



BOROUGH OF YEADON
DELAWARE COUNTY, PENNSYLVANIA
BOROUGH COUNCIL CAUCUS MEETING MINUTES
December 19, 2019

Meeting began at 7:03 p.m.

1. PLEDGE OF ALLEGIANCE

2. ROLL CALL

Rohan Hepkins, Mayor	Present
LaToya Monroe, President	Present
Ronald Francis, Vice President	Present
Clara Johnson	Present
Rafi Cave	Present
Dolores McCabe	Present (Arrived at 7:09 p.m.)
Taliah Jones-Waters	Absent
Mironda Presswood, Manager	Present
Charles Gibbs, Solicitor	Absent
Julianne James, Tax Collector	Absent
Eileen Mulvena, Engineer	Present
Nafis Nichols, Finance Director	Present

3. CDBG HEARING

Engineer, Eileen Mulvena, stated the County Development Block Grant (CDBG) Hearing is held to get the public's input on the selected projects that will be submitted with the grant application. The Borough is entitled to submit two applications identified as priority and alternate projects. NDI submitted a color-coded map. The areas marked green are eligible and the areas marked white are ineligible. The County does not consider Yeadon Avenue to be an eligible location because both sides of the street must be considered eligible as indicated by the orange line on the map. NDI recommends Cypress Street, between Longacre Boulevard and Bailey Road because of the poor condition of the street and sewer. The cost for the project is approximately \$325,000. Also, NDI recommends Council to match the grant because of the high cost of the project.

A resident asked if there is a way for the public to get notice about the hearing before the hearing?

The Engineer said NDI has mentioned its recommendations for the CDBG grant in previous Council meetings. She added that residents can submit comments. Council does not make their decision until December 30th.

Council President Monroe said CDBG projects have been mentioned and advertised at several Council meetings and the meeting was changed in part for that reason. Council will be accepting recommendations today.

4. BUDGET HEARING

Finance Director, Nafis Nichols, read a brief description of the 2020 budget which are the total of the funds and expenditures. Management does not recommend a real estate tax increase for 2020 because management found additional funds this year that gave the Borough a surplus to take care of the reduced amount of revenue from real estate taxes. The real estate transfer tax, unearned income tax, and local services tax will remain the same. Management recommends a \$10 increase for the trash collection fee because of the increase at the Delaware County Solid Waste Authority. The tonnage went up by \$23.00. The William Penn School District will give the Borough 50% reimbursement cost for crossing guards. The Borough has two pending state grants and should receive a response by early 2020. The 2020 Budget is available online.

Councilor Cave asked does management anticipate savings in future years?

Mr. Nichols replied no.

5. CITIZENS FORUM (comments limited to 3 minutes)

- None

6. MAYOR'S REPORT

- The Mayor's last quarterly forum for 2019 was held on Tuesday, December 17th. Approximately 40 residents were in attendance. There were interactive Q&As focused on crime, traffic, speeding, etc. Courtesy of the Mayor and First Lady 10 gift cards were given out.
- The Mayor would like to thank Vice President Ronald Francis for assisting with the Annual Mayor's Veterans Day Luncheon that was held on November 9th. He mentioned that Congresswoman Mary Gay Scanlon attended the event unannounced and noted that Nancy Pelosi named Mrs. Scanlon the Vice Chair of the House of Judiciary.
- The Mayor has commissioned the 2020 Census Task Force.

- The Mayor noted that there is construction being performed (at Woodland Avenue and 70th Street).
- Police Chief Paparo and the Mayor are devising traffic control upgrades in the Borough to help control speeding and traffic congestion.

Chief Paparo noted stops signs were installed at Rockland Avenue and Longacre Boulevard, and West Cobbs Creek Parkway. Also, Public Works is preparing signs to be placed to alert drivers of new stop signs.

- There will be an open house on Monday, January 23rd between 4 p.m. and 7 p.m. for the new Magisterial District Court located at 60 West Marshall Road Lansdowne, PA. All are welcome.
- The Borough management is currently having lighting installed around the Borough Hall. Also, the Borough wide camera system will be installed which will help interdict speeders, dumpers, graffiti artists, and help decrease overall criminal activities.

Mr. Nichols noted that the equipment has been ordered and he anticipates that will see the cameras sometime in January.

7. PRESIDENT'S REPORT

- The Council President reminded everyone that the next Legislative meeting will be Monday, December 30th.
- The Reorganization meeting will be Monday, January 6, 2020 at 7 p.m.
- The Council President noted the map given by NDI shows the importance of the Census. The areas that are outlined in green are a result of the Census.
- The Council President and Mayor presented milestone awards to Borough employees for their years of service.

