



BOROUGH OF YEADON
DELAWARE COUNTY, PENNSYLVANIA
BOROUGH COUNCIL CAUCUS MEETING MINUTES
September 9, 2021

Meeting began at 7:01 p.m.

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

*Police Chief Anthony Paparo and Code Director Rufus Stokes were unable to attend the meeting. Lieutenant Shawn Burns and Code Enforcement Officer Solomon White respectively reported on their behalf.

III. CITIZENS FORUM (comments limited to 3 minutes)

1. Toni Truehart attended the recent Mayor's Forum and asked how the medical marijuana dispensary was approved. She stated that the manager of the dispensary, Roy Stanley, mentioned studies that show Yeadon as an underserved community. Ms. Truehart also stated the dispensary is not a good location due to traffic and children playing and walking near the area.

President Monroe stated that she will address the medical marijuana dispensary concerns during her report.

IV. MAYOR'S REPORT

The Mayor reported the following:

1. The William Penn District opened this week and requires everyone to wear a mask.

2. The Mayor discussed increases in COVID-19 cases and encouraged everyone to get vaccinated. He also mentioned that the COVID-19 booster is available at pharmacies, but not at the wellness center.
3. This Saturday marks the 20th anniversary of 9/11 and the Borough flag will be flown half-staff.
4. The Mayor's Forum was held on 9/2. Concerns and questions related to the medical marijuana dispensary were primarily discussed. Also, the Mayor discussed the protests held at the dispensary location and upcoming protests.
5. Councilor Johnson asked for the number of people that attended the forum in-person and whether their temperatures were checked and if they were vaccinated. The Mayor replied that 150 to 200 were in person at the Hall in the 2nd floor auditorium. The Mayor added that the Borough is under the same mandate as restaurants and the school district, and the guidelines were followed. The Mayor reported that he received a lot of requests to meet in person because people felt it would be better conversation-wise. The Mayor weighed this against the Governor's guidelines and proceeded accordingly.

V. PRESIDENT'S REPORT

The Council President reported the following:

1. President Monroe discussed the medical marijuana pharmacy. She stated that she understood there was discussion that kickbacks were received by someone on Council, and that was not true. President Monroe reported that both Mayor Hepkins and Councilor Roadcloud are former Zoning Committee members and understand how this process is performed. She also reported that Council was made aware when the Code Director was made aware and during his monthly reports.

President Monroe stated that Council conferred with the Solicitor to see what could be done. She also stated that emails, meeting minutes, and reports were reviewed, and all relevant information was given to the Mayor and Council. She indicated that there was no secret meeting.

President Monroe also indicated that this matter was never on the floor for a vote because it was not brought to the floor, nor could it be. She further indicated that a determination was made as to whether the business met the criteria of the law. She added that this does not mean Council supports or does not support it.

President Monroe reported that the Police and Code Departments plan to work closely with the business to make sure the quality of life of residents is not affected. She stated that Church Lane is Yeadon's only business corridor. She mentioned that Citizen's Bank was the previous business, which like a pharmacy, may have armed guards and a drive-through window. She also mentioned that prior to the application submission, Chief Paparo planned to address previous existing traffic patterns to minimize accidents and traffic jams.

President Monroe read the dates and instances the medical marijuana dispensary was mentioned in the Council Meeting Minutes. The 9/10/2020 Council Meeting Minutes contained the first mention of the business. She read the recap of those minutes which included the following: (1) Councilor Roadcloud inquired of the debris at the work site. (2) Mr. Stokes responded that the medical marijuana dispensary location is zoned for that type of business. (3) Solicitor Gibbs stated he was

not able to opine yet and he would get back to Council. He also stated that the Borough has an ordinance, but it may not be legally enforceable because medical marijuana facilities are zoned in the State and ordained as a medical facility similar to a pharmacy and doctor's office.

President Monroe continued to recap the meeting minutes relating to these items. She added that Council was being proactive in continuing to discuss the potential business and options available. She mentioned that the facility is a little over 1,000 feet from the schools and daycares.

President Monroe explained to Ms. Truehart that underserved is a term used to describe where the State will approve the facility to be located, as in underserved by this type of business.

President Monroe stated that we must work together regardless of our individual opinions and come together as a community to make sure the business is managed appropriately so it does not affect the community. She reported that Chief Paparo invited the Delaware County District Attorney to *Good Morning Yeadon!* to obtain more information about the dispensary, and one item discussed was that there is not an increase in crime where these facilities exist and there are typically armed guards. The Mayor also discussed this matter at his Forum. She also reported that Council was not able to vote on this matter.

There was further discussion on this matter involving the Mayor, Council, and the Solicitor which included notification to the community, legal authority, legal counseling, the zoning process, and updating ordinances.

