

UPLAND BOROUGH COUNCIL

MEETING MINUTES

OCTOBER 13, 2009

The regular scheduled meeting of the Upland Borough Council was called to order at 7:01 pm by President Edward M. Mitchell. The meeting was held in the Upland Municipal Building.

Present were President Edward M. Mitchell and Vice President Christine Peterson. Present were Council members Mr. Leland Hunter, Mrs. Sandra Miazza, Dennis Walls, Mrs. Georgianna Hicks, Ms. Moira Crawford, Mayor Michael Ciach, Mr. Charles Catania, Sr., P.E., Mr. Robert O'Connor, Esq. and Mrs. Shirley Purcival, Borough Manager/Treasurer Secretary was present.

Approximately 5 residents were also present.

President Mitchell led the Pledge of Allegiance to the Flag and a moment of silence followed by a roll call.

5. Approval of Previous Minutes

A-1 Council Meeting Minutes – September 8, 2009

Mrs. Peterson made a motion to accept the Council Meeting Minutes of September 8, 2009 as presented. Mr. Hunter seconded the motion. Council unanimously approved the motion.

6. Treasurer/Manager Report – Shirley Purcival

- A-1 Treasurer's Report
- A-1a) Income Statements
- A-2 Manager's Report

Mrs. Miazza made a motion to accept A-1 Treasurer's Report, A-1)a Income Statements and A-2 Manager's Report. Mrs. Hicks seconded the motion. Council unanimously approved the motion.

A-3 Proof of Publication – Ordinance No. 4 - Amend Chapter 170
"Vehicles Abandoned"

Mrs. Peterson made a motion to accept Ordinance No. 4 and Ms. Crawford seconded the motion. Council unanimously approved the motion.

A-4 Proof of Publication – Ordinance No. 5 – Historic Resources & Preservation Policy

Mrs. Peterson made a motion to approve Ordinance No. 5 and Mr. Hunter seconded the motion. Council unanimously approved the motion.

A-5 Proof of Publication – Re-bid the C.D.B.G. Project

Mrs. Miazza made a motion to accept Ordinance No. 5 and Mrs. Peterson seconded the motion. Council unanimously approved the motion.

7. Auburn Village Report - Christine Peterson

A-1 GFI upgrades – Auburn Village

Mrs. Peterson reported the GFI upgrades have been started in the back to bring them up to code.

Mrs. Peterson also reported the first 50 new doors will be completed by October 31, 2009. President Mitchell asked if these doors were the ones that were cracked and in poor condition and if funds would be available in the new 2010 budget to continue to replace doors in poor condition. Mrs. Peterson replied the money is in the budget to finish the project by 2010.

8. Code Official Report – Leland Hunter

Mr. Hunter reported there are on-going property maintenance issues with some properties in the Borough. These properties are rentals and when certified letters are sent they are returned as these properties are vacant. When we try to reach the landlords with the information on file, the letters are also returned and we cannot track them down.

One property in question has grass that is as high as the railings and Mr. Hunter proposed putting a lien of \$300.00 plus attorney fees on this property and have our Borough employees clean it up.

Mrs. Purcival looked into the matter stating the \$300.00 would cover the cost of two Borough employees doing the work at their regular rate of pay. This does not include attorney's fees or filing fees.

Mr. Hunter made a motion to lien the property and to have it cleaned up. Mrs. Peterson seconded the motion. Following some discussion regarding the lien amount, it was decided to leave the dollar amount open for future clean up issues for the health and safety of the neighborhood.

President Mitchell announced the resolution will stand without a dollar amount. Council unanimously approved the motion.

President Mitchell stated there should be a procedure in place, whereby, the Borough Manager and the Code Enforcer would have the authority to lien properties without bringing it to Council in order to expedite property maintenance issues.

The Borough Manager suggested Mr. Hunter make an additional motion to allow for future events for the Manager and the Code Officer to seek legal ramifications for these properties.

Mr. Hunter made a motion to allow the Borough Manager and Code Officer to seek legal ramifications for properties with compliance issues. Mrs. Peterson seconded the motion. Council unanimously approved the motion.

A-1 Fire Marshall's Report – Dave Favinger

President Mitchell wanted to entertain a motion to accept the Fire Marshall's report as presented and Mrs. Miazza seconded the motion. Council unanimously approved the motion.

A-2 Fire Chief's Report – Dan Smith

Due to Dan Smith's absence, President Mitchell asked Mrs. Purcival to notify Chief Smith to provide us with his report. Mrs. Purcival stated she was hoping Chief Smith would be present tonight as she is waiting for information regarding a hepatitis clinic.

9. Public Safety Report

Mrs. Purcival reported there has been progress.

