



BOROUGH OF YEADON
DELAWARE COUNTY, PENNSYLVANIA
BOROUGH COUNCIL SPECIAL MEETING MINUTES
March 13, 2020

Meeting began at 8:00 p.m. (Meeting was conducted via conference call)

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

Rohan K. Hepkins, Mayor	Present
LaToya Monroe, President	Present
Ronald Francis, Vice President	Present
Clara Johnson	Present
Rafi Cave	Present
Dolores McCabe	Absent
Tomeka (Taliah) Jones-Waters	Absent
Liana Roadcloud	Called in at 8:01 p.m.
Mironda Presswood, Manager	Present
Charles Gibbs, Solicitor	Present

III. SOLICITOR'S REPORT

1. The Mayor and Solicitor spoke this afternoon in accordance with the Emergency Management Procedure Act, Title 35, and the PA Borough Code and the Solicitor requested authorization to draft an Emergency Declaration for the Borough. The Mayor authorized the Emergency Declaration which states the following:
#1 All Borough Property will be closed effective immediately to non-essential personnel.
#2 The Emergency Proclamation authorizes the Police to enforce it.
#3 It prohibits gathering of more than 50 people in the Borough.
2. The Solicitor made these recommendations based upon Delaware County, the Governor's recommendation, and Centers for Disease and Control's (CDC) recommendations. The Mayor signed and returned the Proclamation to the Solicitor this afternoon, so it is in effect and in accordance with everything else happening in Delaware County and the Commonwealth. The Mayor's Proclamation extends seven (7) days from today's date. Due to the Proclamation, Council cannot meet in Borough Hall on Thursday.
3. Question from Borough Manager: Is Management supposed to cancel the wedding at the Hall tomorrow night?
Answer from Solicitor: Yes.
Question from the Mayor: Can they have the wedding with fifty (50) people?
Answer from Solicitor: They cannot have the wedding at Borough Hall because all of our facilities are currently closed.

4. The Council President added that the wedding could not occur at the Mayor's church either because we are in a state of emergency.
5. The Solicitor informed the Library today that they cannot operate. He stated that until we receive direction from Borough Management, every employee is essential personnel and we will start pairing back as necessary.
6. He also stated that since the Mayor's Proclamation can only extend for seven (7) days he asked Mironda to make this an emergency meeting of Council because in his review of the Borough Code, the Emergency Management Code, and the Governor's Emergency Declaration there is a provision that allows us to bypass advertising for a Special Meeting of Council when it involves an emergency.
7. The Solicitor requested that Council entertain two Resolutions since we are not meeting on Thursday. One permitting Borough Management and the Finance Director to pay the Borough's bills. The second Resolution would authorize the publication of any and all minutes from the Special Meeting of Council to be posted on the website effective immediately. He stated that he understood that there was a recording and that we would post it effective immediately as it relates to the Special Meeting. He said we will get the recording and parse it down.

IV. SPECIAL MEETING CONVENED

1. The Solicitor asked that the Council President convene a Special Meeting at this time and she agreed.
2. The Solicitor asked for a motion authorizing the Borough Management to pay the Borough's bills for the month of March.
Moved by: Councilor Cave
Seconded by: Councilor Johnson
Motion passed: 4-1 Councilor Roadcloud abstained
3. Council discussed the expenses that would be covered under the motion, such as utilities, payroll, gas, day-to-day operation items, and having received the A/P list in their packets.
4. The Solicitor then asked Council for a motion to extend the Mayor's Emergency Proclamation by an additional seven (7) days because the Mayor's Emergency Proclamation can only last seven (7) days and it would put us in accordance with the fourteen (14) day closure of schools and what he anticipates will be a fourteen (14) day closure for all of Delaware County. He explained that he was on a call with most of the Solicitors in Delaware County today and every Solicitor was in agreeance and making the same recommendations, such as Upper Darby, Darby, and Colwyn, multiple Boroughs and townships have engaged in the same acts that he is requesting the Borough to engage. He further explained that we are closing the Borough to prevent the spreading of the virus and limiting public access and gathering on Borough property. He then asked again for a motion for the Mayor's Proclamation to be extended for another seven (7) days.
Moved by: Vice President Francis
Seconded by: Councilor Cave
Motion passed: Unanimous

5. Council discussed how having the employees out would affect their paid time off. The Solicitor replied that between Nafis, Mironda, and him, there would be a discussion on who is essential, who is not, and how this works, then a follow up conversation with Council. He explained that the Mayor's Proclamation primarily shuts the facilities down to public access, so people cannot walk into the Borough to ask questions, touch stuff, get a permit, but the Borough is not closing for essential services, so our Police will still work, our Code Department will still work, and we will still process payroll. If there is an emergency that we have to address, we will be able to address it, and we are ready at a moment's notice to activate our Emergency Management protocol, but we are prohibiting people who are not essential from coming in the building.
6. The Solicitor explained that there will be more phone calls after this to address concerns, such as an employee who becomes infected and the protocols to take, which will be discussed with the Personnel Committee. There are Health Insurance Portability and Accountability Act (HIPPA), Americans with Disabilities Act (ADA), and workers compensation concerns.

V. ADJOURNMENT

1. The Solicitor requested that the Special Meeting of Council be adjourned.
Motion to adjourn.
Moved By: Councilor Cave
Seconded By: Vice President Francis

Meeting adjourned at 8:17 p.m.

Respectfully submitted by Management.