



**BOROUGH OF YEADON
DELAWARE COUNTY, PENNSYLVANIA
BOROUGH COUNCIL CAUCUS MEETING MINUTES
November 12, 2020**

Meeting began at 7:00 p.m.

The Solicitor stated the following: This is a Caucus Meeting for the Yeadon Borough Council. As such, pursuant to the Governor's Emergency Declaration this meeting is being held via Zoom, as such, the meeting is recorded. Your participation in this meeting is your consent to being recorded and for the recording to be saved by the Borough.

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
Charles Gibbs, Solicitor	Present
Julianne James, Tax Collector	Present (Late)
Eileen Mulvena, Engineer	Present
Nafis Nichols, Borough Secretary	Present

The Solicitor requested to leave the meeting early.

Councilor Roadcloud inquired about an unsigned Resolution that was passed by Council on November 16, 2017 regarding redistricting. She wanted to know about its validity, status, and if there was anything the Borough needed to do.

The Solicitor answered that the resolution of the Borough Council as it relates to a County function, is advisory at best. He stated that the CENSUS concluded, and we will have numbers in January, at which time the certified CENSUS numbers will be discussed with the County Planning Commission to determined next steps. The Solicitor said he will research more on the ordinance and follow up shortly.

The Solicitor left the meeting at 7:05 p.m.

III. CITIZENS FORUM (comments limited to 3 minutes)

1. Michael Trent – Mr. Trent of Allen Drive expressed his appreciation to the Mayor and the Borough for bringing out lunches to Veterans on Saturday. He also thanked Mayor Hepkins for delivering bags of groceries on Veterans Day.

IV. MAYOR'S REPORT

1. The Mayor's office and the Recreation Committee, chaired by Vice President Francis, partnered to provide lunches for veterans on Saturday, November 7th. There are 30 veterans on the Borough's list. Mayor Hepkins was interested in recognizing veterans since his start in office. Due to COVID-19 the annual luncheon was canceled. To practice social distancing, each lunch was delivered to the veterans' homes. The Mayor provided 30 bags of groceries to veterans on Veterans Day (November 11th). The Mayor thanked all the veterans for their service.
2. On Election Day the Mayor wanted to ensure that the public safety was prioritized. Officers were deployed and on standby in case of an emergency. He mentioned Election Day was relatively peaceful.
3. There has been a recent uptick in COVID-19 cases. The Mayor encouraged everyone to continue to follow the pandemic safety guidelines.
4. Recently, the Tax Collector moved to the Mayor's office on the ground floor while the elevator was being repaired. She has moved back into her office because the elevator was repaired, which will be explained more during the Engineer's Report.

V. PRESIDENT'S REPORT

1. No report given.

VI. MANAGER'S REPORT

Items Handled/Announcements

1. The Delaware County flu shot clinics are scheduled throughout the County. All information is posted to the website, cable channel, MyCivic App, and other media outlets.
2. PECO installed additional LED lighting inside the Borough building and Public Works garage. A meeting is scheduled during Thanksgiving week for PECO to install the outdoor lights.
3. The Borough is accepting grant request applications. The due date is November 16th. The Senior Community Services (SCS) sent a request letter for Council's

consideration of \$7,500 and Mr. Trent (Men of Action, Brothers of Faith, Inc.) submitted something for his group's annual Thanksgiving event.

4. Mr. Nichols requested to hold a Budget Presentation on Tuesday 11/17 and potentially have a vote for a preliminary budget on Thursday 11/19. He reminded Council that the preliminary budget is not the final but starts the process of going back and forth between the departments, Council, and Mayor to adopt a final budget by 12/31.

Items in Progress

1. The winter newsletter article submission deadline has been extended to 11/13.
2. The end of the year is approaching, and each year Council votes whether to suspend paying for parking meters throughout the Borough from the end of November to January. Consideration for that motion will take place next week.
3. Management recommends hiring Desmond Forrester as a full-time Public Works employee. Information regarding the potential candidate will be sent to Council for review for discussion on Tuesday. Management and Public Works handled the interview process. Several applicants were received from the website, Indeed, and other job postings.
4. The County COVID-19 press release which took place today, will be shared on all media outlets. Correspondence from the County was received just before the meeting.
5. The Borough has been approached by two developers to have conversations with the Borough about the old Yeadon Swim Club. These meetings will be scheduled at the end of the month.
6. NDI will provide an update regarding the elevator.

