

MINUTES

REGULAR MEETING OF UPLAND BOROUGH COUNCIL

DATE

January 14, 2020

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; Ms. Gertner – Present; Mayor Dennon – Present; Mr. Daniel Archdeacon, P.E., Catania Engineering – Present; Mr. Robert E. O’Connor, Esquire – Present; and Michael Ciach, Borough Manager/Secretary/Treasurer - Present.

GUESTS/RESIDENTS IN ATTENDANCE

Police Chief Michael Irely, Fire Chief/Fire Marshall Daniel Smith and approximately five (5) guests were in attendance.

5. Motion to Hire One (1) Part-Time Police Officer

President Peterson entertained a motion to hire part time police officer.

Ms. Crawford made a motion to hire part time police Officer Elijah Chase. Mrs. Bush seconded the motion. Roll call was taken: Roll call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mrs. Deldeo – Aye; Mr. McClintock – Aye; Ms. Gertner– Aye; Ms. Crawford – Aye; and Mrs. Peterson – Abstain. Motion carries.

President Peterson stated Out of Normal Order of Business at 7:02 p.m. to swear in Part Time Police Officer Elijah Chase

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Out of Normal Order of Business

Swear-In Part-Time Police Officer

- *Elijah Chase*

Mayor William Dennon performed the swearing in of newly hired part time Police Officer Elijah Chase. Congratulatory remarks and applause was offered by Council and the audience.

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Back into Normal Order of Business at 7:04 p.m.

6. Public Comments on Agenda Items Only

No public comments.

## 7. Approval of Previous Meeting Minutes

### A-1 Council Meeting Minutes – December 10, 2019

President Peterson asked for a motion to approve Council Meeting Minutes of December 10, 2019.

Ms. Crawford made a motion to approve the Council Meeting Minutes of December 10, 2019. Mrs. Kerns seconded the motion. Roll Call was taken: Mrs. Bush – Aye; Mrs. Deldeo – Aye; Mr. McClintock – Aye; Ms. Gertner – Abstain; Mrs. Kerns – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye.

### A-2 Re-Organization Meeting Minutes – January 6, 2020

President Peterson asked if anyone had questions on the re-organization meeting minutes of January 6, 2020. As no one had concerns, President Peterson entertained a motion to approve the Re-Organization Meeting Minutes of January 6, 2020.

Ms. Crawford made a motion to accept the Re-Organization Meeting Minutes of January 6, 2020. Mr. McClintock seconded the motion. Roll Call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Mrs. Kerns – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye.

## 8. Treasurer's Report

### A-1 Treasurer's Report – December 2019

Ms. Crawford made a motion to accept the Treasurer's Report of December 2019 as presented. Mr. McClintock seconded the motion. Roll call was taken: Mr. McClintock – Aye; Ms. Gertner – Abstain; ; Mrs. Kerns – Aye; Mrs. Bush – Aye; Mrs. Deldeo – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

### A-2 Income Statements – December 2019

President Peterson asked if anyone had questions on the Income Statements for December 2019. President Peterson entertained a motion to approve the Income Statements of December 2019.

Ms. Crawford made a motion to approve the Income Statements of December 2019. Mr. McClintock seconded the motion. Roll call was taken: Ms. Gertner – Abstain; Mrs. Kerns – Aye; Mrs. Bush – Aye; Mrs. Deldeo – Aye; Mr. McClintock – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

### A-3 Manager's Report – December 2019

President Peterson asked if there were any questions on the Manager's Report. With no questions, President Peterson entertained a motion to approve the Manager's Report.

Ms. Crawford made a motion to accept the Manager's Report as presented. Mrs. Bush seconded the motion. Verbally, all Council voted Aye, No one opposed. Motion carries.

9. Auburn Village Report - Richard McClintock

President Peterson stated Mr. McClintock reports progress.

10. Public Safety Report – Richard McClintock

A-1 Fire Marshal's Report – December 2019

Fire Marshal Dan Smith read his December 2019 report into record. Copy included.

