

MINUTES

REGULAR MEETING OF UPLAND BOROUGH COUNCIL

DATE

November 13, 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; Mayor Dennon – Absent due to illness; 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 approximately three (3) residents were in attendance.

President Peterson stated there were three (3) part-time police officers that needed approval for hire. Ms. Crawford made a motion to hire Justin Hazelton, Timothy Ervin and Kevin Molineux as part time police officers. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye, Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson –Abstain. Motion carries.

Out of Normal Order of Business at 7:05 p.m.

Swear-In Part-Time Police Officers

- Justin Hazelton
- Timothy Ervin
- Kevin Molineux

President Peterson stated that three (3) part time officers were to be sworn in. Ms. Shannon Strigle, a notary public, performed the swearing in of the new part time officers, Justin Hazelton, Timothy Ervin and Kevin Molineux, individually. After each new officer was sworn in, Council and the audience provided a round of applause and photographs were taken.

Back into the Normal Order of Business at 7:11 p.m.

5. Public Comments on Agenda Items Only

No one approached Council.

6. Approval of Previous Meeting Minutes

A-1 Council Meeting Minutes – October 9, 2018

Ms. Crawford made a motion to approve the Council Meeting Minutes from October 9, 2018.

Mrs. Bush seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – 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 – October 2018

Ms. Crawford made a motion to accept the October 2018 Treasurer's Report as presented. Mr.

McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye, Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson –Aye. Motion carries. Copy included.

A-2 Income Statements – October 2018

Ms. Crawford made a motion to accept the October 2018 Income Statements as presented. Mr.

McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – 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 – October 2018

Ms. Crawford made a motion to accept the October 2018 Manager's Report as presented. Mr.

McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye, Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson –Aye. Motion carries. Copy included.

8. Auburn Village Report

Mr. McClintock reports progress.

9. Public Safety Report – Richard McClintock

A -1 Fire Marshal's Report

Fire Marshal Dan Smith read the Fire Marshal's Report of October 2018 into record. Copy included with minutes.

Mr. Smith continued to explain about the need to come into compliance with Business Licenses for Rental Properties and the Rental Inspections on those properties that are rented; deadline is of May 31st of each year. Mr. Smith stated the landlords need to come into compliance with their rental license, their rental inspection and also the understanding of Chapter 69 in the Borough Code for all to know the proper procedures. Mr. Smith stated that Councilman Hunter brought to his attention of one property; it was not inspected in 12 years. Mr. Smith stated that he encourages all Council members to review chapter 69 of the borough Code.

Mr. McClintock offered a suggestion to place a statement in the Uplander newsletter. President Peterson suggested that Solicitor O'Connor and Ken Stark confer to draft the proper statement.

Mr. Smith continued that the need to comply with the Rental Licenses is coming down from the State level. This year alone, Upland is far superior then other areas in Pennsylvania.

Once again, Mr. Smith stated he is willing to be available to any resident to answer any questions on this topic.

A-2 Fire Company's Report

Fire Chief Dan Smith read the Upland Fire Company's Report of October 2018 into record. Copy included.

10. Code Officer's Report - Leland Hunter

Mr. Hunter read the October 2018 into record. Copy included.

11. Building & Grounds Report – Judith Bush

Mrs. Bush stated we received Christmas decorations for the Borough Hall, Police Department and the Fire House. All three buildings will be coordinated with the other.

12. Finance & Insurance Report – Moira Crawford

A-1 Approval to Ratify General Fund Bills from October 5, 2018 through November 8, 2018 – **\$ 329,971.48**

Ms. Crawford made a motion to ratify the General Fund bills from October 5, 2018 through November 8, 2018 in the amount of **\$ 329,971.48**. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye, Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries. Copy included.

A-2 Approval to Ratify Auburn Village Bills from October 8, 2018 through November 9, 2018 for **\$ 51,890.95**

Ms. Crawford made a motion to ratify the Auburn Village Bills from October 8, 2018 through

November 9, 2018, in the amount of \$ **51,890.95**. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye, Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – left the room. Motion carries. Copy included.

