

UPLAND BOROUGH COUNCIL
MEETING MINUTES
May 12, 2015

The meeting of the Upland Borough Council was called to order at 7:04 p.m. by President Edward Mitchell. The meeting was held in the Upland Municipal Building.

Present were President Edward Mitchell and Vice President Christine Peterson. Council members present were Ms. Moira Crawford, Mr. Harold Peden, Mrs. Sandra Miazza, Mr. Leland Hunter, Mr. William Dennon, Mayor Michael Ciach, Mr. Charles Catania, Sr., P.E., Mr. Robert O'Connor, Esq., and Gregory Grillone, Borough Manager/Secretary/Treasurer.

Mr. Ken Stark, Reporter, Leslie Krowchenko, Reporter for the Delaware County Times, Chief Nelson Ocasio of the Upland Borough Police Department, and approximately ten (10) residents/guests were also in attendance.

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

Out of the Normal Order of Business at 7:06 p.m.

Swearing in of Part-Time Police Officer – Andrew Nicholl

Mayor Ciach asked Council to entertain a motion to approve the hiring part time police office, Andrew Nicholl. Mr. Peden confirmed and Ms. Crawford seconded the motion. Mrs. Peterson abstained from the vote but all other Council verbally approved.

Mayor Michael Ciach performed the swearing in of part time officer Andrew Nicholl to the Upland Borough Police Department. After a round of applause and congratulatory remarks, an opportunity for photographs was provided.

Normal order of business resumed at 7:09 p.m.

5. Public Comments on Agenda Items Only

No one responded.

6. Approval of Previous Meeting Minutes

A-1 Council Meeting Minutes – April 14, 2015

Ms. Crawford made a motion to accept the Council Meeting Minutes of April 14, 2015. **Mr. Peden** seconded the motion. Mrs. Miazza abstained from the vote while all other Council voted Aye on the motion.

7. Treasurer's Report

A-1 Treasurer's Report

Ms. Crawford made a motion to accept the Treasurer's Report as written and Mrs. Miazza seconded the motion. All Council voted Aye on the motion.

A-2 Income Statements

Ms. Crawford made a motion to accept the Income Statements as presented and Mrs. Miazza seconded the motion. All Council voted Aye on the motion.

8. Auburn Village Report/ Streets & Equipment - Christine Peterson

Mrs. Peterson provided a report mentioning that we are down to one maintenance mechanic. We are currently under control until it is determined not to be under control. This situation will be revisited prior to the next month's meeting.

9. Public Safety Report - Harold R. Peden

A -1 Fire Marshal's Report

Mr. Peden read the Fire Marshal's Report of April 2015 into record.

A-2 Fire Company's Report

Mr. Peden asked if Fire Chief Dan Smith would read the report into record. Mr. Smith read the report of April 2015 into record.

Mr. Smith continued that this year the fire company applied for a Volunteer Ambulance/Fire Company Grant Program. They applied for \$15,000.00 and were awarded \$11,791.59 for a state grant. The funds will be used for internet, phone, cable TV, and KeyScan system for the new addition and the whole firehouse as it is re-wired.

Mr. Smith announced to Council that since January 2015, they had a combined total of 58 members attend training and certification courses with a total of 160.25 training/certification hours.

Chief Smith updated everyone on their most recent fundraisers for Easter Flowers, Mother's Day Flowers and Nelson's Barbeque.

10. Code Officer's Report - Leland Hunter

Mr. Hunter read his April 2015 report into record.

11. Building & Grounds Report - Sandra Miazza

Mrs. Miazza noted all the picnic tables and port-a-potties were in place at the Ballpark. There are two port-a-potties that still need to be delivered. The Pavilion received a new ice machine and stove. There is a new ice machine for upstairs as well. The rugs were shampooed up stairs. We have the permits out and received payment and insurance certificates for the ball field use by the softball teams. Also, DiamondTec was delivered this year.

