

MINUTES

REGULAR MEETING OF UPLAND BOROUGH COUNCIL

DATE

January 8, 2019

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. Kerns – Present; Mrs. Deldeo – Present; Mrs. Bush – Absent / Excused - Ill, Mr. McClintock – Present; Mr. Hunter – Present; 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

Fire Marshal & Upland Fire Chief Daniel Smith, Tax Collector Linda E. Kirby, Reporter Ken Stark, and approximately five (5) residents were in attendance.

5. Public Comments on Agenda Items Only

No one approached Council.

6. Approval of Previous Meeting Minutes

A-1 Council Meeting Minutes – December 11, 2018

Ms. Crawford made a motion to approve the Council Meeting Minutes from December 11, 2018.

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

Ms. Crawford made a motion to approve the Treasurer's Report from December 2018. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Deldeo - Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries. Copy included.

A-2 Income Statements – December 2018

Ms. Crawford made a motion to approve the Income Statement from December 2018. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Deldeo - Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson –Aye. Motion carries. Copy included.

A-3 Manager's Report – December 2018

Ms. Crawford made a motion to accept the December 2018 Manager's Report as presented. Mr. McClintock seconded the motion. All Council verbally voted Aye, no Nays. Motion carries. Copy included.

8. Auburn Village Report – Mr. McClintock

Mr. McClintock reported Kent Lane is cleaned up and they are working towards a solution to keep it that way.

9. Public Safety Report – Richard McClintock; Dan Smith reported.

A-1 Fire Company's Report

Fire Chief Dan Smith reported the year end totals to Council; reports for November and December with the year-end totals were submitted. Copy included with the minutes.

A -1 Fire Marshal's Report

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

10. Code Officer's Report - Leland Hunter

Mr. Hunter read the December 2018 report into record. Copy included.

11. Building & Grounds Report – Judith Bush

President Peterson reported progress for Mrs. Bush.

12. Finance & Insurance Report – Moira Crawford

A-1 Approval to Ratify Payments of General Fund Bills December 7, 2018 through January 4, 2019 – **\$ 159,700.41**

Ms. Crawford made a motion to ratify the General Fund bills from December 7, 2018 through

January 4, 2019, in the amount of \$ **159,700.41**. Mr. Hunter seconded the motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Deldeo - Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson –Aye. Motion carries. Copy included.

- A-2 Approval to Ratify Payment of Auburn Village Bills December 7, 2018 through January 4, 2019 – \$ **104,675.57**

Ms. Crawford made a motion to ratify the Auburn Village Bills December 7, 2018 through January 4, 2019 in the amount of \$ **104,675.57**; noting transfers included in this amount. Mr. Hunter seconded the motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Deldeo - Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson –Abstained from check # 7906 and Aye on the remainder. Motion carries. Copy included.

13. Ordinances & Resolutions Report – Richard McClintock, Chair and Julie Kerns

- A-1 Motion to Pass and Adopt Ordinance No. 1 of 2019
- *Develop Lieutenant's Position Description*

Mr. McClintock read Ordinance No. 1 of 2019, *Develop Lieutenant's Position Description*. Mr. McClintock made a motion to pass and Adopt Ordinance No. 1 of 2019. Ms. Crawford seconded the motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Deldeo - Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson –Aye. Motion carries.

- A-2 Motion to Pass and Adopt Ordinance No. 2 of 2019
- *Amending Chapter 162 "Taxation"; Fees for Certification and Duplicate Requests*

Mr. McClintock read Ordinance No. 2 of 2019, *Amending Chapter 162 "Taxation"; Fees for Certification and Duplicate Requests*. Mr. McClintock made a motion to pass and Adopt Ordinance No. 1 of 2019. Ms. Crawford seconded the motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Deldeo - Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson –Aye. Motion carries.