President Peterson left Council Chambers for a medical reason at 7:25 p.m.

A-3 Motion to Accept the First Reading of the 2019 Proposed Budget for General Fund

Mr. McClintock made a motion to accept the first reading of the 2019 proposed budget for General Fund in the amount of \$ 3,616,381.00 for Income and \$ 3,616,381.00 for expenses. Mrs. Deldeo seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye, Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye. Motion carries. Copy included.

A-4 Motion to Accept the First Reading of the 2019 Proposed Budget for Auburn Village

Mr. McClintock made a motion to accept the first reading of the 2019 proposed budget for Auburn Village in the amount of \$ 852,000.00 for Income and \$ 852,000.00 for expenses. Mrs. Deldeo seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye, Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye. Motion carries. Copy included.

A-5 Motion to Authorize the Borough Manager to Advertise the 2019 Proposed Budgets for General Fund and Auburn Village and to Post for Public

Mr. McClintock made a motion to authorize the Borough Manager to advertise the 2019 Proposed Budgets for General Fund and Auburn Village and to post for the public. Mrs. Deldeo seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye, Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye. Motion carries. Copy included.

A-6 Motion to Purchase Candy Canes for the Fire Company/Santa – Amount \$ **147.20**

Mr. McClintock made a motion to authorize purchase of candy canes for the Fire Company/Santa visit in the amount of \$ 147.20. Mrs. Deldeo seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye, Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye. Motion carries. Copy included.

13. Ordinances & Resolutions Report – Richard McClintock

A-1 Motion to Pass & Adopt Ordinance No. 4 of 2018

- *Amending Chapter 173: Vehicles and Traffic; Article VII. Schedules; §173-42 Schedule IV: Prohibited Turns at Intersections*

Mr. McClintock made a motion to pass and adopt Ordinance No. 4 of 2018, Amending Chapter 173: Vehicles and Traffic; Article VII. Schedules; §173-42, Schedule IV: Prohibited Turns at Intersections. Mrs. Bush seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye, Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye. Motion carries.

A-2 Motion to Pass & Adopt Ordinance No. 5 of 2018

- *Amending Part of Chapter 31: "Police Department" to Revise the Requirements to Become a Full Time Police Officer*

Mr. McClintock made a motion to pass and adopt Ordinance No. 5 of 2018, Amending Part of Chapter 31: "Police Department" to revise the requirements to become a full time police officer. Mrs. Bush seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye, Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye. Motion carries.

- A-3 Motion to Approve Borough Manager to Advertise Ordinance No. 6 of 2018
 - *Fixing Tax Levy or Rate for the Fiscal and Calendar Year 2019*

Mr. McClintock made a motion to authorize the Borough Manager to advertise Ordinance No. 6 of 2018, Fixing Tax Levy or Rate for the Fiscal and Calendar Year 2019. Mrs. Bush seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye, Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye. Motion carries.

- A-4 Motion to Pass and Adopt Resolution No. 17 of 2018
 - *Pension Plan Funding Cost of Police Pension Plan Year 2019*

Mr. McClintock made a motion to pass and adopt Resolution No. 17 of 2018, Pension Plan Funding Cost of Police Pension Plan Year 2019. Mrs. Bush seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye, Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye. Motion carries.

- A-5 Motion to Pass and Adopt Resolution No. 18 of 2018
 - *Pension Plan Funding Cost of Non-Uniformed Pension Plan Year 2019*

Mr. McClintock made a motion to pass and adopt Resolution No. 18 of 2018, Pension Plan Funding Cost of Non-Uniformed Pension Plan Year 2019. Mrs. Bush seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye, Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye. Motion carries.

Vice President Crawford wanted the record to state that President Peterson left the meeting due to a medical reason at 7:35 p.m.

- A-6 Motion to Pass and Adopt Resolution No. 19 of 2018
 - *Eliminating Police Officers' Contributions to the Police Pension Plan for the Year 2019*

Mr. McClintock made a motion to pass and adopt Resolution No. 19 of 2018, Eliminating Police Officers' Contributions to the Police Pension Plan for the Year 2019. Mrs. Bush seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye, Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye. Motion carries.

