

## UPLAND BOROUGH COUNCIL

### MEETING MINUTES

January 14, 2014

The meeting of the Upland Borough Council was called to order at 7:06 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. Leland Hunter, Mrs. Sandra Miazza, Mr. Harold Peden, Mr. Daniel Smith, Mayor Michael Ciach, Mr. Charles Catania, Sr., P.E., Mr. Robert O'Connor, Esq., and Mrs. Shirley Purcival, Borough Manager / Treasurer/Secretary.

Mr. Ken Stark, Reporter, Ms. Leslie Krowchenko, Reporter from the Delaware County Times, Deputy Chief Nelson Ocasio, Officer Sean Dougherty, and approximately seventeen 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.

#### 5. Public Comments on Agenda Items Only

Mr. Bill Razzano of the Greater Overbrook String Band approached Council to thank the Borough of Upland for their hospitality, this year, granting them some space at the Reese Center to practice and prepare for their New Year's Day event. Mr. Razzano stated he foresees the Borough and their organization working together in the future; helping the community with some musical instruction. He wanted to emphasize the string band's gratitude to the Borough; as using the facility allowed them to put on a good production on the street, in Philadelphia, this year.

Mrs. Kim Kalichak, member of Upland Fire Company, approached Council and presented them with a small token of appreciation on behalf of the Upland fire Company, its' officers and volunteers. She offered appreciation to Council for their continued support. Mr. Mitchell opened the package and it was a large photograph of the newest fire engine.

Mr. Mitchell announced that tomorrow, the contractor will pour the footers for the new fire house addition.

After some photographs were taken, Mr. Mitchell continued with the meeting at 7:08 p.m.

6. Approval of Previous Meeting Minutes

A-1 Council Meeting Minutes - December 10, 2013

Ms. Crawford made a motion to approve the Council Meeting Minutes of December 10, 2013 and Mrs. Miazza seconded the motion. Council unanimously voted Aye on the motion.

A-2 Reorganization Minutes - January 6, 2014

Ms. Crawford made a motion to approve the Reorganization Minutes of January 6, 2014 and Mrs. Miazza seconded the motion. Council unanimously voted Aye on the motion.

President Mitchell wished to thank Council for his third appointment as President; as he appreciates their faith and confidence in him.

7. Treasurer's Report

A-1 Treasurer's Report

Ms. Crawford made a motion to accept the Treasurer's Report and Mr. Peden seconded the motion. Council unanimously voted Aye on the motion.

A-2 Income Statement

Mrs. Miazza made a motion to accept the Income Statement and Ms. Crawford seconded the motion. Council unanimously voted Aye on the motion.

8. Auburn Village Report - Christine Peterson

Reports progress.

9. Public Safety Report - Harold R. Peden

A -1 Fire Marshall's Report

Mr. Peden read the Fire Marshall's December 2013 Report into record.

A-2 Fire Chief's Report

Mr. Peden asked Mr. Smith to present the report for the month of December 2013. There were 0 fire incidents, 16 non-fire incidents, and 19 mutual aids; a total incidents of 35; with 3 drills for a total activity of 38. There were 18 assists for fire, 1 cover assignments, 1 motor vehicle accidents, 1 ambulance assist, 1 fuel spill, 1 gas leak, 6 fire alarms, 1 controlled burn, 3 good intents, 1 malicious false alarm, and 1 assist to police. We had 28.3 hours of service for the month; 23 day time, 15 night time with average runners of 7.

Mr. Peden asked what was a good intent. Mr. Smith explained that a good intent would be like tonight's situation when we went and opened the door for the police, that could either go as either an assist to police for forced entry or a good intent.

