

BOROUGH OF YEADON
DELAWARE COUNTY, PENNSYLVANIA
BOROUGH COUNCIL CAUCUS MEETING MINUTES
October 10, 2019

Meeting began at 7:02 p.m.

1. PLEDGE OF ALLEGIANCE

2. ROLL CALL

Rohan Hepkins, Mayor	Present
Latoya Monroe, President	Present
Ronald Francis, Vice President	Absent
Clara Johnson	Present
Rafi Cave	Absent
Dolores McCabe	Present
Taliah Jones-Waters	Absent
Sharon Council-Harris	Present (Via telephone)
Mironda Presswood, Manager	Present
Charles Gibbs, Solicitor	Present
Julianne James, Tax Collector	Present
Eileen Mulvena, Engineer	Present
Nafis Nichols, Finance Director	Present

3. CITIZENS FORUM (comments limited to 3 minutes)

- Lianna Roadcloud – Ms. Roadcloud was walking along Church Lane and noticed an event at the gas station parking lot. She noticed food being sold and kept warm using Sternos. The event was directly across the street from the Borough and was not shut down until after 4 p.m. after she made a complaint. She finds this situation to be a black eye on the Borough that people do not know the codes and ordinances that protect the people in the Borough. This could have been a disaster because it was near another gas station and school. Ms. Roadcloud is in disbelief, appalled, and afraid. She hopes the individuals that held the event are being held accountable and this sends a message to not be lackadaisical when comes to the residents.

The Council President suggested that residents dial 911 immediately if they see a code violation. Also, to call the Borough right away when they see anything. Additional training will be provided to help our Code Officers.

- Eileen Beoethy of Orchard Avenue – There are potholes at Myra Avenue and Bonsall Avenue. People are driving from Church Lane going into Major's Yeadon

Market. After going to the business, they go down Myra Avenue and make a U-turn back to Church Lane. There are two big potholes she is worried about people losing a tire or an axle.

President Monroe said that the potholes can be filled. Management can find a more permanent solution to fill the potholes. She asked the Police Chief to look at the traffic patterns. Ms. Monroe noted that it was a horrible idea to move in where the flower shop was previously because there is not a lot of access to parking. However, the U-turns are unacceptable and added that maybe more appropriate street signage and direction from the police will help.

Chief Paparo said there are meters there.

President Monroe said we were told there was additional parking in the rear and we should somehow make them accountable for the parking. She wants to know how quickly the potholes are filled.

- Arlene Campbell of Rose Street – Ms. Campbell has been a resident for 18 years and has been battling with her neighbor for past 5 years who feeds stray cats. This past summer she started fighting flea infestation in her home. She only has a pet fish and wants to retire at home peacefully. She has spent approximately \$600 on exterminators and is asthmatic. Another neighbor is being affected as well, who has a son and is pregnant. Ms. Campbell needs the Borough's help.

Council President Monroe said it's against the Code to have trash on the street outside of trash day and that management will follow up on the situation.

- Learin Johnson – The cars are still blocking the intersection at Church Lane and Yale Avenue. It is really congested, especially when kids are being let out of school.

Ms. Johnson noticed at the Chief's event there is still a need for a new speaker system in the Event Hall.

Ms. Johnson said she was not frying fish someone did a fundraiser for her. It is a private property and the owner should get a permit, if a permit is needed. When the Mayor did the same thing at Lukoil there was no problem.

President Monroe said the fish fry the Mayor held was at Carlette's Hideaway. Also, with Little Caesar being at the Lukoil their cooking capabilities are different. Regardless of any political or personal differences, she expects the law and Codes to be applied the same way for any person in this community.

Ms. Johnson said that it is upsetting that someone from the Code Department would take a letter to the property owner and threaten him to sign, stating that he did not give her permission to have a fish fry.

Council President Monroe said any Code Officer that would use anything as leverage to specifically go against Ms. Johnson is inappropriate and they will be reprimanded.

4. MAYOR'S REPORT

- The Mayor's Forum was held on 9/24/19 at the Borough Hall. Issues that were discussed are animal control, plans for the hunting season, the comprehensive camera system update, Police Chaplin Program, National Reconciliation Night, update on civil service and patrol officer recruitment. There was a Q & A session. They talked about elected officials and holding them accountable. There was a \$150 in gift certificates that were raffled, courtesy of the Mayor and First Lady. The next Forum will be 12/5/19.
- He attended the ribbon cutting ceremony for Providence Rehabilitation and Healthcare Center located on 600 South Wycombe Avenue.
- The Veteran's luncheon will be held on 11/9/19.
- He reminded everyone that 11/5/19 is the general election and to come out and vote.