A-2 Fire Company's Report – December 2019

Fire Chief Dan Smith read the Fire Company Report of December 2019 and Year End Totals for 2019 into record. Copy included.

Mr. McClintock asked Chief Smith about some of the totals and Chief Smith explained.

Chief Smith stated the Christmas Tree Sale made an okay profit; it was a learning process. The firehouse will now know more for next year's sales. Chief Smith wanted to thank those Borough Council members that came up to the sale to hang out with the members and to thank Council Members for all they have done to help.

11. Code Officer's Report – Richard McClintock

Mr. McClintock read the December 2019 Code Officer's Report into record. Copies included.

12. Building & Grounds Report – Judith Bush

Mrs. Bush reported progress.

13. Finance & Insurance Report - Moira Crawford

President Peterson asked prior to each motion, if anyone had any questions or concerns. No one expressed any concerns.

A-1 Approval to Ratify Payment of General Fund Bills from December 10, 2019 through December 31, 2019 - **\$ 191,790.69**

Ms. Crawford made a motion to ratify the payment of the General Fund Bills from December 10, 2019 through December 31, 2019 in the amount of **\$ 191,790.69**. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mrs. Deldeo – Aye; Mr. McClintock – Aye; Ms. Gertner – Abstain; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

A-2 Approval to Ratify Payment of General Fund Bills January 1, 2020 through January 14, 2020 - **\$ 78,866.87**

Ms. Crawford made a motion to ratify the payment of the General Fund Bills January 1, 2020 through January 14, 2020 in the amount of **\$ 78,866.87**. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Bush – Aye; Mrs. Deldeo – Aye; Mr. McClintock – Aye; Ms. Gertner – Abstain; Mrs. Kerns – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

A-3 Approval to Ratify Payment of Auburn Village Bills December 11, 2019 through December 31, 2019 - **\$ 21,151.45**

Ms. Crawford made a motion to ratify the payment of the Auburn Village Bills December 11, 2019 through December 31, 2019 in the amount of **\$ 21,151.45**. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Ms. Gertner – Abstain; Mrs. Kerns – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

A-4 Approval to Ratify Payment of Auburn Village Bills January 1, 2020 through January 14, 2020 - **\$ 5,292.33**

Ms. Crawford made a motion to ratify the payment of the Auburn Village Bills January 1, 2020 through January 14, 2020 in the amount of **\$ 5,292.33**. Mr. McClintock seconded the motion. Roll call was taken: Mr. McClintock – Aye; Ms. Gertner – Abstain; Mrs. Kerns – Aye; Mrs. Bush – Aye; Mrs. Deldeo – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

A-5 Approval to Ratify Payment of the PLGIT Procurement Credit Card Purchases December 31, 2019 through January 10, 2020 - **\$ 613.54**

Ms. Crawford made a motion to ratify the payment of the PLGIT Procurement Credit Card Purchases December 31, 2019 through January 10, 2020 in the amount of **\$ 613.54**. Mr. McClintock seconded the motion. Roll call: Ms. Gertner – Abstain; Mrs. Kerns – Aye; Mrs. Bush – Aye; Mrs. Deldeo – Aye; Mr. McClintock – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

14. Ordinances & Resolutions Report – Abigail Gertner

A-1 Motion to Pass & Adopt Resolution No. 2 of 2020  
- *Appointments*

Ms. Gertner read Resolution No. 2 of 2020, *Appointments*, into record. Mr. McClintock made a motion to pass and adopt Resolution No. 2 of 2020. Ms. Crawford seconded the motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mrs. Deldeo – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Ms. Crawford – Abstain from Civil Service member Denise Crawford and Aye on the remainder; and Mrs. Peterson – Aye. Motion carries.

15. Research & Development – Julie Kerns

Mrs. Kerns reported the new website is up and running; same address: uplandboro.org. Steve G is continuing to work on the email transfer and expects to have the switch over dates shortly.

Social media accounts for the borough are in the process of being set up – Facebook, Instagram and Twitter.

16. Streets & Equipment – Judith Bush

Mrs. Bush reported progress.