8. MANAGER'S REPORT

Items Handled/Announcement

- The Borough received \$5,379 for the 2018 904 Performance Recycling Grant.
- Management completed training with ProChamps on 12/5/19 and already collected \$3,200.
- The newly elected officials will be sworn in by the Honorable W. Keith Williams, II on Monday, January 6th at 6:00 p.m.

- The Winter newsletter is in the mail.

Items in Progress

- Council will be filling the vacant Council member position on December 30th. At that time, the Mayor will perform the oath of office for the unexpired term of Sharon Council-Harris. Nominations from the public may submitted to the Borough Secretary until December 27th at 4:30 p.m. Please be sure to include the nominee's full name, telephone number, and resume (if possible).
- The Borough calendar is going to be printed and distributed soon
- Hall upgrades are in process, including repairs to the ceiling and installation of a new sound system.
- Management had the monthly meeting with the engineer on 12/6/19. The current and pending projects were discussed. A follow up meeting will be held with the department heads on 12/20/19. NDI will provide more information during their report.

Items to Be Addressed

- Lansdowne is moving forward with the bicycle lanes and would like to know if Yeadon is still interested in participating. The Borough Manager said yes. Council President replied thank you.
- Public Works went and picked up the 20 trees donated by the Stormwater Collaborative. The trees were planted by the Public Works Department to be cared for until they reach a safe size to be planted in the community. Public Works needs to know where Council would like the trees planted.
- We are in the process of ensuring that anyone working with children has the proper clearances as per the State regulations. We are waiting for the Library to provide the Borough with proof of everyone's clearances and any other necessary documentation.

9. SOLICITOR'S REPORT

- No report given.

10. TAX COLLECTOR'S REPORT

- Report was submitted and will be read at the Legislative meeting.

11. ENGINEER'S REPORT – Engineer, Russell Cipolla

- The roof bids were advertised and due on Monday, December 23rd. Several contractors have picked up the bids. NDI expects to recommend a contractor at next meeting on December 30th.
- The final inspection for the Keystone/Library project is scheduled sometime after Christmas. Final payment will be recommended to the lighting and window replacement contractor, Well Built, if all goes well.
- NDI recommends a motion to rebid the Library HVAC project. NDI contacted an HVAC engineering consultant and he said the current modular system designed for the project is the best design for the building. Also, the system will be able to be brought into the building without any modifications to the stairwell. The estimated cost of the one-piece unit is approximately \$5,000 more than the cost of the modular unit. The cost to modify the stairwell by far exceeds the cost of \$5,000. NDI recommends using the modular HVAC system.
- The PENNVEST kick off meeting was held with the Department of Environmental Protection Agency and Garguile Construction on November 18th. The pipe replacement began on December 18th.

12. COMMITTEE REPORTS

A. Finance, Councilman Cave - Chair

- ❖ Councilor Cave thanked NJN for getting the budget together which is presented easier and more transparent than it has been in years.
- ❖ Next week we will vote on the Ordinance No. 2019-1395, the 2020 tax levy. Any questions regarding the budget please contact Management.

Council President Monroe asked for a motion to approve the Accounts Payable List so employees and vendors can be paid prior to the holidays.

- Motion to approve the Accounts Payable List
Moved By: Councilor Dolores McCabe
Seconded By: Vice President Ronald Francis
Unanimous

B. Ordinances & Zoning, Councilwoman Johnson – Chair

I. Zoning

- ❖ No zoning hearing for November 2019.

II. Zoning Use Applications

- ❖ There were 6 zoning use applications
 - 1) 820 Yeadon Avenue Rear Deck - Approved
 - 2) 1058 Serrill Avenue- Convert property back to residential - Denied by the Zoning Hearing Board
 - 3) 1121 Bell Avenue shed - Approved
 - 4) 905 Longacre Boulevard Gate Installation - Approved

III. Hot Spots

- ❖ 728 Yeadon Avenue – Per the Engineer, Ernel Construction will begin demolition on the front porch and rear garages early January.
- ❖ 938 Duncan Avenue Hoarding Condition - Referred to county agencies (COSA)
- ❖ Smoke shop window clearance - Inspector Robinson checking every day for additional violations.
- ❖ 915 Allen Drive Boat Issue - Title was received by owner and waiting for Donate A Boat to contact the buyer.

IV. Action Items

- ❖ The final construction inspection occurred on Wednesday, December 4th at 617 Cedar Avenue at the CSL Plasma Donation Center.
- ❖ Borough check of the gas line replacement and the repairing of holes on the street - Waiting on a response from PECO.
- ❖ 658 Ruskin Lane Debris in Rear of Property – The debris is not cleaned up or put out for collection.
- ❖ 1300 Moore Street Damaged Car and Abandoned Car – The damaged car is covered with a tarp and the abandoned car is posted.

