

MINUTES

REGULAR MEETING OF UPLAND BOROUGH COUNCIL

DATE

April 13, 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

Chief Irey Upland Police Department, Fire Chief/Fire Marshal Daniel Smith, several police officers, and two (2) residents were in attendance.

Executive Session Results (between Meetings)

President Peterson stated there was an Executive Session between Caucus and the Regular Meeting. A couple of topics were discussed:

- A. Personnel Issue (less Council President Christine Peterson and Mayor Dennon's involvement)
- B. Teamster's Contract: Ms. Crawford made a motion to accept and approve the Teamster's Contract. 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 – Abstain. Motion carries.

5. Motion to Hire One (1) Part-Time Police Officer

President Peterson entertained to hire a part-time police officer. Ms. Crawford made a motion to hire one (1) part time police officer. 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 – Abstain. Motion carries.

6. 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 – March 9, 2021

President Peterson asked if there were any questions on the minutes of March 9, 2021. With no questions, Ms. Crawford made a motion to accept the minutes of the Council meeting minutes of March 9, 2021 as presented. 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.

8. 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. 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 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. 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-3 Manager's Report

President Peterson asked if there were any questions on the Manager's Report. President Peterson asked if there were any questions. With no questions, Ms. Crawford made a motion to accept the Manager's Report. Mr. McClintock seconded the motion. Verbally, all Council voted Aye; no one opposed.

9. Auburn Village Report - Richard McClintock

President Peterson noted progress on behalf of Mr. McClintock.

10. Public Safety Report – Richard McClintock

A-1 Fire Marshal's Report – March 2021

Fire Marshal Smith read his Fire Marshal's Report for March 2021 into record.

A-2 Fire Company's Report – March 2021

Fire Chief Smith read the Fire Company's Report for March 2021 into record. Chief Smith stated that there is a problem with the TAC unit; the aluminum body is eroding and it is unrepairable.

President Peterson and Chief Smith had a discussion about the Firehouse needs.

A-3 Proclamation – Bells Across Pennsylvania Day, May 2, 2021

President Peterson entertained a motion to approve the Proclamation. Ms. Crawford read the Proclamation into record. The Bells Across Pennsylvania will honor the First Responders during the COVID pandemic on May 2, 2021. Ms. Crawford made a motion to approve the proclamation. 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.

President Peterson stated Out of Normal Order of Business at 7:11 p.m. to swear in Part Time Police Officer.

Out of the Normal Order of Business at 7:11 p.m.
Swear-In Part-Time Police Officer

Mark Tuttle

Mayor William Dennon performed the swearing in of newly hired part time Police Officer Mark Tuttle. Congratulatory remarks and applause was offered by Council and the audience.

Photographs were taken by Caitlyn White.

Back into the normal order of business at 7:14 p.m.

A-4 Motion to Approve Chief Irely and Lieutenant Curran to Attend Supervisor Leadership Institute (June 7 through June 10, 2021; 1 of 3 classes)

Mr. McClintock made a motion to approve Chief Irely and Lieutenant Curran to attend Supervisor Leadership Institute (June 7 through June 10, 2021; 1 of 3 classes). 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.

11. Code Officer's Report – Richard McClintock

Mr. McClintock read the Code Officer's Report for March 2021 into record.

12. Building & Grounds Report – Judith Bush

Mrs. Bush stated the dugouts will be power washed and painted by the member of the Upland Athletic Club. Mrs. Bush suggested to have fences put back onto the dugouts as some people like to destroy the inside of the dugouts.

Mike stated the letters to Mary Crozer Trust have already been mailed seeking a donation for this year.

13. Finance & Insurance Report - Moira Crawford

A-1 Approval to Ratify Payment of General Fund Bills March 1, 2021 through March 31, 2021 - **\$ 201,470.99**

Ms. Crawford made a motion to approve to ratify payment of the General Fund bills from March 1, 2021 through March 31, 2021 in the amount of \$ 201,470.99. Mrs. Bush 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 – Abstained on check number 40888 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 March 1, 2021 through March 31, 2021 - **\$ 75,635.15**

Ms. Crawford made a motion to approve to ratify payment of the Auburn Village bills from March 1, 2021 through March 31, 2021 in the amount of \$ 75,635.15. 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 – Abstain on check number 9069 and Aye on the remainder. Motion carries.

A-3 Approval to Ratify Payment of the PLGIT Procurement Credit Card Statement March 2021 - **\$ 2,295.17**

Ms. Crawford made a motion to approve to ratify payment of the PLGIT Procurement Credit Card Statement from March 1, 2021 through March 31, 2021 in the amount of \$ 2,295.17. Mr. McClintock seconded the motion. President Peterson asked if there were any questions on the PLGIT Procurement Credit Card payment for March 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.

14. Ordinances & Resolutions Report – Abigail Gertner

A-1 Ordinance No. 3 of 2021 – Motion to Advertise
- Revision of Chapter 170 Vehicles, Section § 170-13: Car Cover Prohibited

Ms. Gertner read Ordinance No. 3 of 2021: Revision of Chapter 170 Vehicles, Section § 170-13: Car Cover Prohibited into record. Ms. Gertner made a motion to approve the Borough Manager to advertise Ordinance No. 3 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.