- A-3 Motion to Authorize the Borough Manager to Advertise Ordinance No. 3 of 2019
- *Amending Chapter 150: Article II, Private Sanitary Sewer Lateral Connections*

Mr. McClintock read beginning of Ordinance No. 3 of 2019, *Amending Chapter 150: Article II, Private Sanitary Sewer Lateral Connections*. President Peterson summarized the reason for the revision to the ordinance; amend the qualifications of the certified professional to be either NASSCO Certified or PHCC Certified. Our new Inspector is PHCC Certified, therefore the process will remove our Engineering Firm as the contractor to read the lateral videos and allow the Borough to do so. This will also save money for the Borough. Mr. McClintock made a motion to authorize the Borough Manager to advertise Ordinance No. 3 of 2019. Mrs. Deldeo seconded the motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Deldeo - Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson –Aye. Motion carries.

- A-4 Motion to Authorize Borough Manager to Advertise Ordinance No. 4 of 2019
- *Amending Comprehensive Fee Schedule / Code*

Mrs. Kerns made a motion to authorize the Borough Manager to advertise Ordinance No. 4 of 2019 – *Amending Comprehensive Fee Schedule/Code*. Ms. Crawford seconded the motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Deldeo - Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

President Peterson stated to Mr. Oronzio, Woodside Avenue resident, his request regarding Veteran's Permit Fees will be addressed in the revised Comprehensive Fee Schedule.

A-5 Motion to Pass and Adopt Resolution No. 1 of 2019
- *Compensations*

Mr. McClintock read Resolution No. 1 of 2019 – *Compensations* into record. Mr. McClintock made a motion to pass and adopt Resolution No. 1 of 2019. Mrs. Deldeo seconded the motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Deldeo - Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – abstained on Administrative Assistant to the Borough Offices and Aye on the remainder; Mrs. Peterson – abstained on Administrative Assistant to the Police and Maintenance Worker III and Aye on the remainder. Motion carries.

A-6 Motion to Pass and Adopt Resolution No. 2 of 2019
- *Appointments*

Mrs. Kerns read Resolution No. 2 of 2019 – *Appointments*, into record. Mrs. Kerns made a motion to pass and adopt Resolution No. 2 of 2019. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Deldeo - Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – abstained from Civil Service Commission member and Aye on the remainder. Mrs. Peterson – Aye. Motion carries.

A-7 Motion to Pass and Adopt Resolution No. 3 of 2019
- *Application to County Aide for 2019 Road Program - \$ 40,000.00*

Mrs. Kerns read Resolution No. 3 of 2019, *Application to County Aide for 2019 Road Program for \$40,000.00*. Mrs. Kerns made a motion to pass and adopt Resolution No. 3 of 2019. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Deldeo - Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

14. Research & Development – Moira Crawford

Ms. Crawford announced there was a total 5,886 page views on the website for the month of December 2018; an average of 190 per day. The website had 1,385 visitors with an average of 45 per day.

15. Streets & Equipment – Judith Bush

President Peterson reported for Mrs. Bush progress.

16. Community Affairs – Moira Crawford

Ms. Crawford reported two (2) events are coming up; Soup and Salad Dinner on Saturday, February 16th, 4 p.m. to 6 p.m. To purchase tickets you can see Ms. Crawford, Councilwoman Kerns, Councilwoman Bush or the Borough Offices. Cost is children under 12 is \$5, Senior Citizen's \$7, and Adults are \$10.

The Designer Bag Bingo is scheduled for Saturday, February 23 at MacQueen Hall from 6 p.m. to 11 p.m. Table reservations are available but you must purchase 10 tickets prior to the event. To purchase tickets, please contact Ms. Crawford, Councilwoman Bush, Councilwoman Kerns or the Borough Offices. Tickets are \$30 each in advance, \$35 at the door if any are available. This is a BYOB event and bring your own food; it will include 10 rounds of bingo; additional cards available to purchase, a bonus bingo round available for purchase, 50/50s and raffle baskets.

All proceeds for both events sponsor the Community Affairs Committee.

