

BOROUGH OF YEADON  
DELAWARE COUNTY, PENNSYLVANIA  
BOROUGH COUNCIL CAUCUS MEETING MINUTES

March 14, 2019

Meeting began at 7:10 pm

1. Pledge of Allegiance

2. Roll Call:

Latoya Monroe, President	Present
Ronald Francis, Vice President	Present
Mayor Hepkins	Present
Clara Johnson	Present
Rafi Cave	Present
Dolores McCabe	Present
Taliah Jones-Waters	Present
Sharon Council-Harris	Present
Atinuke Moss, Manager	Present
Charles Gibbs, Solicitor	Present
Tax Collector, Julianne James	Present
Eileen Mulvena, Engineer	Present

3. Citizen's Forum

- Mary Jacobs Gorrell – 510 Orchard Avenue: mention stucco on home needing repair due to moisture build up. Stated that the engineer for the Borough has been working with her to address the problem. Resident requested that a different contractor be used going forward.
- Len Travis – office of the Mayor: has some ideas for improving the lighting around the Borough Hall i.e. LED lighting. Travis would like to discuss ideas with the Borough.
- Rob Johnson – 506 Orchard Avenue: discussed his company Cookman's Delight to the Borough. The company focuses on vegan health conscious delights.

4. Mayor's Report

- Quarterly forum was held on 3/7. Discussed animal control, new search for a superintendent search, and crime stats in the Borough.

- Update on police bodycams. The program began in September 4, 2018. The program has been a huge success.
- Wants camera's placed strategically throughout the Borough i.e. dumping sites.
- Third year partnering with Comcast to cleanup Borough. Borough will get a \$600 check, from Comcast, to assist in these efforts. Scheduled for May 4, 2018 from 8:00am to 12:00pm. The scheduled areas for cleanup are Church Lane to Chester Ave to 70th Street; Cobbs Creek Parkway towards St. Louis. Plan is to advertise it as a Yeadon cleanup day, like a Spring cleanup. Will work with other departments of the Borough i.e. Public Works.
- Will also partner with the City of Philadelphia to cleanup corridors.
- Graffiti and dumping have become a problem.

#### 5. President's Report:

- Mentioned monthly meeting held with assistant Borough Manager and finance director was productive, several items were addressed.
- Waiting to find out what our public access stations are on the various cable stations.
- Accolades were give to Nafis Nichols for visiting the home of a Yeadon resident regarding damage to their home from PECO.
- Borough saved \$16,000 by switching insurance carrier.

#### 6. Borough Manager's Report:

- SEPTA registration of senior citizen's free trail pass was held at Borough Hall.
- Spring newsletter has been circulated through the Borough.
- The Borough administration entered the Borough into the Pennsylvania State Association of Boroughs contest for social media content, special recognition, newsletter, and website.
- Life insurance and disability carrier was changed from Unum to Standard.
- Resident suggestion that there be a military discount for renting the hall.
- The summer newsletter is currently in progress.
- Recommended adjusting the schedule of availability for the hall rental. For example, ending all hall rentals by 12:00am. Have had some difficulty having hall monitors for various events.
- Would like to consider hiring 2 of the code officers as full time, and hiring a new part-time officer to replace a code officer is scheduled to leave at the end of the month.
- The Library states that their basement floods when it rains, would like the Borough to assist with this.

## 7. Solicitor Report:

- Mentioned 4 ordinances for review:
  - Ordinance addressing reimbursement for Fire Department for the removal of hazardous and fire related materials
  - Ordinance which relates to a Storm Water Reduction Plan. There is a second version of the plan/contract that Council will need to vote on and ratify.
  - Will vote on the final adoption of the eCode ordinance in April. The ordinance needs to be advertised for at least 30 days before it can be voted on to become a public document.
  - Recommended adopting an ordinance for a Sewer Tapping Fee. The suggested fee of \$2,500 would be for any new connection to our sewer system i.e. any new construction in the Borough may need to tap into our sewer system to receive sewer services. Public hearings scheduled for next week.

## 8. Tax Collector Report:

- EZ-Pay online payments are increasing.

