



BOROUGH OF YEADON  
DELAWARE COUNTY, PENNSYLVANIA  
BOROUGH COUNCIL LEGISLATIVE MEETING MINUTES  
March 18, 2021

Meeting began at 7:00 p.m.

The Solicitor stated the following: This meeting is being held via Zoom pursuant to the Governor's Emergency Declaration, as such the meeting is being recorded. If you participate in the meeting you are consenting to being recorded and there is no expectation of privacy in this meeting. At the appropriate time the Council President will announce that there will be a Citizen's Forum for public comment. We ask that you raise your hand in the chat box and let us know that you want to communicate.

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

Rohan K. Hepkins, Mayor	Present
LaToya Monroe, President	Present
Ronald Francis, Vice President	Present
Clara Johnson	Present
Rafi Cave	Present
Dolores McCabe	Present
Tomeka (Taliah) Jones-Waters	Present
Liana Roadcloud	Present
Mironda Presswood, Manager	Present
Charles Gibbs, Solicitor	Present
Julianne James, Tax Collector	Absent
Eileen Mulvena, Engineer	Present
Nafis Nichols, Finance Director	Present

III. CITIZENS FORUM (comments limited to 3 minutes)

1. Carmen Martin asked to see all panelists and participants on the Zoom Council meetings.

President Monroe informed her that the Borough website has photos and names of the panelists.

IV. APPROVAL OF MINUTES

1. Motion to approve the February 11, 2021 Caucus Meeting Minutes.  
Moved By: Councilor Johnson  
Seconded By: Councilor Cave  
Unanimous

2. Motion to approve the February 18, Legislative Meeting Minutes.

Moved By: Vice President Francis

Seconded By: Councilor Cave

Unanimous

#### V. MAYOR'S REPORT

The Mayor asked that his report be submitted as written and proceeded to give highlights:

1. The Mayor summarized that the Mayor's Forum was held on 3/4 with special guests, County Councilman Kevin Madden and Dr. O'Mahony of the Delaware County Wellness Center. In addition, he said the County agreed to allow special days to schedule Yeadon residents for the COVID-19 vaccines.
2. The Mayor also discussed that the Borough is going to receive over \$1 million in COVID-19 economic relief funds from the federal government. He briefly mentioned some of the terms and timing involved.

#### VI. PRESIDENT'S REPORT

1. President Monroe reported that she received a follow-up phone call from Senator Anthony Williams for the one hundred COVID-19 vaccinations that he secured on a last-minute basis for residents within his constituency. Senator Williams reached out to the Borough for names of individuals in our area who qualify for the COVID-19 vaccines to be vaccinated on Sunday March 14<sup>th</sup> at the Upper Darby High School. This was a first come first served effort and filled up quickly; any overflow from this list was able to be scheduled on Tuesday at that Delaware County Wellness Center. She further reported that the County extended what we call "Yeadon days" at the wellness center for an additional week, but it is based on the number of vaccines available and thanked everyone involved.

The Mayor and Council discussed the number of residents that received COVID-19 vaccinations on 3/14 and President Monroe advised Councilor Roadcloud to reach out to Senator Williams office for more information.

#### VII. MANAGER'S REPORT

Mrs. Presswood asked that her report be accepted as submitted at Caucus and proceeded to with the below addition:

1. She stated that with the help of Mr. Payne, the Library Director, and Christine Helmandollar from Friendship Circle/Senior Community Services, the Borough was able to schedule Yeadon residents for vaccinations that qualified under Phase 1A. The Borough established a call center phone number to schedule the COVID-19, it is (267) 449-1496. Mrs. Presswood encouraged everyone to spread the word about the new scheduling dates which are 3/20, 3/23, and 3/27 at the Delaware County Wellness Center.

## VIII. SOLICITOR'S REPORT

1. Motion to approve the 2021 Shade Tree Removal List.  
Moved By: Vice President Francis  
Seconded By: Councilor Cave  
Unanimous

Councilor Cave asked about the flexibility of the list and adding other trees.