17. Community Affairs – Moira Crawford

Ms. Crawford reported the Annual Holiday Decorating Contest has a list of their winners.

Ms. Crawford stated the winners of the Holiday Decorating Contest were picked; as everyone who decorated did a wonderful job.

1<sup>st</sup> Place (\$100) – 1115 Church Street  
 2<sup>nd</sup> Place (\$50) – 16 Church Street  
 3<sup>rd</sup> Place (\$25) – 15 Main Street

Ms. Crawford noted upcoming 2020 events to include:

The All-You-Can-Eat Soup & Salad Dinner on Saturday, February 15<sup>th</sup> and tickets are available to purchase from herself and the other Community Affairs Committee Members, Mrs. Bush and Mrs. Kerns. Tickets are also available to purchase at the Borough Offices. Price is \$10, Senior citizen is \$8 and children under 12 is \$5. Take-out is available.

Designer Bag Bingo will be held on Saturday March 14<sup>th</sup>, this is a bring-your-own beverage and food event. Tickets will also be available to purchase from herself and the other Community Affairs Committee Members, Mrs. Bush and Mrs. Kerns. Tickets are also available to purchase at the Borough Offices. All proceeds benefit the Community Affairs Committee.

Ms. Crawford mentioned the Borough events are posted on the on-line Borough calendar; we all have the capability to add the calendar of events to our electronic devices.

President Peterson stated that Ms. Crawford forgot something; Ms. Crawford mentioned the topic of the Newsletter. After much conversation and input by Council, Mr. McClintock made a motion to hire three (3) individuals to continue with the newsletter; 2 photographers and 1 editor. *Payment total to include all three (3) individuals was to be no more than \$15,000 per year.* Mrs. Bush seconded the motion. Roll call was taken: Mrs. Kerns – Aye; Mrs. Bush – Aye; Mrs. Deldeo – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Ms. Crawford – Abstain; and Mrs. Peterson – Abstain from Caitlyn White. Motion carries.

18. Use & Occupancy Report – Michael Ciach

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

19. Mayor's Report – Mayor Dennon

Mayor Dennon read the Mayor's Report into record for the month of December 2019. Copy included. President Peterson stated that the Administrative Assistant had shorted the total number of call in year 2019.

President Peterson asked Chief Michael Irely if he had anything to share.

Chief Irely approached the podium and provided updates on Police Matters:

Chief Irely reported the SRO (School Resource Officer Grant) was applied for in late 2017 and it was just received in the amount of \$56,000.00. For this year, there is another \$30,000.00 due.

Chief Irely stated the RMS, the year-end report for the Record Management System, is forthcoming.

20. Solicitor's Report - Robert O'Connor

Mr. O'Connor read his December 2019 report into record. Copy included.

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

Mr. Archdeacon's Engineer's Report for December 2019 is included.

A-1 8<sup>th</sup>, Hill and Upland Park – *Approve Payment Certificate #2 to Premier Concrete, Inc. in the amount of \$ 145,665.70*

Mr. McClintock made a motion to approve payment certificate #2 to Premier Concrete, Inc. in the amount of \$ 145,665.70. Ms. Crawford seconded the motion. Roll call was taken: Mrs. Bush – Aye; Mrs. Deldeo – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Mrs. Kerns – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

A-3 Municipal Park Bathroom (CDBG 2019) – Authorize Borough Engineer to Advertise for Bids

Ms. Crawford made a motion to authorize the Borough Engineer advertise for Bids on the Municipal Park Bathrooms CDBG 2019. Mrs. Bush seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Ms. Gertner – Aye; Mrs. Kerns – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

Mr. McClintock wanted to ask a few questions of the Engineer. Will they use CDBG monies for the Carriage House? President Peterson stated they were just checking into that issue right now. However, the Parking Tax money was reserved for projects like this. For we don't we will need to revisit and decide what to do. Mr. McClintock asked if there were restrictions on what to do with the Carriage House area; President Peterson stated they (Delaware County) were receptive to the current plan.

## 22. Future Projects – Sandra Deldeo

President Peterson noted progress for Mrs. Deldeo.

