



BOROUGH OF YEADDON
DELAWARE COUNTY, PENNSYLVANIA
BOROUGH COUNCIL LEGISLATIVE MEETING MINUTES
MANAGER REPORT
June 17, 2021

Meeting began at 7:13 p.m.

I. PLEDGE OF ALLEGIANCE

The Solicitor read a disclaimer about the meeting being recorded.

II. ROLL CALL

Rohan K. Hepkins, Mayor	Present
LaToya Monroe, President	Present
Ronald Francis, Vice President	Present
Clara Johnson	Present
Rafi Cave	Absent
Dolores McCabe	Present
Tomeka (Taliah) Jones-Waters	Present (Excused at approximately 7:54 p.m.)
Liana Roadcloud	Present
Mironda Presswood, Manager	Present
Charles Gibbs, Solicitor	Present
Julianne James, Tax Collector	Present
Eileen Mulvena, Engineer	Present
Nafis Nichols, Finance Director	Present

III. CITIZENS' FORUM (comments limited to 3 minutes)

1. Dr. Stephanie Robinson introduced herself and mentioned that this is her 2nd time attending a council meeting to see what is going on in the community.

IV. APPROVAL OF MINUTES

1. Motion to approve the May 13, 2021 Caucus Meeting Minutes.
Moved By: Vice President Francis
Seconded By: Councilor Johnson
Unanimous
2. Motion to approve the May 20, 2021 Legislative Meeting Minutes.
Moved By: Vice President Francis
Seconded By: Councilor Johnson
Unanimous

V. MAYOR'S REPORT

1. Juneteenth has been declared a national holiday. The Nile Swim Club will have a Juneteenth celebration on 6/19.
2. The Flag Day was held virtually, and Vice President Francis will discuss more during his report.
3. The mail fraud case was solved. The Mayor thanked the police department for their efforts.
4. The Nile Swim Club received a state historical marker and held a dedication ceremony on 5/22.
5. The summer season starts on Sunday 6/20 which is also Father's Day.

VI. PRESIDENT'S REPORT

1. The Borough was awarded the Community Development Block Grant (CDBG) grant in the amount of \$200,000 to make sanitary sewer repairs on Cypress Street.
2. Senator Anthony H. Williams awarded the Borough \$45,000 to support Chief Paparo's portable cameras that are stationed on Church Lane and Yeadon Community Park.
3. There is a vacancy on the Civil Service Commission and Carl Graham and Dr. Stephanie Robinson are being considered.

Motion to appoint Carl Graham to the Civil Service Commission.

Moved By: Vice President Francis

Seconded By: Councilor Johnson

Motion passed: 4-2, Councilors Jones-Waters and Roadcloud opposed.

The Solicitor and Council discussed the Civil Service Commission applicants and appointment process, and Carl Graham accepted his appointment and thanked everyone.

VII. MANAGER'S REPORT

Items Handled/Announcements

1. The Borough was awarded \$200,000 from the Community Development Block Grant for 2021 for the sanitary sewer rehabilitation at Cypress Street: Longacre Boulevard to Baily Road.
2. The Code Department received a health inspection refresher from the Department of Agriculture on 5/3. Mr. Stokes and Mr. White also attended zoning training on 5/11.
3. The Department Head Meeting was held on May 27th.
4. Borough Management's monthly meeting with NDI was held on June 3rd. Updates on various issues and projects were discussed and will be addressed during the engineer's report.
5. Management had a meeting with the Solicitor on 6/16/21.
6. Management, NDI, and Linn Architects met with members of the Library Board and staff on June 9th to discuss items for the Keystone Library Grant, which is due in October. The Library would like HEPA filters and sneeze guards, which would have been included in the Keystone grant application. However, the Library would like to purchase these items now. Unfortunately, this was not accounted

for in the Borough's budget, but the Library's allocation from the Borough, which is sent quarterly, can be used to cover these expenses. NDI and Linn Architects will provide the Library with estimates on these items.

7. The Virtual Flag Day event was held on June 14th.
8. Delaware County and the Borough held a Pop-up Vaccine Clinic on June 16th.
9. The Mayor held the Annual Employee Appreciation Day on June 17th.
10. The County Health Department is set to launch in January of 2022. At which time, it will assume responsibility for conducting the inspections outlined in Act 315 of the PA Local Health Administration Law. The County plans on meeting with the Borough this summer to discuss the Borough's inspection program and to ensure the smoothest transition possible.
11. Please be reminded that the Borough will be closed on June 18th in observance of Juneteenth. Also, there will not be any Caucus Meetings in July and August.