15. Research & Development - Julie Kerns

Mrs. Kerns reported an update on the Brick Program. Greg Zyla's completion target date is the end of April due to inclement weather; this includes shrubbery.

As of now, the count is:

- 26 wall tiles: 7 small and 19 large
- 21 sidewalk bricks: 8 small and 13 large
- Information Session to be held on Saturday, April 24th at 2:00 p.m.

Mrs. Kerns updated everyone on the Memorial Day Parade.

- Await 1 String Band contract and the Delco Cruisers, all other contracts in place
- Marine Corps will be handling the normal duties.

Mrs. Kerns spoke with the following individuals to confirm their normal involvement in the Memorial Day Parade:

- Ed Ciammicelli for the Guest Speaker
- Pastor Brenda – Benediction and Ceremonies at the Church and War Memorial
- Dan Smith – Fire Companies
- Chief Irely – Police Departments
- Golf Carts – will be used to drive the Council in the Parade, exception of President Peterson and Mr. McClintock

Mrs. Kerns read the March 2021 report into record.

16. Streets & Equipment – Judith Bush

Mrs. Bush noted progress, however sought approval to purchase and install LED street lights for the remainder of the halogen lights in the Borough; via COSTARS not to exceed \$ 75,000.00. The contractors involved would be Denny for the materials and Lenni Electric for the installation. Mrs. Bush made a motion to approve the purchase and installation of the LED lights. 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.

17. Community Affairs – Moira Crawford

Events Held -

- March 27, 2021 - Easter Egg Hunt and Celebration with Easter Bunny
 - Approximately 50 people attended this free event.
 - Served free light refreshments, gave out Easter bag with treat to Borough children in attendance and photos with the Easter Bunny

Events Coming Up -

- Movies in Bristol Lord Field – weather permitting
 - April 24, 2021 - "Doolittle" starring Robert Downey, Jr. Rated PG.
 - Will start at approximately 8:30 p.m.
 - Bring a blanket, chair to enjoy this free event
 - Free popcorn will be served in the pavilion
 - May 22, 2021 - "Jumanji - The Next Level" Rated PG13
 - May 26 - 29th - Carnival in Bristol Lord Field
 - May 31st - Memorial Day Festivities
 - Annual Parade
 - War Memorial Service
 - Memorial Day Picnic – Held by the Churches, Take out while supplies last

18. Use & Occupancy Report – Michael Ciach

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

19. Mayor's Report – William Dennon

Mayor Dennon read the March 2021 Mayor's Report into record.

President Peterson asked Chief Irely, Upland Police Department, if he had anything for Council. Chief Irely updated that the grant that he applied for to reimburse cost of the Body-Point Cameras has been approved. The grant is worth \$ 10,000.00 and should be receiving it soon.

20. Solicitor's Report - Robert O'Connor

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

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

Mr. Archdeacon read his report into record.

A-1 Award of the 2021 Upland Borough Roads Program (Bid was on Mon, 4-12-21)

Ms. Crawford made a motion to award the 2021 Upland Borough Roads Program to A.F. Damon in the amount of \$ 96,973.60. 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 Authorize Engineer to have Asbestos Inspection performed - #2 7th Street

Ms. Crawford made a motion to authorize the Borough Engineer to have the Asbestos Inspection performed at #2 7th Street. 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.

President Peterson stated that PennDot did visit the Borough regarding the sinkhole. Through discussion, Council was informed the sinkhole encompasses most of the houses on Upland Avenue and more details will follow. President Peterson stated they were excited to have PennDot come to the area to look into this matter.

22. Future Projects – Matthew Steigerwalt

A-1 Street Signs – Liquid Fuels not to exceed \$ 100,000.00

Mr. Steigerwalt made a motion approve new street signs, using Liquid Fuels, not to exceed \$ 100,000.00. 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.

23. Old Business

President Peterson stated only thing for Old Business is the Trash Contract. President Peterson requested Council members Ms. Gertner, Mr. Steigerwalt and Ms. Crawford to report next month (May 2021) on any updates regarding the Trash Contract.

24. New Business

A-1 Motion to Cancel the Second Meeting of the Month – April 27, 2021

President Peterson entertained a motion to cancel the second meeting of the month, April 27, 2021. Mr. McClintock made the motion to cancel the second meeting of the meeting, April 27, 2021. Ms. Crawford seconded the motion. Verbally, all Council voted Aye; no one opposed.

25. Floor Open to Public

Kevin Kozlowski, Willow Way resident, approached Council. MR. Kozlowski stated he went to Ms. Crawford's house about the light post being tilted. President Peterson told Kevin Kozlowski that the light

pole will be repaired. Kevin also mentioned that a black car hit it; as he was told by a neighbor. President Peterson assured Kevin that the light pole situation will be dealt with soon.

Caitlyn White, Willow Way, asked Ms. Gertner about the car covers. However, it was explained to Ms. White, that the car cover ordinance most likely would not apply to her as she does not cover her car.

26. Adjournment

Ms. Crawford made a motion to adjourn. Mr. McClintock seconded the motion. Council unanimously voted Aye.

Council adjourned at 7:39 p.m.

Respectfully submitted,

Michael J. Ciach
Borough Manager/Secretary/Treasurer

Shannon M. Strigle
Recording Secretary