

MINUTES REGULAR MEETING OF UPLAND BOROUGH COUNCIL

DATE May 2, 2017

TIME 7:00 P.M.

PLACE Upland Municipal Building, 224 Castle Avenue, Upland PA

CALL TO ORDER President Peterson called the Regular Meeting of the 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, Mr. Dennon – Present; Mr. McClintock – Present, Mr. Hunter – Present; Mrs. Bush – Present; Mr. Mitchell – Absent; Mayor Ciach – Present; Daniel Archdeacon, Catania Engineering – Present; and Mr. Robert E. O’Connor, Esquire – Present. Shannon Strigle, Recording Secretary, was also in attendance.

GUESTS/RESIDENTS IN ATTENDANCE

Upland Police Acting Chief Michael Irej, Mr. Ken Stark, Reporter, and approximately thirteen (13) residents/guests were also in attendance.

Out of the Normal Order of Business at 7:02 p.m.

Mayoral Proclamation

Mayor Ciach offered his last official act as Mayor. Mayor Ciach presented Council President Christine Peterson with a Proclamation which recognized her continuous dedication to the Borough since she was elected onto Council in January 2008. At that time, Mrs. Peterson was named Vice President. She served in that capacity until December 31, 2015. On January 4, 2016, Mrs. Peterson was voted into the seat as President of Council by her colleagues. Mayor Ciach recognized Mrs. Peterson as being the first woman elected to the post of president in the history of Upland. A round of applause was offered by Council and the audience and pictures were taken after.

Special Announcement by Mayor Ciach

Mayor Ciach made the announcement that he will retire as Upland Borough’s Mayor, effective immediately. The Honorable Michael J. Ciach read his retirement letter into record.

Ms. Crawford made the motion to accept the retirement of Mayor Michael Ciach. Mr. McClintock seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

Resolution No. 4 of 2017 – Appointment of Borough Manager

Mr. McClintock read Resolution No. 4 of 2017, the appointment of Michael J. Ciach as Borough Manager. Mr. McClintock made the motion to accept the appointment of Michael J. Ciach as Borough Manager. Ms. Crawford seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries. Applause from Council as well as the audience, Michael Ciach took the seat of Borough Manager.

Back into normal order of business at 7:10 p.m.

5. Public Comments on Agenda Items Only

No one approached Council.

6. Approval of Previous Meeting Minutes

A-1 Council Meeting Minutes – April 11, 2017

Ms. Crawford made a motion to accept the Council Meeting Minutes of April 11, 2017 as presented. Mr. McClintock seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

A-2 Bid Meeting Minutes – April 17, 2017

Ms. Crawford made a motion to accept the Bid Meeting Minutes of April 17, 2017 as presented. Mr. McClintock seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; and Mrs. Peterson – Aye. Motion carries.

7. Treasurer’s Report

A-1 Treasurer’s Report – April 2017

A-2 Income Statements – April 2017

President Peterson stated that the Treasurer’s Report and Income Statements for the month of April 2017 would be available at the 2nd meeting of the month, May 23, 2017 due to a short month and not having a Borough Manager.

8. Auburn Village Report

Mr. McClintock reported progress.

9. Public Safety Report – William Dennon

- A -1 Fire Marshall's Report
- A-2 Fire Company's Report

President Peterson stated that the Fire Marshall's Report and the Fire Company's Report for the month of April 2017 would be available at the 2nd meeting of the month, May 23, 2017.

10. Code Officer's Report - Leland Hunter

Mr. Hunter read the April 2017 into record. Copy included with the minutes.

11. Building & Grounds Report – Judith Bush

Mrs. Bush reported the Buildings and Grounds Committee had performed a couple tours within the Borough. They toured the Reese Center and Kent Lane and the areas definitely need attention and cleaned up. All personal items must be removed. Mrs. Bush also stated they were trying to confirm a meeting date to speak with the employees in the Highway and Maintenance Departments regarding the clean-up of these areas. Mrs. Bush also suggested to relocate the Maintenance Department back down to the Kent Lane location, as it is close proximity to the Auburn Village homes where his job occurs and the Reese enter is congested. Much discussion occurred; Mr. McClintock asked a question if there would be enough space for the supplies for Auburn Village of the Maintenance Department was to relocate to Kent Lane. Mrs. Bush stated there would be plenty of space as long as all personal items were removed from Kent Lane.

12. Finance & Insurance Report – Moira Crawford

- A-1 Approval of General Fund Bills – **\$ 61,609.95**

Ms. Crawford made a motion to approve the General Fund Bills for the month of April 2017 in the amount of **\$ 61,609.95**. Mr. McClintock seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries. Copies included with minutes.

- A-2 Approval of Auburn Village Bills – **\$ 10,049.94**

Ms. Crawford made a motion to approve the Auburn Village Bills for the month of April 2017 in the amount of **\$ 10,049.94**. Mrs. Bush seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries. Copies included with minutes.

