

MINUTES

REGULAR MEETING OF UPLAND BOROUGH COUNCIL

DATE

February 9, 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 (via telecommunication); and Michael Ciach, Borough Manager/Secretary/Treasurer - Present.

GUESTS IN ATTENDANCE

Fire Chief/Fire Marshal Daniel Smith and 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.

6. Approval of Previous Meeting Minutes

A-1 Council Meeting Minutes – January 12, 2021

President Peterson asked if there were any questions on the Minutes of January 12, 2021. With no questions, Ms. Crawford made a motion to accept the minutes of the Council meeting minutes of January 12, 2021. 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 Special Council Meeting Minutes – January 26, 2021

President Peterson asked if there were any questions on the Special Council Minutes of January 26, 2021. With no questions, Ms. Crawford made a motion to accept the minutes of the Special Council meeting minutes of January 26, 2021. 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. 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. 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. Mr. Ciach stated he had several items to discuss with Council. The MyGov program for Code Enforcement will be completely operational by next Council meeting. He is currently getting prices for the HVAC system for the MacQueen Hall. Also, Mr. Ciach sought permission to obtain values of the older equipment, some not used in over 4 years. New lawn mowers will be purchased this year and Mr. Ciach would like to obtain proper pricing and secure bid and pricing per the threshold amounts. Items to sell include lawn mowers & the ATV as well as other items. Mr. Ciach also stated that he received good pricing of the surveillance cameras, well below what was budgeted for this year. He would like to include cameras for the parks; the Ball Park, 8th Street Park and Hill Street. Through discussion, Council was pleased with the Manager's Report.

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

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 – December 2020 & January 2021

Mr. Smith wanted to thank all who reached out while he was ill. Fire Marshal Smith stated there was no activity in December 2020 due to Covid restrictions. Fire Marshal Smith read his Fire Marshal's Report for January 2021 into record.

A-2 Fire Company's Report – December 2020 & January 2021

Fire Chief Smith read the Fire Company's Report for December 2020 and January 2021 into record.

Prompted by a question from President Peterson, Mr. Smith explained to Council that the fire company is dispatched for accidents with injuries; as it recently changed. They get dispatched to those calls that are considered within the realm of "7 deadly sins". Also, the fire service is in charge of the ambulance service.

10. Code Officer's Report - Richard McClintock

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

A-1 Motion to Hire Part-Time Code Officer (*Change Status from Temporary Part-Time to Regular Part-Time*)

Mr. McClintock made a motion to hire the Part-Time Code Officer; changing status from Temporary part time to Regular part-time. 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. Building & Grounds Report – Judith Bush

Mrs. Bush stated progress; but noted how well the guys did during the most recent snow event; great job plowing and salting the Borough.

12. Finance & Insurance Report - Moira Crawford

A-1 Approval to Ratify Payment of General Fund Bills: ○ *January 8, 2021 through January 31, 2021 - \$ 135,861.90*

Ms. Crawford made a motion to approve to ratify payment of the General Fund bills from January 8, 2021 through January 31, 2021 in the amount of \$ 135,861.90. 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 40700 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: ○ *January 8, 2021 through January 31, 2021- \$ 25,779.41*

Ms. Crawford made a motion to approve to ratify payment of the Auburn Village bills from January 8, 2021 through January 31, 2021 in the amount of \$ 25,779.41. 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 – Abstain on Check number 9025 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 *January 2021 - \$ 5,330.83*

Ms. Crawford made a motion to approve to ratify payment of the PLGIT Procurement Credit Card Purchases for January 2021 in the amount of \$ 5,330.83. Mr. Steigerwalt seconded the motion. President Peterson asked if there were any questions on the PLGIT Credit Card Purchases. 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 Ordinance No. 2 of 2021 – Motion to Pass and Adopt
 - *Revision of Chapter 170 Vehicles, Section § 170-13: Car Covers Prohibited*

Ms. Gertner read Ordinance No. 2 of 2021; *Revision of Chapter 170 Vehicles, Section § 170-13: Car Covers Prohibited* into record. Ms. Gertner made a motion to pass and adopt Ordinance No. 2 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.