The Sesquicentennial Celebration, 150th anniversary of incorporation of Upland, will be held in May 2019. The weekend of May 24 – May 27, events held in the Borough will include, with tentative schedule:

- On Friday May 24th: Time Capsule Dedication at 6:00 p.m. and Sesquicentennial Dinner at MacQueen Hall at 7:00 p.m.; tickets for the dinner will be available to purchase.
- On Saturday May 25th: Passport event from 9:00 a.m. – 4:00 p.m., there will be a raffle drawing after in conjunction with the Passport event and this will be held in the Ballpark at 6:00 p.m. After the drawing, there will be a Movie in the Park that is scheduled to begin at 7:00 p.m.
- On Sunday May 26th, Church services will be at Bristol Lord Field, services provided by Upland Baptist Church and Resurrection Life Church. The services begin at 10:00 a.m. – 11:30am. Afterwards, there will be a Picnic Bag Lunch for sale in the Ballpark from 11:30 p.m. – 1:30 p.m. and ticket will be available for purchase. A Cornhole tournament and Carnival games will be held in the Ballpark from 1:00 p.m. to 6:00 p.m. and at dusk, a fireworks display.
- On Monday, May 27th, we will have our Memorial Day services and parade, and after, the Picnic in the Park.

Ms. Crawford announced that this is the tentative schedule for the Sesquicentennial Celebration. President Peterson jokingly stated on Tuesday, May 28th, Council, the Manager, and all the volunteers will be sleeping.

Ms. Crawford stated that there is merchandise available for purchase in the Office. There are car magnets at \$5 each, shirts are \$10 for up to 2X and \$15 for 3X; trucker hats at \$10 and embroidered hat is \$20, and ornaments are \$10.

Ms. Crawford made mention of the logo design winner Vinny Caroselli. He won the contest in year 2018.

17. Use & Occupancy Report – Michael J. Ciach

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

18. Mayor's Report –William Dennon

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

19. Solicitor's Report - Robert O'Connor

Mr. O'Connor reported progress.

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

Mr. Archdeacon read his report into record.

A-1 Approve request for Payment #2 and Final to A.F. Damon, Inc. in the amount of \$ 4,100.44 (2018 Road Program)

Ms. Crawford made a motion to approve payment #2 and final to A.F. Damon, Inc. in the amount of \$ 4,100.44 for the 2018 Road Program. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Deldeo - Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

Mr. Archdeacon stated that RAM Siding Co investigated the water leak situation on Golden Lane. President Peterson confirmed that the siding company investigated and asked if we had a plumber investigate the leak. Mr. Ciach stated there were two separate issues: the roofer had to add the Candy Cane hooks on the units, as like Willow Way, as it was causing some of the vent leak problems and there was also an issue with the vent break and both were resolved.

21. Future Projects – Sandra Deldeo

Mrs. Deldeo reported progress.

22. Old Business

No old business.

23. New Business

A-1 Cancel the 2nd Meeting of the Month – January 22, 2019

Ms. Crawford made a motion to cancel the second meeting of the month, January 22, 2019. Mrs. Kerns seconded the motion. All Council verbally voted Aye, no one opposed. Motion carries.

24. Floor Open to Public

The Weare's, 11th Street residents, complained regarding their neighbor. President Peterson mentioned that the Police and Code Enforcement are aware of this situation and are actively trying to remedy the situation. President Peterson stated she understands the residents are frustrated, but these situations have certain time frames.

Mrs. Zimmerman, Eighth Street resident, approached Council regarding the parking lot behind the Police Station and the protection for her wall. Both President Peterson Mr. Ciach stated they are looking into poles in the parking lot to protect her wall and no vehicle could possibly get through the poles. Mrs. Zimmerman expressed concern regarding some people parking on the curbs Eighth Street. President Peterson replied that unfortunately during the time that Mrs. Zimmerman is referring to, the Police are dealing with the two school zones for which some are driving like it's the Indianapolis 500.

25. Adjournment

Mr. McClintock made a motion to adjourn. Ms. Crawford seconded the motion. All Council verbally voted Aye, no Nays. Motion carries.

Council adjourned at 7:40 p.m.

Respectfully submitted,

Michael J. Ciach
Borough Manager/Secretary/Treasurer

Shannon Strigle
Recording Secretary