

**BOROUGH OF YEADON
REGULAR MEETING
JANUARY 19, 2012
7:31 P.M.**

CALL TO ORDER

John Holden, Council President, called the meeting to order and led the Pledge of Allegiance.

ROLL CALL

John Holden, President	Present
Denise Stinson, Vice President	Present
Asher Kemp, Jr.	Present
Rosalind Johnson	Present
Deborah Robinson-Howell	Present
Nelva Wright	Present
Gracie Snead	Present
Dolores Jones-Butler, Mayor	Present, Left the room at 8 pm and returned at 8:25 pm
Caren Andrews, Manager	Present
Carl Ewald, Solicitor	Present

MAYOR'S PRESENTATION-TENNIS PROGRAM AWARDS

The Mayor introduced Bernard Chavis, the President and CEO of the Black Tennis Foundation. Mayor Jones-Butler and Mr. Chavis presented the certificates to the children who participated in last year's Yeadon tennis program.

Jack Ladden, the President of the United States Tennis Association's Middle States Philadelphia branch, and Kitty Perrin, Delaware County representative from USTA, presented the Borough with a ceremonial check in the amount of \$ 12,750 which represents a one dollar pledge from its membership. The pledge of \$ 12,750 is being paid out over a three year period. The pledge is payable to 4 Tennis in Yeadon to help the Borough in building a tennis and recreation center on the former Yeadon Swim Club property.

The Mayor thanked everyone. The Mayor stepped out of the Council Chambers to join the parents, children, and guests of the tennis programs.

ANNOUNCEMENT – EXECUTIVE SESSION

Carl Ewald, the Borough Solicitor, announced before tonight's meeting there was an Executive Session for personnel and legal matters.

RED CROSS BLOOD DRIVE PRESENTATION

Rachel Fink, the spokesperson from the American Red Cross Blood Drive described the program. The next blood drive is on January 26 from 2 pm to 8 pm in Borough Hall.

CITIZEN'S FORUM

Linda Magness spoke about a violation notice she received regarding a sinkhole in the common driveway. She believes the storm drain is causing the problem. Ms. Magness stated she does not own the storm drain. Mr. Ewald stated he can discuss this with her after the meeting.

Terry McGirth reviewed the statistics in the Year 2011 Treasurer's Report. He was alarmed at the number of items over budget and the level of overruns. He asked Council what they are going to do to stop this from happening again. Mr. McGirth asked for a watchdog. President Holden said this is Council's first meeting. President Holden stated this Council will be transparent with involvement from the public. Councilor Johnson spoke about following through on the auditor recommendations. She stated the Borough needs to standardize the purchasing process, purchase in bulk, have a Controller approve purchases, take an inventory of what is in Borough Hall, and have an active Finance Committee.

Maxine Veasey spoke on behalf of the Fellowship of the Doers. Last September the Fellowship of the Doers came before Council with a number of Code concerns and recommendations. The Doers acknowledged the tall grass and weed issues were addressed. The Doers asked for the Code Director to give progress reports at the monthly Council meetings. The Doers requested that Code Committee meetings be held during evening hours. They asked for four residents to participate on the Code Committee. The Doers want the removal of signage on the windows and doors in the business districts.

Isaac Dotson, Candace Glasshower, Jacquelynn Puriefoy-Brinkley, and Jacqueline Mosley rescinded their need to speak.

Councilor Johnson asked if there was a response. President Holden announced he has been meeting daily with the Code Director and Borough Manager to tackle some of the issues addressed tonight. President Holden is looking for the community to work together.

Councilor Johnson said the Comprehensive Plan called for residents in the four parts of the Borough to serve on the Code Committee. Councilor Johnson has developed a form for residents interested in serving on committees. The form was passed out.

MINUTES

President Holden called for a motion to accept the November 17, 2011 Council meeting minutes. President Holden reminded the three new members they cannot vote on Year 2011 minutes.

Motion: Council to Accept the November 17, 2011 Minutes.

Motioned By: Councilor Kemp

Councilor Robinson-Howell said on page 1 John Holden was absent, but later in the minutes John Holden made a motion.

Amended Motion: Council to Amend the Motion to Accept the November 17, 2011 Minutes with the Correction on Page 1 Identifying that John Holden was Present.

Motioned By: Councilor Kemp
Seconded By: Councilor Robinson-Howell

Councilor Johnson stated she had unreadiness. There is an error on page 9 where the Careview Carefest date should read July 28, 2012.