- A-2 Resolution No. 6 of 2021 – Motion to Pass and Adopt
 - *Appoint Daniel Smith as Emergency Management Coordinator*

Ms. Crawford read Resolution No. 6 of 2021; *Appoint Daniel Smith as Emergency Management Coordinator* into record. Ms. Crawford made a motion to pass and adopt Resolution No. 6 of 2021. 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 Resolution No. 7 of 2021 – Motion to Pass and Adopt
 - *Application to Delaware County for Road Program 2021(Liquid Fuel Funds)*

MS. Gertner read Resolution No. 7 of 2021: *Application to Delaware County for Liquid Fuel Funds for Road Program 2021* into record. Ms. Gertner made a motion to pass and adopt Resolution No. 7 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.

14. Research & Development - Julie Kerns

Mrs. Kerns read the report into record.

15. Streets & Equipment – Judith Bush

Mrs. Bush noted progress. Mrs. Bush expressed appreciation for the job well done by the Highway/Maintenance Department pertaining to the recent snow event. Mrs. Bush also requested from Mr. Ciach a list of Borough-owned items that will be listed for sale so they can look at prices and such.

16. Community Affairs – Moira Crawford

Ms. Crawford read the report into record.

President Peterson mentioned that next year Upland should be involved with the Martin Luther King, Jr. dedication at the Crozer Seminary as the Seminary is located in

17. Use & Occupancy Report – Michael Ciach

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

18. Mayor's Report – William Dennon

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

19. Solicitor's Report - Robert O'Connor

Mr. O'Connor read his report into record.

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

Mr. Archdeacon read his report into record.

President Peterson asked about the question of ownership; PennDOT for the storm water drains on Upland Avenue. Mr. Archdeacon stated that PennDOT gave the storm sewer systems back to the municipalities and the municipalities will now maintain it. Mr. Archdeacon is unsure of the date of this agreement. He continued; this type of system is a storm sewer under-drain and it is under the road which is a structural part of the road and these drains are normally still maintained by PennDOT.

President Peterson stated correct; PennDOT needs to be made aware that we (Upland) have been working on this for ten (10) years and this is totally unacceptable. President Peterson mentioned she understands that while some people are not in the office (due to pandemic), but we cannot even get an answer in a month's time; it's crazy. Especially ten (10) years! What's it going to take, someone sink into a hole, who's going to be responsible for that? Mr. Archdeacon stated he will make contact again to a gentleman he's been working with at PennDOT.

Mr. Archdeacon stated the application will be made for Liquid Fuels. Mr. Ciach mentioned that according to his calculation, Liquid Fuels fund will be approximately \$ 304,000 and they can use that fund to improve the streets as well as signs. He will be working on this project with Mr. Steigerwalt.

21. Future Projects – Matthew Steigerwalt

Mr. Steigerwalt stated the most recent suggestion is to enrich the currently vacant land owned by the Borough and convert them into Community Gardens. While this idea is in the early stages, it was mentioned that perhaps the compost project could be implemented into the Community Garden project.

22. Old Business

President Peterson stated there was no old business.

23. New Business

A-1 Motion to Cancel the Second Meeting of the Month – February 23, 2021

President Peterson entertained a motion to cancel the second meeting of the month, February 23, 2021. Ms. Crawford made the motion, 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.

24. Floor Open to Public

President Peterson asked if we received concerns from the public. Mr. Ciach replied no.

25. Adjournment

President Peterson entertained a motion to adjourn. Mr. McClintock made a motion to adjourn. Ms. Crawford seconded the motion. Council unanimously voted Aye; no one opposed.

Council adjourned at 7:37 p.m.

Respectfully submitted,

Michael J. Ciach
Borough Manager/Secretary/Treasurer

Shannon M. Strigle
Recording Secretary