The Solicitor responded Council will be voting to advertise these trees for removal. At the last meeting Council elected that the advertisement will not be just through the newspaper, the advertisement will also be through personal mail to the home in front of or behind the tree. Mr. Wilkinson can deal with other trees. The Borough is not limited to one advertisement or one process. The Borough cannot be flexible, but we can add a supplement list.

2. The Solicitor responded to a question in the chat section of the meeting asking the total number of attendees and answered the following: There are twenty-two participants and fifteen panelists on the call.
3. The Solicitor will discuss with Council ongoing litigation, such as tax assessment appeals.
4. Councilor Roadcloud asked about a motion regarding the withdrawal of a member from the Civil Service Commission.

The Solicitor responded that a motion cannot be made until after a public hearing is held. The certified mail receipt stated not delivered, so he cannot bring it to Council without proof of service. The mail was sent out last month, the certified mail was sent the beginning of the month.

## IX. TAX COLLECTOR

1. Mr. Nichols asked that the Tax Collector's Report be submitted as read at Caucus.

## X. LIBRARY'S REPORT

Mr. Payne asked that the Library's Report be submitted as read at Caucus with the two additions below:

1. The Library will host the Swing into Spring Program for the youth on 3/20 at 11:00 a.m.
2. Mr. Payne said that the Library will continue to obtain the names of residents for the COVID-19 vaccines and include flyers with the checkout materials.

## XI. ENGINEER'S REPORT

1. Mrs. Mulvena reported that the property at 728 Yeadon Avenue has been a concern for years and the judicial sale was delayed last fall and is scheduled to continue in May 2021. If the property does not sell, NDI is asking permission to prepare a grant application for the demolition of the property.

Motion to authorize NDI to apply for a grant application for the demolition of the property located at 728 Yeadon Avenue.

Moved By: Councilor Cave

Seconded By: Vice President Francis

Unanimous

2. Mrs. Mulvena stated that the next item was to authorize a survey of the former Yeadon Swim Club, which will be a topographic survey consisting of two contour intervals. The lowest price received was \$7,700 from G.D. Houtman and Son, Inc., located in Media, PA.

Motion to approve the proposal in the amount of \$7,700.00 submitted by G.D. Houtman & Son, Inc., for a topographic survey for the proposed recreation center.

Moved By: Councilor Cave

Seconded By: Vice President Francis

Motion Passed: 6 – 1, Councilor Jones-Waters opposed.

Council inquired as to whether the topographic study was performed previously, if it would be covered by the revitalization grant, and why the Borough is using G.D. Houtman & Son, Inc.

Mrs. Mulvena responded that G.D. Houtman & Son, Inc. was the lowest bidder, but both bidders were qualified. She stated that the motion should not say for the proposed recreation center and the use of the property did not matter. The motion is to get a survey done of the property that will show the grade of the entire site for however the site is used. The contractor will not do anything that has to do with any type of structure, and is just documenting what exists and how the ground looks. She added that the survey of the property will act as a structure. Mrs. Mulvena said she is unfamiliar with the revitalization grant.

Mr. Nichols responded that the survey is not included in the grant, the grant will look at an economic development study of the area and feasibility study of the best options, and that this motion is a part of a bigger plan.

3. Motion to authorize NDI to apply for the National Fitness Campaign grant.

Moved By: Vice President Francis

Seconded By: Councilor Johnson

Unanimous

\*Please note: Mrs. Mulvena stated that this grant will be a part of the comprehensive park improvements at Yeadon Community Park.

Councilor Jones-Waters asked for more information about the proposed grant

Mrs. Mulvena stated there is an organization that provide grants/contributions towards projects that are related to fitness equipment. She explained that as part of the Pennsylvania Department of Conservation and Natural Resources (DCNR) award the Borough received we are upgrading the fitness workstation located at the Yeadon Community Park. The National Fitness Campaign grant will support this effort.