VI. MANAGER'S REPORT

Mrs. Presswood reported the following:

Items Handled/Announcements

1. Management, NDI, and Chief Paparo met with representatives from PennDOT and Traffic Planning and Design on 8/25 to discuss traffic signals and a water drainage issue on Rundale Avenue.
2. The Delaware County Wellness Center and Health Partners Plans hosted a Back-to-School event on 8/28 at the Wellness Center. Mayor Hepkins was in attendance and spoke at the event. The County reported that it was a great event where over 183 backpacks were given to the children and 13 haircuts were provided.
3. NDI and Management had a meeting with Mr. Banks from the Delaware Valley Regional Planning Commission (DVRPC) on 9/2 to discuss the Transportation Alternatives (TA) Set-Aside Grant Application.
4. The Mayor's Forum was held on 9/2 both in person and virtually.
5. Borough Management's monthly meeting with NDI was held on 9/3. Updates on various issues and projects were discussed and will be addressed during the engineer's report.
6. The Unemployment Compensation rate for 2022 will be .05, which is an increase from 2021 when it was .0285.

7. Councilors Cave, Johnson, and Roadcloud, the Solicitor, Management, Mrs. Mulvena, Mr. Stokes, and Mr. Wilkinson met on 9/7 to discuss potential changes to the Shade Tree Ordinance.
8. B&L reported that they are experiencing repeated issues of cars blocking driveways/alleyways, which affect their ability to collect the trash. Please remember to keep these areas clear on trash collection days and remind your neighbors to do the same.

Items in Progress

1. Newsletter articles are due by 9/17.
2. At the end of August, Management was provided with information regarding SEPTA's Trolley Modernization Project. SEPTA's trolley fleet has been in existence for several decades and need improvements. As such, SEPTA will be adding new stations, trolleys, a shed facility, and improving existing stations with American with Disabilities Act (ADA) platforms. SEPTA has plans to remove the stop at Chester Avenue and West Cobbs Creek Parkway within the next three to four years. SEPTA also plans to upgrade the stop at Chester Avenue and Church Lane to make it more pedestrian friendly as well as ADA compliant. The construction is expected to begin in five to six years. More information can be found in the DVRPC guide at <https://www.dvrpc.org/Reports/15014.pdf>.
3. Management is in the process of obtaining manuals from the departments. This will aid in training and ensure departments are able to continue with operations in the event an employee is out long-term.

Items to be Addressed

1. The Borough is in need of a storage area. Management recommends that the empty lot between Redwood Avenue and the Borough Hall parking lot be used to accommodate this need.
2. Another person expressed interest in the vacant Library Board member position to serve as liaison to Council. The information for all candidates was provided in the packet. The agenda for next week will have a motion for Council's consideration as to this appointment.
3. Councilor Roadcloud asked why SEPTA is removing the stop on Chester Avenue and W. Cobbs Creek Parkway and is concerned for the citizens that use the stop. Mrs. Presswood responded that based on information she read, the stop is being removed due to the decrease of ridership.
4. Councilor Roadcloud and Mrs. Presswood discussed the NFC donation amounts. Mrs. Presswood encouraged everyone to assist with contacting prospective sponsors.
5. Councilor Roadcloud asked if the Coronavirus Recovery Funds can be used for common driveways/alleys. Mr. Nichols replied that the parameters to use the funds were finalized in mid-August and the funds reached the bank account approximately 30 days ago and that using the funds for infrastructure matters is permissible. Mr. Nichols suggested that the elected officials meet to discuss and plan how the funds should be used due to reporting requirements. He gave an example of the parameters, such as the funds be awarded to the homeowner and not the tenant.

President Monroe asked Mr. Nichols to schedule a meeting with Councilor Roadcloud and other officials. She also reminded everyone that Mrs. Mulvena previously presented Council with a study of the costs for repairing the common driveways/alleys.

VII. SOLICITOR'S REPORT

1. The Solicitor stated that as Mrs. Presswood reported there were a series of meetings held regarding modifications to the Shade Tree Ordinance. The Solicitor will draft an ordinance for next week. He will circulate it to Council to discuss and determine what should be included. The Solicitor suggested advertising an ordinance for Council to vote on in October.

Councilor Johnson asked if Solicitor Gibbs and Mr. Wilkinson had a chance to meet. The Solicitor replied not yet. He added that he received Mr. Wilkinson's notes and will bring them to the floor so Council can have an opportunity to mark up and add comments and then a decision can be made at the October meeting. Councilor Johnson stated that she would like to be included in all things Public Works related as the liaison.

VIII. TAX COLLECTOR'S REPORT

1. Mrs. James reported the Borough taxes collected for the month of August as follows: \$5,980 from trash; \$7,024.98 from sewer; and \$11,380.73 from real estate. The overall total collected was \$24,385.71, which was mainly from school taxes.

