

MINUTES REGULAR MEETING OF UPLAND BOROUGH COUNCIL

DATE May 8, 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 –Absent/Excused due to Work; Mr. McClintock – Present, Mr. Hunter – Present; Mrs. Bush – Present; Mr. Mitchell – Absent; Mayor Dennon – Absent; 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, Ken Stark, Reporter, and approximately seven (7) 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 – April 10, 2018

Ms. Crawford made a motion to approve the Council Meeting Minutes from April 10, 2018. Mr. McClintock seconded the motion. Roll call was taken: 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 – April 2018

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

A-2 Income Statements – April 2018

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

A-3 Manager’s Report – April 2018

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

8. Auburn Village Report

A-1 Motion to Approve Two (2) Additional Roofs to be Completed at the Same Price

Mr. McClintock made a motion to approve two (2) additional roofs to be done, at the same price as the others approved, \$20,000.00 per roof; \$40,000.00 total. Mrs. Bush seconded the motion. Roll call was taken: Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Copy included.

9. Public Safety Report – Richard McClintock

A -1 Fire Marshal’s Report

Dan Smith, Fire Marshal, read the Fire Marshal’s Report of April 2018 into record. Copy included with minutes.

A-2 Fire Company’s Report

There was no report available.

A-3 Newtown Township Police Association – Thank You Letter

Mr. McClintock read the letter from Newtown Township Police Association; thanking Council for their support of the benefit for Fallen Officer Cunningham.

10. Code Officer’s Report - Leland Hunter

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

11. Building & Grounds Report – Judith Bush

Mrs. Bush stated progress.

President Peterson stated there was a copy of various styles of street signs to pick from at each Council seat. The funding for the signs will come from the Liquid Fuels account. She advised Council members to browse the documents, list their first, second and third pick on the front, and return to Mr. Ciach.

12. Finance & Insurance Report – Moira Crawford

- A-1 Approval of General Fund Bills
 - April 10, 2018 through May 8, 2018 for **\$ 161,061.85**

Ms. Crawford made a motion to approve the General Fund Bills for the period of April 10, 2018 through May 8, 2018 in the amount of **\$ 161,061.85**. Mrs. Bush seconded the motion. Roll call was taken: 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
 - April 10, 2018 through May 8, 2018 for **\$ 54,914.54**

Ms. Crawford made a motion to approve the Auburn Village Bills for the period of April 10, 2018 through May 8, 2018 in the amount of **\$ 54,914.54**. Mr. McClintock seconded the motion. Roll call was taken: Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Copies included with minutes.

13. Ordinances & Resolutions Report – Richard McClintock

Mr. McClintock – progress.

14. Research & Development – Moira Crawford

Ms. Crawford reported the website for April 2018 had 4,820 page views with an average of 161 per day, and there were 1,566 visitors, with an average of 52 per day.

15. Streets & Equipment – Judith Bush

Mrs. Bush noted progress.

16. Community Affairs – Moira Crawford

Ms. Crawford stated the Memorial Day Parade will be held on Monday, May 28, 2018. The event begins at the Upland Baptist Church at 8:45 a.m. The Picnic in the Park, sponsored by Resurrection Life Church and the Upland Baptist Church, begins after the Memorial Day Service at the War Memorial.

On Wednesday, July 4, 2018, the July 4th festivities will begin at 11:00 a.m. until 2:00 p.m. at the Bristol Lord Field.

17. Use & Occupancy Report – Michael J. Ciach

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

Mr. Ciach also announced that Mrs. Deldeo was absent due to work obligation.

18. Mayor's Report – Moira Crawford for William Dennon

Ms. Crawford read the April 2018 Mayor's Report into record.

19. Solicitor's Report - Robert O'Connor

Mr. O'Connor had no report available however the contract for the Parking Lot on 8th Street was sent out last week.

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

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

A-1 Upland Avenue Park Improvements – Approve Payment Certificate #1 in the Amount of \$33,922.15

Ms. Crawford made a motion to approve payment certificate #1 in the amount of \$33,922.15 to for the Upland avenue Park Project. Mr. McClintock seconded the motion. Roll call was taken: Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A-2 2018 Road Program – Approve Borough Engineer to Prepare Plans and Specs for 2018 Road Program

Ms. Crawford made a motion to approve the Borough Engineer to prepare plans and specs for the 2018 Road Program. Mr. McClintock seconded the motion. Roll call was taken: Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries.

A mention that Woodside Avenue was partially done and that this project should include the other portion of this street.

A-3 2018 County Aide – Approve Borough Engineer to Prepare County Aide Application for Pothole Repair throughout Borough

Ms. Crawford made a motion to approve the Borough Engineer to prepare the 2018 County Aide application for pothole repair. Mr. McClintock seconded the motion. Roll call was taken: Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye. Motion carries. Mr. McClintock and Mr. Ciach will tour the Borough to evaluate necessary pot hole repairs.

21. Future Projects – Sandra Deldeo

Progress

22. Old Business

A-1 Discussion – Waiving Permit Fees for Senior Citizens

President Peterson stated this will be addressed at the next meeting.

A-2 Discussion – Police Canine

President Peterson stated this will be tabled until the next meeting as there was no response from the insurance carrier.

23. New Business

A-1 Request to Use MacQueen Hall – Main Street Elementary

Ms. Crawford read a letter from the Principal at Main Street Elementary requesting the use of MacQueen Hall on Friday, June 8th for the 5th grade graduation. Ms. Crawford made a motion to approve the request. Mrs. Bush seconded the motion. All Council verbally voted Aye, no Nays. Motion stands. Letter included with minutes.

A-2 Discussion - Charter School Police Presence

President Peterson stated this will be addressed at the next meeting.

A-3 Motion to Cancel Second Meeting of the Month – May 22, 2018

Mr. McClintock made a motion to cancel the second meeting of May 2018. Ms. Crawford seconded the motion. Roll call was taken: Mr. McClintock – Aye; Mr. Hunter – Aye; Mrs. Bush – Aye; Ms. Crawford – Aye; Mrs. Peterson – Aye.

24. Floor Open to Public

Mr. Ken Stark wanted to thank the Borough for providing the man power, service and the truck during the most recent clean up at the Caleb Pusey House. Mr. Stark mentioned that there will be a Plant and Herb Sale at the Caleb Pusey House on Saturday, May 12th from 11:00 a.m. to 3:00 p.m.

Mr. Sal DeViato, Second Street resident approached Council. HE thanked Borough Council for their generous donation to the Marine Corps League. He also mention how the Clean-Up Day for the borough, hosted by Mayor Dennon, had volunteers from small children to their parents. Mr. Stark, reporter, was also in attendance. Mr. DeViato stated how he thought it was a disgrace that Council did not participate in this community event. Most of Council, thoroughly in shock by this statement, mentioned that the information for this event was not communicated to them.

25. Adjournment

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

The meeting adjourned at 8:01 p.m.; May 8, 2018.

Respectfully submitted,

Michael J. Ciach
Borough Manager/Secretary/Treasurer

Shannon Strigle
Recording Secretary