



**BOROUGH OF YEADDON**  
**DELAWARE COUNTY, PENNSYLVANIA**  
**BOROUGH COUNCIL CAUCUS MEETING MINUTES**  
April 8, 2021

Meeting began at 7:01 p.m.

The Solicitor stated the following: Pursuant to the Governor's emergency declaration this meeting is being held via Zoom. As such, the meeting is being recorded. You are consenting to being recorded by participating in the meeting. There is no expectation of privacy about participating in the meeting.

**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, Borough Secretary	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: This is an opportunity for public comment as such as we are via Zoom, we ask that you raise your hand in the chat box or make a comment and we will recognize you in turn. Once you are recognized please identify yourself, give your address and recognize that pursuant to the rules of Council there are three minutes allocated for each person.

1. Nicole Beaty – Ms. Beaty is concerned about drivers running stop signs in the locations of Union Avenue and Lincoln Avenue and Providence Road and Wycombe Avenue. She asked for more police presence.

Chief Paparo was directed to give an answer during the Police Report.

2. Lauren Footman – Ms. Footman reported a chicken coop to the Code Department and asked for an update.

The Solicitor answered that the chicken coop was brought to his attention this week and he is conducting legal research. Currently, the Borough has no ordinances that govern chicken coops. There are some state laws and agricultural laws for non-commercial keeping of bees, chickens, and goats. Upon final review the Borough will be able to pass an ordinance to regulate the keeping of animals. Pennsylvania is a rural agricultural state and they have passed several laws allowing the keeping of non-commercial animals. The Borough as a subdivision of the government of the Commonwealth cannot make a prohibition greater or stronger than the state law, but we can do things beneath the state law.

3. Ms. Footman discussed her concern with the recent Code article in the Borough Newsletter.
4. Temitope Keyes – Ms. Keyes is concerned about the speeding and traffic violations in Yeadon and asked if the two vacant part-time police officer positions will be filled.

Chief Paparo was directed to give an answer during the Police Report.

#### IV. MAYOR'S REPORT

1. The Mayor briefly discussed the CARES Act and the Coronavirus Relief Fund/1.14 million dollars allocated for Yeadon.

#### V. PRESIDENT'S REPORT

1. President Monroe discussed scheduling COVID-19 vaccines for Yeadon residents called "Yeadon Days" that was set up through the County. She stated everyone will be eligible to receive a vaccine on 4/19, as such Yeadon will no longer schedule vaccines. Also, the COVID-19 vaccines will be readily available at pharmacies and other locations. The County will generate a self-scheduling system and senior citizens can call the COVID-19 Call Center for assistance with registering for vaccines.
2. President Monroe discussed the funds Yeadon will receive from the CARES Act. She advised everyone that the money will be used for reimbursements and will offset costs already spent to help with the coronavirus such as personal protective equipment (PPE).

#### VI. MANAGER'S REPORT

##### Items Handled/Announcements

1. The Borough has been awarded the \$30,000 grant from NFC to participate in the 2021 National Fitness Campaign. The next step will be to fundraise to help support this project. The goal is to raise \$100,000-150,000 towards this project.
2. Borough Management attended the monthly meeting with NDI on 4/1/21 to discuss the Borough's projects. With the assistance of NDI, Management submitted the PA Department of Community and Economic Development grant application under Greenways, Trails and Recreation Program. Further updates on other matters will be provided during the engineer's report.

3. The newsletter has gone out in the mail and is on the Borough website. If you did not receive a copy please let us know, view it from the website, and/or pick one up from Borough Hall.
4. The Borough has been assisting the County with scheduling COVID-19 vaccinations through the Borough's vaccination scheduling line, which is (267) 449-1496. On 3/31, the County reported that Phase 1B will begin to be scheduled on 4/5/21, Phase 1C will begin on 4/12/21, and by 4/19/21 anyone 16 years of age or older would be eligible (Note: 16 may not be the age for the J&J vaccine.) The Delaware County website for scheduling an appointment for a COVID-19 vaccination is [www.delcopa.gov/covid/vaccination.html#schedule](http://www.delcopa.gov/covid/vaccination.html#schedule).
5. The County is also providing vaccinations to individuals who are homebound. The information is available online and there is a call center set up for COVID-19 related inquiries. The telephone number is (484) 276-2100. You may also send an email to Covid19Resources@co.delaware.pa.us.
6. Dr. O'Mahony stated that there is an uptick in COVID-19 cases from the variant so everyone should double mask, vaccinate, and keep 6 feet of distance from one another. She also stated that events small and outside are best.