Mr. Smith continued to announce the Fire Company's yearly report for 2013. We had 12 fire incidents, 154 non-fire incidents, 199 mutual aide incidents; for a total incidents of 365; 42 drills for a total activity of 407. Mr. Smith announced this was the largest number of calls the fire company has ever answered in one year. We had \$ 343,004 worth of structural loss, \$ 104,001 of contents loss, \$3,506 of vehicle loss, for a total loss of \$ 450,511. We had 170 assists for fire, 28 cover assignments, 1 special which was the air bank, 16 motor vehicle accidents, 1 marine rescue, 12 ambulance assists, 1 fuel spill, 8 gas leaks, 3 wires calls, 1 HVAC equipment, 4 appliances, 1 electric fixture, 48 fire alarms, 2 controlled burns, 3 CO detectors, 34 good intent calls, 2 bomb threats, 4 malicious fire alarms, 8 assists to police, 6 assist to citizens, 4 single-family dwelling fires, 2 multi-family dwellings, 1 institutional, 1 garage, 2 vehicle fires, 1 grass/vegetation, and 1 utility pole. There was a total of 334.2 hours in service for the year; 214 daytime calls, 192 nighttime calls.

Mr. Smith announced the winners of the Christmas Lights will be noted in the upcoming Upland newsletter, which will be coming out very soon.

10. Code Official Report - Leland Hunter

Mr. Hunter read his December 2013 Code Official Report into record. Mr. Hunter asked who was in charge of the run cards for the fire department and the ambulances. Mrs. Purcival explained that Council had directed the Borough Manager to coordinate with the County 911 Center on the ambulance calls. Historically, the fire chief has always coordinated the run call for the fire companies for fires; so it has always been split. Mr. Mitchell asked Mr. Hunter if there was an issue. Mr. Hunter stated he was curious and just asking and that Mrs. Purcival's answer satisfied him.

11. Building & Grounds Report - Sandy Miazza

Noted progress.

12. Finance & Insurance Report - Moira Crawford

A-1 Approval of General Fund Bills

Ms. Crawford made a motion to approve the General Fund Invoices for the month of December 2013 in the amount of \$147,909.53. Mrs. Miazza seconded the motion. Mrs. Miazza abstained from check number 30544 and Aye on the rest. Mrs. Peterson abstained from check number 30524 and yes on the rest. Mr. Mitchell abstained from check number 30553 and Aye for the rest. All other Council voted Aye on the motion.

A-2 Approval of Auburn Village Bills

Ms. Crawford made a motion to approve the Auburn Village Invoices for the month of December 2013 in the amount of \$ 41,078.43. Mr. Peden seconded the motion. Mr. Mitchell abstained from check number 5912 and Aye on the rest. All other Council members voted Aye on the motion.

13. Ordinances and Resolutions Report - Harold Peden

Mr. Peden announced that he had no resolutions or ordinances to address at this time.

14. Research & Development - Moira Crawford

Ms. Crawford reported for the month of December 2013 was pretty low. We had 3,145 page views to the website, with 1,104 visitors; with an approximate of 36 visitors per day.

15. Street & Equipment - Christine Peterson

Reports progress.

16. Community Affairs - Sandra Miazza

Mrs. Miazza stated that on February 22, 2014 we will hold the Soup and Salad Dinner and the price is still the same as it was last year for all-you-can-eat. On

March 17, 2014 at 12:00 p.m., there will be a luncheon with ham, cabbage and potatoes and it is free for all of Upland's senior citizens.

On April 19, 2014, we will have the Easter Bunny Breakfast and the Easter Egg Hunt and that begins at 9:00 a.m. On May 20 through May 24, 2014, the carnival will be here. Mrs. Miazza announced that will be all for now.

17. Use & Occupancy Report - Shirley Purcival

Mrs. Purcival read in the record the Use and Occupancy Report for the month of December 2013.

18. Mayor's Report - Michael Ciach

Mayor Ciach reported for the month of December 2013, a total of 57 citations were issued; total amount of fines equal \$ 7,986.00 with \$ 4,666.85 received from the District Justice Court. Year to date citations totals 1,261. We had 31 parking tickets issued, 7 motor vehicle accidents, 8 accident reports copied, and total of 167 answered calls for the month with 12 assists.

Mayor Ciach made a recommendation to request to the personnel committee to hire additional part-time officers. Mr. Mitchell stated they will take that under advisement real quick. Mr. Mitchell asked Mrs. Purcival to begin the advertisement, if necessary. Mrs. Purcival stated that she will work with Mrs. Peterson with this matter.

19. Solicitor's Report - Robert O'Connor

Mr. O'Connor read the Solicitor's Report for December 2013 into record.

