



BOROUGH OF YEADDON  
DELAWARE COUNTY, PENNSYLVANIA  
BOROUGH COUNCIL CAUCUS MEETING MINUTES  
DECEMBER 12, 2024

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

Rohan K. Hepkins, Mayor	Present
LaToya Monroe, President	Present
Liana Roadcloud, Vice President	Present
Nicole Beaty	Present
Michael Trent	Present
Jessie Peets	Present
Antoinette Truehart	Present
Learin Johnson	Present
Kilkenny Law, Solicitor	Present
Yolanda Hughes, Tax Collector	Absent
Joseph Viscuso, Engineer	Present
Nafis Nichols, Finance Director	Present
Rafi Cave, Borough Manager	Present

III. CITIZEN'S FORUM

1. Mr. Hamlin raised several concerns during his first meeting. He questioned why an abandoned vehicle sticker was placed on his car without prior notice or discussion and sought clarification on ordinances regarding unregistered vehicles and selling cars from private property. He also expressed frustration about the condition of Angora Drive, citing damage to his vehicle caused by street issues, and asked how to address these concerns. Acknowledging the meeting's time constraints, he emphasized the importance of these matters and sought guidance on resolving them.

#### IV. MAYOR'S REPORT

Mayor Hepkins reported updates on the following,

The final Mayor's Citizens Forum of the year was held on Thursday, December 5th, in Borough Hall, featuring prize giveaways and a strong community turnout. The next forum is scheduled for Thursday, March 6th, 2025. The Christmas Tree Lighting and Holiday Soirée were also highlighted, with Councilor Nicole Beaty commended for her exceptional organization and tasteful holiday decorations. The annual Santa Firetruck tour will take place on Saturday, December 14th, following its traditional route through the community.

The Yeadon Police Department hosted a successful "Trunk or Treat" event on October 26th, with approximately 400 children and 30 adults participating. Additionally, Restore Dispensary will hold its third annual Turkey Giveaway on December 14th at 735 Church Lane, beginning at 10 a.m.

Police department staffing, the Mayor reported that while the department was fully staffed at 20 officers earlier this year, two officers left over the summer, and three more retirements are anticipated early next year. The Civil Service Commission is updating hiring regulations in collaboration with the solicitor, with drafts expected for Council review by next week's legislative meeting. The department plans to begin the hiring process in February, with advertisements and testing scheduled for the first weekend of the month.

#### V. PRESIDENT'S REPORT

President Monroe provided an update focused on the Borough's newsletter. She acknowledged technical difficulties that delayed the release of the fall edition, leading the team to move forward with the winter newsletter. The good news is that the winter edition has now gone to print, and efforts are underway to return to a consistent schedule in the future. She emphasized the importance of the newsletter as a reliable source of accurate information about Yeadon Borough, including updates on changes, code reviews, grants, and the progress those grants have enabled. President Monroe assured the community of a commitment to ensuring the newsletter is released in a timely manner moving forward.

#### VI. MANAGER'S REPORT

Borough Manager Rafi Cave provided an update on the following. Next week, the Council will vote on plot plan changes for 101 Lincoln, which have been successfully reviewed by the planning commission. The 2025 Borough calendar and meeting schedule will also be considered, with proposed dates included in Council members' packets. Additionally, a grant application from YEAA requesting \$12,500 is up for review.

An ordinance amendment to Section 172-3, regarding handicap parking criteria, will be proposed to allow greater flexibility based on the police chief's review. The Council will also discuss suspending parking enforcement until February 1, 2025, aligning with the updated Passport Parking Program start date. A new lead inspection requirement advertisement is on the agenda as well.

Mr. Cave highlighted a YEDC shredding event scheduled for January 11th, with specific time and location details to be shared on the borough's website. He also expressed gratitude to the fire department and all assisting agencies for their efforts in responding to a recent large fire in the borough. He commended their coordination, along with the public works department and the new fire marshal, and encouraged the community to keep the affected residents and properties in their thoughts.

#### VII. SOLICITOR'S REPORT

Briana Bryant of Kilkenny Law provided updates on the following ongoing projects her office is handling. They are finalizing the draft for the lead inspection ordinance, which will be introduced and advertised at next week's meeting. Work is also underway on drafting an "eyesore ordinance" to regulate appliances and other items in the township that contribute to unsightly conditions. Additionally, her office is collaborating with public works and borough engineers to address and prevent potential litigation, while working with property owners, developers, and the borough manager to ensure compliance with Yeadon Borough Code, specifically for properties at 1100 Chester Avenue and 1024 Church Lane. Other projects include drafting the fire marshal agreement and preparing a resolution for the Civil Service Commission's bylaws.

