

MINUTES

REGULAR MEETING OF UPLAND BOROUGH COUNCIL

DATE

August 28, 2018

TIME

7:00 P.M.

PLACE

Upland Municipal Building, 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. Deldeo – Present; Mrs. Bush – Present, Mr. McClintock – Present, Mr. Hunter – Present; Mr. Mitchell – Absent; Mayor Dennon – Present; Mr. Robert E. O'Connor, Esquire – Present; Daniel Archdeacon, P.E., Catania Engineering – Present; and Michael Ciach, Borough Manager/Secretary/Treasurer - Present.

GUESTS/RESIDENTS IN ATTENDANCE

Upland Borough Police Chief Michael Irely, Fire Marshal & Upland Fire Chief Daniel Smith, Reporter Ken Stark, and eleven (11) residents were in attendance.

President Peterson offered Ms. Cheryl Filbert, Joan's Dance Studio, the podium. Ms. Filbert approached Council with some of her dance students. They wanted to wish Council their gratitude for their monetary donation which helped finance the students to perform in Walt Disney World. The students presented Council with Thank you cards. President Peterson excused Ms. Filbert and those that wished to leave.

At 7:03 p.m., President Peterson stated that Council will hold an Executive Session to talk about some personnel matters.

At 7:23 p.m., Council returned from Executive Session.

Upon return, Ms. Crawford made a motion to ratify the Teamster Union contract as discussed in the Executive Session. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Abstain; Motion carries.

Mr. McClintock made a motion to approve the wage increase for the office staff as discussed in Executive Session. Mrs. Bush seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Abstain; Mrs. Peterson – Abstain; Motion carries.

5. Public Comments on Agenda Items Only

No one approached Council.

6. Approval of Previous Meeting Minutes

A-1 Council Meeting Minutes – July 10, 2018

Ms. Crawford made a motion to approve the Council Meeting Minutes from July 10, 2018. Mrs. Bush seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries. Copy included.

A-2 Bid Meeting Minutes – August 15, 2018

a. Auburn Village Roof Rehabilitation Phase II

Ms. Crawford made a motion to approve the Auburn Village Roof Rehabilitation Project Phase II Minutes of August 15, 2018. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries. Copy included.

b. 2018 Street Improvement

Ms. Crawford made a motion to approve the 2018 Street Improvement Minutes of August 15, 2018. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries. Copy included.

7. Treasurer's Report

A-1 Treasurer's Report – July 2018

Ms. Crawford made a motion to accept the July 2018 Treasurer's Report as presented. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries. Copy included.

A-2 Income Statements – July - August 2018

Ms. Crawford made a motion to accept the August 2018 Income Statements for General Fund and July 2018 for Auburn Village as presented. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries. Copy included.

A-3 Manager's Report – July 2018

Ms. Crawford made a motion to accept the July 2018 Manager's Report as presented. Mr. McClintock seconded the motion. Verbally, all Council voted Aye. Motion carries. Copy included.

8. Auburn Village Report

A-1 Discussion on Gutter Cleaning / Pricing

Mr. McClintock made a motion to approve the gutters to be cleaned by The Gutter People in the amount of \$3,300.00. Ms. Crawford seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries. Copy included.

A-2 Discussion on Roof Bids – Auburn Village Rehabilitation Phase II

Ms. Crawford made a motion to award the Auburn Village Roof Bid to RAM Siding in the amount of \$ 36,950.00. Mr. Bush seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries. Copy included.

A-3 Solicitor to Draw Up Contracts

Ms. Crawford made a motion to authorize the Borough Solicitor to draw up the contracts for RAM Siding for the Auburn Village Rehabilitation Phase II project. Mrs. Bush seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries. Copy included.

9. Public Safety Report – Richard McClintock

A -1 Fire Marshal's Report

Mr. McClintock asked Fire Marshal Smith to read the Fire Marshal's Report of July 2018 into record. Copy included with minutes.

A-2 Fire Company's Report

Fire Chief Smith read the Fire Company's Report of July 2018 into record. Copy included with minutes

Ms. Crawford read a letter from an Upland Borough resident that described an incident that Mr. Dan Smith saved a man's life. A round of applause by Council and the audience was offered.

10. Code Officer's Report - Leland Hunter

Mr. Hunter read the July 2018 into record. Copy included with the minutes.

11. Building & Grounds Report – Judith Bush

Mrs. Bush stated progress.

12. Finance & Insurance Report – Moira Crawford

A-1 Approval of General Fund Bills

- July 11, 2018 through August 31, 2018 for **\$ 370,911.17**

Ms. Crawford made a motion to approve the General Fund Bills for the period of July 11, 2018 through August 31, 2018 for \$ **370,911.17**. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Abstained from check number 37308 and Aye on the remainder; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Abstained from check number 37309 and Aye on the remainder; Mrs. Peterson – Aye. Motion carries. Copy included.