Councilor Jones-Waters inquired if the Public Works candidate is a Yeadon resident.

Mr. Nichols and Mr. Wilkinson could not confirm the applicant's location; however, they mentioned other applicants were Yeadon residents.

VII. SOLICITOR'S REPORT

1. No report given.

VIII. TAX COLLECTOR'S REPORT

1. Borough Revenue received: \$30,723.09 from real estate; \$15,636.52 from sewer; \$9,118.00 from trash; for a grand total of \$55,477.61. Currently, the Borough has 465 outstanding properties.

IX. LIBRARY'S REPORT

1. The Library continued offering a series of virtual programs and homework help as well as curbside services, which included checking out materials, faxing, and copying services.
2. The Library partnered with the Delaware County Services of the Aging (COSA) to offer a series of virtual programs for seniors. The current programs are as follows: Chronic Pain Self-Management starting Monday 11/16; Wellness Initiative for Senior Education starting Tuesday 11/17. These programs are held weekly.
3. Mr. Payne reported that the ballot box was very busy. At times there were long lines to drop off the ballots. He thanked everyone for their support with the ballot boxes.
4. For the month of October, the Library checked out 1,887 items curbside. The amount of meal packs to students handed out was 140. There were 33 programs with 136 in attendance.

President Monroe expressed her gratitude with the Mayor, the Library, and the school giving out meals.

X. ENGINEER'S REPORT

1. Mrs. Mulvena reported that she will suggest considering contracts for the Ordinary Streets and Sewer projects next week. She also reported that there will be three contracts sanitary sewer, storm sewer, and paving. She noted that better quotes were received this year. Mrs. Mulvena added the bid tabulations in the Engineer's Report for review.
2. Mrs. Mulvena stated that A. Gargiule & Sons Inc. completed sewer repairs at the 500 block of Holly Road. She also stated that once the ground settles, trench restoration will be performed. She further stated that the contractor moved to Yeadon Avenue to start sewer repairs, but work has been delayed due to the weather.
3. Mrs. Mulvena noted that the 400 block of Holly Road sanitary sewer main and laterals will need to be repaired, which will be scheduled after the Yeadon Avenue sewer repairs. She also noted that if the problems on Holly Road continue, then

the contractor will move to that location to make repairs. She further noted that the Public Works Department will continue maintenance activities on the 400 block of Holly Road to keep the line clear.

4. Mrs. Mulvena reported that the Borough Hall elevator is running today and that there were additional issues worked on by the contractor. Mrs. Mulvena recommended contacting NDI if any issues with the elevator arise and they will notify the contractor.
5. Mrs. Mulvena shared that the Borough sent a letter of interest for the FEMA/BRIC grant last month and a resolution is required for this grant by 11/18.

President Monroe inquired about voting on the resolution in time since the next Council meeting is 11/19.

Mr. Nichols answered the Solicitor may have something presented to Council during the Budget Presentation next Tuesday regarding the FEMA application.

XI. COMMITTEE REPORTS

A. Finance, Councilor Cave – Chair

1. Councilor Cave did not have any additional updates and looks forward to talking with everyone during the Preliminary Budget Presentation on Tuesday.

B. Ordinances & Zoning

1. A written report was submitted.

Councilor Roadcloud inquired about overgrown trees on residents' property that are hanging close to utility lines. She expressed her concerns of how hazardous this can be with inclement weather and asked for solutions to avoid this issue. She also noted residents could call PECO to have the trees trimmed in the past.

Mr. Nichols deferred to Mr. Wilkinson. If there is immediate danger the Borough has gone out or contracted out to have the trees cut down. Mr. Nichols emailed with Mr. Stokes today about the situation and will give a full report as soon as possible.