- A-7 Motion to Authorize the Borough Manager to Advertise 2019 CDBG Public Hearing for December 11, 2018

Mr. McClintock made a motion to authorize the Borough Manager to advertise 2019 Community Development Block Grant Public Hearing for December 11, 2018. Mrs. Bush seconded the motion. Roll

call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye, Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye. Motion carries.

14. Research & Development – Julie Kerns for Moira Crawford

Mrs. Kerns announced the page views for the website for the month of October 2018 were 5,389 with an average of 174 per day. They had 1643 visitors with an average of 53 per day.

15. Streets & Equipment – Judith Bush

Mrs. Bush stated she spoke with the Borough Manager and was told that with the impending snow event for this Thursday, the trucks and the salt are all taken care of and ready to go.

16. Community Affairs – Julie Kerns for Moira Crawford

Mrs. Kerns announced the following events were held:

Designer Bag Bingo – Held on 10/13/18 at MacQueen Hall. Huge success – profit over 5K. Due to the success of this event, we have scheduled 2 more for next year. We thank all our volunteers especially Kimberly Curran our designer bag purchaser and bingo caller Mick Curran. Photos can be found on the website.

Youth Halloween Party – held on 10/27/18 - nice turnout and the children had a great time. Photos are on the website.

Annual Thanksgiving Dinner for Borough Senior Citizens – Held on November 10, 2018 - we had approximately 100 people sign up. As always, we thank all our volunteers that assisted in this event as well as the other events held. Photos will be forthcoming on the website.

Mrs. Kerns announced the next event:

Annual Tree Lighting and Party - All borough residents are invited to join us for the “Annual Holiday Tree Lighting” to be held at Bristol Lord Field located at Castle Avenue and Main Street at 6:00 p.m. Refreshments will be served immediately following the tree lighting ceremony at MacQueen Hall. Santa will also be making an appearance for all borough youth 13 years old and under. In order for Santa to have a gift available, parents/guardians must have signed up their child.

17. Use & Occupancy Report – Michael J. Ciach

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

18. Mayor’s Report – Leland Hunter for William Dennon

On behalf of Mayor Dennon, Mr. Hunter read the October 2018 Mayor’s Report into record. Copy included with the minutes.

19. Solicitor's Report - Robert O'Connor

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

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

- A-1 AV Phase II Roof Repairs - Approve Change Order #1 in the Amount of \$ 2,160.00 to RAM Siding, Inc.

Mrs. Bush made a motion to approve the change order #1 in the amount of \$ 2,160.00 to RAM Siding, Inc. Mrs. Deldeo seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye. Motion carries.

- A-2 AV Phase II Roof Repairs – Approve Request for Payment #1 to RAM Siding Co., Inc. in the Amount of \$ 35,199.00

Mrs. Bush made a motion to approve the request for payment #1 to RAM Siding Co., Inc. in the amount of \$ 35,199.00. Mrs. Deldeo seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye. Motion carries.

- A-3 2018 Road Program – Approve Request for Payment #1 to A.F. Damon, Inc. in the Amount of \$ 36,903.96

Mrs. Bush made a motion to approve the request for payment #1 to A.F. Damon, Inc. in the amount of \$ 36,903.96 for the 2018 Road Program. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye. Motion carries.

- A-4 2018 Road Program – Approve Request for Payment #1 and Final for Pot Hole Repair to A.F. Damon, Inc. in the Amount of \$ 1,600.00

Mrs. Bush made a motion to approve the request for payment #1 and Final to A.F. Damon, Inc. in the amount of \$ 1,600.00 for pot hole repair. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye. Motion carries.

- A-5 Authorize Engineer to Advertise for Bids of the Hill Street Park Project DCNR

Mrs. Bush made a motion to authorize the Borough Engineer to advertise for bids for the Hill Street Park Project DCNR. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye. Motion carries.