#### Items in Progress

1. Newsletter articles are due by Friday, April 23rd.
2. The County informed Management and the Tax Collector that 508 Orchard Avenue was sold.
3. Please continue to check Borough resources for updates on testing sites and other information.

#### Items to be Addressed

1. On 3/24/21, it was determined that the roof was leaking, and the water dripped into the Code Department. This matter is being assessed by NDI; further details will be provided in their report.
2. Management met with the owners of the lot at the end of Second Street between the railroad and Forest Creek Apartments. They wanted to know if the Borough had any interest in the land or any ideas for it. They mentioned that over the years the property was considered for twin homes, senior living homes, and apartments.
3. The Delaware County Office of Behavioral Health is requesting that the Borough declare May 2<sup>nd</sup> through May 8<sup>th</sup> as Children's Mental Health Awareness Week.
4. Management will continue to fill vacancies at the Borough and the Borough is always accepting applications.
5. Councilor Roadcloud asked if the application for the revitalization grant was submitted. Mrs. Presswood and Mr. Nichols answered yes and noted this was mentioned in her report as the Greenways, Trails and Recreation grant.

6. Councilor Roadcloud, Mr. Nichols, and the Solicitor discussed the difference between the Coronavirus Relief funds and the FEMA/PEMA reimbursement funds. Mr. Nichols stated the Borough previously applied with FEMA/PEMA which is for COVID-19 reimbursements. He also noted that the money from the Coronavirus Relief Fund has not been released. The money is given to the State first, then to the municipalities. However, it is not given all at once, fifty percent is received, and in twelve months the other funds will be sent.

The Solicitor stated that the U. S. Department of Treasury did not release a regulation about how the money will be allocated. The money is currently being held. He also explained that because the money goes to the State first, if PEMA reimbursed you then the State will be deducting it from the Borough allocation.

## VII. SOLICITOR'S REPORT

1. The recent applicant for the opposed solid waste management facility at 41 Union Avenue has refiled an application with the Upper Darby Zoning Board to use the location as a farm for dumpsters. The Solicitor requested permission to oppose the application and will ask Council to take a formal position to oppose the application next week.
2. The Solicitor stated the Borough will continue to work on tax assessment appeals.
3. The Solicitor will be working with Mrs. Mulvena on reviewing documents to make sure the projects in Yeadon are lining up, which include Makemie Court.
4. Next week, Council will hold a hearing during the Council meeting related to a resolution to reconsider Aaron Gravely and to remove him from the Civil Service Commission.

## VIII. TAX COLLECTOR'S REPORT

1. The Borough Revenue received for the month of February: \$2,381,416.20 from real estate; \$1,196,320.00 from sewer; \$607,880.00 from trash; for a grand total of \$4,185,616.20. Ms. James noted this is the most taxes collected in the month of March.

## IX. LIBRARY'S REPORT

1. The Library staff worked along with the Public Works Department to clean and organize the basement to comply with the insurance company. Mr. Payne thanked Mrs. Presswood and Mr. Wilkinson for their assistance.
2. On 4/17, from 12:00 p.m. until 1:00 p.m. the Library will host a virtual career day.
3. The Library in conjunction with the County Office of Services for the Aging (COSA) will be offering the Arthritis Foundation *Walk with Ease* weekly program.
4. For the month of February, the Library checked out 1,710 items via curbside and 250 meal packs were given out for the youth on Tuesdays.
5. The Library has offered 23 programs with 184 attendees.

6. The Library continues to explore ways to safely increase their services and plans to add a patio and tables for additional outdoor services.

#### X. ENGINEER'S REPORT

1. Last month, Council authorized inlet replacements and repairs; however, additional inlets have been identified. Also, identified was a storm sewer replacement requirement on W. Providence Road.

Mr. Nichols stated that he has approved additional funding for this project. Also, he mentioned that the Liquid Fuels audit went well, and additional money was found, which can be used for this project. Mrs. Mulvena will recommend a motion for next week's meeting.

2. NDI recommends awarding the Elevator Maintenance Contract to Code Elevator, Inc. Mrs. Mulvena explained the reasons other elevator companies were not recommended.
3. A to U Services, Inc., will perform a roof leak test on 4/14 at 1:00 p.m. To inspect how the roof leak occurred, the contractor will use the fire hose to mimic the rain event which included high winds and heavy rainfall.
4. G.D. Houtman & Son, Inc., will perform a topographic survey at the former Yeadon Swim Club area on 4/9.
5. A. Gargiule & Sons, Inc., completed two-thirds of the emergency sewer replacement on the 400 block Holly Road. So far, there are 4 laterals that need to be replaced.