#### VIII. TAX COLLECTOR'S REPORT

Mr. Nichols presented the tax collector's report for November, noting that \$33,329.26 was collected in real estate taxes, \$7,260 in Borough trash fees, and \$14,058.66 in sewer fees, for a total collection of \$54,604.92. He also mentioned plans to speak with the tax collector to confirm her year-end schedule, which will be posted on the borough's website. This will ensure residents are informed of her availability to pay any remaining 2024 borough taxes by the legal deadline of December 31st.

#### IX. ENGINEER'S REPORT

Megan Todaro of Pennoni Engineering provided updates on two key topics.

First, she discussed the Delaware County CDBG (Community Development Block Grant) applications, which are due on January 3rd. She noted that updated maps based on recent census data now show less of the Borough in the qualifying green areas, limiting eligible project locations. These maps are expected to remain valid for five years. After discussions with Borough staff and public works, it was decided that the most beneficial project to pursue is the sanitary sewer replacement on the 800 block of Bullock Avenue between Darnell and Parmley. This area has faced recurring issues over the past four to five years, including lateral problems, curb damage, and rat infiltration in the sewers. Addressing these concerns with CDBG funding is considered essential. A public hearing will be held next week regarding this project. If no significant objections are raised, or after any public comments are addressed, a resolution will need to be passed. Todaro noted that the borough solicitor would handle the hearing requirements.

Second, she provided an update on the ongoing Community Park improvements. To date, new walkways have been installed, along with repairs to various areas throughout the park. Benches, team seating for basketball courts, grills, and foundations for the pavilions have also been completed. Currently, work is focused on installing playground equipment, with future tasks including the installation of a rain garden, parking lot repaving and restriping, and the construction of the pavilion structures. While paving is weather-dependent, the project is expected to extend into the spring, with progress being made continuously.

## X. COMMITTEE REPORTS

### A. Finance

Mr. Nichols provided an update on the Finance Department's year-end activities. The department is closing out the books and requesting all invoices to prepare for upcoming audits. The liquid fuels audit, conducted by the Auditor General's Office as part of a five-year review, is in its final stages, with no major issues anticipated. Preparations are also underway for the workers' compensation audit, scheduled for early January. Additionally, the GASB 65 audit began this week, and all required documentation is expected to be submitted to the third-party organization by Monday. Lastly, efforts are being made to draw down all outstanding grant funds owed to the Borough before the end of the fiscal year.

### B. Ordinances and Zoning

Mr. Cave reported the following on the ordinance and zoning report, noting that the department had enforced 73 violations, issued 36 citations, and granted 35 permits, resulting in a total of \$35,130.52 from permits and abatements. He emphasized a growing concern regarding abandoned cars and overgrown vegetation, which are significant factors that negatively impact property values. While this issue is not confined to any one residence, it is a trend throughout the municipality that, if left unaddressed, can lower property values for the entire community. The department's main objective is to help residents maintain and increase their property values. He suggested that simple solutions, such as inflating tires, cleaning cars, or removing debris, can often resolve these issues. Mr. Cave offered to discuss this further and reiterated his commitment to this initiative as a neighbor and a key priority for the department.

### C. Public Works

Mike Pozzuolo provided the following updates stating most of his report has already been covered, but he highlighted a few key points. The e-waste drop-off will be held on December 27th from 8:00 AM to 2:30 PM. The tree lighting event was a success, with great feedback. Leaf collection will end this Friday, but anyone with leftover leaves can call the public works department to schedule a pickup. The street sweeper will be out next week to clean up any missed areas.

Regarding MacDade Boulevard, restoration work is set to begin on Monday. Abatements have been actively enforced, with multiple abatements completed at Washington Woods.

The intersection of MacDade Boulevard is awaiting PennDOT approval for ADA-compliant handicap ramps, but the process is still ongoing.

As for Aqua repairs, work has been completed as of today, although Church Lane was briefly shut down today and may be closed for a few hours tomorrow near the 1100 block south of Chester Avenue. All other Aqua restoration work has now been finished.

#### D. Public Safety

##### 1. Police Department's Report

- For the month of November 2024 Yeadon Borough Police Department had responded to or prepared reports for 886 calls for service.
- There were 4 Criminal Arrests in the month.
- There were 5 Non-Traffic Citations Issued for the month.
- There were 17 Traffic Citations issued for the month.
- There were 683 Parking Tickets issued for the month.