- A-2 Approval of Auburn Village Bills
 - July 11, 2018 through August 31, 2018 for \$ **35,635.78**

Ms. Crawford made a motion to approve the Auburn Village Bills for the period of July 11, 2018 through August 31, 2018 for \$ **35,635.78**. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries. Copy included.

13. Ordinances & Resolutions Report – Richard McClintock

- A-1 Motion to Pass and Adopt Ordinance No. 2 of 2018
 - *Amendment of Borough Code: Noise Chapter 126*

Mr. McClintock read Ordinance No. 2 of 2018 into record. Mr. McClintock made a motion to pass and adopt Ordinance No. 2 of 2018 Amendment of Borough Code: Noise Chapter 126. Ms. Crawford seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

- A-2 Motion to Pass and Adopt Resolution No. 10 of 2018
 - *Ratify Decision to Dissolve Historical Commission*

Mr. McClintock made a motion to pass and adopt Resolution No. 10 of 2018, Ratify Decision to Dissolve Historical Commission. Ms. Crawford seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

- A-3 Motion to Pass & Adopt Resolution No. 11 of 2018
 - *Police Detective Stipend - \$ 2,000.00*

Mr. McClintock made a motion to pass and adopt Resolution No. 11 of 2018 Police Detective Stipend in the amount of \$ 2,000.00, from August 2018 through August 2019 for Detective Andrew Nicholl. Ms. Crawford seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Abstained. Motion carries.

- A-4 Motion to Pass & Adopt Resolution No. 12 of 2018
 - *Request for Resignation of Councilman Edward Mitchell*

President Peterson stated “Again, we are requesting the resignation of Councilman Edward Mitchell. He has been found guilty of 42 of 44 felony charges. He will not step down. He has not only taken taxpayer’s money, but continues to do so by taking a paycheck by sitting on Council.”

Mr. McClintock made a motion to pass and adopt Resolution No. 12 of 2018 Request for Resignation of Councilman Edward Mitchell. Mrs. Bush seconded the motion. Roll call was taken: Mrs. Deldeo – Aye;

Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-5 Motion to Pass & Adopt Resolution No. 13 of 2018

- *Special Events, New Fee Schedule for Entities Requesting Extra Duty Police Details*

Mr. McClintock made a motion to pass and adopt Resolution No. 13 of 2018 Special Events, New Fee Schedule for Entities Requesting Extra Duty Police Details. Ms. Crawford seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Abstained. Motion carries.

A-6 Motion to Pass & Adopt Resolution No. 14 of 2018

- *Authorization of Documents Necessary for Compliance with the Target Grant Requirements*

Mr. McClintock made a motion to pass and adopt Resolution No. 14 of 2018 Authorization of Documents Necessary for Compliance with the Target Grant Requirements. Ms. Crawford seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

14. Research & Development – Moira Crawford

The website for July 2018 had page views of 4,948 (average of 160 per day); visitors – 1,570 (average of 51 per day). Photos added since last meeting of National Night Out event held by Upland Borough Police Department and the Youth Magic Show with pizza and ice Cream sundae.

15. Streets & Equipment – Judith Bush

A-1 2018 Street Improvements

- Motion to Award the 2018 Contract

Mrs. Bush made a motion to award the 2018 Street Improvement Contract to A.F. Damon, Upland PA in the amount of \$ 43,760.00. Ms. Crawford seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

Ms. Crawford made a motion to authorize the Borough Solicitor to draw up the contracts for the 2018 Road Program. Mrs. Bush seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-2 Discussion on Landscaping Needs

Further discussion is needed.

A-3 Discussion on Tree Trimming / Removal of Trees in Borough-Owned Property

The Borough received three (3) written bids on the project of trimming/removing trees on borough-owned Property. Mrs. Bush made a motion to award the project to Cel's Landscaping in the amount of \$ 8,775.00. Ms. Crawford seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

16. Community Affairs – Moira Crawford

A-1 Discussion on Sesquicentennial Fireworks

Ms. Crawford updated all that the Youth Magic Show had a nice turnout for this end of summer event. All in attendance seem to have a great time.

Ms. Crawford continued “ The next scheduled events are:

Labor Day Fireworks – September 2, 2018. The Borough sponsored Fireworks will be held in "Bristol Lord Field" located at 6th & Main Streets beginning at dusk (approximately 8:30 p.m.). Borough Roads surrounding the area will be closed beginning at 7:00 p.m. until the Fireworks are completed. Snacks and beverages will be sold by the Upland Fire Co. #1 in the pavilion. Prior to the event UFC will be holding carnival games in the park from 6:00 p.m. to 8:00 p.m. Please come out and support our local volunteer fire department!

Spaghetti Dinner –The "Annual Spaghetti Dinner" will be held on Saturday, 9/15th at MacQueen Hall located at 224 Castle Avenue starting at 4:00 p.m. through 6:00 p.m. The meal includes: spaghetti, homemade meatballs, salad bar, bread, dessert & beverages. Take-Out is available for additional charge! Tickets are available at the Municipal Office. Adults \$10, Senior \$8, and child (under 10) \$6.