Amended Motion: Council to Amend the Motion to Accept the November 17, 2011 Minutes with the Corrections on Page 1 Identifying that John Holden was Present and on Page 9 the Careview Carefest date was July 28, 2012.

Motioned By: Councilor Kemp
Seconded By: Councilor Robinson-Howell

The motion passed 4 to 0 with three abstentions. Councilor Snead, Councilor Johnson, and Councilor Wright abstained.

President Holden called for a motion to accept the December 5, 2011 Workshop minutes

Motion: Council to Accept the December 5, 2011 Minutes.

Motioned By: Councilor Kemp
Seconded By: Councilor Robinson-Howell

The motion passed 3 to 0 with four abstentions. Councilor Snead, Councilor Johnson, and Councilor Wright abstained. President Holden was not present at this meeting and abstained.

President Holden called for a motion to accept the December 6, 2011 minutes.

Motion: Council to Accept the December 6, 2011 Special Meeting minutes.

Motioned By: Vice President Stinson
Seconded By: Councilor Kemp

The motion passed 3 to 0 with four abstentions. Councilor Snead, Councilor Johnson, and Councilor Wright abstained. Councilor Robinson-Howell was not present at this meeting and abstained.

President Holden called for a motion to accept the December 13, 2011 Special Meeting minutes.

Motion: Council to Accept the Minutes December 13, 2011 Special Meeting minutes

Motioned By: Vice President Stinson
Seconded By: Councilor Kemp

President Holden called for a motion to accept the December 28, 2011 Special Meeting minutes. The motion passed 3 to 0 with four abstentions. Councilor Snead, Councilor Johnson, and Councilor Wright, and Councilor Robinson-Howell abstained.

President Holden called for a motion to accept the December 28, 2011 Special Meeting minutes.

Motion: Council to Accept the December 28, 2011 Special Meeting minutes.

Motioned By: Councilor Kemp

Seconded By: Councilor Robinson-Howell

The motion passed 4 to 0 with three abstentions. Councilor Snead, Councilor Johnson, and Councilor Wright abstained.

President Holden called for a motion to accept the December 28, 2011 CDBG minutes.

Motion: Council to Accept the December 28, 2011 CDBG minutes.

Motioned By: Councilor Robinson-Howell

Seconded By: Vice President Stinson

The motion passed 4 to 0 with three abstentions. Councilor Snead, Councilor Johnson, and Councilor Wright abstained.

President Holden called for a motion to accept the December 29, 2011 Special Meeting minutes.

Motion: Council to Accept the December 29, 2011 Special Minutes.

Motioned By: Vice President Stinson

Seconded By: Councilor Kemp

The motion passed 2 to 0 with five abstentions. Councilor Snead, Councilor Johnson, and Councilor Wright abstained. Council President Holden and Councilor Robinson-Howell abstained due to attendance.

President Holden called for a motion to accept the December 30, 2011 Special Meeting minutes.

Motion: Council to Accept the December 30, 2011 Special Meeting minutes.

Motioned By: Vice President Stinson

Seconded By: Councilor Kemp

The motion passed 3 to 0 with four abstentions. Councilor Snead, Councilor Johnson, and Councilor Wright, and Councilor Robinson-Howell abstained.

President Holden called for a motion to accept the January 3, 2012 Reorganization minutes.

Mayor Jones-Butler returned to the Council Chambers at 8:25 pm.

Councilor Stinson announced she had a correction on page 2 under signatures where her name was missing from the yes.

Councilor Johnson said she had unreadiness. The paragraph pertaining to the Statement of Financial Interests for President Holden is inaccurate. Ms. Andrews asked to table the minutes to allow her time to revisit the tape.

Councilor Kemp stated he said yes in his vote for President Holden conditional upon resolving the Statement of Financial Interests. Ms. Andrews said there was some confusion. The Solicitor spoke on this issue. She will revisit the tape.

President Holden announced the January 3, 2012 minutes are tabled.

MAYOR'S REPORT

Mayor Jones-Butler read the police report for the month of December. The Mayor read the snow emergency routes policy statement. The Mayor announced the new police department website.

Councilor Johnson asked if there was a motion to accept the Mayor's report. Mr. Ewald stated that is not required, but the President can ask for if anyone has questions. President Holden asked for questions.

