



BOROUGH OF YEADDON
DELAWARE COUNTY, PENNSYLVANIA
BOROUGH COUNCIL CAUCUS MEETING MINUTES
May 13, 2021

Meeting began at 7:00 p.m.

The Solicitor read a disclaimer notifying those attending the meeting that it was being recorded and attendance meant they were consenting to be 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	Absent
Eileen Mulvena, Engineer	Present
Nafis Nichols, Finance Director	Present

III. CITIZENS FORUM (comments limited to 3 minutes)

The Solicitor gave instructions to be recognized for public comment.

1. Mary Gorrell asked if residents must move their cars for street cleaning and if cars are being ticketed. President Monroe answered yes.
2. Linda Laws (Board of Library Trustees) read a letter on behalf of the Library Board and staff regarding their disapproval of the letter that was posted on the website about Clay Payne. President Monroe thanked Ms. Laws and advised everyone that personnel matters cannot be discussed at public meetings.
3. Lauren Footman commented on Mrs. Laws' letter and about human resources.

IV. MAYOR'S REPORT

1. The Mayor recapped the meeting with the County regarding the vaccinations and stated that there were close to 2,000 vaccinations, and that almost anyone who wants a vaccine can get one.

President Biden spoke tonight and stated if you were vaccinated you do not have to wear a mask. He does not know how this will be policed.

2. The groundbreaking ceremony for LOVE Community Garden was held on 5/10. He thanked Chief Paparo and will let him discuss during his report.
3. The Nile Swim Club historical marker ceremony will be held on 5/22 at 10:00 a.m.
4. Children's Awareness week was recognized with a Proclamation.
5. The Mayor's Senior Expo is 5/15 held at Citizen's Bank parking lot.
6. Councilor Cave asked if we would follow CDC guidelines with masking or take a stricter approach based on the numbers. The Mayor replied that he would caution to err on the side of caution and discuss with Council President and the Solicitor. In his opinion, the Borough will exercise caution at this time. He noted we need to determine those who have been vaccinated and should take it slow and not eradicate until precautions are in place.

V. PRESIDENT'S REPORT

1. President Monroe acknowledged the Mayor and the Public Safety Committee for their hard work during the pandemic.

VI. MANAGER'S REPORT

Items Handled/Announcements

1. The Public Citizens for Children & Youth (PCCY) is celebrating the work of Mary Nixon in relation to what the organization does collectively for kids and families in our region. She is being honored as one of their Health Heroes for 2021 for the work she has done over the years. Congratulations Mrs. Nixon!
2. The Department Head Meeting was held on 4/22 several ideas were discussed and shared between the departments and with NDI. For example, the location for the Love Gardens and potential changes for the Borough parking lot.
3. The annual Harassment, Sensitivity, and Customer Service training was held on 4/30.
4. Borough Management attended the monthly meeting with NDI on 5/7 to discuss the Borough's projects. One of the topics discussed included the National Fitness Campaign and the Pennsylvania Department of Conservation and Natural Resources (DCNR) grant for the Yeadon Community Park. Further updates on these and other matters will be provided during the engineer's report.
5. Three of the Code Officers, including Director Stokes, attended Property Maintenance training on 5/10 and 5/11.
6. The Borough received the Watershed certificate for the Library's Rain Garden and the Public Works Department installed it.
7. The audit for the 2019 Liquid Fuels Tax Fund is complete and there were no findings.

Items in Progress

1. Management is in the process of obtaining funding for the National Fitness Campaign court. People seem excited to be a part of this venture.
2. There will be a Zoom meeting open to the public about the Eastern Delco Bikeway Prioritization submitted under the Transportation and Community Development Initiative
3. (TCDI) on 5/25. The time has not been determined, but is likely to be 7:00 p.m. This is an effort by the municipalities involved to obtain feedback from the community about the bikeway. Once available, the link will be posted on the Borough's website.

Items to be Addressed

1. The owners of the lot at the end of Second Street between the railroad and Forest Creek Apartments followed up to see if the Borough had any interest in the land or any ideas for it.
2. Please be reminded that we are approaching summer and Caucus meetings are generally suspended in June, July, and August.
3. Councilor Johnson asked about the Shade Tree letters for residents. Mrs. Presswood answered that Management needs confirmation from Council whether residents will be responsible for the tree removal.

VII. SOLICITOR'S REPORT

1. Next week the approval for Makemie Court will take place.
2. Parking permits will take place. Chief Paparo brought it back up today. We will have an ordinance and vote next week.
3. The Solicitor explained the Rules of Council that were passed by Council. The rules allow for Council to be asked to cooperate with the process and if not be subject to the rules being employed by the Council President.