Designer Bag Bingo is to be held on Saturday 10/13/18 at MacQueen Hall; \$30 for advance tickets and \$35 at door. For tickets, please see Judy Bush, Christine Peterson, Kimberly Curran, myself, or call the borough office. Doors open at 6:00 p.m. and it starts at 7:00 p.m. – 11:00 p.m. This is a BYOB and own snacks event. We will have 10 rounds of bingo; a bonus bingo game will be available for \$5, 50/50, raffle baskets.

Sesquicentennial Celebration - we have merchandise: baseball trucker hats, tee shirts except 3X at \$10, and 3 X tee shirts at \$15, and embroidered baseball hats at \$20. Shortly we will be receiving a commemorative ornament of the sesquicentennial logo. Upon receipt, they will be available for purchase. We are in the process of obtaining cost for logo magnets for vehicles.”

Ms. Crawford mention a letter was received by Council, requesting to use the MacQueen Hall for a benefit for a young child, 9 months old, who was recently diagnosed with neuroblastoma. Ms. Crawford read the letter. Ms. Crawford made motion to donate the MacQueen Hall. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

Ms. Crawford made a motion to authorize the contract for DM Fireworks for the Sesquicentennial Celebration on May 26, 2019. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

17. Use & Occupancy Report – Michael J. Ciach

Mr. Ciach read into record the Use and Occupancy Report for the month of July 2018. Copy included with minutes.

18. Mayor's Report – William Dennon

Mr. Dennon read the July 2018 Mayor's Report into record. Copy included with the minutes.

19. Solicitor's Report - Robert O'Connor

Mr. O'Connor read his July 2018 Report into record. Copy included with the minutes.

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

Mr. Archdeacon read the report for July 2018 into record. Copy included with minutes.

A-1 Change Order #1 \$ 4,200.20

Ms. Crawford made a motion to authorize the final change order payment in the amount of \$ 4,200.20 for the Auburn Village Rehabilitation Project Phase #1. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-2 RAM Payment #1 and Final

Ms. Crawford made a motion to authorize payment in the amount of \$ 37,900.20 to RAM Siding for the final payment. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-3 Motion to Authorize Engineer to Complete Bid Specs and Advertise for Bids for Park at the old Site of 2, 4 and 6 Hill Street as well as the corner extension off the Corner of Hill St. & Upland Avenue in front of 801 Upland Avenue

Mrs. Deldeo made a motion to Authorize Engineer to Complete Bid Specs and Advertise for Bids for Park at the old Site of 2, 4 and 6 Hill Street as well as the corner extension off the Corner of Hill St. & Upland Avenue in front of 801 Upland Avenue. Ms. Crawford seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-4 Authorize Payment to BRB Contractors \$ 46,093.50

Ms. Crawford made a motion to authorize the payment to BRB Contractor in the amount of \$ 46,093.50. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-5 Authorize Engineer to assess Wall at 6th Street – for pointing

Ms. Crawford made a motion to authorize the Borough Engineer to assess the wall at 6th Street for pointing and to access the 2nd Street wall. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

21. Future Projects – Sandra Deldeo

22. Old Business

Ms. Crawford made a motion that Council will address the Police Dog in the 2019 Budget. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

President Peterson stated that Cpl. Curran can set up appointments for those council members that wish to meet with the expert on police dogs.

23. New Business

A-1 Motion to Authorize the Borough Manager to work with Wells Fargo to Establish a Fraud Protection Program at no additional cost to the Borough

Ms. Crawford made a motion to authorize the Borough Manager to work with Wells Fargo to Establish a Fraud Protection Program at no additional cost to the Borough. Mrs. Deldeo seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-4 Motion to Approve Borough Manager to Authorize the PennDOT's Winter Roads Agreement at Same Contracted Price as Last Year (\$ 4,376.21)

Ms. Crawford made a motion to approve Borough Manager to Authorize the PennDOT Winter Roads Agreement at the same contracted price as last year, the amount of \$ 4,376.21. Mrs. Deldeo seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

24. Floor Open to Public

Ms. Rakowski, resident of 4th Street, approached Council regarding the neighboring yard being unkept. President Peterson stated she agreed with the resident. Mr. Bill Kirby also mentioned that code violations

are being sent out, but unfortunately, the turnaround time for the 1st and 2nd violation provides too much time. President Peterson stated that this issue will be handled; the police department will be issuing citations.

Mr. Hunter also stated that 35 Main Street needs to be cut. Borough Manager stated this property will be taken care of.

25. Adjournment

Mr. McClintock motioned to adjourn, Mrs. Bush seconded the motion. Verbally, all Council voted Aye. Motion carries.

Council adjourned at 8:17 p.m.

Respectfully submitted,

Michael J. Ciach
Borough Manager/Secretary/Treasurer

Shannon Strigle
Recording Secretary