



BOROUGH OF YEADON
DELAWARE COUNTY, PENNSYLVANIA
BOROUGH COUNCIL CAUCUS MEETING MINUTES
NOVEMBER 13, 2025

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

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

III. CITIZEN'S FORUM

1. Ms. Clara Johnson requested that Council consider returning the caucus meetings to the former workshop format to allow for greater community engagement. She thanked Catherine for the Veterans Day observance at Graceland Cemetery and requested updates regarding a future Guardians meeting and the status of the old Yeadon swim club property.

IV. MAYOR'S REPORT

Mayor Hepkins reported that his written report would be submitted at the next Legislative meeting. He noted that the Police Department is currently one full-time officer short and that a request has been made to the Civil Service Commission to establish a new preferential hiring list. He stated that the posting of positions is pending ratification of the police contract and updated salary information.

The Mayor reported that he has been recovering from surgery and noted that the Trunk-or-Treat event held last month was successful. He also spoke on the Borough's annual Veterans Day Luncheon, recognizing the service and sacrifices of veterans and their families. He expressed appreciation to Councilor Nicole Beaty for her leadership and personal involvement in organizing the event. The Mayor further acknowledged current and incoming council members who have served as veterans and concluded his report.

V. MANAGER'S REPORT

Mr. Nichols reported several items for Council's consideration. He advised that Aqua will be performing lead water service line replacements throughout the Borough. Properties identified as having lead service lines will have those lines replaced by Aqua at no cost to the property owner. Information regarding the program has been posted to the Borough website, and Aqua is prepared to begin work.

Mr. Nichols reminded Council and the public that the Borough blood drive is scheduled for next Friday and noted that additional participants are still needed. Outreach efforts are ongoing in coordination with the Police and Fire Departments.

He reported that planning for the Borough's reorganization meeting, scheduled for the first Monday in January, is underway, with additional information forthcoming. Council will be asked at the next meeting to consider the hiring of a new Public Works employee through an internal transfer. He also noted that a recommendation for termination and other year-end business items, including Borough holidays and the 2026 meeting schedule, will be included on a future agenda.

Mr. Nichols further reported that the Delaware County Solid Waste Authority has issued its annual report, indicating an increase in trash disposal costs for municipalities countywide. This increase is being factored into the Borough's budget. He stated that the budget process is ongoing and remains tight, noting efforts to avoid another tax increase following increases in prior years. He explained that finalization of the police and public works labor contracts remains a significant factor in budget development, as personnel costs comprise the majority of the Borough's budget.

Mr. Nichols announced that the Borough's budget presentation will take place on December 4th at 6:00 p.m. via Zoom, with information to be posted on the Borough website for public access. He also noted that legal and personnel matters will be discussed in executive session at the next meeting. He concluded by stating that remaining updates would be addressed in individual department reports and concluded his report.

VI. SOLICITOR'S REPORT

Mr. Kyle Miller of Kilkenny Law reported that the major work for the demolition at 725 Fern Street has been completed at no cost to the Borough, noting that continued efforts with the lender and property owner were successful, though a few follow-up items may remain. He expressed appreciation to Public Works staff for assisting with documenting expenses related to the street closure and reopening, and to the Police Department for their coordination efforts. He noted that the project is progressing ahead of schedule and under budget.

Mr. Miller further reported that he continues to monitor personnel matters and communicate with Borough staff and officials regarding new hires and related issues. He advised that work is ongoing to finalize revisions to the commercial U&O ordinance, with the goal of presenting the ordinance to Council for consideration at a future meeting and implementing it at the start of 2026.

He also reported that he continues to monitor and correspond on active and pending litigation matters, noting that there are no urgent issues at this time. Mr. Miller concluded his report by extending belated Veterans Day greetings and appreciation to Council members who have served as veterans.

VII. ENGINEER'S REPORT

Megan Todaro of Pennoni Engineering provided several project updates and information regarding an upcoming grant opportunity. She reported that the Longacre demolition project has been completed, the site stabilized, and the project is being closed out with the contractor.

She advised that previous discussions regarding a grant for an additional basketball court at Community Park, and a possible scope change to a tennis court, were reviewed with the County. The County has indicated that scope changes are not currently being accepted for that program. Pennoni will follow up if additional information becomes available.

