

MINUTES REGULAR MEETING OF UPLAND BOROUGH COUNCIL

DATE November 15, 2016

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 – Present; Mayor Ciach – Present; Elizabeth Catania and Daniel Archdeacon, Catania Engineering – Present; and Mr. Robert E. O’Connor, Esquire – Present.

GUESTS/RESIDENTS IN ATTENDANCE

Acting Police Chief Michael Irely, Mr. Ken Stark, Reporter, and approximately ten (10) residents/guests were also in attendance.

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

Motion to Hire Part-Time Police Officer

Ms. Crawford made a motion to hire part time police officer, Luke McCann. Mr. McClintock seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Mr. Mitchell – Aye; Ms. Crawford – Aye; Mrs. Peterson – Abstain. Motion carries.

Mayor Ciach performed the swearing in of Officer McCann; a round of applause and congratulatory remarks were offered by Council and staff. Photographs were taken by Ken Stark as well as family members.

Special Presentation by Mayor Ciach

Mayor Ciach wanted to present a special award/proclamation to Corporal William Hilton, Sam & Sam’s Meat Market and Councilman Dennon for their involvement in the newly dedicated Veteran’s Parking spaces at the Sam & Sam’s Meat Market.

Back into normal order of business at 7:27 p.m.

5. Public Comments on Agenda Items Only

No one approached Council.

6. Approval of Previous Meeting Minutes

A-1 Council Meeting Minutes – October 11, 2016

Ms. Crawford a motion to approve the Council Meeting Minutes from October 11, 2016. Mr. McClintock seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Mr. Mitchell – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries. Copy included with minutes.

7. Treasurer's Report

A-1 Treasurer's Report – October 2016

Ms. Crawford made a motion to accept the October 2016 Treasurer's Report as presented. Mr. Mitchell seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Mr. Mitchell – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries. Copy included with minutes.

A-2 Income Statements – October 2016

Ms. Crawford made a motion to accept the October 2016 Income Statements as presented. Mr. McClintock seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Mr. Mitchell – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries. Copy included with minutes.

8. Auburn Village Report

Mr. McClintock reported progress.

9. Public Safety Report – William Dennon

A -1 Fire Marshall's Report

Mr. Dennon read the Fire Marshal's Report of October 2016 into record. Copy included with minutes.

A-2 Fire Company's Report

There was no fire company report available.

10. Code Officer's Report - Leland Hunter

Mr. Hunter read the October 2016 into record. Copy included with the minutes.

11. Building & Grounds Report – Judith Bush

President Peterson reported progress for Buildings and Grounds.

12. Finance & Insurance Report – Moira Crawford

A-1 Approval of General Fund Bills – \$ **243,776.94**

Ms. Crawford made a motion to approve the General Fund Bills for the month of October 2016 in the amount of \$ **243,776.94**. Mr. McClintock seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Mr. Mitchell – Abstained on check numbers 35134 and 35191 and Aye on the remainder; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries. Copies included with minutes.

A-2 Approval of Auburn Village Bills – \$ **121,207.63**

Ms. Crawford made a motion to approve the Auburn Village Bills for the month of October 2016 in the amount of \$ **121,207.63**. Mr. Mitchell seconded the motion. Roll call was taken: Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Mr. Mitchell – Aye; Ms. Crawford – Aye; Mrs. Peterson – Abstained on check numbers 7056, 7074 and 7079 and Aye on the remainder. Motion carries. Copies included with minutes.

A-3 Motion to Accept the First Reading of the 2017 Proposed Budget for General Fund

Ms. Crawford made a motion to accept the first reading of the 2017 Proposed Budget for *General Fund with Income of \$ 3,142,995.00 and Expenses of \$ 3,142,995.00*. Mr. Mitchell seconded the motion. Roll call was taken: Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Mr. Mitchell – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries. Copies included with minutes.

A-4 Motion to Accept the First Reading of the 2017 Proposed Budget for Auburn Village

Ms. Crawford made a motion to accept the first reading of the 2017 Proposed Budget for *Auburn Village with Income of \$ 811,560.00 and Expenses of \$ 811,560.00*. Mr. Hunter seconded the motion. Roll call was taken: Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Mr. Mitchell – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries. Copies included with minutes.

