

MINUTES

REGULAR MEETING OF UPLAND BOROUGH COUNCIL

DATE

May 14, 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. Bush – Present; Mrs. Deldeo – Present, 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

Reporter Ken Stark and approximately five (5) guests were in attendance.

5. Motion to Hire John Zebley as a Part-Time Police Officer

Ms. Crawford made a motion to hire John Zebley as a part-time police officer. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mrs. Deldeo - Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson –Abstain. Motion carries.

Out of Normal Order of Business at 7:03 p.m.

Swear-In Part-Time Police Officer

- John Zebley

Mayor Dennon performed the swearing of newly hired part time Police Officer John Zebley. Congratulatory remarks and applause was offered by Council and the audience.

Back into the Normal Order of Business at 7:05 p.m.

5. A-1 Extend Borough Manager’s Current Contract through the end of 2019 under Same Terms and Conditions Extension of the Borough Manager’s Current Contract

Mr. McClintock made a motion to extend the Borough Manager’s current employment contract for the remainder of 2019. Ms. Crawford seconded the motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mrs. Deldeo - Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson –Aye. Motion carries.

6. Public Comments on Agenda Items Only

No public comments.

7. Approval of Previous Meeting Minutes

A-1 Council Meeting Minutes – April 9, 2019

Ms. Crawford made a motion to pass Council meeting minutes of April 9, 2019. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mrs. Deldeo - Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson –Aye. Motion carries.

A-2 Bid Meeting Minutes – May 14, 2019

Ms. Crawford made a motion to pass Bid Meeting Minutes of May 14, 2019, 2019. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mrs. Deldeo - Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson –Aye. Motion carries.

8. Treasurer's Report

A-1 Treasurer's Report – April 2019

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

A-2 Income Statements – April 2019

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

A-3 Manager's Report – April 2019

President Peterson asked if there were any questions on the Manager's report. No one responded. Verbally, all Council stated Aye; noting approval.

9. Auburn Village Report - Richard McClintock

Mr. McClintock reported progress.

10. Public Safety Report – Richard McClintock

A-1 Fire Marshal's Report

President Peterson announced that Fire Marshal Dan Smith is not in attendance at the current time. He may be able to attend during the meeting. No report this time.

A-2 Fire Company's Report

Not available at this time.

11. Code Officer's Report - Leland Hunter

Mr. Hunter read the Code Officer's Report of April 2019 into record. President Peterson requested future reports to indicate; how many times a code violation was written per property and any/all follow-up regarding such violation.

Mr. Hunter had a discrepancy with the issue of parking violations. President Peterson stated that there is a process that needs to be followed and that the same request applies that more detail information for the follow up needs to be reported. President Peterson also stated there was a situation just two (2) weeks ago that the Code Enforcer thought the Police were handling the situation; and the Police thought the Code Enforcer was handling the situation.

12. Building & Grounds Report – Judith Bush

Mrs. Bush announced the Borough Manager had the new signs for the park, 8th & Hill Streets and they will be displayed at the intersection. Mrs. Bush also announced that they were working on the decorations and grounds for the Sesquicentennial Celebration and Memorial Day Services.

13. Finance & Insurance Report - Moira Crawford

A-1 Approval to Ratify Payment of General Fund Bills April 8, 2019 through May 14, 2019 – \$ **171,855.89**

Ms. Crawford made a motion to approve and ratify the payment of the General Fund Bills from April 8, 2019 through May 14, 2019, in the amount of \$ 171,855.89. Mrs. McClintock seconded the motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mrs. Deldeo - Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson –Aye. Motion carries.

A-2 Approval to Ratify Payment of Auburn Village Bills April 10, 2019 through May 14, 2019 – \$ **117,680.20**

Ms. Crawford made a motion to approve and ratify the payment of the Auburn Village Bills from April 10, 2019 through May 14, 2019 in the amount of \$ 117,680.20. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mrs. Deldeo - Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson –Aye. Motion carries.

14. Ordinances & Resolutions Report – Richard McClintock

A-1 Motion to Pass and Adopt Resolution No. 11 of 2019

- *Declaration of Child Mental Health Awareness (May 5-11, 2019 and subsequent years)*

Mr. McClintock made a motion to pass and adopt Resolution No. 11 of 2019; Declaration of Child Mental Health Awareness. Mrs. Bush seconded the motion. Verbally, all Council voted Aye, no one opposed. Motion carries.

- A-2 Motion to Pass and Adopt Resolution No. 12 of 2019
 - *Amend the Right to Know Law and Provide Relief from Vexatious Requesters*

Mr. McClintock made a motion to pass and adopt Resolution No. 12 of 2019; *Amend the Right to Know Law and Provide Relief from Vexatious Requesters*. Mrs. Bush seconded the motion. Verbally, all Council voted Aye, no one opposed. Motion carries.

