



**BOROUGH OF YEADON**  
**DELAWARE COUNTY, PENNSYLVANIA**  
**BOROUGH COUNCIL CAUCUS MEETING MINUTES**  
**October 8, 2020**

Meeting began at 7:02 p.m.

The Solicitor stated the following: This is a duly advertised Caucus Meeting of the Yeadon Borough Council. Pursuant to the Governor’s Emergency Declaration we are meeting via Zoom, as such, this meeting is recorded. There is no reasonable expectation of privacy. By participating in this meeting and continuing to stay in this meeting, you consent to being recorded.

**I. PLEDGE OF ALLEGIANCE**

**II. ROLL CALL**

Rohan Hepkins, Mayor	Present
LaToya Monroe, President	Present
Ronald Francis, Vice President	Present
Clara Johnson	Present
Rafi Cave	Present
Dolores McCabe	Present
Taliah Jones-Waters	Present
Liana Roadcloud	Present
Mironda Presswood, Manager	Present
Charles Gibbs, Solicitor	Present
Julianne James, Tax Collector	Present
Eileen Mulvena, Engineer	Present
Nafis Nichols, Finance Director	Present

**III. CITIZENS FORUM (comments limited to 3 minutes)**

The Solicitor stated the following: If you wish to participate in the Citizen’s Forum, you may raise your hand and we will recognize you.

1. Michael Trent – Mr. Trent of 906 Allen Drive stated his group, Men of Action, Brothers of Faith, was approved last year for a donation through the Borough. Mr. Trent inquired as to when they will receive the funds and how soon can the check be picked up.

Mr. Nichols answered the information will be added to the October Accounts Payable List for Council to approve at next week’s Legislative session. Also, the check can be picked up the following Friday after approval.

#### IV. MAYOR'S REPORT

1. The Mayor asked that his report be submitted as written.
2. The Mayor expressed his concerns about safety during the upcoming election and being free from fear and intimidation; especially from right-wing vigilante groups. Today, a plot to kidnap Governor Whitmer of Michigan was prevented with the help of the FBI. The Mayor reached out to Chief Paparo regarding ways to be prepared in the event of an emergency during the election.

Council discussed the seriousness of the issues brought up by the Mayor such as threats being made regarding the outcome of the election and being proactive. They inquired to the Police Chief and the Solicitor for any recourse.

Chief Paparo stated there has been no intelligence information from Delaware Valley Intelligence Center that gleans information from the internet and so forth to pinpoint issues specific to all Boroughs. He reassured Council that there will be enough manpower on the streets.

The Solicitor stated he had nothing to add, but mentioned he practices election law and recently presented to 200 state judges regarding election law, which included 2 judges from Delaware County, Judge Amoroso and Judge Dozer. He said the court system is ready, willing, and able to enforce the election code to make sure that we have safe passage for people going to polling places. They will use the sheriffs, constables, and police if necessary, throughout the County. The only concern raised is if someone decides not to wear a face mask in the polling place and how the court would handle that situation. Also, Delaware County is reporting a record high number of mail-in and drop off ballots.

Chief Paparo noted the police department carries masks and will distribute at the polling places if necessary.

President Monroe requested to include election safety as an agenda item for the next the Public Safety Meeting.

The Mayor announced that the next Public Safety Meeting will be held on 10/31 which is 3 days before the election.

#### V. PRESIDENT'S REPORT

1. President Monroe announced that the Borough was awarded a matching grant from the Department of Conservation and Natural Resources (DCNR) in the amount of \$112, 200 for upgrades at the Yeadon Community Park. She noted Council is working with community members along with Borough planning, public works, and the police chief to get input on what to add to the park. Some suggestions include leveling out the soccer fields, adding additional seating, upgrading the walking paths, new exercise equipment, spray grounds to be

utilized in the summer during the hot months. President Monroe inquired to Mr. Nichols if he is keeping a running total of the amount of grants the Borough received this year.

Mr. Nichols stated yes, and Management is waiting to hear back about other grants. He stated he will present that information with the year-end report.

2. President Monroe encouraged everyone to exercise their right to vote and bring a friend along. The deadline to register is October 19<sup>th</sup>. Also, complete the CENSUS survey and go to the Borough website for more information.