VIII. TAX COLLECTOR'S REPORT

1. Mr. Nichols gave the report for Ms. James. He relayed that the Borough taxes collected for the month of April from 152 parcels: \$123,253.02; from real estate; \$32,240.00 from trash; \$55,233.51 from sewer; for a total of \$210,726.53. Mr. Nichols noted that for the month of April 92% of taxes were collected.

IX. ENGINEER'S REPORT

1. Last meeting, Mrs. Mulvena reported a sanitary sewer issue on Union Avenue between Providence Road and Lincoln Avenue. Next week NDI will ask for authorization to have the contractor make the replacement for the estimated cost of \$135,000.
2. There is a storm sewer issue at Parkview Manor eroding the rear of the yard. NDI is waiting for heavy storm event to see what is actually happening there.

3. A. Gargiule & Sons, Inc., is continuing work on the PENNVEST project with trench restoration.
4. NDI met with Holophane to assess the lower parking lot lighting. The estimated cost is \$42,000. Currently, the post lights are wired aerially from one light to the other in the overhead. NDI suggested running the wires underground, which was included in the estimate.
5. NDI received the plans and specifications from Linn Architects to create an access door through the 3rd floor lunchroom and stairways to the roof section with the HVAC units are located. Next week NDI will ask for authorization to prepare the bids with the estimated cost of \$40,000 to \$42,000.
6. NDI discussed the recent leak with the roofing contractor and believes that they are responsible. NDI will seek advice from the third-party contractor that also assessed the roof.
7. Signal Service completed the field readings for the surveillance cameras and will report by next week.
8. NDI will ask for authorization to advertise bids for the National Fitness Campaign fitness equipment next week. The equipment will be approximately \$130,000. Additionally, the Fitness Court must have a concrete slab, which Council has authorized for bid.
9. NDI is seeking counsel from the Solicitor regarding the next steps for the property located at 728 Yeadon Avenue. Also, the judicial sale was held today and NDI will find out if someone purchased the property. Mr. Stokes told Mrs. Mulvena that she was correct in her interpretation of the owner.
10. NDI met with the engineer from the Makemie project. The comments were read, and Mrs. Mulvena believes they will accept all the conditions given by her and the Delaware County Planning Commission's review. Mrs. Mulvena stated the Borough will need help with the questions related to zoning, which is not in the engineer's purview.

X. COMMITTEE REPORTS

A. Finance, Councilor Cave – Chair

1. Councilor Cave stated he had nothing more to add.

B. Ordinances & Zoning, Councilor Roadcloud – Chair

1. The new inspector is learning the process of issuing warning notices, violations, and citations.
2. There were no Zoning Hearings for the month of April. There were three Zoning Hearing applications in April. The following were approved: 555 Baily Road front sign for a new business, 900 Yeadon Avenue ground level for deck and patio, and 20 Elder Avenue fence around property.
3. Hot Spots:
 - a. Chester Avenue SEPTA trolley corridor graffiti - SEPTA was notified via email from the Code Director and Public Works Director.
 - b. Graffiti issues were reported throughout the Borough.
 - c. 700 Block of Church Lane business district rear trash issues - Inspector Wormley is monitoring.

- d. Trash issues at several apartment complexes - Washington Woods, Revere Crossing & Parkview Court.
4. Action Items:
 - a. MacDade Shopping Center- Inspectors White and Pyatt met with owner Steven Botton and coordinated a scheduled clean-up and discussed other minor issues.
 - b. Holy Cross Cemetery - Mr. Stokes and Mr. Wilkinson met with the supervisor about the trees that have fallen behind the homes on Yeadon and Rundale Avenues. They were advised to contact the cemetery to take care of any issues reported.
 - c. Parkview Court Apartments sewer issue - The contractor is working on this issue. The Code and Public Works Departments are monitoring the area.
 - d. Tree issue on roadway and home on Bullock Avenue - The property owner will be removing the tree that fell on 3/30. The Code Department is monitoring the clean-up and removal.
 - e. The Borough will need to reappoint the planning commission members or appoint new members.
 - f. A list is being compiled of all sidewalk issues. Currently, there are approximately 50 damaged sidewalks. All residents will receive letters regarding repairs.
 5. Closed Items:
 - a. Grace Court senior center inspection is complete.
 6. Upcoming Items:
 - a. Rental inspections for all apartment complexes have begun.
 - b. Makemie Senior Housing – The contractor called to get information on permits and costs.
 - c. Major Sewer issue at Parkview Court Apartment – The sewer issues are being monitored by the Code and Public Works Departments.
 7. The property maintenance abatement total is \$5,322.96. The code revenue for the month of April is \$42,870.96.
 8. Councilor Roadcloud asked when the rented fence for the property at 728 Yeadon Avenue will be returned. Also, she asked about a knocked down fence by the SEPTA train tracks located near 400 Cypress Street.

