

MINUTES                      REGULAR MEETING OF UPLAND BOROUGH COUNCIL

DATE                              October 10, 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, Mrs. Deldeo – Present; Mr. McClintock – Present, Mr. Hunter – Present; Mrs. Bush – Present; Mr. Mitchell – Absent; Mayor Dennon – Present; 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

Mr. Ken Stark, Reporter, Upland Fire Chief Dan Smith, and approximately nine (9) residents/guests were also in attendance.

5.        Public Comments on Agenda Items Only

No one addressed Council.

6.        Approval of Previous Meeting Minutes

A-1      Council Meeting Minutes – September 12, 2017

Ms. Crawford made a motion to approve the Council Meeting Minutes of September 12, 2017. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-2      Bid Meeting Minutes – Upland Avenue Park Project; September 25, 2017

President Peterson asked if there were any questions on the Bid Meeting Minutes. There was no reply. Ms. Crawford made a motion to approve the Bid Meeting Minutes of September 25, 2017 for Upland Avenue Park Project. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

## 7. Treasurer's Report

### A-1 Treasurer's Report

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

### A-2 Income Statements

President Peterson asked if there were any questions on the Income Statements. With no reply, Ms. Crawford made a motion to accept the Income Statements as presented. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

### A-3 Manager's Report

Ms. Crawford made a motion to accept the Manager's Report as presented. Mr. McClintock seconded the motion. Council unanimously verbally voted Aye, no Nays. Motion carries.

### A-4 2018 Council Meeting Dates - Approval for Advertisement

Ms. Crawford made a motion to advertise the 2018 Council Meeting Dates. Mrs. Bush seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

## 8. Auburn Village Report – Mr. McClintock

Mr. McClintock reported ongoing inspections in the units.

## 9. Public Safety Report – Richard McClintock

### A-1 Fire Marshall's Report

Mr. McClintock read the Fire Marshal's Report of September 2017 into record. Copy included with the minutes. Mr. McClintock made a motion to approve the Fire Marshall's Report as presented. Mrs. Bush seconded the motion. Council unanimously verbally voted Aye, no Nays.

### A-2 Fire Company's Report

Chief Dan Smith read the September 2017 report into record. Chief Smith explained the meaning of the terms of day time shift and night time shift. Day time shift is 6:00 a.m. to 6:00 p.m. Night time is 6:00 p.m. to 6:00 a.m. Copy of the Fire Report is included with the minutes. Chief Smith updated Council on the most recent training for some of their volunteer firefighters. One member, Zachary Devlin, just completed training to become a senior TACT member.

10. Code Officer's Report - Leland Hunter

Mr. Hunter read the Code Officer's Report of September 2017 into record. Copy included with the minutes.

11. Building & Grounds Report – Judith Bush

A-1 Recommendation for Award of Upland Avenue Park Project

Mrs. Bush made a motion to award the Upland Avenue Park Project to J&J Concrete in the amount of \$42,610.00. Ms. Crawford seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-2 Authorize Borough Solicitor to Draw Contracts for J&J Concrete, Upland Avenue Park Project

Mrs. Bush made a motion to authorize the Borough Solicitor to draw up the contracts for J&J Concrete for the Upland Avenue Park Project. Ms. Crawford seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

12. Finance & Insurance Report - Moira Crawford

A-1 Approval of General Fund Bills – September/October 2017 **\$ 185,698.19**

Ms. Crawford made a motion to approve the General Fund Bills for the month of September/October 2017 in the amount of **\$ 185,698.19**. Mrs. Bush seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-2 Approval of Auburn Village Bills – September/October 2017 **\$ 13,493.92**

Ms. Crawford made a motion to approve the Auburn Village Bills for the month of September/October 2017 in the amount **\$ 13,493.92**. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Abstained on check number 7413 and Aye on the remainder. Motion carries.

13. Ordinances & Resolutions Report – Richard McClintock

A-1 Motion to Pass and Adopt Resolution No. 11 of 2017  
- Comprehensive Fee Schedule

Mr. McClintock made a motion to pass and adopt Resolution No. 11 of 2017, Comprehensive Fee Schedule. Mrs. Bush seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-2 Motion to Pass and Adopt Resolution No. 12 of 2017  
 - Appointing Michael J. Ciach as Chief Administrative Officer

Mr. McClintock read Resolution No. 12 of 2017 into record. Mr. McClintock made a motion to pass and adopt Resolution No. 12 of 2017, Appointing Michael J. Ciach as Chief Administrative Officer to Upland Borough. Ms. Crawford seconded the motion. Roll call was taken: Mrs. Deldeo – 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 September 2017, the website had 4,228 page views, with an average of 141 per day. There were 1,503 visitors with an average of 50 per day.

