

**BOROUGH OF YEADON  
DELAWARE COUNTY, PENNSYLVANIA  
BOROUGH COUNCIL  
WORKSHOP MEETING  
FEBRUARY 4, 2013  
7:33 PM**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Councilor Holden	Absent
Mayor Jones-Butler	Present
Councilor Jones-Johnson	Present
Councilor Kemp	Present
Councilor Robinson-Howell	Present
Councilor Snead	Present
Vice President Wright	Present
President Stinson	Present

**ANNOUNCEMENT OF EXECUTIVE SESSION** – President Stinson announced that an Executive Session Held Before this Meeting to discuss legal & personnel issues

**CITIZEN’S FORUM, AGENDA ITEMS ONLY-** No Items

**PRESENTATION NIMS (NATIONAL INCIDENT MANAGEMENT SYSTEM** -- Mary Nixon, Yeadon Office of Emergency Management gave an overview and history of NIMS, established post 9/11. Homeland Security Presidential Directive requires state and local municipalities to adopt NIMS is a condition of federal preparedness assistance in grants & contracts. Elected and appointed officials are required to receive NIMS training.

Requirements vary but everyone should complete Independent Study ISC 700, ICS 100 & IS 800. There are mandatory classroom courses for elected and appointed officials; G-402 and G-191 that must be completed. Delaware County Community College offers these courses. All employees in the Office of Emergency Management and Public Works Department have completed their NIMS certifications.

Mary Nixon is a certified instructor for Independent study and is available to facilitate a group training for Council Members. Ms. Nixon stated the classroom courses have not yet been posted to the Emergency Preparedness Institute at Delaware County Community College website.

**MAYOR’S REPORT** No report

## **PRESIDENT'S REPORT-** No report

President Stinson announced that condolences be offered to Dr. Vivian Ford on passing of her husband Phillip Ford who passed on January 25, 2013.

Marcia L. Hinton, Borough Secretary was appointed to the Pennsylvania Department of Environmental Protection's Environmental Justice Advisory Board. A 15 member board comprised of residents throughout the Commonwealth.

## **COMMITTEE REPORTS**

**FINANCE-** Vice President Wright -no report

**YEDC-** Councilor Kemp will report on the status of 501 C 3 at Council meeting February 21, 2013.

**PERSONNEL COMMITTEE** –Councilor Johnson

The Committee is in the final stages of interviews for Finance Director candidate.

**PUBLIC WORKS-** Councilor Johnson

The next meeting will be held February 5 at 2:00 PM. To be discussed at that meeting is a list of intersections in roads and intersections with traffic lights in need of repair. A packet containing photos of those areas of concern was distributed by Councilor Johnson.

Also to be addressed is the problem in the 800 block of Longacre Blvd reported by Mr. Cook. Councilor Johnson noted that adjacent Arbor Road is designated tract eligible for Community Block Grants.

Councilor Johnson expressed the Borough's need to have an aggressive plan to for street maintenance.

**CODE** – Councilor Johnson

Councilor Jonson provided an overview of new laws.

**Municipal Code and Ordinance Compliance Act** – an aggressive program needed to fight blight & abandoned/vacant properties. The new law requires that owners must abate property violations within 18 months. The Code Officers are the first line of defense and must issue citations for violations and all properties must be inspected upon purchase. The law would make multiple code violations convictions (4 convictions against same person for same offense) a criminal offense.

**Blighted and Abandoned Property Conservatorship Law** allows a court appointed 3<sup>rd</sup> party to take control of property if owner has died or refuses to act.

Councilor Johnson would like to see a list comprised of blighted and vacant properties in Yeadon.

## **NEW BUSINESS**

### **DISCUSSION: CAREVIEW CAREFEST 7/27/13 REQUEST FOR COMMUNITY PARK**

Councilor Kemp noted that Council has previously approved Care View church's use of Community Park and asked if rules and usage guidelines for Community Park been established. Councilor Robinson- Howell will reconvene the committee formalize the guidelines. An update meeting was called for February 12, 2013.

Councilor Johnson noted that Care View submitted their request to Borough Council in 2012, they have previously been granted access and their request should be granted at the next Council Meeting.

### **DISCUSSION OF MOVE SECOND DISTRICT POLLING PLACE TO 2<sup>ND</sup> FLOOR BOROUGH HALL AUDITORIUM**

Councilor Kemp wholeheartedly endorsed the plan to move the polling place out of the cramped space on the first floor of Borough Hall. Councilor Johnson indicated there were issues with the polling places in the Fourth and Seventh precincts.

The Borough Manager and Borough Secretary will work together to facilitate the move of the Second district polling place before May primary election and will do the groundwork for the move of the Fourth and Seventh precincts before the fall election.