C. Public Works

1. Mr. Wilkinson thanked everyone for the well wishes regarding his recent car accident. On 10/17, the Public Works Department received an emergency call for an issue at the 500 block of Holly Road. Further investigation showed that

529 and 531 had broken laterals feeding into the main. Mrs. Mulvena reported that A. Gargiule & Sons, Inc. completed the work.

2. Mr. Wilkinson reported that abatement properties were cut 10/7 and 10/9, and the Public Works Department will do a final cut before the winter season.
3. He also reported that leaf season began 10/15 through the end of December weather permitting. The leaf crew will follow the same route as the street sweeper which is Monday to Thursday. Mr. Wilkinson reminded all residents to rake all leaves to the curb and do not place sticks, branches, rocks, mud in with the leaves because it will damage the leaf machine. He warned that people should not put trash in the leaf piles because the Borough will be charged additional costs for contamination. Mr. Wilkinson advised everyone that leaves can be bagged and place with regular trash pickup.
4. Mr. Wilkinson further reported that the Public Works Department has collected 30 tons of dirt with the street sweeper to date.
5. He added that additional sanitary sewer issues handled included 824 Bullock Avenue and the 400 and 500 blocks of Holly Road.
6. He stated that the Public Works Department will continue to check for faded and damaged signs to be replaced throughout the Borough and that the School Zones signs were replaced outside of Evans and Bell Avenue Elementary Schools.
7. He also stated that potholes are being patched as needed.
8. He further stated that storm inlets are being cleared of all leaves and debris.
9. He mentioned that streetlights are services as needed.
10. He added that the COVID-19 sprayer and materials for cleaning will be delivered within the next 2weeks. The order was delayed due to high demand.
11. He concluded that the Public Works, Police, and Fire Departments have joined to start a holiday turkey fund tradition. He said that stockpiles of scrapped items have been collected, such as white good pickup items from residents (washers, dryers, etc.). He also said that the Police Department donated old and unused bikes, and the Fire Department donated old gear racks and pumps. He mentioned that frozen turkeys will be purchased with the funds collected and donated to residents in need. He also mentioned that Chief Paparo will be coordinating with a local church and organization to help donate the turkeys. Mr. Wilkinson thanked all that were involved and said he is looking forward to making this fund bigger each year.

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

1. The Public Safety Committee meeting was held on Saturday, October 31st via Zoom. The Mayor asked that his report be submitted as written with an addition.
2. Recently, there have been a lot of car accidents on Church Lane. Some of the accidents were DUI's (Driving Under the Influence). The police cannot perform traffic stops without the approval of PENNDOT due to COVID-19 and because it is a State road. Also, the Mayor has received complaints about speeding on secondary roads. He mentioned an increase in traffic as well.
3. The next Public Safety Committee Meeting will be held on 11/28 at 9:30 a.m. via zoom.
 - i. Police Department – Police Chief, Anthony Paparo
 1. Chief Paparo had nothing more to add to his report.
 - ii. Fire Department – Fire Chief, Mike Diienno
 1. No report given.
 - iii. Emergency Management –Rufus Stokes, Coordinator
 1. The Emergency Management Report was submitted.

E. Recreation, Vice President Ronald Francis – Chair

1. Vice President Francis shared that lunches were successfully delivered to all veterans on 11/7 as reported by Mayor Hepkins. Vice President Francis thanked the Mayor and Council for the opportunity to have a Veterans' Program.
2. Vice President Francis said that Mayor Hepkins surprised everyone by delivering bags of groceries to veterans yesterday. He also said that several calls and emails were received from veterans offering their thanks. He thanked the Darby Girls' Scout troop 5565 for sending out thank you cards to veterans and stated that the veterans list is being updated with new members.
3. He informed everyone that the Recreation Committee is in contact via email and discussing future events in the event the pandemic subsides.

XII. ADJOURNMENT

1. Motion to Adjourn.
Moved By: Councilor Cave
Seconded By: Councilor Johnson

Meeting Adjourned at 7:35 p.m.

Respectfully Submitted by Management