15. Streets & Equipment – Judith Bush

Mrs. Bush reported that the sidewalk at the Pavilion needs to be repaired and the overflow of debris at Kent Lane need to be cleaned up

16. Community Affairs – Moira Crawford

Ms. Crawford reported they had the Annual Senior's Trip to Shady Maples yesterday, Monday October 9, 2017. The trip was a success; the bus was fully booked; and all seemed to enjoy themselves. Upcoming events to include the Free Annual Halloween Party for the Borough youth, ages 13 years old and younger, on Saturday, October 28<sup>th</sup> at MacQueen Hall, between the hours of 4:00 p.m. to 6:00 p.m. Prizes for best costume and food will be served. Proof of residency is required.

Halloween Trick or Treat hours in the Borough will be on Tuesday, October 31<sup>st</sup> from 6:00 p.m. to 8:00 p.m. Also, the Free Senior's Thanksgiving Dinner will be held on Saturday, November 4<sup>th</sup> from 6:00 p.m. to 8:00 pm at MacQueen Hall for Upland Borough Senior Citizens, 55 years old or older. Registration through the Borough Offices is required.

17. Future Projects – Sandra Deldeo

Mrs. Deldeo was not present for the previous discussion on the Community Development Block Grant year 2018 Application for Aid. President Peterson stated that at the next meeting, additional information for the CDBG Application will be available.

18. Use & Occupancy Report – Michael Ciach

Borough Manager, Michael J. Ciach, read the September 2017 Use and Occupancy Report into record. A copy is included with the minutes.

19. Mayor's Report – Mayor Dennon

Mayor Dennon read the September 2017 Mayor's Report into record. A copy is included with the minutes.

20. Solicitor's Report - Robert O'Connor, Esq.

Robert O'Connor, Esquire, read the September 2017 Solicitor's Report into record. A copy is included with the minutes.

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

Mr. Archdeacon read the September 2017 Engineer's Report into record. A copy is included with the minutes.

Ms. Crawford made a motion to authorize the Engineer to complete bid packages for the demolition of 2, 4 and 6 Hill Street properties. Mrs. Bush seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

Ms. Crawford made a motion to authorize the Engineer to prepare a plan of specification for repair of the sinkhole located at 224 – 226 Ninth Street. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

Mr. Ciach inquired to the meaning of Bridgewater Road versus Sixth Street on the PADOT Federal aid form, as Bridgewater Road turns into Sixth Street. Mr. Archdeacon stated he would confirm the scope of the project.

22. Old Business

President Peterson stated there was no old business to address.

23. New Business

- A-1 Delaware County Marine Corps League
- Advertisement for the 242<sup>nd</sup> Birthday Ball

Ms. Crawford made a motion to authorize two full page advertisements for the 242<sup>nd</sup> Marine Corps Birthday Ball ad booklet. One ad is for Borough Council and the other ad is for the Police Department. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

Cancel the Second Meeting of the Month – October 24, 2017

Ms. Crawford made a motion to cancel the second meeting of the month. Mr. McClintock seconded the motion. Council unanimously verbally voted Aye, no Nays. Motion carries.

## 24. Floor Open to Public

Jennifer Walls, Second Street resident, approached Council. Ms. Walls addressed Council regarding her recent post on social media. There is speeding down Front Street, where she lives and where her children, as well as other children, play. Ms. Walls offered much discussion on speeding; statistics she found on the internet about required time to fully stop when someone is driving at a certain rate of speed.

President Peterson explained that Main Street and Upland Avenue are state roads; they are governed by the State. Front Street is governed by Upland. President Peterson requested Chief Irely, Upland Police Department, to approach Council as well. To clarify, President Peterson asked Ms. Walls who she spoke to at Upland Borough about her previous complaint on this issue. Mrs. Walls did not reply. Chief Irely mentioned he scanned his voice mails, texts and emails both work and personal, and did not find any reference to a complaint from Ms. Walls.

There were suggestions to place speed bumps, conduct a speed study and/or call the Police if there are speeders in the area. Through much discussion between Ms. Walls, President Peterson and Chief Irely, it was determined that Chief Irely will visit with Ms. Walls to address her concerns about children playing and the speeding of vehicles on Second Street; hopefully to come to some type of solution to this ongoing issue.

Other comments were made regarding Second Street; children playing and property maintenance.

Rosemary Richardson, Third Street resident, approached Council. Mrs. Richardson wanted to add to the previous comments, agreeing with Mr. Hunter, that a little boy is riding a motorized vehicle onto Third Street, unsupervised, dashing between cars haphazardly and it is occurring late in the evening. These children should be supervised. Mrs. Richardson also stated that not only would she like to see the police stop speeding vehicles, but also stop the unsupervised child from riding the motorized car. Mrs. Richardson suggested that the Church Parking Lot is a safer place for the children to ride their bikes or motorized cars.

## 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 7:50 p.m.

Respectfully submitted,

Michael J. Ciach  
Borough Manager/Secretary/Treasurer

Shannon Strigle  
Recording Secretary