5. PRESIDENT'S REPORT

- Council President Monroe acknowledged the cogs in wheel of this town that make everything go. She recently experienced a loss in the family. The outpouring of love and support that the community offers are powerful. She is in awe of how everyone comes together in the community despite of all our differences. The Mayor offers up his church for her and everyone that asks. Chief Paparo does excellent policing and is a celebrity now because he is always on the news. The residents let us know what needs to be done. She recently called Bingo for the first time at the Library and it was fun. Ms. Monroe is thankful to be a part of this community.

6. MANAGER'S REPORT

Items Handled

- The 904 Grant was mailed last week. This year the award is likely to be a little more than last year due to changes with the program.
- The Groundbreaking Ceremony was held on 9/27/19 and it was on 6 ABC News (the coverage was posted on the Borough website).

- The budget meetings have been scheduled.
- The gateway sign was ordered.
- Mayor Hepkins, Councilor Johnson, and Councilor Jones-Waters just celebrated their birthdays at the end of September and President Monroe will be celebrating her birthday on October 20th. Happy Birthday to all of you!

Items in Progress

- The Winter newsletter submissions are due October 25th.
- The annual sexual harassment, sensitivity training, and customer service training will be held on 10/21.
- The process of transferring the Borough bank accounts to Santander is underway.
- Public Works will be setting up the Annual Haunted Hall this year, which will be held from 6:00 p.m. to 8:00 p.m. on October 28th (Teen Scream), 29th (Family Night) and 30th (Open to all). The Borough requests that all participants bring a nonperishable food or canned item for Emergency Management use.
- The engineer is working on the following projects: The Borough roof, 908 Bullock Avenue and 709 Yeadon Avenue, the camera project, the 726, 728 and 1011 Yeadon Avenue projects, and 728, the Redwood project, and the Orchard Avenue issue. The engineer is also
- looking into seeing if the Borough qualifies for the PA Small Water and Sewer grant. The deadline is December 13, 2019. The engineer will be able to provide more information.
- IMC is due to clean the ducts this month.
- Advertisements are coming in for the Borough calendar and it is being finalized.
- Reasonable Tree Services began removing the shade tree stumps on 10/3/19, after which the homeowners will need to replace the concrete.
- The Veterans Day program will be held on November 9th and the Christmas Tree Lighting will be in December (date to be determined).

Items to Be Addressed

- The cleaning person hired completed his 90day probationary period on 10/5/19.
- Management recommends that he be hired for full-time employment under the Public Works Department.
- Public Works went and picked up the 20 trees donated by the Stormwater Collaborative. The trees were planted by the Public Works Department to be cared for until they reach a safe size to be planted in the community. Public Works needs to know where Council would like the trees planted.

Brief Discussion: Council President Monroe would like management to make sure the recommendation to hire the Custodian appears on next week's agenda as a motion. Since there are some absences today, to send an email asking if any additional information is needed to be requested prior to the next Council meeting.

Councilor McCabe asked management to share how we decided on Santander Bank?

Borough Manager Presswood said Santander is one of the banks in the community that is closer than Republic Bank. It is not safe to travel so far with a lot of money. It also supports the community. Ms. Presswood noted that Citizen's Bank is closing due to lack of business. Also, Santander's rates were the best.

Finance Director Nichols said they did a full RFQ. Three banks interviewed: Citizen's, Republic, and Santander Bank. We were able to negotiate an additional .25% in interest that we can bare on some of our accounts. These were the best fees for the Borough. Mr. Nichols noted the Borough already had eight accounts set-up at Santander. One account no one knew has about \$22,000. Also, Santander waived all onboarding fees. The 1st round of checks will be for free and the remote deposit machine that the Tax Collector will use is free as well.

He added that we were able to negotiate with the healthcare broker and will receive a 0% increase in 2020. That is a good thing considering they were going to increase the benefits by 10%.

Council President Monroe would like to reiterate what the Borough Manager mentioned earlier. We need to invest in our businesses in the community and they will invest in us.

