. Crawford reports events scheduled:

- *FREE Movie "Doolittle" in the Bristol Lord Field* – Saturday, September 18th, 7:30pm
 - Bring a blanket or chair and your own refreshments to enjoy this free event. Free popcorn available while supplies last.
- *Fall Festival, Bristol Lord Field* – Saturday, October 16th beginning at 10:00am
 - The Community Affairs Committee will be holding a Fall Flea Market starting at 10:00am. Tables are available for \$25.00. Contact Judy Bush jbush@uplandboro.org, Julie Kerns jkerns@uplandboro.org or Moira mcrawford@uplandboro.org to sign up.
 - Free Pumpkin Painting and other free fall activities will be available. We request that you sign up in advance for a pumpkin painting so we can get an idea on how many pumpkins we will need to order. To sign up, please contact Julie Kerns jkerns@uplandboro.org, Jud Bush jbush@uplandboro.org or Moira mcrawford@uplandboro.org
 - Free Halloween Movie will be shown in the Bristol Lord Field at 7:00pm. There will be free popcorn while supplies last.
- *Halloween Parade* – Saturday, October 23rd beginning at 4:00pm
 - The Community Affairs Committee with participation of the Upland Police Department and the Upland Fire Company will parade in costume around the Borough starting at 4:00pm. Parents should have their children stand in front of their residence, sidewalk area. Treat bags, while supplies last, will be handed out to Borough children 13 years or younger. Please listen for the music and sirens to know when the Parade will be in your area as we cannot give ETA for streets.
- *Senior Citizen's Thanksgiving Dinner Take Out* – Saturday, November 6th 2pm-4pm
 - We will do a Thanksgiving Dinner again this year for Borough Senior Citizens who sign up by the deadline of October 30th. The form is available at the Borough Office or online.
- *Outdoor Annual Holiday Tree Lighting*, Castle Avenue and Main Street at 6pm
 - Post tree-lighting activities will be held in the Bristol Lord Field at the Pavilion. The Community Affairs Committee will have refreshments available for Borough residents.
 - Gifts for Borough children 13 years or younger that signed up, will be available for pick up. Gifts must be picked up at this event. Sign up form is available in the Borough Office or online.

17. Use & Occupancy Report – Michael Ciach

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

18. Mayor’s Report – William Dennon

Mr. Dennon read the August 2021 Mayor’s Report into record.

19. Solicitor’s Report - Robert O’Connor

Mr. O’Connor read his August 2021 report into record.

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

Mr. Archdeacon read his August 2021 report into record.

21. Future Projects – Matthew Steigerwalt

President Peterson stated Mr. Steigerwalt reported progress.

22. Old Business

President Peterson asked if there was any old business; no reply from Council.

President Peterson stated we will not be going out of the normal order of business for the Police Department Awards.

23. New Business

A-1 Motion to Cancel 2nd Meeting of the Month – September 28, 2021

Ms. Crawford made a motion to cancel the 2nd meeting of the Month, September 28, 2021. Mrs. Bush seconded the motion. Council unanimously voted Aye; no Nays. Motion carries.

President Peterson stated that the issue for “Out of Normal Order of Business” will not be addressed this evening.

24. Floor Open to Public

President Peterson asked if there were any public comments

Mrs. Richardson, Third Street resident, approached Council with two questions. Mrs. Richardson inquired if Upland still has a truck route; President Peterson confirmed there was. Mrs. Richardson is seeing a lot more traffic coming down 3rd Street; causing a lot of dust and dirt.

Mrs. Richardson stated there was a fight last week, weapon involved, regarding a parking situation. Mrs. Richardson asked about the empty lot in the area; President Peterson acknowledged the lack of parking but we cannot just use vacant land for parking as there is a process. President Peterson assured Mrs. Richardson that Council is working on this issue. Mrs. Richardson understood and stated she just did not want to see anyone get hurt over a parking situation.

Ms. Sharpe, Ninth Street resident, approached Council. Ms. Sharpe stated she has incurred a problem with her neighbor. The next door neighbor installed a fence which interrupts her from opening her Bilco doors for her basement; also placed a carport where she cannot walk around her property. After receiving updates from Borough Manager Ciach and many questions and concerns from Council and the Fire Marshal, President Peterson stated that the Borough will update her in our findings.

25. Adjournment

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

Council adjourned at 7:22 p.m.

Respectfully submitted,

Michael J. Ciach
Borough Manager/Secretary/Treasurer

Shannon M. Strigle
Recording Secretary