## VI. MANAGER'S REPORT

### Items Handled/Announcements

1. As mentioned by the Mayor the CENSUS deadline was extended to October 31<sup>st</sup>.
2. Delaware County posted flu shot clinics throughout the County and encouraged residents to participate.
3. Workplace Safety Committee will be participating in Workplace Safety Training seminar hosted by Arthur J. Gallagher and Company. If we have 100% participation it will result in a 5% premium discount on property, casualty, and workers' compensation insurance. Also, Management was able to negotiate a 0% increase in health insurance wages for year 2021.
4. Emergency sanitary sewer repairs conducted at 417 Church Lane will need additional work. The Engineer will give more information during her report.
5. The Aqua PA Water Main Replacement project was completed on October 2, 2020.
6. The tile work in the atrium is complete.
7. The Yeadon Public Library rain garden has received an award. Mr. Payne will give more information in his report.
8. Phase II of the PECO Smart Ideas Program will start next week. This program will help reduce energy costs and energy usage in the Borough Hall and Public Works buildings.
9. Recently, Management received the proposal from the consultant regarding the Surveillance Camera Project. Management will follow up with more information soon.

### Items in Progress

10. Management along with Mr. Payne and Mr. Wilkinson met with representatives from the Delaware County Bureau of Elections to discuss the best area to install the Ballot Box and the surveillance camera at the Library. The pole for the camera is installed and the ballot box and camera will follow.
11. Interviews to hire two seasonal Public Works employees will be conducted soon.
12. Bid openings for the Borough Hall Elevator Repair is scheduled for October 14, 2020.
13. The Fall newsletter is in the editing process and will be finalized for distribution soon.
14. The Winter newsletter submissions are due October 30th.

#### VII. SOLICITOR'S REPORT

1. The Solicitor stated he will send a report to Council next week before the meeting about some outstanding litigation matters.

#### VIII. TAX COLLECTOR'S REPORT

1. Borough Revenue received: \$20,598.33 from real estate; \$13,548.78 from sewer; \$7,332.00 from trash; for a grand total of \$49,479.11.
2. Last year in September we collected \$9,940.16 for real estate; \$4,066.26 for sewer; \$3,960.00 for trash; for a grand total of \$17,966.42. Ms. James believes the rate of pay this year may have been encouraged by the extension of payment date, stimulus checks, and the pandemic unemployment assistance. Regarding percentages in February, we started off with folios totaling 3,669 (those are our residents to date); 3,098 had paid which would mean 84.4% paid in and we only have 155.5% or 571 in folios. We are in the process of sending our final reminders and afterward will move downstairs in the Mayor's office.

#### IX. LIBRARY'S REPORT

1. Mr. Payne stated the library is currently proceeding with the audits and thanked Mr. Nichols for his assistance.
2. The Ballot Drop box will be installed by the end of week. Currently, the pole for the camera is installed and the ballot box will be installed after the camera is set-up. The County will be monitoring the ballot box.

3. The Yeadon Public Library will receive \$1,534.00 from the Office of Commonwealth Libraries which will help pay for PPE and other supplies related to COVID-19.
4. The library held 15 virtual programs last month with 199 attendees.
5. In conjunction with the archdiocese, the library will start handing out 5 meal packs for youth from 2:30 – 5 p.m. every Tuesday.
6. This month the library checked out 1,892 items curbside and offered a series of virtual programs and homework help for students. Also, Mr. Payne met with Dr. Becoats, superintendent of the William Penn School District, to discuss ways the library can partner with the school system and work on special projects.

#### X. ENGINEER'S REPORT

1. A. Garguile & Co. is still working on the emergency sanitary sewer repairs in the vicinity of 417 Church Lane. They have approximately 10 feet of main line to replace and 1 lateral that crosses from the eastside to the westside. The contractor reported that there are many utility poles in the way which created an issue. They determined another contractor will be needed to hold the pole in place while the emergency work is being performed. This will avoid jeopardizing the power lines, injuries, and prevent a catastrophe. Also, another company was brought in to perform a soft dig which involves vacuuming the soil instead of digging. This method is used because there are too many utility poles and the line is approximately 12 feet deep and is hard to dig around. NDI has not received a total of the costs yet. The project is expected to be completed by next week.
2. A grant is being issued by FEMA and is a 75%/25% match. The Borough will need to send a letter of intent by 10/15. Different items can be applied for such as the sanitary sewer overflow (SSO) in the vicinity of Cobbs Creek to do spot repairs. The engineer asked the Deputy Director of Emergency Management if SSO is an eligible project and the response received was to add it to the letter of intent and see what happens. NDI sent Management information on what types of projects are eligible. The Code Department may want to see if there is anything on the list to add.
3. The Elevator Rewiring Project bids should be coming into the Borough office. NDI is in discussion with the Solicitor and Mr. Nichols regarding the contractor that did work on the elevator last year.

#### XI. COMMITTEE REPORTS

- A. Finance, Councilor Cave – Chair

1. In addition to the normal items, next week the budget workshop schedule will be confirmed. This workshop will be held via Zoom and Councilor Cave is opened to suggestions or any special requirements for scheduling. Also, Councilor Cave inquired if there is a motion needed to vote for advertisement.

