



BOROUGH OF YEADDON
DELAWARE COUNTY, PENNSYLVANIA
BOROUGH COUNCIL CAUCUS MEETING MINUTES
October 14, 2021

Meeting began at 7:00 p.m.

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

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| Rohan Hepkins, Mayor | Present |
| LaToya Monroe, President | Present |
| Ronald Francis, Vice President | Present |
| Clara Johnson | Present |
| Rafi Cave | Present |
| Dolores McCabe | Absent |
| Taliah Jones-Waters | Present |
| Liana Roadcloud | Present |
| Mironda Presswood, Manager | Present |
| Charles Gibbs, Solicitor | Absent |
| Julianne James, Tax Collector | Present (Arrived at approximately 7:12 p.m.) |
| Eileen Mulvena, Engineer | Present |
| Nafis Nichols, Finance Director | Absent |

*Chief Anthony Paparo had to leave the meeting early. Code Director Rufus Stokes was unable to attend the meeting and Code Enforcement Officer Solomon White reported on his behalf.

III. CITIZENS FORUM (comments limited to 3 minutes)

1. Michael Trent, President of the non-profit organization Men of Action Brothers of Faith, Inc. asked about the Borough grant program application award status for their annual "A Day of Thanks" community dinner.

President Monroe asked the Borough Manager to follow up with him.

IV. MAYOR'S REPORT

The Mayor reported the following:

1. The Mayor discussed protests at the medical marijuana dispensary and a potential injunction.
2. The 2021 National Faith & Blue Event was held on Saturday 10/9. The event advocates churches/faith-based organizations and law enforcement getting together for prayer and support. Approximately 60 people attended the event at the Longacre Boulevard circle.

3. The Public Safety meeting was held virtually on 9/25. The next meeting will be held on 10/30. Updates included traffic, student control around the schools, opening/closing of schools, and the SEPTA Fernwood station fence/guardrail.
4. Chief Paparo will be excused from the meeting at approximately 7:55 p.m. to be a guest panelist on the *Dan Abrams Show* to discuss body camera footage.
5. Councilor Roadcloud asked if the Mayor wrote a letter related to the medical marijuana facility. The Mayor stated it is tabled and he discussed writing a joint letter with State Representative McClinton.
6. Councilor Roadcloud asked if a meeting was scheduled for Senator Williams, Council, and the community related to the medical marijuana facility. The Mayor answered not yet.

V. PRESIDENT'S REPORT

1. President Monroe discussed a potential town hall meeting with Senator Williams and State Representative McClinton related to the medical marijuana dispensary.
2. Library Board candidate, Joyce Henderson, shared her interest in becoming a member, which included her experience, background, and volunteer work. Mrs. Presswood read the written statements from the other Library Board candidates Victoria Bloom and Dr. Stephanie Robinson. President Monroe stated Council will make a decision next week.

VI. MANAGER'S REPORT

Mrs. Presswood reported the following:

Items Handled/Announcements

1. Councilor Cave, Chief Paparo and Management had a meeting to discuss the parking meters and potential ordinance changes on 9/13. Management met with Councilor Cave on 10/12 and discussed this matter further.
2. Management obtained 50 Spotted Lantern Fly Traps from Delaware County Conservation District on 9/17. They are available on a first come, first serve basis to all residents. Please see the receptionist for more details.
3. Management, Mrs. Mulvena, Chief Paparo, PennDOT, and Traffic Planning & Design, Inc. had a follow up meeting on traffic signals for Baily Road, Church Lane, and West Cobbs Creek Parkway on 9/17. On 10/8, Mayor Hepkins, Councilor Cave, Councilor Johnson, Mrs. Mulvena, Chief Paparo, Mr. Wilkinson, and Management met to discuss potential traffic pattern changes to Church Lane and MacDade Boulevard. There will be a brief presentation regarding some of the items discussed after the Engineer's report.
4. Management attended the mandatory CDBG Fair Housing Training on 9/21.
5. Management, Mrs. Mulvena, and Ms. Porter met with Joe Banks from Delaware Valley Regional Planning Commission regarding the Transportation Alternatives (TA) Set-Aside grant on 9/22.