Councilor Johnson requested that the previous year's activities and federal statistics, same time period, be added to the police report. Chief Molineux indicated he can amend the report. Councilor Johnson asked why the Lieutenant is in the Council room on duty tonight. Mayor Jones-Butler stated we do not need a police officer in the Council chambers other than the Chief. Councilor Johnson asked the Mayor to assist the Borough Manager in deciphering the 2010 Bond Issue data.

President Holden accepted the Mayor's report.

PRESIDENT'S REPORT

President Holden requested a motion to authorize one signatory for the Borough's bank accounts.

Motion: Council to have Vice President Stinson serve as one signatory for the Borough's bank accounts.

Motioned By: Councilor Kemp
Seconded By: Councilor Robinson-Howell

The motion passed 6 to 1. Councilor Johnson voted no.

President Holden announced the Committee assignments with most committees having three Councilors. They are as follows:

- Recreation Committee – Stinson, Robinson-Howell, Holden
- Code Committee – Holden, Wright
- Education Committee – Stinson
- Finance Committee – Wright, Holden, Robinson-Howell

- Public Safety Committee– Wright
- Elm Street and YEDC Committees – Kemp
- Public Works Committee – Holden, Kemp, Wright

President Holden asked if anyone was interested in serving on the Ad Hoc, Personnel and Search Committee. Councilor Wright, Councilor Johnson, and Councilor Kemp agreed to serve.

President Holden asked Councilor Johnson to serve on Public Works. Councilor Johnson said this was previously discussed; and, she said no. President Holden asked Councilor Johnson if she was interested in serving on any other Committees. She said no.

President Holden asked Councilor Snead to serve on some Committees. President Holden said we spoke before; and, he would like her to reconsider. Councilor Snead said this was previously discussed. Councilor Snead said she will let President Holden know.

President Holden announced that Councilor Robinson-Howell will serve on the Library Committee. Vice President Stinson agreed to serve on the Library Committee. President Holden said he will help out when he can.

Councilor Johnson asked for the dates of the Committee meetings. Councilor Johnson said the Committee meetings need to be advertised. Councilor Johnson said the Borough Council meetings need to be established for the 2012 Year and advertised. President Holden recommended there be no change to the Council meeting dates. Councilor Johnson asked for the Committee chairs. The proposed meeting dates are as follows:

- Library – 4th Thursday at 7 pm
- YEDC – 3rd Tuesday of each month at 7 pm.
- Recreation – 1st Thursday of each month at 7 pm. President Holden announced Councilor Stinson as Chair.
- Code – President Holden recommends an evening meeting, 2nd Tuesday at 7 pm.
- Education – 3rd Tuesday at 7 pm.

Dr. Harris mentioned the citizens' budget taskforce meetings conflict with the Code Committee. President Holden hopes this can be worked out.

It was announced the Finance Committee will meet on the Tuesday before the Council meeting, 6 pm. Councilor Johnson reminded everyone that the date will have to be assigned to this Committee meeting.

Ms. Andrews asked the Solicitor if Committee meetings need to be advertised being the Committees consist of three or less Councilors. Mr. Ewald said since this is not a quorum and no decisions are made advertising is optional. Mr. Ewald suggested it was good business practice. Ms. Andrews asked if Council wants her to advertise in the newspaper the Committee meetings. In the past Yeadon Borough did not publish a notice in the newspaper. Councilor Kemp confirmed this past practice. Councilor Johnson stated there is a potential to have four or more Council members present at Committee meetings. President Holden asked for this to be tabled. Everyone was in agreement.

Councilor Johnson asked for the dates of the workshop meetings. President Holden asked if anyone was interested in changing the workshop meetings and regular meetings.

Motion: Council to meet on the same scheduled days of the month as was done in Year 2011 for Year 2012. Workshops are on the first Monday of the month and the third Thursday is for the Regular Council meetings.

Motioned By: Councilor Kemp
Seconded By: Vice President Stinson

The motion passed 7 to 0. Councilor Johnson originally abstained. She had difficulty hearing the motion. The motion was summarized by Mr. Ewald. Councilor Johnson altered her vote to yes.

ENGINEER'S REPORT

Ms. Mulvena spoke on the County Aid application process, Chapter 94 report to DEP for the sanitary sewer system, and MS4 report to DEP for storm sewer. Each month she will read a storm water tip which will comply with the public education component of the MS4 report. Ms. Mulvena read a storm water tip on the storing of household products outside the reach of storm water.

President Holden asked for questions. There were none.