Items in Progress

1. Urban Roots Farm is a farm that is part of Community Supported Agriculture (CSA) at Camp Garrett. A CSA is a direct marketing partnership between a farmer(s) and a committed network of community supporters/consumers who help to provide a portion of a given farm's operating budget by purchasing "shares" of the season's harvest. Jack Goldenberg runs the farm and would like to donate vegetables from the farm for free to Yeadon residents for 25 weeks and possibly more to others if the supply permits doing so. This is an effort being done in conjunction with the Recreation Department and anyone looking for more information should contact Mr. Hunter at Ext 149 or at recreation@yeadonborough.com.
2. Monthly meetings are being held with the National Fitness Campaign leading up to the ribbon cutting which is likely to be sometime in September. In the meantime, we are following up with and receiving inquiries from businesses looking to sponsor the project, be it financially or through offering their services/expertise. Mayor Hepkins and Management sent sponsorship letters. The First Lady and Vice President Francis were instrumental in following up with the potential sponsors. In addition to the \$30,000 from NFC, so far, the Borough received \$2,500 from our insurance carrier, Arthur J. Gallagher, \$500 from Parkview Pizza, and Senior Community Services is giving \$100.
3. Management is working with NDI to apply for the Giant Company grant called Keeping Pennsylvania Beautiful. The Borough will be applying for two separate projects under this grant. One is for the rain garden that will be located at the municipal parking lot and the other is for the projects at the Yeadon Community Park.
4. The Borough is in the process of updating services and procedures, such as the phone system and the payroll and timekeeping system. Both should be upgraded by July.
5. The newsletter is in the editing phase and should be out by the end of the month.

Items to be Addressed

1. There are three people to be considered for the Library Board and Civil Service Commission. Each has one vacancy. The applicants' information was included with the packet and there are motions on the agenda for Council's consideration.

2. Council determined that Shade Tree removals should occur annually. As such, there are trees to be considered for removal on tonight's agenda. Please be reminded that there is a Shade Tree Fund collected so the Borough's budget is not affected when having to address these matters, which are the responsibility of the homeowner under the ordinance. When the homeowner pays the Borough for any costs incurred by the Borough related to the removal, the payment is added back into whichever account from which it was paid.
3. Management had a conference call with the Holy Cross Cemetery on June 8th regarding their services and creating more of a relationship with the Borough and community. It was agreed that communication is key. In that spirit, the Holy Cross Cemetery would like the community to know that it is open for Father's Day, on Sunday, June 20th. They will have staff on site to help families visiting loved ones.
4. Also, Holy Cross is offering First Responders (police, fire, EMT) and their families a 25% discount on all pre-arrangements in appreciation of their service to the community. This discount is available through June 30th.
5. Anyone who needs assistance with anything related to Holy Cross Cemetery is encouraged to call their Manager, Jonathan Morein, at (610) 626-2206.
6. The Borough is always accepting applications and posts certain job opportunities when they are available. Currently, Camp Garrett is filling multiple positions, such as counselors, lifeguards, and garden and kitchen assistants. Please visit the Borough website for a complete list of all positions and additional details.
7. President Monroe read a message from Dr. Robinson congratulating Mr. Graham and thanking Council for considering her for the Civil Service Commission.
8. Councilor Roadcloud asked about NFC funding/donations, using Coronavirus Relief Funds for common alleys/driveways, spending regulations, and the shade tree surcharge.

The Solicitor replied that the relief funding is for infrastructure improvements, but the government has not promulgated to define the means. Mr. Nichols added that the Borough has not received any relief funds yet.

Mrs. Presswood explained property owners are responsible for the cost of removing the trees and for repairing the pavement under the shade tree ordinance. The Shade Tree fund was created before she was the manager. However, her understanding is that the Shade Tree Fund was created to assist the Borough in being able to make these repairs when there is an emergency or safety concern, since these types of items are not in the budget. The \$5 paid by the residents each year is used to cover these types of removals/repairs. When the resident pays the Borough for these expenses, the money is returned to whichever fund was used to cover the costs/services paid by the Borough. The Solicitor confirmed Mrs. Presswood's explanation.

9. After the Engineer's report, Mrs. Presswood was granted permission to add the following information to her report. There was an application for a block party to be held on July 3rd on the 500 block of Arbor Road. However, the resident did not meet the requirements because they did not have enough signatures. She added that Chief Paparo may add to this or discuss during his report.

VIII. SOLICITOR'S REPORT

1. Council met this evening at an executive session to discuss litigation, personnel matters and to receive legal advice.

2. Motion to authorize the settlement relative to EDPA case # 19-CV-01393.

Moved By: Councilor McCabe

Seconded By: Vice President Francis

Motion Passed: 4-1-1, Councilor Roadcloud opposed and Councilor Jones-Waters did not vote.

