

UPLAND BOROUGH COUNCIL
MEETING MINUTES
December 8, 2015

The meeting of the Upland Borough Council was called to order at 7:00 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 Mr. Harold Peden, Ms. Moira Crawford, Mr. Leland Hunter, Mayor Michael Ciach, Mr. Charles Catania, Sr., P.E., Mr. Robert O'Connor, Esq., and Gregory Grillone, Borough Manager/Secretary/Treasurer. President Mitchell announced Councilwoman Sandra Miazza was excused and Councilman William Dennon was excused due to school.

Mr. Ken Stark, Reporter, Chief Nelson Ocasio, Upland Police Department, and approximately eighteen (18) 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 Normal Order of Business at 7:02 p.m.

2016 Community Development Block Grant Public Hearing

- Council Input on CDBG Funds for Year 2016
- Public (Input) Comments on CDBG Funds for Year 2016
- Motion to Pass and Adopt Resolution No. 19 of 2015
 - Application to Participate in the Community Development Block Grant Program (CDBG)

Minutes included.

Back into the normal order of business at 7:05 p.m.

5. Public Comments on Agenda Items Only

No one responded.

6. Approval of Previous Meeting Minutes

A-1 Council Meeting Minutes – November 10, 2015

Ms. Crawford made a motion to accept the Council Meeting Minutes of November 10, 2015. Mr. Peden seconded the motion. Roll call was taken: Mr. Peden – Aye; Ms. Crawford – Aye; Mr. Hunter – Aye; Mrs. Peterson – Aye; Mr. Mitchell - Aye. All in favor. Motion carries.

7. Treasurer's Report

A-1 Treasurer's Report

Ms. Crawford made a motion to accept the Treasurer's Report as presented. Mr. Peden seconded the motion. Roll call was taken: Mr. Peden – Aye; Ms. Crawford – Aye; Mr. Hunter – Aye; Mrs. Peterson – Aye; Mr. Mitchell - Aye. All in favor. Motion carries. Copy included with minutes.

A-2 Income Statements

Ms. Crawford made a motion to accept the Income Statement as presented and Mr. Peden seconded the motion. Roll call was taken: Mr. Peden – Aye; Ms. Crawford – Aye; Mr. Hunter – Aye; Mrs. Peterson – Aye; Mr. Mitchell - Aye. All in favor. Motion carries. Copy included with minutes.

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

Noted progress.

9. Public Safety Report – Harold R. Peden

A -1 Fire Marshal's Report

Mr. Peden read the Fire Marshal's Report of November 2015 into record. It was noted that follow up with Dave Favinger is necessary for the outstanding fire safety inspections from year 2014. Copy included with minutes.

A-2 Fire Company's Report

Mr. Peden stated the Fire company report for November 2015 was unavailable at this time. It should be available in the next couple of weeks. Mr. Mitchell asked it noted that this report is outstanding.

10. Code Officer's Report - Leland Hunter

Mr. Hunter read the November 2015 report into record. Copy included with minutes.

11. Building & Grounds Report – Sandra Miazza

Mr. Mitchell reported progress.

12. Finance & Insurance Report – Moira Crawford

A-1 Approval of General Fund Bills - \$ 71,013.66

Ms. Crawford made a motion to approve the General Fund Bills for the month of November 2015 in the amount of \$ 71,013.66. Mrs. Peterson seconded the motion. Roll call was taken: Mr. Peden – Aye; Ms. Crawford – Aye; Mr. Hunter – Aye; Mrs. Peterson – Aye; Mr. Mitchell – abstain from check number 33764 and Aye on the remainder. Motion carries. Listed copy included with minutes.

A-2 Approval of Auburn Village Bills - \$ 14,742.36

Ms. Crawford made a motion to approve the Auburn Village Bills for the month of November 2015 in the amount of \$ 14,742.36. Mr. Peden seconded the motion. Roll call was taken: Mr. Peden – Aye; Ms. Crawford – Aye; Mr. Hunter – Aye; Mrs. Peterson – Aye; Mr. Mitchell - Aye. All in favor. Motion carries. Listed copy included with minutes.

A-3 Motion to Adopt the 2016 Proposed Budget for General Fund

Ms. Crawford made a motion to approve the 2016 Budget for General Fund in the amount of \$ 2,967,809.00 for expenses and \$ 2,967,809.00 for income. Mr. Peden seconded the motion. Roll call was taken: Mr. Peden – Aye; Ms. Crawford – Aye; Mr. Hunter – Aye; Mrs. Peterson – Aye; Mr. Mitchell - Aye. All in favor. Motion carries. Copy included with minutes.

Mr. Mitchell indicated that it's our 29th year, beginning January 1st, that taxes held at 2 mills; the lowest in Pennsylvania. Upland is moving in the right direction. Mr. Mitchell commended Council, the Finance Committee, for their diligent efforts.

A-4 Motion to Adopt the 2016 Proposed Budget for Auburn Village

Ms. Crawford mad a motion to approve the 2016 Budget for Auburn Village in the amount of \$ 811,560.00 for expenses and \$ 811,560.00 for income. Mr. Peden seconded the motion. Roll call was taken: Mr. Peden – Aye; Ms. Crawford – Aye; Mr. Hunter – Aye; Mrs. Peterson – Aye; Mr. Mitchell - Aye. All in favor. Motion carries. Copy included with minutes.