Mr. O'Connor stated that the 501(3)(c) paperwork was filed with Harrisburg. Mr. O'Connor mentioned they should have proof of that in about a week and they should have the Corporate Record Book maybe within the next two to three weeks at the most.

Mr. Mitchell asked if everyone understood about the 501(3)(c) and what it means for the Police Athletic League; and all the nice things we are going to do there.

20. Engineer's Report

Mr. Catania stated that the fire house addition is underway with approximately 11% complete. Mr. Catania stated we have requests for approval of payments for the fire house addition.

For contract #1, for general construction for Columbus Construction, in the amount of \$24,059.00; for contract #3, we have electrical construction Charles A. Higgins & Sons, Inc., in the amount of \$ 23,328.81 and for MGB Plumbing & Heating, repair the water line as it was damaged, in the amount of \$ 5,285.00. He recommends a motion to approve those three payments.

- A-1 Motion for Approval of Payment for Fire House Addition -  
Contract #1, General Construction for Columbus Construction,  
LLC, First Installment of \$ 24,059.00

Mrs. Peterson made a motion for approval of payment for Fire House Addition - Contract #1, general construction for Columbus Construction, LLC, the first installment of \$ 24,059.00. Ms. Crawford seconded the motion. Mr. Dan Smith abstained from the motion while all other Council voted Aye on the motion.

- A-2 Motion for Approval of Payment for Fire House Addition -  
Contract #3, Electrical Construction for Charles A. Higgins &  
Sons, Inc., First Installment of \$ 23,328.81

Mrs. Peterson made a motion for approval of payment for Fire House Addition - Contract #3, electrical construction for Charles A. Higgins & Sons, Inc., the first installment of \$ 23,328.81. Ms. Crawford seconded the motion. Mr. Dan Smith abstained from the motion while all other Council voted Aye on the motion.

- A-3 Motion for Approval of Payment for Fire House Addition -  
Additional Construction for MGB Plumbing & Heating, LLC in  
the Amount of \$ 5,285.00

Mrs. Peterson made a motion for approval of payment for Fire House Addition - additional construction for MGB Plumbing & Heating, LLC in the amount of \$ 5,285.00. Ms. Crawford seconded the motion. Mr. Dan Smith abstained from the motion while all other Council voted Aye on the motion.

21. Old Business

Mr. Mitchell asked if there was any old business. No one responded.

22. New Business

- A-1 Motion to Terminate Maintenance Department Employee

Ms. Crawford made a motion to terminate a maintenance department employee. Mr. Peden seconded the motion. Council unanimously voted Aye on the motion.

A-2 Motion to Hire Maintenance Department Employee

Mr. Smith made a motion to hire a maintenance department employee (John T. Peticca). Mr. Hunter seconded the motion. Council unanimously voted Aye on the motion.

A-3 Acceptance of Resignation of Chief Easton

Mr. Peden made a motion to accept the resignation of Chief Easton from the Police Department and Ms. Crawford seconded the motion. Mrs. Peterson abstained and all other Council voted Aye on the motion. Mr. Mitchell wanted the record to reflect we accept the resignation with regrets.

A-4 Motion to Cancel Second Meeting of the Month

Mrs. Peterson made a motion to cancel the second meeting of the month and Ms. Crawford seconded the motion. Council unanimously voted Aye on the motion.

Ms. Crawford made a motion to approve an agreement between turn-Key Taxes Incorporated and Upland Borough to identify and collect delinquent tax revenues in the amount of \$400 per month. Mrs. Peterson seconded the motion. Mr. O'Connor wanted to emphasize the amount of the agreement with turn-Key per month. Ms. Crawford confirmed the agreement in the amount of \$400 per month. Council unanimously voted Aye on the motion.

Mrs. Peterson asked Ms. Crawford if we handled the skunk problem that was on the website. Ms. Crawford replied yes we did.

23. Floor Open to Public

No one from the public approached Council with a concern.

24. Adjournment

Mrs. Peterson made a motion to adjourn. Ms. Crawford seconded the motion. Mr. Mitchell stated "All in favor signify by saying Aye." All Council voted Aye, no one opposed. Motion carried."

The meeting adjourned at 7:36 p.m.

Respectfully submitted,

Shirley Purcival  
Borough Manager/Treasurer/Secretary

Shannon Strigle  
Recording Secretary