### **APPOINTMENT OF ALTERNATE REPRESENTATIVE, EASTERN DELAWARE COUNTY STORMWATER COLLABORATIVE**

The Borough Manager is the primary representative, and alternate is needed. Previously the Code Director acted as alternate. Caren Andrews would like to nominate Recreation Director- Roy Hunter as alternate. The appointment will be added to the February 21, 2013 agenda.

### **DISCUSSION OF DOCUMENT RETENTION, DESTRUCTION AND CREATION OF A SCHEDULE OF DOCUMENT RETENTION**

Discussion around Resolution of Adoption of Municipal Documents Retention Schedule, culling redundant and obsolete documents and proper storage of original Resolutions, Ordinances and Minutes. A resolution will be added to the February 21, 2013 Council meeting agenda.

### **DISCUSSIONS OF PURCHASE NEW 2013 FORD SEDAN POLICE INTERCEPTER**

The 2013 Police Department budget allows for replacement 1 1.5 vehicles. The Motion to approve purchase of new police car will be added to February 21, 2013 Borough Council meeting agenda.

## **DISCUSSION OF PLANNING COMMISSION AND ZONING BOARD APPOINTMENTS/TERMS**

### **Zoning Hearing Board**

The reappointment of Ollin Boyd and Rev. Rohan Hepkins and the appointment of Lacey Wheeler will be added to the February 21, 2013 Borough Council meeting agenda.

Investigate if Commissioner Terri Cousar is still a Yeadon resident, and if not determine a replacement.

Interested parties should submit a letter to council, name and length of term.

### **Planning Commission**

Borough Secretary was unable to locate original ordinance establishing the Yeadon Planning Commission. Councilor Johnson stated that Yeadon's Comprehensive Plan was last visited in 2010 and is need of updating. Councilor Johnson suggested Council work with Solicitor to create an ordinance for a Planning Commission if original ordinance can't be found.

Councilor Johnson requested that Chair of Planning Commission be contacted to determine if the commission ever convened a meeting, what records they have and what the Commission accomplished. Councilor Johnson also recommended that new people should be appointed once a new ordinance is created.

### **Delaware County Association of Boroughs – Councilor Kemp**

Earth Care & Council Environmental Symposium will be held on April 13, 2013 at the Pennwood High School from 9:30-2:30 PM

Annual Banquet will be held on April 26, 2013 at The Oaks Ballroom

Former Council Jack Byrnes was honored by American Cancer Association; he drives cancer patients to chemotherapy appointments.

Yeadon will host Delaware County Association of Boroughs monthly meeting on May 29, 2013

**Recreation Board** – Councilor Johnson would like the Recreation Board to present a report to Council and form a 2013 Flag Day Committee.

**Borough Hall** - Councilor Johnson spoke about the state of the first floor lobby and requested an assessment of what needs to be done. Borough Manager, Caren Andrews stated that the Bond issue can address improvements the entrance to Police Department. Currently there a four sources of water leaks in Borough Hall. Caren Andrews asked the Borough Engineer for suggestions on contractor(s) who can provide an assessment.

Councilor Johnson addressed the turnover of municipal employees. It is costly process for the Borough to invest in employees who leave. The Borough will have to change the culture and climate in the municipality to let employees know they are valued and respected.

Councilor Johnson used the lunchroom as an example with obsolete/broken appliances and cast off tables and chairs. Employees need a comfortable, inviting place eat and rest. The lunchroom should be designated for eating and is not a meeting space. Councilor Johnson offered to donate her municipal salary towards the purchase of a new stove and refrigerator for the lunchroom as a thank you to Borough employees. Councilor Johnson stressed the lunchroom is a place of rest for the employees and should not be used as a meeting space.

Compensation for borough employees in a borough of this size is inaccurate.

Recommendations for the 2014 budget process will include that public officials be appropriately compensated. .

**OLD BUSINESS-** None

## **CITIZEN'S FORUM**

**Clara Johnson-** *Whitby Avenue*

Clara Johnson asked if the revised Community Park ordinance ever been presented to Council. Councilor Robinson-Howell stated that it had not been shared with Council.

**Rev. Rohan Hepkins-** *Chapel of the Good Shepherd*

Rev. Hepkins asked what the current compensation for borough officials is. Councilor Johnson replied that the compensation is \$1800 per annum and that the compensation (per Pennsylvania State Association of Boroughs' Municipal Code) is based on the size of municipality and position on Council.

## **ADJOURNMENT**

Motioned by: Councilor Johnson

Seconded by: Councilor Kemp

Time: 9:08 PM

Respectfully submitted,



Marcia L. Hinton  
Borough Secretary