7. SOLICITOR'S REPORT

- Civil Service Commission met, adopted the regulations, and authorized the Chief to advertise a motion to hire within the Police Department. Thank you to the members of the Civil Service Commission.
- The Solicitor will be presenting several motions as outlined below:
 - Regarding administrative search warrants. The Borough allows the Code Department to ask the Magistrate for a search warrant if there is belief of a violation of code going on inside of the premises. When the property is an abatement and we cannot locate the owner, the Borough has no legal authority to go inside the property.
 - An ordinance authorizing boots inside the Borough if the person has more than 3 parking tickets the Police Department may authorize booting the vehicle, and after 48 hours tow the vehicle. It was suggested to the Chief Paparo to hire someone. Chief Paparo would like to buy a few boots and install them himself to save the taxpayers money. There is approximately \$40,000 – 50,000 in fines. This will take effect 90 days after implementation because we need to purchase the boots and give the public notice.
 - An ordinance for special events and public assemblies. There will be a process change. Borough Management will make the initial determination to issue an event. If Management denies the event, Council can decide if an appeal will be heard. Currently, no one can appeal. This will not apply to funeral sessions, private residential or commercial activities, garage sale, social gatherings, and non-commercial recreational uses. The applicant will need insurance if using public property and post a bond which will ensure reimbursement if a damage occurs. The police will determine if police protection is needed and if the permittee will need to reimburse the Borough. The Borough will not discriminate based upon race, age, sex, etc. Once a permit is issued the Mayor, Council, Solicitor, Police Chief, Fire Chief, and Public Works and the permittee is required to follow all directions. If the Police Chief determines that the person is violating or exceeding the scope of the permit, he can shut down the event.
 - An ordinance requiring retribution of foreclosing mortgages and abatement properties in the Borough through ProChamps. This will create a process by which when banks foreclose on a property and the property is vacant, they are required to notify the Borough, pay certain fees, provide updates on who to contact in case something goes wrong.

- The Solicitor is investigating an entity that has tried to circumvent certain ordinances in the Borough. A lawsuit will be filed on Monday and more details will be discussed at next week's meeting.

8. TAX COLLECTOR'S REPORT

- Council President Monroe said the Tax Collector's report will be read next week.

ENGINEER'S REPORT

- The Borough is eligible for the PA Small Water and Sewer Grant and is due 12/13/19. The Borough will have to pass a resolution. The grant amount minimum is \$30,000 and the maximum is \$500,000 and there is a 15% match.
- 1011 Yeadon Avenue is sold, and the Borough no longer has to do any repairs on the property.
- 728 Yeadon Avenue – NDI was told a contractor is willing to do the work, but no proposal has been made. The Engineer begged another contractor she knows and is waiting to hear an answer. People do not want to do demo projects because of all the problems associated with them.
- Ms. Mulvena said that four stucco contractors were reached out to with only one response, and we are waiting to hear his thoughts on the matter.

Brief Discussion: Council President Monroe asked if the contractor came out to do an inspection or if his thoughts were from paper only?

NDI said the contractor indicated that we didn't ask for a waterproof barrier. The Solicitor said not to discuss that matter. The contractor will go out tomorrow to inspect the property. He looked at the photos and read the structural engineers report. The contractor said it will be hard to see anything because the stucco is already applied. He looked at photos because the stucco is already applied.

Council President Monroe is looking for someone to go to property to inspect and asked Ms. Mulvena to ensure that this was done.

- The goal is to have pricing by next week regarding the Borough roof. NDI has one COSTARS and one contractor. The contractors estimate to do the five areas and repairs were over the sole source threshold. NDI will have three quotes and hopes to get those out to the Borough by next week.

Brief Discussion: Council President Monroe - Can we publish schematics to website for the Cobbs Creek Parkway project? She would like to explain to people about the project and it would be nice to have it shown on a map. Also, we need something that indicates an estimated timeline for the process.

- The stormwater tip will be provided next week.

9. COMMITTEE REPORTS

A. Finance, Councilman Cave - Chair

- ❖ The finance report will be presented next week.

B. Ordinances & Zoning, Councilwoman Johnson – Chair

I. Zoning

- ❖ No zoning hearing for September.

II. Zoning Use Applications

- ❖ There are 5 zoning use applications:
 - 539 Church Lane Dance Studio – Approved
 - 456 Penn Street Church – Denied (The Zoning Hearing occurred last night regarding this application)
 - 1306 Angora Avenue Deck – Approved
 - 672 Cypress St Fence – Approved
 - 817 Church lane Fence – Approved

III. Hot spots

- ❖ 728 Yeadon Avenue – Public Works cut the grass outside of the danger zone because it looked unpresentable. Awaiting a contractor to start the work.

IV. Action Items

- ❖ Construction work is ongoing at the New Plasma Center at 617 Cedar Avenue.
- ❖ 1243 Angora Avenue house had a fire several years ago. The owner brought a house to be put on the foundation. Placement has been put on hold due to the house and foundation being approximately 1 foot off. Per the builder, they will be coming in next week 10/14 to start resizing the foundation.
- ❖ Property identifications – Code Officers are notifying residents about displaying house numbers.

Brief Discussion: Council President Monroe suggested to put stakes in ground because what is being done is not working and we need to think outside of box.

- ❖ We are waiting to hear from PECO regarding the pole on Church Lane. Also, Verizon and the cable company need to move their lines to remove the broken pole and install the new pole.
- ❖ 1011 Yeadon Avenue property has been purchased and the new owners are starting to work on the property.