## 23. Old Business

### A-1 Approval of the Three (3) Year Agreement between Brandywine Valley SPCA and Upland Borough – beginning February 1, 2020

President Peterson asked Ms. Crawford to explain about the agreement with Brandywine Valley.

Ms. Crawford explained that since November (2019), they have been in talks with BVSPCA to handle the Borough's stray animal situation and handle the Animal Control issue. Original term of agreement was set at five (5) years with other controversial terms.

There was a recent telephone conference with Chief Irely, Manager Michael Ciach, Ms. Crawford and the BVSPCA and they were agreeable to the agreement term of 3 year contract, citation issue addressed by Chief Irely and the resident needs to go through the Police Dept to obtain services.

Ms. Crawford made a motion to approve the three (3) year agreement between Brandywine Valley SPCA and Upland Borough, beginning February 1, 2020 expiring January 31, 2023. The monthly fee would be \$1,060.90 for their service; additional per dog is \$265.23 and per cat \$159.13; other mandatory noted fees on contract. Mr. McClintock seconded the motion. Roll call was taken: Mr. McClintock – Aye; Ms. Gertner – Aye; Mrs. Kerns – Aye; Mrs. Bush – Aye; Mrs. Deldeo – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

## 24. New Business

President Peterson asked if there was any new business.

### A-1 Motion to Cancel the Second Meeting of the Month – January 28, 2020

President Peterson entertained a motion to cancel the second meeting of the month. Mr. McClintock made a motion to adjourn and Ms. Crawford seconded the motion. Verbally, all Council stated Aye; noting approval. No one opposed.

### A-2 ACA Tracking (\$775.00)

President Peterson stated the Borough Manager, Michael Ciach, asked to entertain ACA Tracking System.

Ms. Crawford made a motion to approve the agreement with Interactive Health, LLC at a cost of \$775.00. Mr. McClintock seconded the motion. Roll call was taken: Roll call was taken: Ms. Gertner – Aye; Mrs. Kerns – Aye; Mrs. Bush – Aye; Mrs. Deldeo – Aye; Mr. McClintock – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

President Peterson announced beginning next month there will be an additional committee for Blight Control (abandoned properties) and the chairperson will be Ms. Gertner.

## 25. Floor Open to Public

Mr. Archaki, Oak Lane addressed Council. He stated a couple concerns; the alleyway and the ongoing issue with a tree and those individuals that speed down the alleyway.

It is unknown who actually owns the tree, Brookhaven Borough or Upland Borough, and the issue of the tree's large hanging limbs over to the alleyway. Mr. Archaki informed all that PECO was contacted and they could not help in this situation. He also suggested speed bumps for the individuals that speed in the alleyway.

President Peterson asked if the tree was actually on Upland property; Mr. Archaki stated that it is Brookhaven property. Mr. Archaki confirmed he paid his taxes in Upland.

President Peterson stated to find out if property is Upland or Brookhaven...once and for all. Mr. Archaki stated that Catania was out to survey a while ago and it was determined that the grass and tree line is Brookhaven; the alley and his property is in Upland.

President Peterson instructed the following:

- Borough Manager to check into the liability issue for the speed bumps and/or humps
- Streets department to get prices for the bumps/humps
- Other areas in Upland that need speed control

President Peterson authorized Borough Manager to get a price to cut back the limbs.

Mr. Leland Hunter, 4<sup>th</sup> Street approached Council. Mr. Hunter provided information from when he was Upland's Code enforcer. There were many concerns with the trees in the alleyway of Oak Lane for many years; Catania did mark Upland property versus Brookhaven property and that Mr. Archaki's house was actually half in Upland and half in Brookhaven.

Further discussion was inaudible.

## 26. Adjournment

Mr. McClintock made a motion to adjourn. Ms. Crawford seconded the motion. Verbally, all Council voted Aye, No one opposed. Motion carries.

Council adjourned at 8:06 p.m.

Respectfully submitted,

Michael J. Ciach  
Borough Manager/Secretary/Treasurer

Shannon Strigle  
Recording Secretary