- A-6 Authorize Engineer to Advertise for Bids for the Upland Municipal Park Improvements – OHCD and Delaware County recommended to Authorize to Advertise for Bids to Determine the Final Cost of Funding

Mrs. Bush made a motion to authorize the Borough Engineer to advertise for bids for the Upland Municipal Park to determine the final cost for Delaware County. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye. Motion carries.

A-7 Authorize Engineer to Advertise for Bids for the Additional 11th Street Extension Project

Mrs. Bush made a motion to authorize the Borough Engineer to advertise for bids for the additional 11th Street Extension Project. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye. Motion carries.

Mr. Archdeacon read and provided a copy of the Engineers report for October 2018. Copy included with minutes.

Mr. McClintock mentioned the huge pothole on 6th Street. Mr. Ciach stated that Chester Water authority will be out to repair that pot hole.

21. Future Projects – Sandra Deldeo

Mrs. Deldeo reported progress.

22. Old Business

A-1 Discussion on Possible *Condemnation of Property Located at 35 Main Street, Upland Borough, Pennsylvania*

A-2 Discussion on Possible *Condemnation of Property Located at 37 Main Street, Upland Borough, Pennsylvania*

Mr. Hunter made a motion to eliminate condemnation process on both properties at 35 & 37 Main Street, and pursue legal means of enforcing compliance. Mrs. Deldeo seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye. Motion carries.

23. New Business

A-1 Motion to Authorize Scheduling of Community Shred It Days – May 2019 & Nov 2019

Mr. Hunter made a motion to authorize scheduling of the Community Shred-It Days for May 2019 and November 2019. Mrs. Bush seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye; Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye. Motion carries.

A-2 Motion to Authorize a Donation to the Upland Senior Citizen's Club

Mr. McClintock made a motion to authorize a donation to the Upland Senior Citizen's Club in the amount of \$ 300.00. Mrs. Bush seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye, Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Abstain; Ms. Crawford – Aye. Motion carries.

A-3 Motion to Authorize Employee Christmas Bonuses

Mr. McClintock made a motion to authorize employee Christmas gift cards in the amount of \$100.00 for full time and \$50.00 for part time employees. Mrs. Bush seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye, Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye. Motion carries.

A-4 Motion to Approve New Plumbing Inspector – Harry Kent

Mr. McClintock made a motion to approve the new plumbing inspector, Harry Kent. Mrs. Bush seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye, Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye. Motion carries.

A-5 Motion to Accept Ronald Reynolds Resignation from Zoning Board

Mr. McClintock made a motion to accept Ronald Reynolds resignation from the Zoning Board. Mr. Hunter seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye, Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye. Motion carries.

A-6 Appoint New Zoning Board Member – *Tabled*

A-7 Motion to Ratify Payment for Marine Corp 243rd Birthday Booklet –
Total \$ 200.00 (\$ 100.00 for Borough Council and \$ 100.00 for Police Department)

Mr. McClintock made a motion to ratify payment to the Marine Corps League, in the amount of \$ 200.00, for the ads in the Birthday Booklet. Mr. Hunter seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye, Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye. Motion carries.

A-7 Motion to Cancel the Second Meeting of the Month – November 27, 2018

Mr. McClintock made a motion to cancel the second meeting of the month, November 27, 2018. Mr. Hunter seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mrs. Kerns – Aye, Mrs. Bush – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye. Motion carries.

24. Floor Open to Public

Mr. George Oronzio approached Council. Mr. Oronzio provided an update that the residents at Episcopal Place had not received newsletters in the past; however they are now. He also wanted to thank the Community Affairs Committee and all the volunteers for the Thanksgiving Dinner; it was very nice, good food and all had a good time.

25. Adjournment

Mr. McClintock made a motion to adjourn. Mr. Hunter seconded the motion. Verbally, all Council voted Aye. Motion carries.

Council adjourned at 8:05 p.m.

Respectfully submitted,

Michael J. Ciach
Borough Manager/Secretary/Treasurer

Shannon Strigle
Recording Secretary