BOROUGH MANAGER'S REPORT

Ms. Andrews introduced the contract from Tom Josiah, the Borough's Financial Consultant. His services will be restricted to working on the 2011 audit. Ms. Andrews requested a motion.

Councilor Kemp asked if this is restricted to the 2011 Year. Ms. Andrews said yes. Moving forward we will not need his services.

Councilor Johnson had questions about the contract time limit. It should not go beyond six months. Councilor Johnson questioned the tax issue under paragraph 8. Councilor Johnson stated the contractor can select his employees who are assigned to this account. Councilor Kemp asked to table the Josiah contract. President Holden agreed.

TREASURER'S REPORT – No Report

FINANCE COMMITTEE REPORT

Caren Andrews introduced one change to the A/P List. The grand total stays the same. The American Asphalt invoice is an allowable Motor License Fund expense and should be coded from this fund. This moves the invoice to the Motor License A/P list. The bills list would read \$ 131,371.32 from General Fund and \$8,074.26 from the Motor License Fund with the A/P total not changing - \$ 441,025.76.

Motion: Council to approve the revised Accounts Payable list of January 19, 2012 as defined by the Borough Manager.

Motioned By: Councilor Wright

Seconded By: Councilor Robinson-Howell

President Holden called for roll call.

Councilor Johnson stated unreadiness. Under the General Fund she questioned the prepaid items of \$ 59,037.88 and asked for a confirmation if they have been released. Ms. Andrews said yes. Most of the prepaid items are related to utilities, insurance, a tax reassessment refund, pension, and other invoices that carry late fees. Councilor Johnson asked if the Borough has a purchasing policy. Ms. Andrews stated the policy was in force prior to her arrival. Councilor Johnson asked if a purchase order system was in place. Ms. Andrews said she is working with the Department Heads and Finance Committee. Councilor Johnson asked to have the recommendations put in writing.

Councilor Johnson asked if the Robert Jarrell invoices are on the A/P list. Ms. Andrews said no.

Councilor Johnson questioned the \$ 2,850 check to the Motor License Fund from the Sewer Fund. Ms. Andrews stated that it was discovered the Motor License Fund paid an invoice for Blunston Run, which is a sewer bond project. The State recommended we make this correction.

Vice President Stinson had a question about the Eccles Printing invoice. Chief Molineux stated this is for the incident booklets.

President Holden asked for a roll call. The motion passed 7 to 0.

TAX COLLECTOR'S REPORT – No Report

COMMITTEE REPORTS

A. Code

Steve Travers read the statistics for December 2011. Mayor Jones-Butler asked if in the rental license envelope contained the nuisance letter. Mr. Travers said yes. Councilor Kemp asked if the snow newsletter had been prepared. Mr. Travers said it is finished and will be distributed next week.

Councilor Johnson inquired about the Robert Jarrell abatement invoices. Mr. Travers stated he placed in front of them the invoices and photos. Councilor Johnson read aloud a number of invoices with services performed on October 30. Councilor Johnson said it snowed on October 30. Councilor Johnson said the invoices totaled over \$ 10,000 which requires a bidding process.

Councilor Kemp suggested this be moved to a workshop meeting for more discussion. Council President Holden tabled the Bob Jarrell abatement invoices and moved the matter to the next workshop meeting.

B. Public Works – No Report

C. Public Safety

Chief Molineux summarized the process for the new Borough Police Department website which was done by a former resident at no cost to the Borough. The new website address is www.yeadonpd.org.

Chief Molineux reviewed the police station renovation proposal. The last major renovation was in 1987. The Borough has \$ 50,000 from a DCED grant, \$ 15,000 from the Delaware County District Attorney's office, and \$ 100,000 from the 2010 Bond Issue as dedicated funding for this project. This is not a new plan. Various Councils have seen this proposal. The goals are to improve and enhance the professional work environment and address security issues. Storage is an issue. Currently, the ladies bathroom is serving as a storage area.

President Holden said this project is look overdue. He was impressed by the interdepartmental cooperation.

Jacqueline Mosely said there is a room on the 3rd floor that is open and may be available for police use.

D. Recreation

Vice President Stinson read the Recreation report. Mayor Jones-Butler announced the Friends 4 Tennis will be paying for the bus to the tennis tournament.

E. Education – No Report

F. Library

Deborah Robinson Howell read the Library report. President Holden asked for questions. President Holden asked if the February events are on the Borough website. Ms. Andrews said if the events are given to her she will get them posted.