6. Mr. Wilkinson attended MS4 training on 9/23 and Mr. Maxi attended MS4 training on 10/7.
7. The Borough received the State allocation for the pension fund and Fire and Rescue at the end of September.
8. Management continued monthly attendance at the Public Safety Committee meeting on 9/25.
9. Management and the Engineer held their monthly meeting on 10/1. Updates on various issues and projects were discussed and will be addressed during the engineer's report.
10. John Socket from the Pennsylvania Department of the Auditor General conducted the 2020 Liquid Fuels audit on October 6th and 7th.
11. Management met with Councilor Cave to discuss the budget on 10/12.
12. Management continued monthly attendance at the Code Committee Meeting on 10/12.
13. Management met with the Code Department on 10/13 to discuss various issues and updates.
14. The Code Department attended the Pennsylvania Association of Code Officials (PACO) Fall Forum today (10/14), which included Mr. Stokes, Mr. Wormley, Mrs. Nixon, and Mr. Campbell. They will attend training with PACO again tomorrow (10/15).
15. The 2019 Audited Financial Statements should be completed by Rainer & Company within the next few weeks.
16. The Governmental Accounting Standards Board (GASB) biannual audit is being performed.
17. SEPTA Planning Reimagining Regional Rail has announced plans to develop a vision for regional rail through a year-long analysis and public feedback process. Public input is being gathered online at <https://planning.septa.org/projects/regional-rail-master-plan/>, the link is also available on the website and other Borough resources.
18. St. Michael's Church is having a vaccination drive on October 17th from 2:30 p.m. to 6:30 p.m. at 813 Longacre Boulevard. Vaccines and flu shots will be available. The link and registration form are available on the website and other Borough resources.
19. Delaware County is hosting drive thru flu clinics at Middletown Fire Company on 10/15 and the Broomall Fire Company on 10/21 from 10:00 a.m. to 2:00 p.m. Information is available on the website and other Borough resources.
20. The Delaware County COVID-19 Task Force is offering Pfizer COVID-19 boosters. Information is available on the website and other Borough resources.
21. Happy Birthday to Councilor Roadcloud whose birthday is today. Also, happy belated birthday to Mayor Hepkins, Councilors Johnson and Jones-Waters, and Mr. Stokes who celebrated their birthdays on September 27th, 28th, and October 8th respectively. Lastly, happy early birthday to President Monroe who will celebrate hers on the 20th.

Items in Progress

1. Management requested that the department heads submit the 2022 budget information for their departments by 10/8. If you have not submitted your budget yet, please do so as soon as possible.
2. Newsletter articles are past due. Please turn them in as soon as possible.
3. We are looking for pictures for the calendar, especially historical ones, if you have any to share, please forward them to Management.

Items to be Addressed

1. There is one vacancy on the Zoning Board. The notice for an applicant is posted on the Borough resources. Please be sure to relay this information to anyone who is interested in applying. Please note that there is currently one alternate; however, Council may appoint up to three.
2. Mr. Wilson from the 900 block of Longacre Boulevard is a newer resident who reported that he has observed people not stopping their vehicles at the corner of Longacre Boulevard and Fern Street. He reported that there was an accident there in the past few months and believes speed bumps will help at this location and the exit of the roundabout. He stated it is very dangerous and he is highly concerned because of his small children as well as a handicap adult in his household who crosses the street daily. Management referred him to Chief Paparo/Police Department for further discussion and informed his concerns would be shared with Council.

VII. SOLICITOR'S REPORT

1. The Solicitor was excused from the meeting and did not provide a report.

VIII. TAX COLLECTOR'S REPORT

1. Mrs. James reported the Borough taxes collected for the month of September as follows: \$12,057.77 from real estate; \$5,382.00 from trash; and \$6,805.26 from sewer. The overall total collected was \$24,245.03. Ms. James stated that reminder letters will be sent out to those who did not pay taxes on Monday. She noted a small number of people did not pay taxes (approximately 580).