Chief Giammarco provided the following updates:

Chief Giammarco reported on a new program the police department is participating in through the William Penn School District called Bus Patrol. The program uses an AI camera system to capture images of vehicles that illegally overtake a bus when its red stop sign is extended. The system takes three pictures of the vehicle's license plate, and the information is reviewed weekly by the chief, lieutenant, or administrator. Once verified, the system sends a ticket to the offender, and the borough receives revenue from the fines. While the program provides an additional layer of safety, particularly for children at bus stops, its main goal is to address the ongoing safety concern of drivers illegally passing stopped buses. The program has proven successful in other areas such as Bensalem and Upper Darby and will serve as an extra set of eyes when officers cannot be present at every bus stop.

##### 2. Emergency Management

Chief Giammarco reminded everyone about the upcoming winter season and shared important safety tips. While this was not the cause of a recent fire, he emphasized that using stoves as a source of heat can be dangerous and should be avoided. He also encouraged residents to check on their neighbors, especially those who may need assistance during the colder months. It's important to have an emergency kit ready and ensure that cell phones are kept charged.

The chief also issued a critical reminder about vehicle safety. He strongly advised against warming up vehicles by leaving the keys in the ignition while returning inside the house. Recently, after a public reminder was posted on social media and the borough's website, a car was stolen from an apartment complex shortly after the warning was issued. The chief observed other vehicles with the keys running and no one around, highlighting this as a crime of opportunity. He urged residents, especially parents, to be cautious as running vehicles can attract both children and opportunistic thieves.

#### E. Planning Commission

Councilor Truehart reported that the Planning Commission is working on defining goals and objectives for the next three to five years for the community. Regarding a property at 101 Lincoln Avenue, the process began four years ago when a neighbor purchased 2,000 square feet from a neighboring property to expand their driveway. After reviews by the engineer, attorneys, and approval from the Delaware County Planning Commission, the Planning Commission held a special meeting and approved the proposal. However, they are waiting for an additional document before bringing it before the council for a formal vote. Updates will be shared, as the process began in 2020.

#### F. Recreation

Councilor Beaty reported the following:

I want to thank everyone who came out to support the Recreation Committee and the mayor for our tree lighting and holiday soiree event this past Friday. It was a fantastic time, as always. Big thanks to our public works team, the manager, and everyone else who helped make it happen, as well as to our chief for that unforgettable suit, it was truly something special. A huge thank you also goes to Amir's Catering for the wonderful spread.

Looking ahead, the Recreation Committee is now focusing on planning for 2025, with Flag Day as our next big event. Our committee's first meeting of the year will be on January 7th, 2025, where we'll discuss our vision for Flag Day. While we won't be trying to replicate the large-scale event we had last year, we want to make it a special occasion. My idea is to celebrate Yeadon's multicultural community and highlight how the diverse groups within our town contribute to its vibrancy. I would love to hear what the committee thinks about this vision, and we'll also start discussing other programming for 2025.

If anyone is interested in joining the committee, please let us know. We would love to have you!

Mr. Hunter provided the following updates:

The 109th Pennsylvania Farm Show is coming up soon, running from January 4th to 11th in Harrisburg. We're planning to take a group up there, and it looks like we may carpool, depending on the weather. The trip will likely happen on either Wednesday, January 8th, or Thursday, January 9th. We'll figure out the details for getting to Harrisburg.

Looking ahead, the 2025 Philadelphia Flower Show will take place from March 1st to 9th at the Pennsylvania Convention Center. The theme will be "Gardens of Tomorrow," and there's a flyer on the table in the back. The flower show can be expensive, but it's definitely worth a visit, especially on the last day when plants, trees, and shrubs are often given away. We'll also be working with the Planning Commission this year to enhance Main Street with shrubbery and trees, contributing to a more beautiful town.

Through the Southeast Pennsylvania Stormwater Commission, we've secured some trees for this project. Additionally, we'll be installing a rain garden at Community Park, with a slight cost overrun expected. The original estimate was \$15,000, but with the added costs, it's now projected to be between \$21,000 and \$25,000. However, since we're members of the Stormwater Commission, the funding will be covered, so no additional costs will come from the Borough's budget.

XI. ADJOURNMENT

1. Motion to adjourn.

Respectfully submitted by Borough Secretary.