## 9. Engineer's Report:

- CDBG project, Redwood Ave., should begin on or about March 25, 2019. Waiting on receiving communication from the contractor to confirm the start date.
- Linn Architects has begun design plans for the Library. Once complete Engineer will advertise and bid work to be done in library.
- The Borough can start work under the PA Small Water and Sewer grant. Work to be done on W. Providence Road and Yeadon Ave. It is a reimbursement grant. The Borough may need a permit from Penn DOT prior to work beginning.
- The contractor has completed the paving project. Curb cut ramps remain outstanding.
- The pothole program has also been completed.
- Visited 1011 Yeadon Ave with the Structural Engineer. Waiting to receive his inspection report.
- Inspected 510 Orchard Ave stucco repairs made by the contractor. Structural Engineer was unable to take moisture readings inside the home. Once we have the report from structural engineer, the contractor and the bonding company will be notified of any work to be done.
- Manor Care accepted the contractor's proposal. The contractor is waiting for dry weather.

- Recommend sending as many Public Works and Code Department employees to the Public Works training program scheduled for Thursday, May, 30, 2019. A once per year training is required by the MS4 permit. Attendance at this event will ensure compliance to the permit.
- Sanitary Sewer Overflow (SSO) occurs when sewage either overflows a manhole, or when sewage overflows a property vent or a back-up occurs in a structure. These all must be reported to DEP, both by telephone upon awareness of a SSO, and again in writing to inform DEP of the extent of the SSO and how it was handled. The Code Department is responsible for handling the SSOs related to sewer vents and backups into basements, and the Public Works Department is responsible for those back-ups or overflows in the collection system.
- Pennsylvania Local Technical Assistance Program (LTAP) requires an ADA transition plan for municipalities. A plan is required for any municipality with more than 50 employees (part- and full-time). Municipalities should have a plan in place showing good faith efforts working toward improving infrastructure items (sidewalks, ramps, streets, street lights, etc.) in order to bring them into ADA compliance.
- Stormwater tip: Large trees are great stormwater control. At maturity they intercept more than 1,000 gallons of rainwater each year. Topping trees can lead to the death of a tree. It causes the quick growth of dense, weak, upright branches called waterspouts, which grow so rapidly a tree can regain its original height in a short time with a dense and unwieldy crown. Topping removes a tree's food production factory, its leaves and food stored in the limbs that are cut off. It causes a tree to use valuable food stored in the trunk and roots to regrow limbs and branches, and place a tree under stress and affect its tolerance to further injury.

## 10. Committee Reports

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

- Next meeting scheduled for April 9, 2019 at 10:00am.
- Discussed potential revitalization project, which will be presented in May.

### B. Ordinances & Zoning:

#### Code Committee Report- Liana Shakur

- There were reports of trash, dilapidated garages, and electronics left out on curb, and poor construction projects.
- Discussion on increasing overall dumpster fees and charging a fee for additional time past the current seven (7) days given.

- Driveway between 700 block of Yeadon Ave & Bullock Ave has a 10 foot drop. This driveway has been deemed dangerous to the point where Borough vehicles have been prohibited from going down the block.
- Contractor dumping trash on front lawns- citations should be issued immediately.
- Next meeting is scheduled for 4/2/19 at 6:00 p.m., 2nd floor, Yeadon Borough Hall.
- Councilor Council-Harris read Section 220-6(b) in its entirety.
  - Section 220-6(b) pertains to Violations and states:

Notice of violation. The Code Officer shall serve a notice of violation or order in accordance with § 220-7.

(1) Time for compliance. Unless specified elsewhere, all violations shall be corrected in a time period as prescribed by the Code Officer, but in no case shall such time for compliance exceed 90 days, unless approved by the Director of Code Enforcement. Any person affected may appeal such decisions in accordance to § 220-12.

Exception: repairs impacted by weather. The Borough recognizes the period from November 1 until April 1 of the following calendar year as the period in which exterior projects relative to painting, excavations and structural repairs to walls roofs, concrete, and masonry may be subject to adverse weather conditions. Any person under orders to make repairs, may request an extension of time from the Code Officer in which to complete such repairs on the basis of adverse weather conditions. Such request shall be in writing. Eligible repairs for such extensions shall be restricted to exterior projects only. No extensions of time shall be granted for any violations that render the property unsafe as described in § **220-8** unless the Director of Code Enforcement is satisfied that special provisions have been made to minimize the dangers.

- § 220-7 pertains to Violation Notices and Orders and states:

A. Notice to owner or to person or persons responsible. Whenever the Code Officer determines that there has been a violation of this code or has grounds to believe that a violation has occurred, a violation notice shall be given, in the manner prescribed in Subsections B and C to the person responsible for the violation as specified in this code.

(1) Exception. Violations of some code sections shall not require prior notice, as spelled out in this code, and may result in the issuance of citations in accordance to § 220-6C and D.