A-5 Motion to Authorize the Borough Manager to Advertise the 2017 Proposed Budgets for General Fund and Auburn Village and to Post for Public

Ms. Crawford made a motion to authorize the Borough Manager to advertise the 2017 Proposed Budgets for General Fund and Auburn Village and to Post for the Public. Mr. McClintock seconded the motion. Roll call was taken: Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Mr. Mitchell – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-6 Motion to Purchase Candy Canes for the Fire Company/Santa

Ms. Crawford made a motion to approve the purchase of candy canes for the Fire Company and Santa visit. Mr. McClintock seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Mr. Mitchell – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

13. Ordinances & Resolutions Report – Richard McClintock

A-1 Ordinance No. 5 of 2016 - Authorize the Borough Manager to Advertise:
Authorizing the Condemnation of 3702 6th Street

Mr. McClintock made a motion to authorize the Borough Manager to advertise Ordinance No. 5 of 2016, authorizing the condemnation of 3702 6th Street. Mr. Hunter seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Mr. Mitchell – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

14. Research & Development – Moira Crawford

Ms. Crawford reported for the month of October 2016, the website had 4,671 page views, with an average of 151 per day. There were 2,323 visitors with an average of 75 per day. Photographs from the Caleb Pusey Welcome Day, the Youth Halloween Party and the Senior Citizen's Thanksgiving Dinner were added to the website.

15. Streets & Equipment – Leland Hunter

Mr. Hunter reported the Highway Department is collecting leaves; and all other progress.

16. Community Affairs – Moira Crawford

Ms. Crawford reported there were a few events since the last meeting. The Youth Halloween Party had a great turnout and the children seemed to enjoy themselves very much. The Seniors Thanksgiving dinner was this past Saturday. There were 90 reserved seats; however the attendance was between 90-100. Ms. Crawford wanted thank the Upland Athletic Club for the donation of the turkey breasts, the Upland Diner for the rice pudding and all the volunteers preparing food and/or working in the kitchen or serving. The last event for the year is scheduled for the day after Thanksgiving, November 25th, beginning at 6:00 p.m. It's the Annual Tree Lighting Ceremony with a visit from Santa Claus for the children immediately following in the MacQueen Hall. Free Photos with Santa for the children will be available as well those children that were signed up to receive a gift from Santa, will be given their gift.

President Peterson stated "I wanted to take this time to tell you and Mrs. Bush, what a wonderful job everyone did on the Seniors Thanksgiving Dinner. You ladies worked very hard. It was much appreciated. And I heard a lot of people say how good the food was." Both Ms. Crawford and Mrs. Bush thanked President Peterson.

17. Future Projects – Edward Mitchell

Mr. Mitchell introduced Lisa Catania, to speak about the ongoing project in the area of Hill Street, Eighth Street and Kerlin Street at Upland Avenue, then to Ms. Crawford for a motion.

Ms. Catania spoke about the project and the first phase. No one had questions for Ms. Catania.

Ms. Crawford made a motion for the Borough Engineer to prepare bid packets and to advertise bids for the Upland Avenue at Kerlin Street project. Mr. Dennon seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Mr. Mitchell – Abstain; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

18. Use & Occupancy Report – Gregory Grillone

Mr. Grillone read into record the Use and Occupancy Report for the month of October 2016. Copy included with minutes.

19. Mayor’s Report –Mayor Michael Ciach

Mayor Ciach read the October 2016 report into record. Copy included with minutes.

20. Solicitor’s Report - Robert O’Connor

Mr. O’Connor read his report for October 2016 into record. Copy included with minutes.

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

Mr. Archdeacon read the report for October 2016 into record. Copy included with the minutes.

22. Old Business

A-1 Motion to Terminate Full Time Police Officer

Ms. Crawford explained Council met in Executive Session regarding a personnel issue. Ms. Crawford made a motion to terminate a full time member of the Police Department based on the investigation results and recommendation of the Public Safety Committee. Mr. Dennon seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Mr. Mitchell – Abstain; Ms. Crawford – Aye; Mrs. Peterson – Abstain. Motion carries.

23. New Business

A-1 Motion to Advertise Outdated Police Equipment on Municibid

Ms. Crawford made a motion to advertise outdated police equipment on Municibid. Mr. Dennon seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Mr. Mitchell – Abstain; Ms. Crawford – Aye; Mrs. Peterson – Abstain. Motion carries.

