

MINUTES REGULAR MEETING OF UPLAND BOROUGH COUNCIL

DATE March 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 – Present; 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 five (5) 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 – February 13, 2018

Ms. Crawford made a motion to approve the Council Meeting Minutes from February 13, 2018. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries. Copy included.

 A-2 Council Meeting Minutes – February 27, 2018

Ms. Crawford made a motion to approve the Second Council Meeting Minutes from February 27, 2018. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries. Copy included.

7. Treasurer's Report

A-1 Treasurer's Report – February 2018

Ms. Crawford made a motion to accept the February 2018 Treasurer's Report as presented. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries. Copy included.

A-2 Income Statements – February 2018

Ms. Crawford made a motion to accept the February 2018 Income Statements as presented. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Copy included.

A-3 Manager's Report – February 2018

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

8. Auburn Village Report

President Peterson reported progress on behalf of Mr. McClintock.

9. Public Safety Report – Richard McClintock

A -1 Fire Marshal's Report

Mr. McClintock asked to Dan Smith, Upland Borough's Fire Marshal, to read the Fire Marshal's Report of February 2018 into record. Copy included with minutes. President Peterson stated that Mr. Smith is doing a good job.

A-2 Fire Company's Report

Fire Chief Dan Smith read the February 2018 Fire Company's Report into record. Copy included with the minutes.

10. Code Officer's Report - Leland Hunter

Mr. Hunter read the February 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
 - February 13, 2018 through March 13, 2018 for **\$ 71,111.28**

Ms. Crawford made a motion to approve the General Fund Bills for the period of February 13, 2018 through March 13, 2018 in the amount of \$ 71,111.28. Mrs. Bush seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Copies included with minutes.

- A-2 Approval of Auburn Village Bills
 - February 13, 2018 through March 13, 2018 for **\$ 18,062.73**

Ms. Crawford made a motion to approve the Auburn Village Bills for the period of February 13, 2018 through March 13, 2018 in the amount of \$ 18,062.73. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Copies included with minutes.

- A-3 Motion to Exonerate Tax Collector
 A. Year 2017 Real Estate **\$ 14,694.81**

Ms. Crawford made a motion to exonerate the Tax Collector from the Year 2017 Borough Real Estate Taxes in the amount of \$ 14,694.81. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye.

- B. Year 2017 Trash Tax **\$ 14,701.50**

Ms. Crawford made a motion to exonerate the Tax Collector from the Year 2017 Borough Trash Taxes in the amount of \$ 14,701.50. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye.

- C. Motion to Allow Borough Manager to Forward Delinquent Trash Taxes to
 Delinquent Tax Collecting Agency

Ms. Crawford made a motion to allow the Borough Manager to forward the 2017 delinquent trash taxes to the delinquent tax collecting agency. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye.

13. Ordinances & Resolutions Report – Richard McClintock

- A-1 Motion to Pass and Adopt Ordinance No. 1 of 2018
 - *Amending Chapter 20 of Upland Borough Code: Personnel*

President Peterson explained the wording in Chapter 20 needed to be clarified; therefore, the revision. Mr. McClintock made a motion to adopt and approve Ordinance No. 1 of 2018, Amending Chapter 20 of the Upland Borough Code: Personnel. Mrs. Bush seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye.

14. Research & Development – Moira Crawford

Ms. Crawford reported the website for February 2018 had 5,030 page views with an average of 180 per day with 1,194 visitors, with an average of 43 per day.

15. Streets & Equipment – Judith Bush

President Peterson reported progress on behalf of Mrs. Bush. President Peterson also noted that PennDOT has agreed to fix portions of Main Street and portions of 6th St/Upland Avenue and that Chester Water Authority confirmed they found a leak on Main Street.

16. Community Affairs – Moira Crawford

Ms. Crawford stated the Soup and Salad Fundraiser, All-You-Can-Eat event, was held at MacQueen Hall on Saturday, February 17, 2018. Probably the best turn out since inception for this particular event. Ms. Crawford stated they had the Free Senior's Ham and Cabbage Luncheon on Monday, March 12, 2018. They had a modest turnout; not as much as in previous years. Ms. Crawford wanted to thank all the volunteers for all their help; preparing and serving the meal.