IX. ENGINEER'S REPORT

Mrs. Mulvena gave a presentation using photographs and reported the following:

1. Mrs. Mulvena discussed a proposed plan from PennDOT related to traffic and car accidents on the intersection of Church Lane and MacDade Boulevard. PennDOT concluded that MacDade Boulevard and Church Lane traffic should be changed to one-way eastbound on MacDade Boulevard leading to West Cobbs Creek Parkway. A left turn signal (lead phase) should be installed northbound on Church Lane. In addition, parking should be permitted on both sides of MacDade Boulevard from Church Lane to West Cobbs Creek Parkway.

Other items discussed included adding a signal to permit those coming out from the cul-de-sac safe entry to the street and that installing curb cut ramps at the intersection are required in order to be complaint with the American with Disabilities Act (ADA). The estimated cost for the project is

\$100,000 (\$64,000 for curb cut ramps and \$36,000 towards the signals). Mrs. Mulvena noted that curb cut ramps will need to be done at some point.

Council and Mrs. Mulvena discussed the traffic proposal from PennDOT, including breakaway poles and other ideas, such as installing a traffic mirror on a utility pole. Residents Michael and Clara Williams and Cheryl and John Maddox have properties that have constantly been damaged by car accidents in that area for several years. They were notified of the proposed changes and offered some ideas that could be helpful. They were in agreement with all of the proposed changes and appreciated being included in the process; however, they did not want to connect the two private driveways. President Monroe noted that all residents affected must agree to the traffic proposal, since they do not, it is a no.

Councilor Roadcloud asked for more clarity about breakaway poles. Mrs. Mulvena replied that the poles are designed to breakaway and fly over the vehicle upon impact to minimize injury and it is also cost effective. She added that once the pole is broken, it will slice the tires potentially stopping the vehicle from driving into someone's house or on private property. President Monroe asked Mrs. Mulvena to send the schematics of breakaway poles to Council.

The Mayor discussed frequent and severe situations with previous car accidents and damages to the properties, such as cars crashing into residents' homes, onto their porches, and through their fences.

President Monroe stated that everyone came together to find a solution on this matter and it is at the forefront for Council to vote on next week. She added that we have taken the matter seriously to come up with viable solutions.

2. A. Garguile & Sons is continuing work on the sewer replacement project on West Cobbs Creek Parkway. They are approaching the end of Fern Street and have one more block to go up to Parmley Avenue.
3. Mrs. Mulvena will ask for authorization to perform spot repairs at 2 sinkholes located at 905 and 916 Yeadon Avenue and add a manhole. If a manhole is added it will make the repairs easier to fix for the 916 Yeadon Avenue location.
4. There are sewer issues on the 500 block of Baily Road. A utility pole located near 503 Baily Road sits on top of the sewer making it unsafe for the contractor to perform work. Mrs. Mulvena recommends moving the sewer to the other side (south side near the cemetery) of Baily Road. She does not recommend moving the pole because of the age of the sewer and performing spot repairs usually will move sewer problems to the next weakest area; in addition, moving the pole will cost approximately \$200,000.
5. There is a soft spot at the Ruskin Avenue and Whitby Avenue inlet and a sinkhole at the Cypress Street and Parmley Avenue inlet that need to be repaired. Mrs. Mulvena will ask for both inlets to be rehabilitated.
6. The TA Set-Aside grant application will be submitted on 10/15 for improvements on West Cobbs Creek Parkway.
7. The Keystone Grant application for the Library is due at the end of the month.

8. The Low Volume Road Grant application is due at the end of the month. This grant was awarded last year for inlet improvements.
9. The permits were received from PennDOT for inlet repairs on Church Lane.
10. Delaware County Regional Water Authority (DELCORA) has distributed the Plan for review and adoption by the member municipalities. As background, 29 eastern Delaware County municipalities currently have sewage treated in Philadelphia. Back in 2018, a 10-year contract with Philadelphia was negotiated and these communities are currently charged for wastewater treatment in accordance with that agreement. Both the Philadelphia and DELCORA Chester treatment plants are under consent decrees with the Environmental Protection Agency (EPA). DELCORA estimates the cost to eastern Delaware County municipalities to stay with Philadelphia will be nearly \$900 million, with \$605 million being Delaware County's share of the Philadelphia plant upgrades required to meet the consent decree. The balance of the costs is related to making improvements to the Delaware County portion of the system to try to equalize the flows we send to Philadelphia on a daily basis. Delaware County is charged a premium when we exceed the flow in the agreement during wet weather events.