- A-3 Motion to Pass and Adopt Resolution No. 13 of 2019 - *Sesquicentennial Celebration May 24 through May 27, 2019*

Mr. McClintock made a motion to pass and Adopt Resolution No. 13 of 2019; *Sesquicentennial Celebration May 24 through May 27, 2019*. Ms. Crawford seconded the motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mrs. Deldeo - Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson –Aye. Motion carries.

- A-4 Motion to Pass and Adopt Ordinance No. 6 of 2019
 - *Amending Chapter 41, Article II – Service Cost Recovery*

Mr. McClintock read Ordinance No. 6 of 2019, *Amending Chapter 41, Article II – Service Cost Recovery*, into record. Mr. McClintock made a motion to pass and adopt Ordinance No. 6 of 2019. Mrs. Bush seconded the motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mrs. Deldeo - Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson –Aye. Motion carries.

15. Research & Development - Moira Crawford

Ms. Crawford reported that the website for April 2019 had 6,346 page views with an average of 212 per day. There were 2,412 visitors with an average of 80 per day. Pictures were added of the Easter Egg Hunt and the Breakfast with the Easter Bunny.

16. Streets & Equipment – Judith Bush

Mrs. Bush stated contractors began work at the Hill Street Park.

17. Community Affairs – Moira Crawford

Ms. Crawford offered, in advance, an apology as this report will be lengthy. Verbally, Ms. Crawford offered the Sesquicentennial Celebration itinerary. She also indicated that the events were listed on the Borough website as well as on Facebook.

- Sesquicentennial Dinner – To be held on Friday, May 24th Cocktails and Hors Oeuvres begin at 5:30 p.m. in Borough Hall Council Chambers with a break for the "Time Capsule Dedication" which occurs at 6:00 p.m. Buffet Dinner, catered by Lia's Catering, with open bar will start at 7:00 p.m. Guest speaker: Assistant History Professor Andrew Miller from Neumann University. Cost - \$50
- Passport Event – To be held on Saturday, May 25th from 10:00 a.m. - 4:00 p.m.; Passports cost \$4 each. All participants will visit the borough sites listed in the passport book and receive a "stamp" of their visit. Participating locations may have free refreshments and/or handouts. After all locations have been completed, you must take your passport to the Borough Manager (by 4:00 p.m.) on May 25th, 2019 for verification and to be eligible for entrance into a grand prize drawing - a 65" flat screen TV - that has been donated by the Upland AC or a family friendly gift basket. The winning drawing will be announced prior to the free Movie in the Park.
- The Free Movie in the Park - Ralph Breaks the Internet" to be held at 7:00 p.m. in Bristol Lord Field. The police Department will be selling refreshments and snacks in the Pavilion to help fund their Annual National Night Out.
- Church Services in the Park – Joint services on Sunday, May 26th from 10:00 a.m. to 11:30 a.m. with Upland Baptist Church Pastor Brenda Shaw and with Resurrection Life Church (formerly Methodist Church) Pastor Brian McGrouty. If weather is inclement, additional information will be provided.
- The Picnic Bag Lunch in Park - Sunday, May 26th from 11:30 a.m. to 1:00 p.m.; Lunch includes 2 piece fried chicken, macaroni salad, baked beans, cookie or brownie and beverage (soda or water). Cost - \$5 per lunch. Pre-sign forms are still available on the borough website, sesquicentennial Facebook page and the Borough Office. Any proceeds will benefit the Community Affairs Committee.
- Cornhole Tournament/ Carnival Games - 1:00p.m. to 6:00 p.m. in Bristol Lord Field; sign-up with Donald Kirby, president of Upland Athletic Club to register. During this time, there will be carnival games clowns, face-painters, stilt-walkers and various other free activities for the kids.
- Upland Fire Company will be selling refreshments and snacks in the Pavilion from 2:00 p.m. to 7:00 p.m.; all proceeds benefit them.
- Fireworks Display – Sunday evening at dusk.
- Memorial Day Parade, Services and Picnic – The Annual Memorial Day Parade, begins at the Upland Baptist Church. There will be 4 Mummer performers and 1 Bagpipe. The Parade concludes at the War Memorial where the Services will be performed. Immediately following the Services, the Free Picnic in the Park is open to all residents and will be hosted by Upland Baptist Church and Resurrection Life Church.

Ms. Crawford stated she hoped there was public participation especially with all the free events for the Sesquicentennial Celebration. President Peterson stated about public participation: This weekend was designated Clean-Up Weekend and there has been lack of public interest; there has been only 2 inquiries, one from Mr. Hunter regarding a vacant property near his property.

18. Use & Occupancy Report – Michael Ciach

Borough Manager Michael Ciach read the Use and Occupancy report for April 2019 into record. Copy included.