Mr. Nichols stated no, the Borough will make an announcement at the meeting and make sure the information is on all outlets to join the meeting.

#### B. Ordinances & Zoning, Councilor Roadcloud – Chair

1. Mr. Nichols reported discussions were held with the Code Department about the development happening in the Borough. The project located at 1100 Chester Avenue is underway by a private developer. In the future, the Borough will make sure the neighbors will be informed about any new construction. Mr. Nichols added the former building was demolished and the ground level will have store fronts. The 2<sup>nd</sup> and 3<sup>rd</sup> floor will be apartments with parking in the rear.
2. The Code Department will be doing a blitz in the Borough over the next few weeks. Mr. Nichols stated he will contact Councilor Roadcloud to discuss updating the ordinances to present to Council to preserve and increase the quality of life in the Borough.
3. Councilor Roadcloud informed Council of red graffiti at the Tristar Market. Also, someone is storing shopping carts with ladders attached at the former bank building.

Mr. Nichols assured Council that the Code Department will address the issue.

#### C. Public Works, Councilor Johnson – Chair

1. The Public Works Department had 1 emergency call on 9/1 at 1 a.m. for a multi-car crash along Church Lane. The oil leaks were cleaned up accordingly.
2. Abatements were not cut in September but will be cut tomorrow morning. The Public Works Department is cutting grass for all 15 Borough owned plots.
3. The street sweeper was down for approximately 2 weeks. Repairs were made and the street sweeper was tested today.
4. School zone signs were turned on and tested. The signs at MacDade Boulevard and Bell Avenue and Church Lane will need repairs. New signs were ordered to replace the faded signs.

5. Street paintings of all intersections are almost complete, and the new paint machine has been purchased.
6. Potholes are being filled as needed.
7. The MS4 testing has been completed. The water samples from 6 outfall locations were sent to a lab.
8. Leaf season will begin on 10/13.
9. The E-waste event for 10/17 is canceled. The Public Works Department will be accepting electronic waste every last Friday of the month from 8 a.m. to 3 p.m. Please stop by the Public Works office, show proof of residency, and wear a mask.

Councilor Johnson stated she will discuss with Mr. Wilkinson about scheduling the committee meetings.

#### D. Public Safety, Mayor Hepkins and Councilor McCabe – Co-Chairs

1. The Public Safety Committee meeting was held on Saturday, September 26<sup>th</sup>.
2. There have been problems with illegally parked cars that are covered, and the current ordinance prevents the cars from being towed. The Mayor will discuss with the Solicitor on updating ordinances.

The Solicitor inquired if the cars are parked on private property or public streets.

Chief Paparo further discussed the issues and concerns with cars covered with tarps on public and private property. Also, he mentioned updating the ordinances to help with this issue.

3. The Solicitor stated he will look at his notes from last summer and check with the case law. He mentioned some case laws allow tarped cars that are parked on private property however, the Code Department can issue an administrative search warrant if the person is believed to be breaking the law or allowing people to conduct business. The government cannot go on private property to do searches. Also, he said public parking on the street may be a completely different story. The Solicitor will look at the code to see if the commonwealth court issued a new ruling. Formulated some opinion around this issue in July 2019.
4. Chief Paparo agrees with the Solicitor about not going onto private property without probable cause.

- a. Police Department – Police Sergeant, Shawn Burns
  - i. The written report was submitted to Council.
- b. Fire Department – Fire Chief, Daniel Haggerty
  - i. No report.
- c. Emergency Management – Fire Marshal, Rufus Stokes
  - i. No report.

E. Recreation, Vice President Ronald Francis – Chair

- 1. Due to the coronavirus all recreational programs and events have been canceled.
- 2. The Recreation Committee meeting will possibly start next month.

Councilor Cave inquired if we are still having the Tree lighting Ceremony since it is outdoors.

Vice President Francis answered he does not think the event will take place, but he will reach out to the Mayor and the committee for further discussion.

President Monroe inquired to Mr. Nichols if the calendar is being updated of canceled and postponed events.

Mr. Nichols answered yes.

- 3. President Monroe received correspondence from the William Penn School Board regarding in-person classes. In November in-person classes will resume for a few families for students with a particular need (approximately 103 families). No dates were added about a return to school date for all students.

XII. ADJOURNMENT

- 1. Motion to Adjourn.  
Moved By: Councilor Cave  
Seconded By: Councilor McCabe

Meeting Adjourned at 7:53 p.m.

Respectfully Submitted by Management