DELCORA prepared this Plan to evaluate alternatives to staying with Philadelphia and has determined that constructing a tunnel that would divert the eastern flow currently going to Philadelphia to the DELCORA plant in Chester is the most economical alternative.

11. Councilor Roadcloud asked Mrs. Mulvena about a letter sent by NDI. President Monroe stated that contractual matters are inappropriate to discuss outside of an Executive Session and the matter will be tabled until the Solicitor can give Council appropriate guidance.

X. COMMITTEE REPORTS

A. Finance, Councilor Cave – Chair

1. Councilor Cave stated that he met with Management and Chief Paparo to discuss parking, parking meters, and parking enforcement. He asked Council to consider authorizing the advertisement of an amendment to the parking ordinance and rates at the Legislative Meeting. The Borough has one of the lowest parking rates. President Monroe suggested requesting an Executive Session to discuss the Engineer contract and changes to the parking ordinance.

B. Ordinances & Zoning, Councilor Roadcloud – Chair

Mr. White reported the following:

1. There was 1 Zoning Use Application for 940 Duncan Avenue.
2. There were 2 Zoning Hearing Applications:
 - a. 701 S. Union Avenue in-home childcare
 - b. 433 S. Lansdowne Avenue church - Hearing requested
3. Hot Spots:
 - a. Revere Crossing Apartments dumpster area
 - b. 1100 Chester Avenue site owner cited for not cutting entire lot
 - c. 1100 block of Duncan Avenue resident placing trash out days before scheduled day

- d. 400 block of Holly Road resident placing trash out days before scheduled trash day
 - e. Parkview Court Apartment trash issue
4. Action Items:
 - a. Grass and trash issues throughout the Borough, code enforcement officers are writing violations and citations
 - b. Spot inspections are still occurring at all the stores in the Borough
 - c. Notices were delivered to properties where there is an issue with blocking the trash trucks
 - d. Police are being notified when Code observes rear driveways that are illegally blocked by parked vehicles
 - e. Working on several ordinances with the Solicitor
 5. Closed Items:
 - a. Tree removal directions have been put on hold per Council
 - b. Washington Woods Apartments wood & air conditioner in windows removed
 6. Upcoming Items:
 - a. Zoning hearing for 433 Lansdowne Avenue application for a church
 - b. Code Officer training October 14th-15th Residential Wall Bracing & Means of Egress in Lansdale, PA (Code Officers Wormley, Nixon, Campbell, and Stokes).
 - c. Code Officer White will attend a class called Building Code Official in November
 - d. Waiting on SEPTA to install guardrail on Holly Road and Cypress Street
 - e. Changes to several ordinances are being worked on and new ones are being discussed
 7. Important Items:
 - a. Recommendation for Council to appoint the existing alternate, Peter Rykard, to a full-time zoning member and appoint another alternate
 - b. Recommendation to have an in-house plot surveyor
 8. The property maintenance abatement total is \$24,819.13.
 9. The Code Department revenue for the month of September is \$40,436.20.

Councilor Johnson asked about the previous business at 433 S. Lansdowne Avenue (Zoning Hearing Application item) and if there is space for parking and/or parking lot. Mr. White answered that there is a parking lot on Lincoln Avenue. President Monroe indicated that Council does not vote on zoning and the Zoning Board makes the decisions.

C. Public Works, Councilor Johnson – Chair

Mr. Wilkinson reported the following:

1. The Public Works Department started fall/winter hours on 10/12/21 from 7 a.m. to 4 p.m.
2. The final Yard Waste Drop Off Event of the year is 10/8 from 8:00 a.m. to 3:00 p.m. The next E-Waste Events are 10/29 and 11/19 from 8:00 a.m. to 3:00 p.m.
3. Leaf season will begin on Monday 10/18 and continue through 12/23. The leaf machine will follow the same route as the street sweeper. Residents must rake their leaves to the curb and the Public Works Department will rake the leaves into the leaf machine. Remember twigs, branches, and trash cannot be mixed in with leaves or the pile will not be picked up. The

County inspectors will not accept items mixed in the leaves at the dump site and/or fine the Borough if items are found with the leaves.