The Solicitor stated the settlement amount will be our deductible required by the insurance company.

3. Motion to authorize the Solicitor to draft an ordinance related to large scale permit fees.

Moved By: Vice President Francis

Seconded By: Councilor Johnson

Motion Passed: 5 voted yes, Councilor Jones-Waters did not respond/vote.

The Solicitor stated that the law does not allow the Borough to charge a permit fee and make a profit from such. Makemie Court and Borough Management are working to get other large-scale projects. To change the Borough fee schedule, it must be done by ordinance. He is asking Council for a one to two paragraph ordinance to allow for a fee permit schedule by resolution and will be asking for a special meeting in 10 days.

4. Motion to approve Resolution #2021-009 authorizing the Borough to hold in escrow permit fees on behalf of Makemie Court pending Council's approval of the ordinance next week.

Moved By: Councilor Johnson

Seconded By: Vice President Francis

Unanimous

*Councilor Jones-Waters was not on the call.

The Solicitor stated the reason for the resolution is because Makemie is going into closing and the Borough must be able to issue a building permit. The Borough will hold the fees in escrow and assuming Council will approve the resolution in 10-12 days.

5. Motion to authorize a payment in lieu of taxes on behalf of Holy Cross Cemetery in the amount of \$650.

Moved By: Councilor Johnson

Seconded By: Vice President Francis

Unanimous

*At approximately 7:54 p.m., President Monroe noted that Councilor Jones-Waters left the meeting due to personal reasons.

6. Motion to authorize a settlement with the Fraternal Order of Police related to the 2019-01 grievance.

Moved By: Vice President Francis

Seconded By: Councilor Johnson

Unanimous

The Solicitor stated he discussed the settlement at the executive session and does not want to put the settlement authority on the floor or the settlement authority amount on the record, because the Borough could be negotiating against itself. He said the issue was discussed with Council and once settled he will report the exact number.

IX. TAX COLLECTOR

1. The Borough Revenue received for the month of May: \$108,032.73 from real estate; \$17,420.00 from trash; \$41,828.65 from sewer; for a grand total of \$167,281.38.

X. ENGINEER'S REPORT

1. Motion to accept item 4.1 of the B&L trash contract for the contract price of \$315,975.

Moved By: Vice President Francis

Seconded By: Councilor Johnson

Unanimous

Council inquired about the amount. Mrs. Mulvena replied it is from original contract and there is no change in services.

2. Motion to accept item 9.1 of the B&L single stream recycling contract for the contract price of \$140,160.

Moved By: Vice President Francis

Seconded By: Councilor Johnson

Unanimous

3. Council and Mrs. Mulvena discussed the recycling grant that the Borough submitted this year.
4. Mrs. Mulvena received an update about several storm sewer issues during heavy rain events from the Public Works Department. She said Mr. Nichols is looking into financial options for repairs.
5. Stormwater Tip: Set your sprinklers to minimize run off. Using frequent short cycles gives water a chance to soak into the soil. Make sure your sprinkler heads are adjusted to reduce overspray and water the minimum necessary for the plant.
6. Councilor Johnson confirmed with Mrs. Mulvena that vinegar is used as a natural weed killer.
7. Councilor Roadcloud and Mrs. Mulvena discussed inflow to the sanitary sewers which are metered through the Philadelphia Water Department.

XI. COMMITTEES' REPORTS

A. Finance, Councilor Rafi Cave – Chair

1. Motion to approve the Accounts Payable List.

Moved By: Councilor Johnson

Seconded By: Vice President Francis

Motion Passed: 4-1, Councilor Roadcloud opposed.

2. Motion to approve the Cash Balance Report.

Moved By: Vice President Francis

Seconded By: Councilor Johnson

Motion Passed: 4-1, Councilor Roadcloud opposed.

B. Code Department, Councilor Liana Roadcloud – Chair

1. There were no zoning hearings for the month of May.
2. There were 3 Zoning Use Applications submitted in May:
 - a. 1043 Stetser Avenue fence – Approved.
 - b. 665 Cypress Street garage in rear of property – Approved.

c. 6A Elder Avenue addition to property – Under review.

3. Hot Spots:

- a. Graffiti issues were reported throughout the Borough.
- b. Washington Woods Apartment Complex illegal dumping is being monitored by the Code Department.
- c. Trash issues at Revere Crossing Apartments, for example, dumpster issues take place on Mondays.