13. Ordinances & Resolutions Report – Richard McClintock

- A-1 Motion to Pass and Adopt Resolution No. 5 of 2017
- Delaware County 2016 Mitigation Plan

Mr. McClintock made a motion to pass and adopt Resolution No. 5 of 2017, Delaware County 2016 Mitigation Plan. Mrs. Bush seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-2 Motion to Authorize the Borough Manager to Advertise Ordinance No. 3 of 2017
- Amending Chapter 15, Historical Commission

Mr. McClintock made a motion to authorize the Borough Manager to advertise the Ordinance No. 3 of 2017, Amending Chapter 15, Historical Commission. Ms. Crawford seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

14. Research & Development – Moira Crawford

Ms. Crawford reported for the month of April 2017, the website had 4,140 page views, with an average of 138 per day. There were 2,023 visitors with an average of 67 per day. Photographs from the Easter Egg Hunt and the Breakfast were added to the website.

15. Streets & Equipment – Leland Hunter

Mr. Hunter reported progress.

16. Community Affairs – Moira Crawford

Ms. Crawford reported the event of the Easter Egg Hunt, Breakfast and pictures with the Easter Bunny was on Saturday, April 15, 2017 and they had a really large turnout. Photos from both events were added to the website. Ms. Crawford stated “It was really nice to see that many people turn out for the event.” The next events will be Memorial Day Parade which will be on May 29th; begins at 9:00 a.m. at the Upland Baptist Church and ends at the War Memorial. After the Parade event, Upland Baptist Church and Resurrection Church offers a free picnic at the Ballpark for any residents that wish to attend. The next Community Affairs event will be the Carnival that comes to town on Wednesday, June 7, 2017 through Saturday, June 10, 2017.

Ms. Crawford also announced the Caleb Pusey House will offer a Spring Flower Sale on Saturday, May 13, 2017 from 11:00 a.m. to 3:00 p.m. The event is just in time for Mother’s Day.

17. Future Projects – Richard McClintock

Mr. McClintock reports progress.

18. Use & Occupancy Report – Michael Ciach

Mr. Ciach read into record the Use and Occupancy Report for the month of April 2017. Copy included with minutes.

19. Mayor's Report – William Dennon

Mr. Dennon read the April 2017 report into record. Copy included with minutes.

20. Solicitor's Report - Robert O'Connor

Mr. O'Connor read his report for April 2017 into record. Copy included with minutes.

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

A-1 Recommendation of Award for the 2016 Road Program to A.F. Damon

Ms. Crawford made a motion to award the 2016 Road Program to A.F. Damon in the amount of \$85, 115.00. Mr. McClintock seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-2 Authorize to Advertise for Bid Meeting for Electronic Sign to be placed at 6th & Main Street (under Gaming Funds)

Ms. Crawford made a motion to bid out for the electronic sign to be placed at 6th & Main Streets with the Gaming Funds. Mr. McClintock seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-3 Authorize to Advertise Bid on Upland Avenue Improvement Project

Ms. Crawford made a motion to Advertise Bid on Upland Avenue Improvement Project. Mr. Dennon seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-4 Authorize the Solicitor to Draw Up Contracts between Upland Borough and AJ Jurich for the Demolition Project at 227 8th Street

Ms. Crawford made a motion to authorize the solicitor to draw up contracts between Upland Borough and A.J. Jurich for the demolition project at 227 8th Street, in the amount of \$49,000.00. Mr. McClintock seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

Mr. Archdeacon read the report for April 2017 into record. Regarding the 11th Street Extension Project; Mr. Archdeacon stated that OHCD questioned the status of the project. President Peterson updated for the record that council has decided that project is at the bottom of the list; and they are okay not doing that project at this time.

Mr. Archdeacon read the remainder of the Engineer's Report for April 2017 into record. Copy included with the minutes.

22. Old Business

A-1 Motion to Approve Fire Pit – Resident / Church Street

Ms. Crawford made a motion to approve the fire pit for 1115 Church Street. Mr. McClintock seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

President Peterson noted that the resident on Church Street did follow the procedures; he did get approval from his neighbors as well as the Upland Borough Fire Marshall inspected his property to confirm the amount of space needed for said fire pit. President Peterson stated that this procedure would be required for anyone who wants to have a fire pit.

23. New Business

A-1 Ratify Revision of Handicapped Parking Spaces at Upland Estates

Ms. Crawford made a motion to ratify the revision of the handicapped parking spaces at Upland Estates. Mr. Dennon seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-2 Motion to Approve Highway Department Equipment – Power Washer

Mr. Hunter made a motion to approve Highway Department to purchase a pressure washer with a cost of \$599.00. Mrs. Bush seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-3 Motion to Withdrawal Sponsorship of Edward Mitchell to Delaware County Association of Boroughs and Replace with Christine Peterson

Mr. McClintock made a motion to withdrawal sponsorship of Edward Mitchell to Delaware County Association of Boroughs and to replace him with Christine Peterson. Mr. Dennon seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Abstain. Motion carries.

24. Floor Open to Public

Mr. Novak, Church street resident, approached Council. Mr. Novak thanked council for their approval for the fire pit. He thanked the police too as they are doing a great job. Mr. Ciach told Mr. Novak to see him after the meeting as he had a letter of compliance for his fire pit.

25. Adjournment

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

The meeting adjourned at 7:40 p.m.

Respectfully submitted,

Michael Ciach
Borough Manager/Secretary/Treasurer

Shannon Strigle
Recording Secretary