12. Finance & Insurance Report - Moira Crawford

A-1 Approval of General Fund Bills

Ms. Crawford made a motion to approve the General Fund Bills for the month of April 2015 in the amount of \$ 131,430.19. Mrs. Miazza seconded the motion. Mr. Mitchell abstained from check number 32689 and Aye on the rest. All other Council members present voted Aye on the motion.

A-2 Approval of Auburn Village Bills

Ms. Crawford made a motion to approve the Auburn Village Bills for the month of April 2015 in the amount of \$ 31,923.80. Mr. Peden seconded the motion. All Council voted Aye on the motion.

13. Ordinances and Resolutions Report - Harold Peden

A-1 Motion to Pass and Adopt Ordinance No. 2 of 2015
- *Creating Chapter 20 "Personnel"*

Mr. Peden read Ordinance No. 2 of 2015; Creating Chapter 20 "Personnel" into record. Mr. Peden made a motion that Ordinance No. 2 of 2015 be passed and adopted as presented. Ms. Crawford seconded the motion. All Council voted Aye on the motion.

A-2 Motion to Pass and Adopt Resolution No. 10 of 2015
- *Employee Hourly Compensation*

Mr. Peden read Resolution No. 10 of 2015; Employee Hourly Compensation revisions into record. Mr. Peden made a motion that Resolution No. 10 of 2015 be passed and adopted as presented. Mrs. Miazza seconded the motion. Ms. Crawford abstained from Shannon Strigle's pay increase but Aye on the others. All other Council voted Aye on the motion.

A-3 Motion to Pass and Adopt Resolution No. 11 of 2015
- *Update Section 6, Comprehensive Fee Schedule*

Mr. Peden read Resolution No. 11 of 2015; Update Section 6, Comprehensive Fee Schedule into record. Mr. Peden made a motion that Resolution No. 11 of 2015 be passed and adopted as presented. Mrs. Peterson seconded the motion. All Council voted Aye on the motion.

A-4 Motion to Pass Adopt Resolution No. 12 of 2015
- *Authorize Borough Manager/Treasurer to Transfer Monies for Reese Center Upgrades*

Mr. Peden read Resolution No. 12 of 2015; Authorize Borough Manager/Treasurer to Transfer Monies for Reese Center Upgrades into record. Mr. Peden made a motion that Resolution No. 12 of 2015 be

passed and adopted as presented. Ms. Crawford seconded the motion. All Council voted Aye on the motion.

14. Research & Development - Moira Crawford

Ms. Crawford reported that for the month of April 2015, we had fewer views and read from last month. For April 2015, we had 5,042 page views, with an average of 168 per day. Total number of visitors were 2,445; with an average of 82 per day. We also added some photo from the Senior's Breakfast.

15. Streets & Equipment / Auburn Village Report - Christine Peterson

Mrs. Peterson reported that they began some work on the storm inlets and started to cut the grass. Also, the Highway Department began their summer hours of 7:00 a.m. to 3 p.m.

16. Community Affairs - Sandra Miazza

Mrs. Miazza mentioned the Oldies Dance in March netted a profit of \$800 for Community Affairs. We had the Easter Bunny Breakfast that had a good turnout and the Senior's Breakfast last week with a good turnout. Mrs. Miazza announced upcoming events to include the carnival that begins on Tuesday, May 19 through Saturday, May 23. Memorial Day Parade begins at 9:00 a.m. on Monday, May 25th and the Fourth of July activities begin at 11:00 a.m.

17. Use & Occupancy Report – Gregory Grillone

Mr. Grillone read into record the Use and Occupancy Report for the month of April 2015. There were no questions for the Borough Manager.

18. Mayor's Report - Michael Ciach

Mayor Ciach read the April 2015 report into record. Chief Ocasio presented a report noting that the Police Motorcycle won first place in the 1st Annual Police, Fire and EMS Appreciation Car and Bike show.

Chief Ocasio had some exciting news to share. A friend of his that works in Philadelphia Highway has requested that one of our officers to be part of the Pope Security Detail when the Pope visits in September. That will be an honor.