President Peterson stated vacant Auburn Village units and other properties that are owned by Upland Borough need their grass cut; as some grass is knee-high. Borough Manager stated that those empty properties should be done and will be done.

19. Mayor's Report – Mayor Dennon

Mayor Dennon read the Mayor's Report into record for the month of April 2019.

20. Solicitor's Report - Robert O'Connor

Mr. O'Connor reported progress.

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

A-1 Motion to Award Contract for the 8th St & Hill St Park Project

Ms. Crawford made a motion to award Contract for the 8th St. and Hill St. Park Project to Premier Concrete in the amount of \$ 288,281.50. Mrs. Bush seconded the motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mrs. Deldeo - Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson –Aye. Motion carries.

A-2 Motion to Approve Change Order #1 for the Upland Municipal Park (CDBG) Project in the Amount of \$ 2,886.00

Ms. Crawford made a motion to approve the Change Order #1 for the Upland Municipal Park (CDBG) Project in the amount of \$ 2,886.00. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mrs. Deldeo - Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson –Aye. Motion carries.

A-3 Motion to Approve Payment to Lechmanik, Inc. for the Change Order in the Amount of \$ 2,886.00

Ms. Crawford made a motion to authorize the payment to Lechmanik, Inc. in the amount of \$ 2,886.00 for the change order. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mrs. Deldeo - Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson –Aye. Motion carries.

A-4 Joint Road Program with Parkside Borough

Ms. Crawford made a motion to approve the joint road program with Parkside Borough. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mrs. Deldeo - Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson –Aye. Motion carries.

A-5 Motion to Authorize the Borough Solicitor to Draw-Up Necessary Contracts for Premier Contracting

Ms. Crawford made a motion to authorize the solicitor to draw-up the necessary contracts for Premier Contractors. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mrs. Deldeo - Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson –Aye. Motion carries.

22. Future Projects – Sandra Deldeo

President Peterson stated progress on behalf of Mrs. Deldeo.

President Peterson stated the Fire Marshal, Daniel Smith, will not be able to join the meeting this evening due to a prior commitment.

23. Old Business

No old business was discussed.

24. New Business

- A-1 Extend Borough Manager's Current Contract through the end of 2019 under Same Terms and Conditions

This was previously discussed in 5 A-1.

- A-2 Police Dog – Donation from Mark's Auto Repair, Inc.

Recognizing the donation from Mark's Auto Repair for Halo, the police rescue dog.

- A-3 Cancel Second Meeting of May – May 21, 2019

Ms. Crawford made a motion to cancel the second meeting of May 2019, 5/21/19. Mrs. Kerns seconded the motion. Verbally, all Council voted Aye, no one opposed. Motion carries.

- A-4 Reminder – Previously Cancelled 1st Meeting of June
- Next Meeting June 25, 2019 - Caucus at 6pm, Meeting at 7pm

Ms. Crawford stated a reminder that the 1st meeting of June 2019 was cancelled and the next Council Meeting will be on June 25, 2019.

- A-5 Motions to Set Summer 2019 Council Meeting Schedule

Ms. Crawford made a motion to cancel 2nd meeting of July 2019. Mrs. Bush seconded the motion. Verbally, all Council voted Aye, no one opposed. Motion carries.

Ms. Crawford made a motion to cancel the 1st meeting of August 2019. Mrs. Bush seconded the motion. Verbally, all Council voted Aye, no one opposed. Motion carries.

25. Floor Open to Public

Mr. Bloom, 6th street resident approached Council regarding a property with high grass. He stated that some areas are starting to look bad. President Peterson stated she understood Mr. Bloom's comment and that with the most recent amount of rain and even though the Borough has used Labor Ready to help with

cutting the grass; there seems to be not enough time or manpower. Mr. Bloom asked if summer help will be hired.

Borough Manager stated that there was a need for summer help.

Ms. Crawford made a motion to hire a part-time summer helper for Highway Department for no more than 20 hours per week. Through much discussion as Mr. Hunter wanted to hire additional person. Mrs. Bush seconded the original motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – No; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

Mr. Hunter made a motion to hire an additional part-time seasonal highway person; no more than 20 hours per week. Mrs. Bush seconded the motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

Mr. Hunter wanted to know about the parking on Eighth Street. President Peterson, through discussion, confirmed the lot is open. Also, there is no need for parking permits at this time.

26. Adjournment

Ms. Crawford made a motion to adjourn. Mrs. Bush seconded the motion. Verbally, all Council voted Aye, no one opposed.

Council adjourned at 7:47 p.m.

Respectfully submitted,

Michael J. Ciach
Borough Manager/Secretary/Treasurer

Shannon Strigle
Recording Secretary