4. Action Items:

- a. MacDade Shopping Center - Inspector Nixon is monitoring the trash issue.
- b. Parkview Court Apartments trash issue.
- c. Makemie senior complex plans are being reviewed by Linn Architect.
- d. A list is being compiled of all sidewalk issues. Currently, there are approximately 50 damaged sidewalks. All residents will receive letters regarding repairs.
- e. Grass and trash issues throughout the borough. Inspectors are writing violations notices and citations.
- f. 11 abandoned vehicles have been removed from several properties.

5. Closed Items:

- a. Parkview Court & Grace Court inspections are completed.
- b. Major sewer issue at Parkview Court Apartment – The sewer issues were resolved.
- c. Both swimming pool locations - the Nile & Parkview Court Apartments have been inspected & passed.

6. Upcoming items:

- a. Rental inspections for Revere Crossing Apartments were scheduled for June 1, 2021 and 3 other apartment complexes have been scheduled for June.
- b. Makemie Senior Housing plans are being reviewed.
- c. 735 Church Lane submitted plans for renovations and are being reviewed by a third- party contractor.

7. Motion to remove the shade trees located at 819 and 834 Pleasant Road, 917 Longacre Boulevard, 1034 Bullock Avenue, 1002 West Cobbs Creek Parkway, 1119 Allen Drive, 662, 664-665 Cypress Street, 622 Rose Street, 106 and 114 Norma Road.

Moved By: Councilor Johnson

Seconded By: Vice President Francis

Unanimous

Councilor Roadcloud inquired about a tree on Darnell Avenue not being on the list. It was decided that this should be discussed with the department heads offline.

8. Motion to approve the homeowners of the 2021 shade tree removals to reimburse the Borough for the cost of the removal.

Moved By: Vice President Francis

Seconded By: Councilor Johnson

Motion Passed: 4-1, Councilor Roadcloud opposed.

C. Public Works, Councilor Clara Johnson – Chair

1. The Public Works summer hours are 6:00 a.m. to 3:00 p.m. Monday to Friday.
2. The next E-Waste Events are Friday 6/25 and 7/30 from 7:00 a.m. to 3:00 p.m.
3. The next Yard Waste Drop Off Events are Friday 6/11 and 7/9 from 7:00 a.m. to 3:00 p.m.
4. Twice a week trash pickup begins July 1st to August 31st. Due to the Fourth of July holiday, there will be no trash pickup July 5th and the Monday route will be picked up once that week.
5. Abatements: 728 Yeadon Avenue, 617 Cypress Street, 817 Rader Avenue, 1109 Duncan Avenue, 433 Holly Road, Washington Woods Apartment Complex, 901 Longacre Boulevard, and 917 Longacre Boulevard.
6. Borough Facilities: The ice machine on 2nd floor was serviced, repaired, and cleaned. The isolation valves in the second-floor kitchen were replaced by Rabe Plumbing.
7. The street dirt total for 2021 is 73.11 tons.
8. The new sewer truck will be delivered in September. According to H.A. DeHart, the Borough saved \$25,000 because the steel surcharges increased since the order was placed.
9. President Monroe asked Management to respond to Dr. Robinson's inquiry about the Library Board vacancy in the chat section.
10. Councilor McCabe asked where old tires can be disposed. Mr. Wilkinson stated he will send her the information. President Monroe asked if the information can be submitted to the website similar to the no wipes in the pipes that Mr. Wilkinson provided and he agreed.

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

1. The Public Safety Committee met on 5/29 and the next meeting will be 6/26 via Zoom.
 - i. Police Department – Police Lieutenant, Shawn Burns
 - a. Chief Paparo discussed the mail fraud/stolen checks case that was solved.
 - b. The police department will be applying for a \$75,000 grant to help pay for the PA Law Enforcement Accreditation Program. Also, they will be applying to the Cops Hiring Program grant which provides funding to hire police officers.
 - c. President Monroe thanked the Chief for taking care of the residents in the chat and said that if anything changes regarding the block party, it could be addressed at the Special Meeting in 10 days.
 - d. Councilor Roadcloud asked for the reason a motion is needed for an ordinance that is already enacted related to shade trees. The Solicitor stated there were significant discussions last year about whether the property owner must pay for tree removal and repairs and the Borough Manager wanted to reaffirm the shade tree process by a vote of this Council.

E. Recreation, Vice President Francis – Chair

1. Virtual Flag Day was held on 6/14. The Recreation Committee thanked the Mayor, Council, Borough Management, and Hoff Communications for a wonderful job.
2. The Recreation Committee is keeping track of the COVID-19 policies to see if future events can take place and use the recreation budget accordingly.
3. Councilor McCabe suggested having a Juneteenth event and agreed to discuss her ideas with Vice President Francis.

XII. ADJOURNMENT

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

Meeting adjourned at 8:31 p.m.

Respectfully submitted by Management.