Officer Wilding is currently involved with making the Memorial Run from Philadelphia to Washington, DC which is 140 miles on foot.

Chief Ocasio also noted he received a phone call from Brookhaven Police Department. The County Youth Aide Panel is requesting that we get on board with them. Chief Ocasio's suggestion would be to request Officer Wilding to join this venture.

19. Solicitor's Report - Robert O'Connor

Mr. O'Connor read his report for April 2015 into record.

20. Engineer's Report - Charles Catania

Mr. Catania reported that the 2015 Resurfacing Project cannot proceed until contracts are executed and approved by PennDOT. Once that happens, we will get the contract underway. Hopefully we will get the work done by the end of May.

21. Old Business

A-1 FEMA Visit

Mr. Peden announced he had a couple of items to address. On March 24, Region III FEMA visited and performed their Community Assistance Visit. The purpose is to review in which the way we are managing our floodplain issues. With a tour of the Borough and review of our permits and records, they will issue a report that is due to our office by the end of this week. When results are reported by FEMA, we will address any issues as needed.

A-1 Resignation from Auburn Village Maintenance

Mr. Peden asked Council to entertain a motion to ratify the termination of the Borough employee. Mr. Peden made the motion and Ms. Crawford seconded the motion. All Council voted Aye on the motion

22. New Business

Mrs. Peterson announced she had a few things.

A-1 Development of Parade Committee

Mrs. Peterson stated a Parade Committee was developed. Mr. Dennon as the Chair and Mrs. Miazza and Ms. Crawford are the Members. Also, they will work with Chief Ocasio, an officer or two, and work with the Manager. Hopefully a couple of residents will be interested to work on this committee as well. This will be announced on the website.

A-2 Junior Police/Borough Intern Position – with Compensation

Mrs. Peterson made a motion to hire an Upland Borough Police Intern. An Upland Borough Police Intern is a uniformed, non-sworn, part-time employee. The intern may be assigned to within the Police Department and not guaranteed a permanent assignment. The intern is assigned according to the needs of the Department and any specific assignment is subject to transfer.

The minimum qualifications are must be between the ages of 16 – 18 years of age, must live in Upland Borough, and must pass a drug screen. Additional information includes salary to be \$8.50 hour, the position works (15) fifteen hours per week and the time length is June through August. Applications will be accepted from May 13 through May 15, 2015 between the hours of 3 to 5 p.m. Ms. Crawford seconded the motion. All Council voted Aye on the motion. Mr. Mitchell asked if this information can be placed on the website. Ms. Crawford confirmed it would be available.

A-3 Confirmation of Council Meeting Dates for Summer Months

Mrs. Peterson made a motion to have the July 2015 Council Meeting on July 7, 2015 and the August Council Meeting on August 25, 2015. Mr. Peden seconded the motion. All Council voted Aye on the motion.

23. Floor Open to Public

Mr. Richard McClintock, Mulberry Street resident, approached Council. His concern was that the wording of what was on the agenda was not on the Resolution No. 12 of 2015. It was explained by Mr. Peden and Mr. Mitchell that in the Borough of Upland's case, the Treasurer, Secretary and the Borough Manager pertain to the same individual. Also, it was further explained that the funding transfer was from the parking tax. When this parking tax was established, a certain amount of funding was set aside for various projects. The money from PLGIT has been sitting there, earmarked for any projects or improvements at the Armory aka The Reese Center. We do the resolution to transfer from one account to the other, as we do not use the tax payers' monies for these types of projects. It's a paper trail for auditing purposes.

24. Adjournment

Mrs. Peterson made a motion to adjourn. Mrs. Miazza seconded the motion. Council verbally voted Aye on the motion.

The meeting adjourned at 7:43 p.m.

Respectfully submitted,

Gregory Grillone
Borough Manager/Secretary/Treasurer

Shannon Strigle
Recording Secretary