4. Training on the new sewer truck for the Public Works Department is complete.
5. Mr. Wilkinson attended the annual MS4 training at Morton Borough Hall on 9/23. Ricardo Maxi received training on 10/7.
6. Municibid Auction Results:
 - a. 1982 Chevy Bucket Truck winning bid was held on 9/1/21 for \$3,950. The final sale will be held once the title is received (mid-October).
 - b. Mr. Wilkinson is requesting approval to sell the 1987 Ford F-700 Sewer Jet Truck on Municibid.
7. Mr. Wilkinson discussed lawn maintenance performed on Borough and abatement properties.
8. The street sweeper collected 157.63 tons of dirt.
9. Mr. Wilkinson discussed purchasing a regenerative air sweeper, maintenance cost analysis, and testing new vehicles.
10. The following sanitary sewer issues are pending further investigation and video footage was sent to the Engineer.
 - a. 916 Yeadon Avenue
 - b. 112/114 Lincoln Avenue
 - c. 3 Providence Road
 - d. A. Gargiule & Sons will repair collapsed sewer main on Baily Road (outside of NES)
11. The following sewer lines were serviced:
 - a. 900 Myra Avenue
 - b. Chester Avenue (across from the Nile Swim Club MH257 - MH253)
 - c. West Cobbs Creek Parkway and Parmley Avenue to Cypress Street (MH 334-357)
 - d. Cypress Street to Church Lane on Parmley Avenue (MH357-371)
 - e. Baily Road and Cypress Street to Myra Avenue (MH57-45)
 - b. Cypress Street to Arbor Road (MH57 -59)
 - c. Cypress Street to Rose Street (MH58a to 67)
 - d. Penn Street to Providence Road on Industrial Park Drive (MH 165-170)
 - e. Church Lane at Penn Street to 7-Eleven (MH 185 to 195A)
12. All crosswalks and major intersections throughout town have been painted. Due to a nationwide paint shortage (manufacturing reasons) we were not able to paint every traffic line in town. We set priority by painting those lines that were severely faded and focused on major intersections/school crossings and zones.
13. Delaware County Weights and Measures inspected all parking meters in the Borough on 9/21/21.
14. President Monroe asked Mr. Wilkinson about upgrading the parking meters and to look into proposals. Mr. Wilkinson stated the current costs run about \$600/meter for approximately 100 meters.

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

1. Mayor Hepkins stated he has nothing further to report and the Public Safety Report stands as written.
 - a. Police Department – Chief Paparo
 1. President Monroe stated that Chief Paparo will give a full report at the Legislative meeting and there are no pressing issues to discuss.
 2. Councilor Johnson had something to add to the Public Works report. She reported meeting with Councilors McCabe and Roadcloud, the Solicitor, and Mr. Wilkinson and discussed potential items for the Shade Tree Ordinance amendments.
 - a. Tree removal timeline
 - b. Reduce the number of trees for removal each year
 - c. Spacing trees
 - d. List of suitable trees to plant

President Monroe stated that she will make sure the Solicitor has a report ready for the next Council Meeting. There will be an Executive Session prior to the Council meeting to address these items.

E. Recreation, Vice President Ronald Francis – Chair

Vice President Francis reported the following:

1. The Veterans list continues to be updated. Vice President Francis encouraged residents to register their military service information by contacting the Borough. Also, the in-person Veterans' luncheon will not occur this year due to COVID-19; however, lunches will be delivered like last year.
2. The Tree Lighting Ceremony will be held on 12/3/21 via Zoom.
3. President Monroe requested that Vice President Francis send information about the Men of Action Brothers of Faith, Inc. Day of Thanks Community Dinner to the Veterans.

XI. ADJOURNMENT

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

Meeting Adjourned at 8:35 p.m.

Respectfully Submitted by Management