4. The Solicitor responded to a question in the chat section of the meeting asking who made the motion and who seconded the motion and answered the following: There is no requirement under the *Robert's Rules of Order* that you see the person who makes the motion. The requirement of the *Robert's Rules of Order* is that a duly elected member of the body make a motion. The Solicitor can attest that Councilor Johnson and Councilor

Francis are both duly elected members who made motions, but because they call in, they cannot be seen.

5. Mrs. Mulvena stated that the next item related to Liquid Fuels Funds for a resurfacing project. All the locations identified in the motion had sanitary sewer work done and now need paving where the sewer work was performed so that the trenches are restored properly.

Motion to adopt Resolution #2021-004 for the Borough to apply for the Allocation of County Liquid Fuel Tax Funds in 2021 for the Borough's 2021 Liquid Fuels Project.

Moved By: Vice President Francis

Seconded By: Councilor Cave

Unanimous

## XII. COMMITTEES' REPORTS

### A. Finance, Councilor Rafi Cave – Chair

1. Motion to approve the Accounts Payable List.  
Moved By: Vice President Francis  
Seconded By: Councilor McCabe  
Motion Passed: 6 - 1, Councilor Roadcloud opposed.
2. Motion to approve the Cash Balance Report.  
Moved By: Vice President Francis  
Seconded By: Councilor McCabe  
Motion Passed: 6 - 1, Councilor Roadcloud opposed.
3. Motion to approve the grant application for the Yeadon Education Athletic Association (YEAA) donation request of \$3,000.  
Moved By: Councilor Johnson  
Seconded By: Vice President Francis  
Unanimous

Mr. Nichols added that the Finance Department upgraded their software, the last upgrade was in 2009. The cost was \$1,400, which was a good deal. The issue was Microsoft would not be able to support the software. The new software has more user friendly reports, which means better website posting.

### B. Code Department, Councilor Liana Roadcloud – Chair

1. Councilor Roadcloud asked that her verbal report given at Caucus be submitted at this time.

### C. Public Works, Councilor Clara Johnson – Chair

1. Councilor Johnson asked that the Public Works Report accepted as submitted.

### D. Public Safety, Mayor Rohan K. Hepkins and Councilor McCabe

1. The Mayor asked that the written report accepted as submitted. The next Public Safety Committee meeting will be held on 3/27 at 9:30 a.m. via Zoom.
  - i. Police Department – Police Chief, Anthony Paparo

- a. Chief Paparo discussed speed bumps and asked that his report be accepted as submitted.
- b. Chief Paparo added that President Biden visited Chester and Darby. There were no issues or concerns except heavy traffic.

E. Recreation, Vice President Francis – Chair

1. Vice President Francis reported that the Governor is likely to remove restrictions in June and not everyone has received vaccinations, so we should not attempt to have people gather together. In addition, Flag Day is planned months in advance. As a result, there will be a virtual presentation this year.

He further reported that he spoke with the Recreation Committee members to discuss alternate programs for the Haunted Hall and Veterans Day, which is likely to be boxed lunches again. He concluded that the Tree Lighting Ceremony in December will be virtual.

Dr. McCabe inquired about in person Flag Day events and she and Vice President Francis agreed to discuss.

The Solicitor responded to a question in the chat section of the meeting asking Vice President Francis will there be a Flag Day Committee. Vice President Francis responded that he can be contacted regarding Flag Day.

2. Councilor Cave asked how the Borough will communicate spending the COVID-19 Relief money.

Mr. Nichols responded that there are restrictions for what funds can be used for and when, which is still being determined.

3. Dr. McCabe mentioned she read a book called *Healthy Beginnings* and advised that the building should be prepared for the next round/SARS 3. She and Mr. Nichols agreed to discuss this further.

XIII. NEW BUSINESS

1. Senator Anthony Williams joined the call to discuss the vaccinations that occurred at Upper Darby High School.

XIV. ADJOURNMENT

1. Motion to adjourn.  
Moved By: Councilor Cave  
Seconded By: Vice President Francis

Meeting adjourned at 8:03 p.m.

Respectfully submitted by Management.