13. Ordinances & Resolutions Report - Harold R. Peden

A-1 Motion to Adopt Ordinance No. 5 of 2015
- *Fixing Tax Levy or Rate for the Fiscal and Calendar year 2016*

Mr. Peden read into record Ordinance No. 5 of 2015 “Fixing Tax Levy or Rate for the Fiscal and Calendar year 2016”. Ms. Crawford seconded the motion. Roll call was taken: Mr. Peden – Aye; Ms. Crawford – Aye; Mr. Hunter – Aye; Mrs. Peterson – Aye; Mr. Mitchell - Aye. All in favor. Motion carries.

A-2 Motion to Pass and Adopt Resolution No. 18 of 2015
- *Employment Compensations*

Mr. Peden read into record Resolution No. 18 of 2015 “Employee Compensations”. Ms. Crawford seconded the motion. Roll call was taken: Mr. Peden – Aye; Ms. Crawford – abstain from Administrative Assistant and Aye on the remainder; Mr. Hunter – Aye; Mrs. Peterson – abstain from Police, Administrative Assistant and Aye on the remainder; Mr. Mitchell – abstain from Tax Collector and Aye on the remainder. Motion carries.

14. Research & Development – Moira Crawford

Ms. Crawford reported for the month of November 2015, the website had 4,275 page views with average of 142 per day; and 2,043 visitors with average of 68 per day. Photos from the Senior Thanksgiving dinner, Tree Lighting and the Visit with Santa were added to the website.

15. Streets & Equipment - Christine Peterson

Mrs. Peterson reported that the Highway Department was getting the equipment winterized and they hope for a lot less snow this season.

16. Community Affairs – Moira Crawford for Sandra Miazza

The Upland Senior's Club will have their Holiday Luncheon on Monday, December 14, 2015 at 12:00 p.m. to 2:00 p.m. This event is for those seniors that are members of the club only.

17. Use & Occupancy Report – Gregory Grillone

Mr. Grillone read into record the Use and Occupancy Report for the month of November 2015. Copy included with minutes. There were no questions for the Borough Manager.

18. Mayor's Report - Michael Ciach

Mayor Ciach read the November 2015 report into record. Copy included with minutes.

19. Solicitor's Report - Robert O'Connor

Mr. O'Connor read his report for November 2015 into record. Copy included with minutes.

Mr. Grillone provided an update on the Police Departments motorcycle. The motorcycle was totaled. The reimbursement is being processed by the insurance company.

Mr. O'Connor also explained that he was in contact with the Borough Manager. Mr. O'Connor wanted to explain that Ordinance No. 6, 2015 that was advertise is not needed as the Parking Tax Ordinance currently on file is good until year 2019.

20. Engineer's Report - Charles Catania

Ms. Lisa Catania was present for the Caucus meeting; no report.

21. Chester Upland School Board Representative

Unfortunately, there was no one present. Mr. Mitchell asked the Borough Manager to continue the attempts to have a representative attend the Council meetings.

22. Old Business

There was no old business.

23. New Business

A-1 Motion to Authorize Borough Manager to Advertise 2016 Meeting Dates

Mrs. Peterson made a motion to approve the advertisement of the Council meeting dates of 2016. Ms. Crawford seconded the motion. Roll call was taken: Mr. Peden – Aye; Ms. Crawford – Aye; Mr. Hunter – Aye; Mrs. Peterson – Aye; Mr. Mitchell - Aye. All in favor. Motion carries. Copy included with minutes.

A-2 Motion to Approve 2016 Holiday Schedule

Ms. Crawford made a motion to approve the Holiday Schedule of 2016. Mr. Peden seconded the motion. Roll call was taken: Mr. Peden – Aye; Ms. Crawford – Aye; Mr. Hunter – Aye; Mrs. Peterson – Aye; Mr. Mitchell - Aye. All in favor. Motion carries. Copy included with minutes.

A-3 Motion to Cancel 2nd Meeting of the Month

A discussion took place among council members regarding the need for the second monthly Council meeting. There was no cancellation as the second meeting of the month will be held as scheduled for Tuesday, December 22, 2015. Mr. Mitchell suggested to keep the meeting as scheduled. Mrs. Peterson made a motion to keep the second meeting of the month. Mr. Peden seconded the motion. Roll call was taken: Mr. Peden – Aye; Ms. Crawford – Aye; Mr. Hunter – Aye; Mrs. Peterson – Aye; Mr. Mitchell - Aye. All in favor. Motion carries.

24. Floor Open to Public

Mr. Brian Crimmins, Crozer Keystone Health System, and Mike McManamey, Hunt Real Estate for Family Dollar, approached Council regarding their wish to build a new Family Dollar Store on Crozer's property. The property is located on Upland Avenue, between 24th Street and 22nd Street.

Though the two gentlemen had met with Upland Borough representatives in the prior year, they have yet to apply for zoning. Mr. Mitchell stated "we do not have the right to exhaust your efforts." Mr. Mitchell provided the procedure to apply to zoning. A discussion took place with Mr. Crimmins and Mr. McManamey. Council members asked various questions and offered their views on this proposal.

Mr. and Mrs. Vaughn Nickerson approached Council. Their concern is regarding the properties at 5 and 7 Castle Avenue, neighboring properties to theirs. The house is in disrepair and has overgrown weeds. This place has been a constant problem for them. They have reported this problem in the past to Mr. Kirby. Mr. Kirby had pictures of the properties.

Mr. Grillone and Code Officer will do a follow up this nuisance.

25. Adjournment

Mrs. Peterson made a motion to adjourn. Mr. Hunter seconded the motion. Council verbally voted Aye on the motion. All in favor. Motion carries.

The meeting adjourned at 8:10 p.m.

Respectfully submitted,

Gregory Grillone
Borough Manager/Secretary/Treasurer

Shannon Strigle
Recording Secretary