10. Building & Grounds Report – Sandra Miazza

A-1 Motion to reject bid for the C.D.B.G. on September 4, 2009

Mrs. Miazza wanted to entertain a motion to reject the bid for the C.D.B.G. and Mrs. Peterson seconded the motion. Council unanimously approved the motion.

A-2 Motion to accept re-bids for the C.D.B.G.

Mrs. Miazza made a motion to accept the re-bids from Land-Tech Enterprise, Inc. for the C.D.B.G. providing Upland Borough receives the additional funds from

the County and to allow the Engineer and Solicitor to proceed as they normally would, with contracts and County procedures. Mrs. Peterson seconded the motion. Council unanimously approved the motion.

Mrs. Miazza then made a motion to:

1. Change the color of the mortar for the Police Station
2. A change order to possibly install a closet under the stairs in the Police Station.

Mrs. Peterson seconded the motion. Council unanimously approved the motion.

11. Finance & Insurance Report – Moira Crawford

A-1 Approval of General Fund Bills - \$ 185,986.98

Ms. Crawford made a motion to approve the General Fund Bills for the month of September in the amount of \$ 185,986.98. Mrs. Miazza seconded the motion. Council unanimously approved the motion.

A-2 Approval of Auburn Village Bills - \$ 29,191.34

Ms. Crawford made a motion to approve Auburn Village Bills for the month of September in the amount of \$ 29,191.34. Mrs. Miazza seconded the motion. Council unanimously approved the motion.

A-3 Motion to Advertise the 2010 Budget

Ms. Crawford made a motion to authorize the Borough Manager to advertise the proposed 2010 budget. Mrs. Miazza seconded the motion. Council unanimously approved the motion.

A-4 Proposed Auburn Village & General Fund 2010 Budgets

Ms. Crawford reported the proposed income for Auburn Village for the 2010 Budget is \$ 752,105.00 and the proposed expenses for the 2010 Budget are \$ 752,105.00.

Ms. Crawford made a motion to accept the first reading of the Auburn Village Budget. Mrs. Miazza seconded the motion. Council unanimously approved the motion.

Ms. Crawford reported the proposed income for the General Fund 2010 Budget is \$ 2,431,217.00 and the proposed expenses for the 2010 Budget are \$ 2,431,217.00.

Ms. Crawford made a motion accept the first reading of the General Fund 2010 Budget. Mrs. Peterson seconded the motion. Council unanimously approved the motion.

12. Ordinances & Resolutions Report – Georgianna Cassidy-Hicks

A-1 Motion to adopt Ordinance No. 4 – Amend Chapter 170 “Vehicles Abandoned”

Mrs. Hicks made a motion to adopt Ordinance No. 4 – Amend Chapter 170 “Vehicles Abandoned”. Mrs. Miazza seconded the motion. Council unanimously approved the motion.

A-2 Motion to adopt Ordinance No. 5 - Historic Resource & Preservation Policy “Upland Borough Historical Commission”

Mrs. Hicks made a motion to adopt Ordinance No. 5 Historic Resource & Preservation Policy “Upland Borough Historical Commission”. Mrs. Peterson seconded the motion. Council unanimously approved the motion.

A-3 Motion to advertise Ordinance No. 6 - “Qualifications for Applicants for a full time Police Officer’s Position.

Mrs. Hicks made a motion to advertise Ordinance No. 6 “Qualifications for Applicants for a full time Police Officer’s Position. Ms. Crawford seconded the motion. Council unanimously approved the motion.

A-4 Motion to advertise Ordinance No. 7 – Amending Chapter 90 “Floodplain Management”.

Mrs. Hicks made a motion to advertise Ordinance No. 7 Amending Chapter 90 “Floodplain Management”. Mrs. Peterson seconded the motion. Council unanimously approved the motion.

A-5 Motion to adopt Resolution No. 19 – Elimination of Yearly Member Contributions – Police Pension.

Mrs. Hicks made a motion to adopt Resolution No.19 Elimination of Yearly Member Contributions for the Police Pension. Mrs. Miazza seconded the motion. Mrs. Peterson abstained. Motion approved.

A-6 Motion to approve Resolution No. 20 – Transfer of Funds \$ 31,888.50 to the General Fund.

Mrs. Hicks made a motion to approve Resolution No. 20 Transfer of Funds \$ 31,888.50 to the General Fund. Mrs. Miazza seconded the motion. Council unanimously approved the motion.

13 Research & Development – Moira Crawford

Ms. Crawford reported for the month of September the web site had 2,240 hits. The daily average hit for September is approximately 24 per day. The Photobucket account indicates from April 2009 through September we have 920 total files with 144,406 total file views and 639 album views. For September we had 11,220 files viewed and 168 album views.

The scroll bar on the web site is showing our Halloween Party on Saturday, October 24th. Photos of the Spaghetti Dinner have been added to the photo gallery and the events calendar has been updated.