V. Upcoming items

- ❖ The zoning book needs to be updated.
- ❖ Next week there is a National Fire Prevention Association (NPFA) training course in Lansdale, PA on Thursday and Friday.
- ❖ 200 block of MacDade Boulevard shopping center half of the parking lot has been repainted. He will be repairing the lights
- ❖ Council President Monroe asked if there is a timeline to complete the lighting?
- ❖ Code Enforcement Director Stokes said there was no timeline given. They need a lot of LED lights and are waiting for them to come in. Mr. Stokes will reach out to the property owner tomorrow morning to check the status on the lights.
- ❖ Council President Monroe – This is a small town, but we do not have to act like one. If he ordered lights than he has receipts and an agreement with the contractor to install lights. Ask for more (proof because it's a safety issue).
- ❖ A fish fry occurred at a gas station on Baily Road without permits. All persons involved and the property owner were cited for the event.
- ❖ Property Abatement for the year is \$7, 420.53.
- ❖ Code Department Revenue total is \$33,126.42.
- ❖ The Code Workload is a total of 366 items handled.

C. Public Works, Councilwoman Johnson – Chair

- ❖ The gateway entrance signs will be posted on Wednesday 10/16/19.

- ❖ The 700-block business district has requested to have their sidewalks swept daily.
- ❖ The Public Works Department will sweep streets on Monday's, Wednesday's, and Friday's.
- ❖ Code will issue citations to the businesses that are in violation of the code ordinance. It is recommended that a copy of the code ordinance be sent to all business owners alerting them of their responsibilities to keep their business area clean.
- ❖ Abatements for September are \$11,096.86. There were no abatements for September reported due to Mr. Stokes absence.
- ❖ Public Works is waiting for a date to scrape and paint the Hall ceiling. The Public Works supervisor suggested for the work to be completed between Veteran's Day and Christmas. Two weeks will be needed to complete the project.

D. Public Safety, Mayor Hepkins – Chair

- ❖ No meeting but we will hear from the Chiefs.
- Police Department – Police Chief, Anthony Paparo
 - Paparo Civil Service Test is out with approximately 30 downloads, 25 in-person, and received 5 applications. Arrangements were made with the Delaware County Police Academy and they will do test and the physical agility form all in one day. The average cost of the test will be \$7. We will make money based on applications coming based on the Police Chief's opinion.
 - The Day of Reconciliation was a hit and we will schedule to do again in February and invite high school students.
 - We are still actively involved in the Delaware County District Attorney's Drug Task Force. There are several ongoing investigations. An outlaw motorcycle gang member that the Police Chief has dealt with while in Upper Darby was recently arrested in Yeadon for selling drugs.
 - Plain clothes details and other things are active.

- The police department plans to police Parkview stricter in an effort to reduce the impression that it's ok to do crime there.
 - The recent newscast helped locate the car and we believe we have last person and he/she will turn themselves in with an attorney. Chief Paparo does not want CID coming in unless necessary. Yeadon handled the case from start to finish.
- Fire Department – Fire Chief, Michael Melazzo
- The Fire Company responded to a working building fire on Jackson Avenue in Darby Township on 9/4/19 and 9/20/19 in Sharon Hill.
 - The Annual Fire Company's Open House is 10/11/19 at 6:00 p.m. - 9:30 p.m. Come out to see the demonstrations.
 - We have smoke alarms for seniors and residents on the 2nd floor. There is only a limited amount, they will be given out on a first come first serve basis. Someone from the Code Department can hand out the fire alarms and a form will have to be filled out.
- Emergency Management – Fire Marshal, Rufus Stokes
- The Emergency Operation Plan for the Borough is in the process of being updated and upon completion it and will be distributed to all of Council and the department heads, as required by the state. **This information is not to be shared with the public.**
 - We are still asking residents to see if they want to join the Borough Emergency Management team to assist with events and emergency situations.
 - We will be contacting the William Penn School District, daycare centers, and other municipalities to update their emergency contact information and to keep it on file at the Borough.
 - We are working with the nursing homes, Manor Care, 14 Lincoln Avenue and Providence Road, and 600 Wycombe Avenue on their state required disaster drill. More

information to come and we will communicate with the Police and Fire Chief.

E. Recreation, Vice President Ronald Francis – Chair

❖ Vice President Francis will provide an update next week.

10. OLD BUSINESS

- None

11. NEW BUSINESS

- None

12. ADJOURNMENT

- Motion to Adjourn.
Moved By: Councilor Clara Johnson

Meeting Adjourned at 8:11 p.m.

Respectfully Submitted by Management