IX. ENGINEER'S REPORT

Mrs. Mulvena reported the following:

1. A. Gargiule & Sons, Inc., continued work on West Cobbs Creek Parkway.
2. Council voted last month to have the right to extend the elevator maintenance contract. The amended contract was sent to Code Elevator.
3. Ernel Co. was awarded the 3rd floor access door and stairwell project last month. Contracts are being prepared and then a start date will be given.
4. Request for Quotes (RFQ) were sent to 3 contractors for the Borough Hall and Library heating, ventilation, and air conditioning (HVAC) maintenance.
5. The roof leak around the clock tower was addressed by the contractor.
6. The Borough has access to the traffic signal plan and will proceed with the RFQ for the traffic signal maintenance.
7. There was a meeting for the TA Set-Aside grant with the project manager of the Delaware Valley Regional Planning Commission (DVRPC), which is a requirement before the application can be submitted. The application is being updated because the representative indicated that DVRPC will not pay for the resurfacing of West Cobbs Creek Parkway and will only permit areas that will affect the curb cut ramps, installing islands to slow traffic, and any traffic signal improvements. The project is being downsized based on this input.

8. The inlet project has continued.
9. An emergency repair on Fern Street was completed on 9/8/21.
10. There was a storm sewer sinkhole on Elder Avenue and Elberon Avenue. Mrs. Mulvena will request authorization for the contractor to begin work next week.
11. The foundation of the building structure for the Makemie Court project has been built and inspections continue to be performed. In addition, the third-party code inspector completed inspections.
12. President Monroe asked if the decision to discontinue the service at Southeastern Transportation Authority (SEPTA) locations impact the design and resurfacing of the streets mentioned in TA Set-Aside Project. Mrs. Mulvena replied that one of the items on the grant application was to improve the transit stop. Mrs. Mulvena recommended keeping it in the application and see what happens when the grant is awarded. She advised that Council does not have to accept all of the money or complete everything included in the project.
13. Councilor Roadcloud inquired about an unprotected hole at a worksite located at 900 Duncan Avenue and what residents should do if they find one. Mrs. Mulvena replied everyone should call 9-1-1 because it is an emergency and that she discussed the incident with the contractor.

X. COMMITTEE REPORTS

A. Finance, Councilor Cave – Chair

1. Councilor Cave requested a meeting to discuss parking meter revenues.

B. Ordinances & Zoning, Councilor Roadcloud – Chair

Mr. Stokes reported the following:

1. The Zoning Use Application for 446 Church Lane signs were approved.
2. The Zoning Hearing Application for 701 S. Union Avenue in-home childcare was included with the report.
3. Hot Spots:
 - a. Trash and grass issues at Washington Woods Apartments.
 - b. Revere Crossing Apartments dumpster area.
 - c. 1100 Chester Avenue site is being tagged with graffiti consistently. The owner is aware and has been keeping Officer Campbell updated and citations were issued.
 - d. Parkview Court Apartments were checked daily regarding trash issues.
4. Action Items:
 - a. Grass and trash issues throughout the Borough, Code Officers are writing violations notices and citations accordingly.
 - b. Spot inspections are still occurring at all the stores in the Borough.
 - c. Notices were distributed to residents regarding vehicles blocking the driveway preventing the trash trucks to get through.

- d. 910 South Longacre Boulevard removed debris from the rear of the property to the side yard and is putting it in a shed on his property to store until used.
5. Closed Items:
 - a. Shade Tree removal directives were put on hold per Council.
6. Upcoming Items:
 - a. Makemie Senior Housing construction will start soon.
 - b. 735 Church Lane work is in progress.
 - c. Permits were approved for the Panda House Chinese Food Restaurant located at 547 Church Lane.
 - d. The fence was installed on Cypress Street by the Public Works Department and the guardrail is pending SEPTA scheduling.
7. The property maintenance abatement total was \$24,173.93.
8. The Code Department revenue for the month of August was \$30,844.09.
9. Councilor Cave asked about the SEPTA guardrail installation for Cypress Street and Holly Road. Officer White stated that it is pending. Mr. Wilkinson answered that the SEPTA engineer deemed the fence located on Holly Road unnecessary because of an entrance to the platform. Public Works will remove the fence and SEPTA will install a guardrail.
10. Councilor Johnson stated that there was no attachment for the in-home daycare Zoning Hearing Application and asked Mr. White to send a copy to Council.
11. Councilor Johnson asked for an update on the reported grass issues on Rundale Avenue. Officer White stated that he will follow up with his colleague Officer Wormley for more information.
12. Councilor Roadcloud asked about an issue she reported related to cardboard used to fill the gap of air conditioners in apartment windows on Church Lane. Mr. White answered that the air conditioners and cardboard/plywood were removed.
13. Councilor Roadcloud asked about illegal home health care businesses and several minivans that take up parking spaces. Mr. White replied that he noticed 12 minivans in the MacDade Shopping Center parking lot and applied an abandoned sticker on the vehicles. He stated the vehicles disappeared in a week. The Solicitor stated the issue will be discussed at an Executive Session.