14. Streets and Equipment Report – Christine Peterson

Mrs. Peterson reported the dump truck had to go in to have a crack in the bed repaired. There was money allocated in next years budget to have it sprayed and a bed liner installed, but it happened sooner than was anticipated.

New trees have been planted on Kerlin Street to beautify the corner.

15 Community Affairs – Sandra Miazza

Mrs. Miazza reported the spaghetti dinner was a great success and a profit of \$ 943.00.

October 24th is the fourth annual Welcome Back Pusey House from 12:00 – 4:00 pm. Also on the 24th is our second annual Halloween Party in MacQueen Hall from 4:00 – 6:00 pm.

November 27th is our Annual Holiday Tree Lighting held at Bristol Lord Field followed by the children's Christmas Party.

16. Use and Occupancy Report – Shirley Purcival

Mrs. Purcival reported for the month of September 7 units received certificates and 8 units failed their inspection. A temporary certificate was issued to 1 unit and a total of \$ 1,250.00 was deposited in to the General Fund for Use & Occupancy Inspections.

17. Mayor's Report – Michael Ciach

Mayor Ciach gave the Police Report of the month of September as follows: there were a total of 205 citations issued totaling \$ 26,872.50 half of which is the Borough's totaling \$ 13,436.25. To date we have 3,300 citations written. Parking tickets issued were 5, motor vehicle accidents 4, the amount received from the DJ's court for the previous month is \$1,850.18 There were 230 calls answered and 30 assists.

Mayor Ciach read a letter from the Chief of Police in Brookhaven expressing his appreciation to Chief John Easton for his assistance in administrating an oral examination to 4 Police Applicants.

We have a tentative schedule for our first Public Safety Awareness Meeting to be held on Wednesday, October 28th from 6:00 – 8:00 pm. This will be an open forum with Police, Fire and EMT personnel available to answer questions.

Mayor Ciach brought up the subject of the hepatitis clinic and Mrs. Purcival reported she is waiting on a firm date from Chief Dan Smith and she has notified the workers and has about 13 employees interested.

18. Solicitor's Report – Robert O'Connor

Mr. O'Connor reported he has followed up with the Congressman Sestak's office with the status of the situation going on with the armory. We will receive updates as they become available.

19. Engineer's Report – Charles Catania

Mr. Catania reported on grants which are available through D.B.R.P.C. with regards to Community Development. Mr. Catania asked Council to review his memo and select a project so it can be submitted to D.B.R.P.C.

Mrs. Peterson made a motion to have Mr. Catania to draw up the application for the D.B.R.P.C. process. Mr. Hunter seconded the motion. Council unanimously approved the motion.

Mr. Catania is looking into getting gas tanks for the garage. The Police Station is progressing nicely and the Auburn Village Window replacement program is also going well.

Mr. Catania also reported he is trying to locate the storm sewer inlet put in by the owners of the property on Race Street and still has not come up with an answer. Water is backing up through the manhole and into the Water Service Station. The problem is being evaluated in hopes of finding a workable solution.

20. Old Business

A-1 Cancel 2nd Council meeting of the Month

Council unanimously voted to cancel the second meeting of the month.

21. New Business

A-1 Probationary increase for Cynthia Romeo

Mrs. Peterson made a motion to increase the salary for Cynthia Romeo by .50 per hour and a .20 increase in January. Mr. Hunter seconded the motion. Council unanimously approved the motion.

22. Floor Open to the Public

Mr. Kevin Kozlowski from 418 Willow Way wanted to inform Council he is having a problem with his screen door. He was advised to call the office and put in a work order. He also wanted to be sure he is in line for the new windows.

Ms. Eileen DeGrave from 404 Juniper Lane wanted to thank Mrs. Peterson and Mrs. Purcival with regards to the new doors and windows. Ms. DeGrave expressed her concern for the way her neighbor's home was left unlocked by the Borough so the workers could install new windows. Ms. DeGrave would not have wanted her home left unlocked and unattended. Council is looking into the matter.

Ray Peden from 901 Mulberry Street, President of the Friends of the Caleb Pusey House wanted to thank the Borough Manager, Chuck Boyd and his Highway Department and the County for sending a wonderful Community Service Crew to help with the clean up at the Pusey House.

Mr. Peden reported the Comprehensive Plan for the three Boroughs is moving along and there will be a public hearing in the near future.

Mr. Peden also reported on the one day seminar on Flood Plain Management thanking Borough Council for sending him.

23. Adjournment

There being no further business, Mrs. Peterson made a motion to adjourn and Mr. Hunter seconded the motion.

The meeting adjourned at 8:05 pm

Respectfully submitted,

Shirley Purcival
Borough Manager

Linda Saylor
Recording Secretary