

MINUTES                      REGULAR MEETING OF UPLAND BOROUGH COUNCIL

DATE                              February 13, 2018

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.

ROLL CALL

Mrs. Peterson – Present; Ms. Crawford – Present, Mrs. Deldeo – Present; Mr. McClintock – Present, Mr. Hunter – Present; Mrs. Bush – Excused/Ill; 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.

PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE

President Peterson led the Pledge of Allegiance and a moment of silence.

GUESTS/RESIDENTS IN ATTENDANCE

Chief Michael Irely, Upland Borough Police Department, Chief Daniel Smith, Upland Borough Fire Company & Upland Fire Marshall, and approximately ten (10) residents/guests were also in attendance.

5.        Public Comments on Agenda Items Only

No one approached Council.

6.        Approval of Previous Meeting Minutes

          A-1     Council Meeting Minutes – January 9, 2018

Ms. Crawford a motion to approve the Council Meeting Minutes from January 9, 2018.

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. Copy included.

7.        Treasurer’s Report

          A-1     Treasurer’s Report – January 2018

Ms. Crawford made a motion to accept the January 2018 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. Copy included.

## A-2 Income Statements – January 2018

Ms. Crawford made a motion to accept the January 2018 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. Copy included.

## A-3 Manager’s Report – January 2018

Ms. Crawford made a motion to accept the January 2018 Manager’s Report as presented. Mr. McClintock seconded the motion. Verbally, all Council voted Aye. Motion carries. Copy included.

## 8. Auburn Village Report

Mr. McClintock made a motion to award the contract for the Auburn Village Roof Project to RAM Siding Company of Douglassville PA in the amount of \$ 33,700.00 with a total project cost not to exceed \$ 40,000.00. 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.

Mr. McClintock made a motion to authorize the Borough Solicitor to draw up the necessary contracts for the Auburn Village Roof Project. 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 Marshal’s Report

Mr. McClintock gave the report to Dan Smith, Upland Borough’s Fire Marshal, to read the Fire Marshal’s Report of January 2018 into record. Copy included with minutes. Mr. McClintock made a motion to approve the Fire Marshall report of January 2018. Ms. Crawford seconded the report. Verbally, all Council voted Aye, no Nays. Motion carries. Copy included.

President Peterson asked the Fire Marshal if he was actually entering into the structures. The Fire Marshal confirmed he is.

### A-2 Fire Company’s Report

Chief Smith read the January 2018 Fire Company’s Report into record. Copy included with the minutes.

## 10. Code Officer’s Report - Leland Hunter

Mr. Hunter read the January 2018 into record. Copy included with the minutes.

## 11. Building & Grounds Report – Judith Bush

President Peterson reported progress on behalf of Mrs. Bush.

12. Finance & Insurance Report – Moira Crawford

A-1 Approval of General Fund Bills

- January 9, 2018 through February 9, 2018 for **\$ 120,384.48**

Ms. Crawford made a motion to approve the General Fund Bills for the period of January 9, 2018 through February 9, 2018 in the amount of \$ 120,384.48. 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. Copies included with minutes.

A-2 Approval of Auburn Village Bills

- January 9, 2018 through February 9, 2018 – **\$ 33,984.56**

Ms. Crawford made a motion to approve the Auburn Village Bills for the period of January 9, 2018 through February 9, 2018 in the amount of \$ 33,984.56. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Ms. Crawford – Abstained from check number 7508 and Aye on the remainder; Mrs. Peterson – Aye. Motion carries. Copies included with minutes.

A-3 Motion to Authorize Expenses of Tax Collector for Supplies

Ms. Crawford made a motion to authorize expenses of Tax Collector Supplies, not to exceed \$ 500.00. 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.

13. Ordinances & Resolutions Report – Richard McClintock

Reports progress.

14. Research & Development – Moira Crawford

Ms. Crawford reported the website for January 2018 had 5,297 page views with an average of 171 per day with 1,452 visitors, with an average of 47 per day.

15. Streets & Equipment – Judith Bush

President Peterson reported progress on behalf of Mrs. Bush.

16. Community Affairs – Moira Crawford

Ms. Crawford stated the next event scheduled is the Soup and Salad Fundraiser, All-You-Can-Eat event. The event will take place Saturday, February 17, 2018 at the MacQueen Hall from 4:00p.m. to 6:00pm. Ticket prices are \$ 5.00 for children 12 & under, \$ 7.00 for senior citizens and \$10.00 for adults. Tickets

can be purchased at the Borough Offices or at the Door. Ms. Crawford reiterated that this is one of the few events they have that assists them to offer the no-cost events for the Borough residents.

Ms. Crawford stated we will have a Logo Contest for the Sesquicentennial, the 150<sup>th</sup> Anniversary of the Borough of Upland's 1869 incorporation, is ongoing. The Logo Contest is currently running until the end of March 2018. There will be a cash prize of \$ 250.00 to the winner. Entries can be submitted to the Borough Offices. A waiver must be signed by all who enter the contest. To date, only one (1) design has been submitted. Hopefully there will be more.

Ms. Crawford also announced the Holiday Decorating Contest Winners. It was difficult to decide as there were so many nicely decorated properties. The following are the winners:

- 1<sup>st</sup> Place winner - 1035 Church Street, \$ 100.00
- 2<sup>nd</sup> Place winner – 17 2<sup>nd</sup> Street, \$ 50.00
- 3<sup>rd</sup> Place winner - 3436 11<sup>th</sup> Street, \$ 25.00

17. Future Projects – Sandra Deldeo

Mrs. Deldeo reported progress.

18. Use & Occupancy Report – Michael J. Ciach

Mr. Ciach read into record the Use and Occupancy Report for the month of January 2018. Copy included with minutes.

19. Mayor's Report – William Dennon

Mayor Dennon read the January 2018 Mayor's Report. Copy included with minutes.

20. Solicitor's Report - Robert O'Connor

Mr. O'Connor read his report for January 2018 into record. Copy included with minutes.

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

Mr. Archdeacon read the report for January 2018 into record. Copy included with the minutes.

Ms. Crawford made a motion to approve the Change Order No.1 for the CDBG Road Program of 2016 for a credit of \$ 9,604.60. 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.

Ms. Crawford made a motion to approve the application of County Aid for the Allocation of 2018 Liquid Fuels Tax for \$40,000.00. 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.

## 22. Old Business

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

## 23. New Business

## A-1 Authorize Contract with People Ready

Ms. Crawford made a motion to authorize the Borough Manager to go into contract with People Ready for the rate of \$16.07 per regular/straight time hourly. 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 Authorize Contract with Cintas: Fire Sprinkler System

Ms. Crawford made a motion to authorize the contract with Cintas for the Fire Sprinkler System at the Police Department in the amount of \$ 2,924.98. 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 Authorize to Donate to Upland Fire Company - \$ 17,500.00

Ms. Crawford made a motion to authorize the donation to Upland Fire Company in the amount of \$ 17, 500.00 for year 2018; broken down to monthly payments. 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

There was no comment from the public.

## 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 7:20 p.m.; February 13, 2018.

Respectfully submitted,

Michael J. Ciach  
Borough Manager/Secretary/Treasurer

Shannon Strigle  
Recording Secretary