

MINUTES REGULAR MEETING OF UPLAND BOROUGH COUNCIL

DATE December 12, 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 – Excused/Sick; 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

Chief Michael Irely, Upland Borough Police Department, Chief Daniel Smith, Upland Borough Fire Company, Mr. Ken Stark, Reporter, and approximately three (3) residents/guests were also in attendance.

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

2017 Community Development Block Grant Public Hearing

- Council Input on CDBG Funds for Year 2017
 - President Peterson suggested development of Front Street Park with green space and develop master plan for all parks.
- Public (Input) Comments on CDBG Funds for Year 2017
 - No public comments.
- Motion to Pass and Adopt Resolution No. 16 of 2017
 - Application to Participate in the Community Development Block Grant Program (CDBG)

Ms. Crawford read Resolution No. 16 of 2017, Application to Participate in the Community Development Block Grant Program. Ms. Crawford made a motion to pass and adopt Resolution No. 16 of 2017. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

Back into normal order of business at 7:04 p.m.

5. Public Comments on Agenda Items Only

No one approached Council.

6. Approval of Previous Meeting Minutes

A-1 Council Meeting Minutes – November 14, 2017

Ms. Crawford a motion to approve the Council Meeting Minutes from November 14, 2017. Mr. McClintock seconded the motion. Verbally, all Council voted Aye, no Nays. Motion carries. Copy included.

7. Treasurer's Report

A-1 Treasurer's Report – November 2017

Ms. Crawford made a motion to accept the November 2017 Treasurer's Report as presented. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-2 Income Statements – November 2017

Ms. Crawford made a motion to accept the November 2017 Income Statements as presented. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-3 Manager's Report – November 2017

Ms. Crawford made a motion to accept the Manager's Report as presented. Mrs. Deldeo seconded the motion. Verbally, all Council voted Aye, no Nays. Motion carries. Copy included.

8. Auburn Village Report

Mr. McClintock made a motion to authorize the Borough Engineer to advertise for bids for Auburn Village roof rehabs. Ms. Crawford seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

9. Public Safety Report – Richard McClintock

A -1 Fire Marshall's Report

Mr. McClintock read the Fire Marshall's Report of November 2017 into record. Copy included with minutes.

A-2 Fire Company's Report

Chief Smith read the November 2017 Fire Company's Report into record. Copy included with the minutes. Chief Smith announced additional drivers were tested for TACT and for Squad. President Peterson inquired about the gym. Chief Smith replied it is done.

10. Code Officer's Report - Leland Hunter

Mr. Hunter read the November 2017 into record. Copy included with the minutes.

11. Building & Grounds Report – Judith Bush

President Peterson announced Mrs. Bush is sick and reports progress.

12. Finance & Insurance Report – Moira Crawford

A-1 Approval of General Fund Bills

- November 10, 2017 through December 11, 2017 for **\$ 163,902.42**

Ms. Crawford made a motion to approve the General Fund Bills for the period of November 10, 2017 through December 11, 2017 in the amount of *\$163,902.42*. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Abstain from check number 36589, and Aye on the remainder. Motion carries. Copies included with minutes.

A-2 Approval of Auburn Village Bills

- November 13, 2017 through December 12, 2017 – **\$ 14,486.98**

Ms. Crawford made a motion to approve the Auburn Village Bills for the period of November 13, 2017 through December 12, 2017 in the amount of *\$ 14,486.98*. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Abstain from check number 7462, and Aye on the remainder. Motion carries. Copies included with minutes.

A-3 Motion to Adopt the 2018 Proposed Budget for General Fund

Ms. Crawford made a motion to adopt the 2018 Proposed Budget for *General Fund with Income of \$ 3,508,053.00 and Expenses of \$ 3,508,053.00*. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-4 Motion to Adopt the 2018 Proposed Budget for Auburn Village

Ms. Crawford made a motion to adopt the 2018 Proposed Budget for *Auburn Village with Income of \$ 811,560.00 and Expenses of \$ 811,560.00*. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-5 Motion to Pass and Adopt Resolution No. 17 of 2017
- *Amending Resolution No. 10 of 2017 “Bank used for P-Cards”*

Ms. Crawford read Resolution No. 17 of 2017, Amending Resolution No. 10 of 2017, recording the correct bank to be used for the P-Cards. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

13. Ordinances & Resolutions Report – Richard McClintock

A-1 Motion to Pass and Adopt Ordinance No. 5 of 2017
- Fixing Tax Levy or Rate for the Fiscal and Calendar Year 2018

Mr. McClintock made a motion to pass and adopt Ordinance No. 5 of 2017, Fixing Tax Levy or Rate for the Fiscal and Calendar Year 2018. Ms. Crawford seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

14. Streets & Equipment – Judith Bush

President Peterson reported progress on behalf of Mrs. Bush.

15. Community Affairs – Moira Crawford

President Peterson reported progress for Ms. Crawford..

16. Future Projects – Sandra Deldeo

Mrs. Deldeo reported the grant for Hill Street Park Improvement Project was received in the amount of \$ 39,100.00.

17. Use & Occupancy Report – Michael J. Ciach

Mr. Ciach read into record the Use and Occupancy Report for the month of November 2017. Copy included with minutes.

19. Mayor's Report – William Dennon

Mayor Dennon read the November 2017 Mayor's Report into record. Copy included with minutes.

20. Solicitor's Report - Robert O'Connor

Mr. O'Connor read his report for November 2017 into record. Copy included with minutes.

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

Mr. Archdeacon read the report for November 2017 into record. Copy included with the minutes

22. Old Business

President Peterson asked if there was any old business to discuss. There was no reply.

23. New Business

A-1 Motion to Approve 20187 Holiday Schedule

Ms. Crawford made a motion to approve the 2018 Holiday Schedule. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Abstained. Motion carries.

A-2 Motion to Approve the Lease of Credit Card Machines, Adding Additional Unit for \$ 71.32 Less than Currently Paying

Ms. Crawford made a motion to approve the lease of credit card machines, adding an additional unit for \$ 71.32 less than currently paying. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-3 Cancel Second Meeting of the Month - December 19, 2017

Ms. Crawford made a motion to cancel the second meeting of the month. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

24. Floor Open to Public

No one addressed Council for public comment.

25. Adjournment

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

The meeting adjourned at 7:28 p.m.; December 12, 2017.

Respectfully submitted,

Michael J. Ciach
Borough Manager/Secretary/Treasurer

Shannon Strigle
Recording Secretary