

**BOROUGH OF YEADON  
WORKSHOP MEETING  
MARCH 5, 2012  
7:30 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
Rosalind Johnson	Present
Asher Kemp, Jr.	Present
Deborah Robinson-Howell	Present
Gracie Snead	Present
Nelva Wright	Present
Dolores Jones-Butler, Mayor	Absent
Caren Andrews, Manager	Present
Michael Puppio, Solicitor	Present

President Holden recognized Sharon Coleman, President of Lansdowne Borough Council, as one of the attendees tonight in the audience.

Councilor Johnson asked where on the agenda was the Treasurer's Report. President Holden stated the agenda is amended and the report has been added to follow after the Elm Street Update.

Councilor Johnson asked to have added a Personnel Committee Report. If it cannot be done tonight she asked for this to be included in the March 15<sup>th</sup> agenda.

**PRESENTATION BY CITY OF PHILADELPHIA, MT MORIAH CEMETERY NON-PROFIT ENTITY**

Brian Abernathy, Chief of Staff for Mayor Nutter, gave the presentation. Mt Moriah Cemetery was closed unexpectedly in April 2011. The cemetery was incorporated in 1855 and is approximately 150 acres. Slightly more than half of the property is located in Philadelphia with the remaining acreage in Yeadon Borough. Due to the condition of the property and the historic gatehouse the City of Philadelphia instituted a code enforcement complaint against the association and Lydia Jones, the widow of the last known Board member of the association. The bank accounts owned by the association are extremely low. Today Mount Moriah is owned by a defunct non-profit corporation. The working group of government stakeholders has explored various options for maintaining the historic cemetery. They recommended a new non-profit corporation consisting of seven Board members. Two of the members will be appointed by the Philadelphia Mayor, two by Yeadon Borough Council, and the three remaining seats will come from the four members.

Council President Holden asked for questions from the Mayor and Councilor. Councilor Kemp asked about outstanding taxes. Mr. Abernathy does not believe there are significant outstanding

taxes on the Philadelphia side. But if this becomes an issue Mr. Abernathy stated Mayor Nutter is in favor of waiving delinquent taxes.

Council President Holden asked if the audience had questions. Clifford Brock asked about the percentage of land on the Yeadon Borough side. Mr. Brock inquired about current outstanding invoices. Mr. Abernathy said the cemetery is approximately 150 acres with 48% in Yeadon Borough. Mr. Abernathy said he was unaware if Yeadon Borough had outstanding invoices pertaining to the upkeep of the cemetery.

Councilor Kemp asked about the cemetery clean up days. Mr. Abernathy said the next cleanup days are March 31<sup>st</sup> and April 17<sup>th</sup>. Councilor Kemp asked to post these events on the Borough website.

### **EXECUTIVE SESSION**

President Holden announced an Executive Session was held this evening for personnel and legal matters.

### **PRESENTATION, ELM STREET UPDATE**

Virginia Gavin, the President of the LEDC, introduced Jennifer Hoff, the Vice President of the LEDC, and Imogen Wirth-Granlund, the Elm Street Manager. A handout was distributed. Ms. Gavin gave background information on the beginnings of the grant. Originally, when the grant application was filed it was to be administered by the Community Action Agency, hereinafter referred to as CAA. When the CAA was unable to serve in this capacity the LEDC stepped in. The State approved the target zone which for Yeadon is the area from Baily Road between Lansdowne Avenue and Industrial Park and moving into Lansdowne Borough.

Councilor Kemp asked about why the LEDC was involved in the project. The CAA was managing federal stimulus projects and was not able to place their resources in Elm Street. The grant prohibited the local governments from administering the program. It had to be a non-profit entity. LEDC stepped in. Had LEDC not volunteered the funds would have been lost. Councilor Kemp asked about the funding process. Originally the funding was to come as outright funding. Under the new formula LEDC submits a reimbursement request.

Councilor Johnson stated under certain conditions the Borough's contribution can be waived. According to Councilor Johnson one of the conditions for waiver was the federal poverty rate. She asked for this statistic. Ms. Wirth-Granlund said she will report back. Councilor Johnson asked if there were other waivers. Ms. Gavin referred her to the Intergovernmental Agreement.

Councilor Johnson asked for an update on the neighborhood watch. Ms. Wirth-Granlund said both Borough Police Chiefs indicate more block captains are needed. Ms. Wirth-Granlund said this is one of their upcoming goals. Last year the Elm Street project was part of the National Night Out. Councilor Johnson asked about establishing more street trees. Ms. Wirth-Granlund is working on this effort. Councilor Johnson asked about the superfund lot and creating a public garden on said lot. Ms. Wirth-Granlund said this was a grant application. Nothing has occurred to date. If Yeadon Borough is interested in developing public gardens on vacant Borough owned lots Ms. Wirth-Granlund asked that this information be given to her.

Councilor Wright asked for an update on the historic documentation project. Ms. Wirth-Granlund stated the Delaware County Planning Department is compiling the information. She confirmed there are tax credits for commercial properties or income producing properties.

Sharon Coleman, the President of Lansdowne Borough Council, spoke on the Renaissance Plan which dates back to Year 2005. The Elm Street Project mushroomed out of the Renaissance Plan. Councilor Johnson spoke on the use of the Lansdowne Borough public works yard on Union Avenue between Bartram and Fairview. President Coleman said the Elm Street Neighborhood Advisory Committee is looking at beautifying this area.

### **TREASURER'S REPORT**

Deborah Roundtree reviewed the January 2012 Treasurer's report. The Tax Anticipation Note (TAN) is showing under other financing sources. The repayment of the TAN is due by June 30, 2012.