C. Public Works, Councilor Johnson – Chair

1. Councilor Johnson commended the Public Works Department for the work she observed them performing.

Mr. Wilkinson reported the following:

2. The next Yard Waste Drop Off Events are 9/10 and 10/8 and the E -Waste Events are 9/24 and 10/8 from 8:00 a.m. to 3:00 p.m.

3. Muncibid Auction Results:
 - a. 2000 Crown Victoria sold on 8/23/21 for \$1,550
 - b. 2011 Crown Victoria sold on 9/9/21 for \$625
 - c. 2002 Dodge Ram winning bid was placed on 9/9/21 for \$1,250
 - d. 1982 Chevy Bucket Truck winning bid was placed on 9/1/21 for \$3,950 and the final sale will take place once the title is received from PennDOT in mid-September.
4. Lawn maintenance was performed on Borough and abatement properties.
5. The street sweeper collected 138 tons of dirt.
6. Mr. Wilkinson discussed the need to replace the street sweeper with a regenerative air sweeper and stated that the trade-in value for the current street sweeper is \$100,000.
7. The Sanitary Sewer Maintenance process is performed monthly. The Borough is broken into four zones. Each month, a different zone has its sanitary sewer lines maintained. This allows the Borough to maintain every zone of the town three times per year. Emergency calls will still be handled as normal and take priority.
8. A representative from H.A. DeHart provided training on operations of the sewer truck on 8/25/21.
9. The annual MS4 (Municipal Separate Storm Sewer System) Outfall Testing was completed. This year seven outfalls were inspected.
10. The Public Works Department will be painting the street with the yellow paint that recently arrived. The white paint is on backorder due to COVID-19 related issues.
11. Councilor Johnson was concerned about a possible sinkhole located at Maple Terrace and Whitby Avenue and asked Mr. Wilkinson and Mrs. Mulvena to check it out. Mr. Wilkinson stated he will check in the morning.

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

1. The Public Safety Committee meeting was held on 8/28. The Mayor stated there were no action items and discussed the Cypress Street and Holly Road SEPTA fence.
2. The Mayor discussed issues within the Borough during the pandemic, such as hiring more part-time police, budgeting, and crime rates surrounding the Borough.
 - a. Police Department – Lieutenant Shawn Burns

Lieutenant Burns reported the following:

1. Lt. Burns stated that crimes are down this year, mainly property crimes, such as break-ins and vehicle thefts.
2. Lt. Burns reiterated to call 9-1-1 when there are hazardous issues like the unprotected hole that Councilor Roadcloud reported.

3. A trail camera was installed near the medical marijuana dispensary and the Police Department is looking into ways to mitigate traffic. Also, a few police officers will be sent over to monitor the protest this Saturday.
4. Councilor Cave asked if there is full coverage for Crossing Guards. Also, he noticed that cars are not stopping at the school bus stop signs and street signs around Longacre Boulevard and Arbor Avenue. Lt. Burns stated there will be full coverage starting 9/10 and they are looking for substitute Crossing Guards as well. He stated that the bus drivers should be reporting issues with vehicles not stopping and a police car will be sent to the location.
5. Councilor Roadcloud stated that Ms. Jabbar (a resident) suggested installing pedestrian crosswalk signals and timers to the main crosswalks on Baily Road and Church Lane. Lt. Burns stated that it is a good idea and that Mrs. Presswood reported meeting with PennDOT.
6. Councilor Roadcloud noticed the parking meters in the municipal lot are not being enforced and asked if they can be upgraded to an electronic kiosk. Lt. Burns was not sure if parking meters fall under the Police. The Mayor stated it was approved under the Possenti firm's term. President Monroe stated we did not have the cellular service needed to operate those types of meters for the Penn Street location. Also, it turned out to be a huge and expensive project, but we can continue the conversation and find funding.

E. Recreation, Vice President Ronald Francis – Chair

Vice President Francis reported the following:

1. Vice President Francis stated that due to COVID-19 variant, Mu, he had nothing to report.
2. He added that Recreation Coordinator, Roy Hunter, was honored at the University of Maryland over the weekend and more information will be mentioned in the upcoming newsletter.

XI. ADJOURNMENT

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

Meeting Adjourned at 9:13 p.m.

Respectfully Submitted by Management