President Monroe complimented the contractors on their performance and the courtesy they give towards the residents, such as alerting residents on when to park their cars. Also, she asked about repaving the street once the work is finished.

Mrs. Mulvena answered once the work is complete the contractors will do a temporary resurfacing for 90 days. She noted the settlement of the street is very important, and if the repaving is done quickly, the street will have a lot of dips which is a waste of taxpayer's money. The earliest the street will be repaved is in September with Liquid Fuels Funds.

President Monroe asked if it is common for contractors to ask residents to use their water supply. She mentioned the contractors offered to pay for the water used to fill their buckets.

Mrs. Mulvena stated the contractors obtain permission from Aqua PA, Inc. to use the hydrants and then are invoiced for the water usage. The hydrant is a high-pressure water source so the contractor will ask residents if they can use their water instead. Using water from the residents also reduces the cost of the project. Mrs. Mulvena added that if anyone is interested in seeing how these projects are performed to contact her company.

6. Councilor Roadcloud asked if NDI has a list of streets that need repaving due to repairs. Also, she asked about previous work performed by other companies that have not been addressed. She told Mrs. Mulvena she would email her.

Mr. Wilkinson responded with the following related to repaving streets: Milling and resurfacing will be performed at the intersection of Cypress Street and Parmley Avenue; from 919 Duncan Avenue to Darnell Avenue; and W. Cobbs Creek Parkway from Longacre Boulevard to Whitby Avenue. Mrs. Mulvena further explained the repaving is about \$100,000 due to the requirement of adding ADA compliant handicap curbs/ramps which are expensive. She stated that when utility companies, such as PECO and Aqua PA, Inc., completed work they have made offers to give the Borough money in lieu of doing the final resurfacing. In the past when the Borough knew that there were existing sewer issues, the Borough accepted the money and saved it to be used after those repairs were made.

7. The Solicitor read from the Q&A section of the Zoom meeting that Temitope Keyes asked Mrs. Mulvena for more information about work being performed at the intersection for Cobbs Creek Parkway and Allen Drive. Mrs. Mulvena does not recall any work being performed in that area.

## XI. COMMITTEE REPORTS

### A. Finance, Councilor Cave – Chair

1. Councilor Cave requested to schedule a Finance Committee Meeting on the first week of May for a mid-year update. Mr. Nichols said the meeting is usually held on Tuesdays.
2. Councilor Jones-Waters asked Mr. Nichols about grants for tree removal and for foreclosed homes.

Mr. Nichols responded that he did not see anything listed related to tree removal grants but will let her know in the morning. He mentioned that the County has funding opportunities, such as The Foundation for Delaware County has a program for foreclosures due to COVID-19. Mr. Nichols told her he would send her the requested information in an email. Councilor Cave added that PHFA has resources as well.

3. Councilor Johnson inquired about the maintenance for the roads. Mrs. Mulvena explained roadways are asphalt/blacktop and are not treated the same way as driveways.

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

1. The new Code Enforcement Inspectors started in March and have been patrolling their assigned areas, learning office procedures, and documentation.
2. There were no Zoning Hearing and no Zoning Hearing applications in March.
3. There was one Zoning Use Application submitted:
  - a. 1110 Duncan Avenue rear deck is approved.
4. Hot Spots:
  - a. SEPTA trolley corridor graffiti on Chester Avenue – SEPTA was notified by both Code Director and Public Works Director.

- b. Graffiti issues were reported throughout the Borough.
  - c. 700 block of Church Lane business district rear area trash issues. Inspector Wormley is monitoring the area.
  - d. Trash issue at several apartment complexes - Washington Woods, Revere Crossing, and Parkview Court.
5. Action Items:
- a. Parkview Court Apartments sewer issue – The contractor working on this issue. Code and the Public Works Department will continue to monitor the area.
  - b. Tree Issue - Removal of tree from roadway and home on Bullock Avenue – The property owner is working on removing it now. The tree fell on 3-30-21. The Code Department is monitoring the clean-up & removal.
6. Closed Items:
- a. Grace Court senior center inspection complete.
7. Upcoming Items:
- a. Rental inspections at all apartment complexes have started.
  - b. Makemie senior housing - Contractor called to get information on permits & permit fees.
  - c. Major Sewer issue at Parkview Court Apartments - Monitored by both Code and Public Works Departments.
8. Councilor Roadcloud asked if Mr. Stokes has direct contact with SEPTA to report issues. Also, she asked if motor vehicles with missing tires in common alleys should be removed immediately.