Mr. Stokes stated that he was advised by Mr. Wilkinson that the fence can be removed. Also, Mr. Stokes contacted SEPTA Constituent and Community Relations Coordinator, Robert Kent, who will send the information to the maintenance department and follow up accordingly.

9. Councilor McCabe reported that sidewalks on Norma Road were paved with blacktop. Mr. Stokes stated he check his list on his work computer.

C. Public Works, Councilor Johnson – Chair

1. The Public Works summer hours starting 6/1 will be from 6:00 a.m. to 3:00 p.m.
2. The next Yard Waste Drop Off Event is 5/14 and the E -Waste Event is 5/28 from 7:00 a.m. to 3:00 p.m.
3. Mr. Wilkinson discussed lawn maintenance on Borough properties.

4. The maintenance performed at the Borough Hall is as follows:
 - a. The 5 damaged atrium windows were replaced.
 - b. The Police Department cell rooms were painted.
5. The street sweeper collected 52.17 tons of dirt.
6. Sanitary Sewer Lines Service in April:
 - a. The video footage of the sewer lines located at Union Avenue between Providence Road and Lincoln Avenue and a sinkhole at 1200 Angora Avenue were sent to NDI for review.
 - b. A sinkhole was discovered at Whitby Avenue and Ruskin Lane.
 - c. The issue at 100 Elder Avenue was resolved by the Public Works Department.
7. Highway Maintenance:
 - a. Replaced and repaired broken and faded signs around town.
 - b. Overhang sign replacements along Church Lane were completed.
 - c. Potholes are being patched and repaired as needed.
 - d. Residents are encouraged to report potholes and graffiti to the Public Works Department at 610-623-3636.
 - e. Monthly routine inspections on all parking meters were performed around the Borough
 - f. Monthly routine maintenance and checks were performed on all of Borough vehicles.
8. Councilor Roadcloud asked about the sinkhole on Church Lane near the Washington Woods Apartments and if it will affect the Borough property. Mr. Wilkinson stated there is nothing on the storm map indicating that there are sewer lines on the property, and it should not affect the Borough property. Also, video footage of the issues will have to be obtained from the property owner.
9. Councilor McCabe asked about work performed on Norma Road and when the final restoration will be performed. Mr. Wilkinson will check his street work log.

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

1. The Public Safety Committee meeting was held on 4/24 and there are no action items to report. The next meeting will be held on 5/29.
2. The Mayor discussed issues within the Borough during the pandemic.
 - i. Police Department – Police Chief, Anthony Paparo
 - a. Chief Paparo along with PennDOT met with the public about the Church Lane corridor. There are various items that have been implemented, such as increased signage. There are other traffic calming solutions to be reviewed.
 - b. Good Morning Yeadon! was held on 4/20 via Zoom. The next show will be held on 5/25 at 11:00 a.m. with special guest resident, Glen Foxworth.
 - c. The LOVE Community Garden groundbreaking ceremony was held on 5/10. Donations were received in the amount of \$2,500 (cash and equipment) from businesses. Chief Paparo will be working with Recreation Director, Roy Hunter,

to utilize Penn State University to test the soil composition. Also, he apologized to Council for not sending out an email for the event.

E. Recreation, Vice President Ronald Francis – Chair

1. Vice President Francis expressed thanks for everyone involved with the National Fitness Campaign (NFC) grant.
2. Vice President Francis stated that Flag Day will be held virtually, and he will continue to give updates.
3. Councilor Roadcloud asked the Borough's financial responsibility for the NFC grant. Mrs. Presswood stated that the Borough is responsible for the entire amount and received a grant award of \$30,000. The full project amount is approximately \$185,000 and Management is fundraising. Another option is to utilize the grant award from the DCNR grant. Mrs. Mulvena stated that the Solicitor advised that the equipment must be put out to bid and the Public Works Department under the supervision of the equipment company will install the equipment, which will save money.

XI. ADJOURNMENT

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

Meeting Adjourned at 8:14 p.m.

Respectfully Submitted by Management