G. Yeadon Economic Development Corp (YEDC)

Councilor Kemp summarized the YEDC retreat held this past Saturday. The purpose of the retreat was to develop a vision and mission statement.

H. Personnel – No Report

I. Search Committee – No Report

J. Flag Day

Vice President Stinson announced the Flag Day Walk/Run is June 2. The car show and Flag Day activities will be held on June 9.

President Holden asked for questions. Councilor Kemp asked about for a status report on the donations. Vice President Stinson said the Committee is working on this matter. President Holden encouraged everyone to participate.

SOLICITOR'S REPORT

Mr. Ewald summarized the proposed trash and recycling request for proposal (RFP). The RFP has bid alternates for once a week summer trash pick-up and for the Borough to keep the recycling revenue. President Holden requested a motion.

MOTION – Council to authorize the advertisement of the trash and recycling RFP

Motioned By: Councilor Kemp

Seconded By: Councilor Wright

Councilor Snead asked how many times the hauler will collect the trash in the summer months. Mr. Ewald said the contract calls for twice a week collection with an alternate for Council to consider once a week.

The motion passed 7 to 0.

Isaac Dotson asked if he could ask a question. President Holden said yes. Mr. Dotson asked if there are any outstanding Statement of Financial Interest forms. If yes, how does that impact the Borough. Mr. Ewald said the questions being posed pertained to the Pennsylvania Financial Disclosure Act. Mr. Ewald said it is his understanding that all Council members are compliant. The State Ethics Commission is given the responsibility for reviewing these matters. Mr. Dotson asked about the current year filing. Mr. Ewald said the forms were distributed this week and are due in May.

Mr. Ewald announced there is a Zoning Hearing Board application for a use variance for 605 Chester Avenue on January 30. The applicant is proposing to open a deli/takeout. Mr. Travers gave a description of the application. The building formerly housed a hair salon.

Councilor Snead asked about the selling of alcoholic beverages. Mr. Ewald said the application was silent. Councilor Johnson said this is a convenience store with inadequate parking. She said trash will be an issue. Councilor Johnson objected to the application. Councilor Kemp agreed. Everyone agreed to send the Solicitor to oppose the application.

Mr. Ewald announced there is a tax assessment appeal for two properties. This will be coming back to Council at a later meeting.

Councilor Johnson requested an update on the Solicitor search. President Holden stated the Personnel Committee will review this matter and give direction to the Borough Manager. The audience asked a question on when the Personnel Committee will be formed. President Holden said it was done tonight. Councilor Wright asked if there is a separate Search Committee. The answer was the Personnel Committee serves as the Search Committee. Councilor Johnson said this should have happened at the Reorganization meeting.

NEW BUSINESS

Councilor Kemp announced now that Councilor Wright is a member of Borough Council she must vacate her position on the Zoning Hearing Board. There is a vacancy.

Councilor Kemp announced the Utility Fair will be held on February 25 in Borough Hall.

Councilor Kemp asked to present a citation to Julius Grant, a member of the honorary Tuskegee Airmen. The citation should be given as part of the celebration for the Black History month at the February Council meeting.

CITIZEN'S FORUM

Jacquelynn Puriefoy-Brinkley said as part of past Reorganization meetings the Borough Council announced the dates for all their meetings and Committee meetings. This notice was to be placed in the newspaper. Mrs. Puriefoy-Brinkley said the Financial Procedure Manual was approved by the Borough Council in Year 2008. Mrs. Puriefoy-Brinkley asked for Council to continue the practice of passing resolutions to observe special monthly events such as Black History month. Ms. Andrews announced the Financial manual is available. Ms. Andrews said she asked the Treasurer to review it to determine if it is current. Mrs. Puriefoy-Brinkley said another tradition of the Borough is to have the Finance Director present at the public meetings.

Dr. Carolina Harris commended President Holden on doing a wonderful job with his first meeting. The citizen budget taskforce has requested monthly meetings with the Finance Committee. Dr. Harris said every member of Council must serve on a committee. Dr. Harris said the community must be advised on the dates and times of the committee meetings. Dr. Harris asked for the YEDC to report back to the community. Dr. Harris said Council needs to use the workshop meetings to hash out the issues before they come to the regular Council meeting.

ADJOURN

There were no other matters on the agenda. President Holden asked for a motion to adjourn at 10:40 PM.

Motioned By: Councilor Kemp

Seconded By: Councilor Robinson-Howell

Respectfully Submitted,



Caren Andrews
Borough Manager/Secretary