Councilor Johnson questioned the Darby Creek Joint Authority payment of \$ 206,573.50 paid in Year 2012 for a Year 2011 invoice. Councilor Johnson stated this is unfunded debt and asked if the TAN can pay this invoice. The Solicitor will review and report back to Council.

Councilor Johnson asked if the Finance Committee met in January to review the A/P list. She was told no. Councilor Johnson asked who signed the last Darby Creek Joint Authority check. Ms. Andrews will report back to Council.

### **CITIZEN'S FORUM, AGENDA ITEMS**

Dr. Carolina Harris discussed the Elm Street Project. A list of items requested for the Elm Street Project from the Elm Street staff and Board had not been received. Yeadon Borough has not adopted the Intergovernmental Agreement for Elm Street. The budget taskforce is concerned with the Elm Street Project contribution being funded by Yeadon Borough. She asked that the Finance Committee review all disbursement of funds. Dr. Harris said financial reports are not readable.

Clifford Brock asked if the Elm Street Project was addressing storm sewer runoff issues. President Holden gave contact information for Elm Street to Mr. Brock and asked him to contact them. Mr. Brock asked that an Elm Street Project update be reported monthly at the Council meetings. Mr. Brock questioned the Darby Creek Joint Authority check and how Council is not familiar with this payment.

**MAYOR'S REPORT** – No report

### **PRESIDENT'S REPORT**

President Holden shared a spreadsheet that listed all Borough vehicles. He stated savings may be in order if the fleet is reduced. Councilor Johnson said Council must look at this globally and how it impacts the goals of the department and personnel. Councilor Kemp said you must look at the budget as a whole. President Holden said this will be given to a Committee.

## **BOROUGH MANAGER'S REPORT**

Ms. Andrews announced the Elm Street Intergovernmental Agreement Ordinance was advertised. The trash and recycling request for proposals are due on March 26<sup>th</sup>.

## **COMMITTEE REPORTS**

A. Recreation – No report. The next meeting is on April 5 at 7 pm.

B. Library – No report.

C. YEDC – Councilor Kemp reported the YEDC is developing a quality of life survey. They are looking for input in circulating the survey. Councilor Wright suggested Survey Monkey and distributing it around town. Councilor Kemp said that is being utilized. Councilor Johnson asked for an update on the 501.c.3 status. Councilor Kemp said progress is being made. Councilor Johnson questioned the \$ 20,000 contribution if the YEDC is not a 501.c.3. Councilor Kemp said he will talk to the YEDC Chair and get to Council the information on the 501.c.3, bylaws, budget, and current revenue and expense report.

D. Flag Day – No report. The next meeting is March 13 at 6 pm.

## **OLD BUSINESS**

Ms. Andrews spoke on the draft Property Abatement Request for Proposal, hereinafter referred to as the RFP. The Solicitor has to review the document.

Councilor Wright recommended invoices get submitted timely with language to that effect. She questioned what will happen with the current process for the banks. Ms. Andrews indicated the procedure is not changing. Councilor Kemp asked for a checklist to confirm the work assignments are on track. Councilor Kemp stressed invoices must be submitted timely with penalties to the vendor if late.

Councilor Johnson spoke on the lowest responsible bidder and the change in the \$ 10,000 bid threshold requirement to \$ 18,500. Councilor Johnson recommended the RFP be forwarded to the Code Committee and then be given to the Solicitor.

Councilor Johnson asked why the Jarrell issue is not on tonight's agenda. President Holden said the Solicitor is reviewing the Jarrell matter.

President Holden asked that all RFP comments be reduced to writing and sent to the Borough Manager by the end of the week.

President Holden looked to Councilor Kemp for information on the Yeadon Youth Employment Program Fundraiser. If Council is interested in continuing this program they will have to seek funds outside the Borough's operating budget. Last year the cost was \$ 600 per youth employee. Councilor Johnson asked if last year's program was evaluated. Councilor Kemp said yes. Councilor Johnson said members of Council need to be involved in analyzing the data. Councilor Kemp said he will reach out to Councilor Stinson and Councilor Howell.

President Holden asked Ms. Andrews to speak on the A/P List Format Changes. Ms. Andrews said this was a topic from the February meeting. The community was asking for the data to be presented in a more user friendly format. Councilor Wright asked for graphics with charts. Councilor Johnson asked that the Finance Director provide more transparency on what is being paid. There is an old bills format template that was user friendly. Councilor Johnson asked that Dr. Harris give the old template document to the Finance Director.

#### **NEW BUSINESS**

President Holden asked Ms. Andrews to speak on the Writ of Execution, Sewer and Refuse process. Portnoff Law Associates handles the collection for the Borough. Ms. Andrews explained the process. Mr. Puppio will review the documents. This is an action item for the March 15<sup>th</sup> agenda.

Councilor Johnson asked for meeting dates for the Personnel Committee. Councilor Stinson said Council Wright is the Chair. Councilor Johnson reminded everyone that the meeting needs to be advertised. The meeting will be on March 12.

#### **CITIZEN'S FORUM**

Clara Johnson questioned Council on the selection process for the new Solicitor. Mr. Puppio said the Council is under no obligation to respond to the question.

#### **ADJOURN**

There were no other matters on the agenda. President Holden asked for a motion to adjourn at 10:01 PM.

Motioned By: Councilor Kemp  
Seconded By: Councilor Wright

President Holden adjourned the meeting.

Respectfully Submitted,



Caren Andrews  
Borough Manager/Secretary