(2) Notices for condemnation procedures. Shall also comply with § 220-8C.

B. Form. Such notice prescribed in Subsection A shall be in accordance with all of the following:

(4) Include a correction order allowing a reasonable time to make the repairs and improvements required to bring the dwelling unit or structure into compliance with the provisions of this code.

(5) Inform the property owner of the right to appeal.

- Councilor Council-Harris asked the public to be neighborly and not overzealous in enforcing violations.

#### Code Department Report- Mary Nixon

- Zoning hearing held on 2/27/2019.
- Zoning hearing scheduled for 3/13/19 at 7:00pm for Cedar Avenue (Parkview Court Apartment)
- Hot spots identified at 1011 Yeadon Avenue and 200 Block of MacDade (shopping center).
- Would like Council to discuss replacing duties of health inspector Matt Black due to his absence.
- Recommends Council review ordinance given to Councilor Johnson which will require vacant property to be registered with the Borough.
- The Code Department requests that the residents contact the department first with their complaints. Many complaints have come to them, through other individuals, yet the Department had not been made aware of it first.
- Property Maintenance Abatements to date total \$3,798.96.
- Code Department Revenue totaled \$59,713.94

#### C. Public Works, Councilwoman Clara Johnson- Chair

- Last meeting was March 5, 2019.
- Identified eyesores in the Borough. There are Borough owned bus shelters in need of repair or replacement.
  - Council will approve bus shelter replacement and/or repair first.
- Would like to purchase “gateway” signs for the Borough i.e. Welcome to Yeadon, Leaving Yeadon.
- Sanitary Sewer Cleaning has begun and will continue all year long.
- Clarification sought on whose obligation it is to replace concrete following removal of Shade Trees.
- Would like an advertisement for two (2) new seasonal employees.
- April 2, 2019 at 6:00 pm is the next scheduled meeting.

- Graffiti had been reported on several telephone phones and has since been removed. The remaining graffiti was located on private property.

#### D. Public Safety, Mayor Rohan Hepkins – Chair

- Last meeting was held on March 9, 2019
  - Discussed civil service exams and meeting with the Civil Service Commission.
  - Civil Service Commission is scheduled to meet Tuesday, March 19, 2019 at 6:00 pm
  - Meetings are held on the second Saturday of each month, on the third floor. If the elevator is out, then the meeting will be held in the Mayor's office.
- Police Department's Report – Chief Paparo
    - Crime spree during inclement weather.
    - Ten (10) officers will be attending crime scene investigation school.
    - Department will be conducting a contest for children. Children will have to capture themselves doing something positive and post that image on Facebook. The winners of the "Chief for a Day" challenge will get to spend the day with the Chief.
    - Residents have been vigilant in reporting crimes and suspicious activity. There have even been reports about what ended up being plain-clothes officers.
    - New police initiative "Operation House-Call" will be on the news. Police chief to visit the homes of residents that request a visit. An additional way to stay in touch with the community.
    - Total calls for service was 577.
  - Fire Department's Report – Chief Mellazo
    - Squad truck in service for accident damage and maintenance.
    - Requests that residents put their addresses on the back of their homes. There have been instances where home heating oil was delivered to the wrong home.
    - Total fire calls were 72, year to date is 152 calls.
    - Total EMS calls were 168
    - Requests a copy of the Ordinance of Yeadon Borough Amending Provisions of the Yeadon Borough Code to Establish Charges for Fire/Rescue Response for Incidents Involving Fire Department Responses and to Provide Methods for the Collection of Such Charges from the Responsible Party."
  - Emergency Management's Report - Mary Nixon
    - Seeking volunteers to build up staff. Training is free.

#### E. Recreation, Councilman (Vice President) Ronald Francis- Chair

- Last meeting was held on February 26, 2019.
- Working on Flag Day and recreation programs for 2019.
- Flag Day scheduled for June 8, 2019 with a rain date of June 15, 2019.
- Yeadon Community Day will be held in September 2019.
- Halloween Haunted Hall is scheduled for October 28, 29, and 30, 2019.
- Veteran's Program is scheduled for November 9, 2019.
- Christmas Tree Lighting Ceremony is scheduled for December 6, 2019.
- Next meeting scheduled for March 26, 2019 at 7:00pm, 3<sup>rd</sup> floor of Borough Hall.

13. Adjournment

- Moved by Councilor D. McCabe
- Seconded by Councilor L. Monroe.

Meeting ended 8:31 pm