A-2 Motion to Authorize an Appraisal for Assessment of Fair Market Value –
2 Hill Street

Ms. Crawford made a motion to authorize an appraisal for assessment of fair market value on 2 Hill Street. Mr. Dennon seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Mr. Mitchell – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-3 Motion to Authorize Manager to Advertise 2017 Council Meeting Dates

Ms. Crawford made a motion to authorize the manager to advertise the 2017 Council meeting dates. Mr. McClintock seconded the motion. Verbally, all Council voted Aye. Motion carries.

A-4 Motion to Authorize Scheduling of Community Shred It Day – May 2017

Ms. Crawford made a motion to authorize scheduling of the Community Shred-it Day for May 2017, approximately \$650.00 to \$750.00 in cost. Mr. McClintock seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Mr. Mitchell – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-5 Motion to Authorize a Donation to the Upland Senior Citizen’s Club

Ms. Crawford made a motion to authorize a donation to the Upland Senior Citizen’s Club in the amount of \$ 300.00. Mr. Dennon seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Abstain; Mrs. Bush – Aye; Mr. Mitchell – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-6 Motion to Authorize Employee Christmas Bonuses

Ms. Crawford made a motion to authorize the Employee Christmas gifts/bonuses in the amount of \$100 for full-time and \$50 for part-time. Mr. McClintock had a concern. Mr. McClintock stated that due to the fact that we are going to be negotiating with the union; I’m not sure we should be giving the employees any extra money at this time. Mr. McClintock suggested that we run this by our Legal Department. President Peterson conferred with Mr. O’Connor and replied “It is basically a Christmas gift.” Mr. Dennon seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Mr. Mitchell – Aye; Ms. Crawford – Aye; Mrs. Peterson – Abstain. Motion carries.

A-7 Motion to Rescind Previous Action on 310 10th Street (Marusco Property)

Ms. Crawford made a motion to **Rescind** the vote taken by the Upland Borough Council on February 10, 2015, authorizing condemnation of the property located at 310 10th Street; motion document included with the minutes. Mr. Mitchell seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr.

McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Mr. Mitchell – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-8 Discussion on Job/Position Description of Facilities & Ground Supervisor

Mr. McClintock made a motion to promote Chuck Boyd to Facilities and Ground Supervisor; a salaried employee; as soon as possible. Ms. Crawford seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Mr. Mitchell – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-9 Motion to Cancel Second Meeting of the Month (11/22/16)

Ms. Crawford made a motion to cancel the second meeting of the month, November 22, 2016. Mr. Mitchell seconded the motion. Verbally, all Council voted Aye. Motion carries.

24. Floor Open to Public

Mr. Archacki, Main Street resident, approached Council regarding the alleyway on the side of his property. The alleyway had been marked by a utility company. Mr. Archacki approached Brookhaven Borough as well as Upland Borough multiple times and he has yet to receive an answer of who owns the property. Also, he mentioned a light was taken down. Mr. Mitchell stated the light went to the 6th Street parking lot. Mr. Mitchell explained that the light came from the (Oak Lane) alleyway and was put in the 6th Street parking lot as there are multiple handicap families in that area. Why it was taken and moved; PECO did not want to give us another one. Mr. Archacki stated that he does not own the alley.

Mr. Archacki was asking who owns the alleyway. Council decided to allow a title search of the property to find out who owns the alleyway.

Ms. Catania stated in order to find out who owns that particular part of the alleyway, a title search would need to be done.

After much discussion, Ms. Crawford made a motion for a title search on the properties in question. Mrs. Bush seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Mr. Mitchell – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

President Peterson wanted the Borough Manager to contact Brookhaven Borough to see if they are willing to work alongside Upland Borough to remove the deteriorated trees in the alleyway, lining Mr. Archacki's property. Ms. Crawford made a motion to have the Borough Manager contact Brookhaven Borough regarding the trees on Oak lane (alleyway). Mrs. Bush seconded the motion. Roll call was taken: Mr. Dennon – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Mr. Mitchell – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

25. Adjournment

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

The meeting adjourned at 8:10 p.m.

Respectfully submitted,

Gregory Grillone
Borough Manager/Secretary/Treasurer

Shannon Strigle
Recording Secretary