Mr. Wormley stated that Mr. Stokes does have direct contacts and can explain the process better. The Solicitor responded that private property owners should receive some type of notice. Also, he stated that there should be a process to evaluate the situation because someone could be changing a tire and traveling to a store for equipment. The Borough must give people notice before entering private property. The Solicitor stated that Mr. Stokes does a good job and calls the Solicitor to walk him through specific facts and how to proceed. President Monroe noted that the best course of action is to report issues to the Code Department. Chief Paparo discussed different scenarios related to vehicles issues.

C. Public Works, Councilor Johnson – Chair

- 1. The tree work performed on Church Lane, which includes pruning branches, is complete. Also, yard work was performed at all Borough owned lots.
- 2. The basketball hoops were reinstalled at the Yeadon Community Park.
- 3. The electrical bollards on the 700 block of Church Lane were repaired.
- 4. The maintenance performed at the Borough Hall is as follows:

- a. All ceiling tiles were replaced in the Borough Hall building.
  - b. The 2nd floor lobby (outside of the auditorium) was painted.
  - c. Assisted the Fire Department with removing and installing a new air compressor.
  - d. Cleaned out the basement of the Library of all old belongings and electronics.
5. The street sweeper collected 37.63 tons of dirt.
6. The sewer lines serviced in March were 431 Holly Road and W. Cobbs Creek Parkway between Longacre Boulevard to Parmley Avenue.
7. Sanitary Sewer Notes:
- a. The Rockland Avenue and Moore Avenue manhole replacement were completed.
  - b. Sanitary Sewer work on the 400 block of Holly Road is underway.
8. Highway Maintenance:
- a. Replaced and repaired broken and faded signs around town.
  - b. Potholes are being patched and repaired as needed.
  - c. Storm inlets are being cleared routinely.
  - d. Graffiti is being removed from traffic poles, signs, etc.
  - e. Residents are encouraged to report potholes and graffiti to the Public Works Department at 610-623-3636.
  - f. Street and traffic lights are being serviced as needed.
  - g. Monthly routine inspections on all parking meters were performed around the Borough
  - h. Monthly routine maintenance and checks were performed on all of Borough vehicles.
9. Upcoming Projects:
- a. Wood Carpet replacement at Yeadon Community Park
  - b. Mulching at all Borough plot locations as needed
  - c. Overhead traffic light signs were hung.
10. Council discussed surface cleaning and President Monroe told Mr. Wilkinson she would forward him a report.

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

- 1. The Public Safety Committee meeting was held on 3/27 and there are no action items to report. The next meeting will on 4/24.
- 2. The Mayor discussed issues within the Borough during the pandemic.
  - i. Police Department – Police Chief, Anthony Paparo
    - a. The police department is accepting resumes for part-time police officers.



- b. Chief Paparo answered the question from the Citizens' Forum adding that the Policed Department places unmanned and unmarked police cars and speed enforcement signs in areas with traffic issues. Also, he added he will place the speed bumps on Wycombe Avenue and additional traffic enforcement.
- c. Councilor Jones-Waters asked about the number of police officers, having more police presence, shooting incidents, and nuisance complaints from Social Space and Social Space Too located on Church Lane.

Chief Paparo answered there are 17 police officers which includes himself. He noted he will be looking for 2 replacements for next year. Chief Paparo advised residents to call 9-1-1 immediately so an officer can respond to the issues related to the Social Space businesses. Also, he discussed the shooting incident that occurred at the Yeadon Community Park and a domestic related incident. He noted the crime rate in the Borough is low.

Solicitor stated the following related to hiring and the use of part-time officers. The Fraternal Order of Police contract limits the number of part-time officers the Borough can use. The Borough is required to do a confirmation at the beginning of the year of how many hours full-time officers are allotted. The allotted hours are the bank of hours and the Chief must stay within the bank. If the bank of time is exceeded the union can file a grievance which can be costly for the Borough.

#### E. Recreation, Vice President Ronald Francis – Chair

1. Vice President Francis expressed thanks for the completion of the National Fitness Campaign (NFC) grant.
2. Vice President Francis stated that Flag Day will be held virtually. He spoke with many groups about performing live and they were all concerned about the pandemic. The Borough's main concern is residents, staff, and participants that attend Flag Day.

## XII. ADJOURNMENT

1. Motion to Adjourn.  
Moved By: Vice President Francis  
Seconded By: Councilor Cave

Meeting Adjourned at 8:29 p.m.

Respectfully Submitted by Management