Ms. Crawford stated the next event is the Easter Egg Hunt which is scheduled for Saturday, March 31 at 9:00 a.m. at the Ball Field, Bristol Lord Field. After the Egg Hunt at 9:30 a.m., the Breakfast with the Easter Bunny will be in MacQueen Hall. Borough youth with identification, up to age 12, will be free. Youth without identification, the cost will be \$3.00. The cost for adults will be \$5.00.

17. Future Projects – Sandra Deldeo

A-1 Approval of Bid Meeting Minutes – Award of Demolition Project of #2, 4 & 6 Hill Street

Mrs. Deldeo made a motion to approve the Bid Meeting Minutes of March 13, 2018, noting project of Demolition Award for #2, 4 and 6 Hill Street. Ms. Crawford seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye.

Mrs. Deldeo made a motion to award the contract of demolition of #2, 4 & 6 Hill Street with site clearance to BRB Contractors, King of Prussia, PA, in the bid amount of \$49,000.00. Mrs. Bush seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye.

President Peterson provided an update for all regarding the Upland Avenue Beautification Project. She is excited that it is moving along.

Mrs. Deldeo made a motion to authorize the Borough Manager to advertise the 8th Street Parking Area project. Ms. Crawford seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye.

18. Use & Occupancy Report – Michael J. Ciach

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

19. Mayor's Report – William Dennon

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

Mayor Dennon wanted to commend the Police Department, under the guidance of our Chief (Irey), as they assisted in helping with the apprehension of bank robbery suspects.

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

President Peterson asked that from now on, to place agenda item of Future Projects under the Engineers Report.

Mr. Archdeacon read the report for February 2018 into record.

Ms. Crawford made a motion to authorize the Borough Engineer to obtain quotes to repair the sink hole at 9th and Church Streets. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye.

21. Solicitor's Report - Robert O'Connor

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

Mr. Ciach asked if contracts were received back from the Auburn Village roof project. Mr. O'Connor stated there was some communication. Mr. Ciach stated he would touch base with Mr. O'Connor the following day.

22. Old Business

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

23. New Business

A-1 Approval of Settlement Agreement of Property Situated at 3702 6th Street

Ms. Crawford made the motion to approve the settlement agreement in the amount of \$13,000.00 for the property situated at 3702 6th Street in the amount of \$13,000.00. Mr. McClintock seconded the motion. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye.

A-2 Prepare Plan Specs for Demolition on the Project of 3702 6th Street

Ms. Crawford made a motion to authorize the Borough Engineer to prepare the specs to demolish 3702 6th street. Mr. McClintock seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye.

A-3 Annual Donation to the Upland Athletic Club – Easter Egg Hunt \$250.00

Mrs. Bush made a motion to approve a donation to the Upland Athletic Club for the annual Easter Egg Hunt. The previous amount was at \$250.00. Ms. Crawford seconded the motion. Roll call was taken: Mrs. Deldeo – Aye; Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye.

24. Floor Open to Public

Mr. Sal Deviato, Second Street resident, approached Council. Mr. Deviato read a letter on behalf of the Delaware County Marine Corps League requesting a monetary contribution; no amount was noted. Mr. Deviato also mentioned that the Marine Corps had appointed him as the liaison between the Borough Council for the community activities and the Marine Corps League. Ms. Crawford informed Mr. Deviato that a letter from the Commandant would need to be received by the Council to honor the request. After another request from Mr. Deviato, Ms. Crawford emphatically stated that until a letter is received by the Commandant, Council cannot appoint Mr. Deviato as the liaison.

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 7:31 p.m.; March 13, 2018.

Respectfully submitted,

Michael J. Ciach
Borough Manager/Secretary/Treasurer

Shannon Strigle
Recording Secretary