V. Closed Items

- ❖ 401 Baily Road – The demolition is complete and the site was leveled off and cleaned up.

- ❖ 500 Block of Rose/Fern Street Exterior – The extermination of the fleas was completed on 11/27/19. The Code Department followed up with the property owners. No one reported any other issues. However, Mrs. Campbell called and stated she still has them in her home. She recently had the house bombed and will call Mr. Stokes when she returns to her home. She stayed out of her home due to her medical condition.
- ❖ 200 MacDade Shopping Center – The parking lot lights are repaired and all in working order as of Thanksgiving night.
- ❖ 800 Block of Rundale Avenue – The trees that extended over from the creek onto residential properties were cut back by the Public Works Department.
- ❖ 900 Block of Allen Drive – The removal of the Borough lot dead trees and branches that extend on to other properties have been put on hold due to a worker's injury.
- ❖ 726,728, and 730 Yeadon Avenue - The termite treatment was performed on Tuesday, December 2, 2019.
- ❖ The Paid Property Maintenance Abatement total is \$19,794.29.
- ❖ The Code Department Revenue is \$18,427.39.
- ❖ The Code Department workload total is 258 cases.

C. Public Works, Councilwoman Johnson – Chair

- ❖ The Code and Public Works Committee met on Tuesday, December 3rd. Councilor Johnson thanked all who attended.
- ❖ The 2nd floor of the Borough Hall ceiling painting began December 16th.
- ❖ All Shade Trees from the 2019 list have been removed.
- ❖ The Police Foyer and employee lounge on the 3rd floor is being replaced.
- ❖ There will be no recycling on Wednesday, January 1, 2020. The next recycling pick-up will be Saturday, January 4, 2020.

- ❖ Leaf collection will continue until Friday, December 20th.
- ❖ Councilor Johnson thanked the Public Works and Fire Department for installing the lights for the Tree Lighting Ceremony.
- ❖ The next Code and Public Works Committee meeting will be on January 7, 2020 on the 2nd floor at 6 p.m.

D. Public Safety, Mayor Hepkins – Chair

- ❖ The Public Safety Committee meeting was held on Saturday, December 7th. The Mayor thanked Councilor McCabe for hosting the meeting in his absence.
- ❖ The Public Safety report stands as written.
 - Police Department – Police Chief, Anthony Paparo
 - Chief Paparo has reviewed the oral examinations for the Police tests. He will submit the test for the Civil Service Commission to review.
 - The Police Department joined the Domestic Abuse Project and collected toys, food, and clothing items. Two families from Yeadon were adopted by the Police Department and officers took up a collection and made sure they have food, toys, and clothing for the holidays. Lansdowne Santa will go visit the two families.
 - CSI training was used in a recent rash of car break-ins this past September. A DNA match while dusting for fingerprints inside a vehicle helped the investigation.
 - The 7-11 convenience store have been robbed multiple times by the same people. Chief Paparo believes they have identified one of the actors in a recent robbery. Also, multiple 7-11 stores in surrounding areas have been robbed.
 - Police need to be visible. A lot of actors not only commit violent crimes but also motor vehicle crimes. Five illegal guns have been taken off the street because of car stops. No persons arrested were residents of Yeadon.
 - Violence is down in Yeadon.

- The clergy was recognized by the Law Enforcement Chaplin's of Delaware County organization.
- The Mayor congratulated Code Officer, Mary Nixon, for receiving the ServSafe certificate for one year.
- Council President Monroe noted that resident Learin Johnson will distribute turkeys to families in need and some were offered to Chief Paparo courtesy of NJN & Associates.
- Fire Department – Fire Chief, Michael Melazzo
 - Report was submitted and will be read at the Legislative meeting.
- Emergency Management – Fire Marshal, Rufus Stokes
 - Report was submitted and will be read at the Legislative meeting.

E. Recreation, Vice President Ronald Francis – Chair

- ❖ There was no Recreation Committee Meeting in December. The last meeting the committee worked on the Haunted Hall, Veterans Day, and the Tree Lighting.

Planning for 2020 events will take place after the holidays. The next meeting will be held the 2nd week of January. The date will be announced.

- ❖ The Recreation Committee is accepting new members. If anyone is interested contact the Borough.
- ❖ Vice President Francis thanked the Mayor, the Borough Council, Management, all Borough staff and departments, and the residents for having a great program this year.

13. OLD BUSINESS

- None

14. NEW BUSINESS

- None

15. ADJOURNMENT

- Motion to Adjourn.
Moved By: Councilor Clara Johnson
Seconded By: Councilor Rafi Cave

Meeting Adjourned at 7:58 p.m.

Respectfully Submitted by Management