Ms. Todaro reported that the INI study, which had been ongoing for approximately two months, has been completed and that all data has been collected. Sensors were installed in each manhole within the DCJA service area to monitor flows during multiple rain events. Pennoni is reviewing the data and developing a prioritized list of areas for sewer replacement or improvement. The study materials will be provided to Public Works, and the project is expected to be closed out within the next month.

She further reported that the Borough's road program paving was completed during the past month and that Pennoni will work with PennDOT and Public Works to close out the project, process payments, and submit required documentation.

Ms. Todaro advised that the County's CDBG program is now open, with applications due January 9. She noted that a public hearing is required, which is typically held at the December meeting. She stated that she would coordinate with Public Works to identify and prioritize a project, noting that eligible areas are limited to designated need-based locations and that the program is well-suited for sanitary sewer replacement projects. She invited Council to share any additional project ideas for consideration.

VIII. COMMITTEE REPORTS

A. Finance

Mr. Nichols reported that at the upcoming Legislative meeting, Finance will present several items for Council's consideration, including approval of the Accounts Payable List, the Cash Balance Report, authorization to advertise the 2026 budget, and authorization to advertise the CDBG public hearing. He reiterated that the Borough anticipates an increase in costs from the Delaware County Solid Waste Authority and noted expected increases of approximately 8.9 percent for health insurance and approximately 11 percent for property and casualty insurance. He stated that efforts are being made to balance the budget without increasing taxes.

B. Ordinances and Zoning

Mr. Collins reported several updates within the Code Department. He advised that demolition work at 725 Fern Street is nearly complete, with remaining work consisting of backfilling and final grading. He also noted that an incident occurred at the property during the past week, but staff responded promptly to secure the site and ensure safety for the surrounding community.

Mr. Collins provided departmental activity statistics, reporting an increase in rental inspections during the past month, with approximately 50 rental inspections completed. He noted that, due to seasonal conditions, the quarter has seen fewer violations and more inspections. He further reported that approximately 45 violation notices were issued and that the department continues to experience a high compliance and response rate, reducing the need for further enforcement action.

He advised that Council will be asked at the next meeting to consider amendments to the rental property ordinance. Proposed changes include revising inspection thresholds for apartment complexes to require inspection and fee assessment for the full number of units rather than a capped number, clarifying inspection attendance requirements to require a property owner or authorized representative, and separating rental registration and rental licensing into two distinct fees. He stated that the proposed registration would be due by March 31, with the rental license fee payable annually following a successful inspection.

C. Public Works

Director Catherine Houck reported several updates from the Public Works Department. She advised that, as discussed during the Solicitor's report, two staff members were dispatched on Friday, November 7, to reinstall barricades at 725 Fern Avenue. She also reminded residents that an electronic waste drop off will be held at the Public Works shop from 8:00 a.m. to 2:00 p.m., and that items with electrical plugs will be accepted for proper disposal.

Mrs. Houck reported that leaf collection season is currently underway. Residents were advised to place leaves out on their regularly scheduled maintenance day, as leaves are being collected in lieu of street sweeping. She noted that leaf collection will conclude on December 15.

In preparation for the winter season, Mrs. Houck reported that new snow equipment has been ordered and that all existing snow equipment has been inspected and upgraded as necessary to ensure readiness for operations. She further reported that three permanent red “Wrong Way” signs have been installed beneath existing “Do Not Enter” signs at the intersection of MacDade Boulevard and West Cobbs Creek Parkway to address ongoing traffic safety concerns.

Mrs. Houck also addressed previously raised concerns regarding Graceland Cemetery and the former Yeadon Swim Club. She reported that the Borough has received cost estimates related to the Graceland Cemetery project goals, including the development of a trail. She noted that a DCNR grant opportunity will open in January and that she anticipates meeting in the coming month to prepare an application.

Regarding the former Yeadon Swim Club property, Mrs. Houck reported that debris and soil removal efforts are ongoing. She clarified that the heavy equipment currently on site is not owned by the Borough and that no Borough funds are being used for the work. She reported that portions of the site, including areas near Chester Avenue, have been leveled, though additional work remains.

Mrs. Houck further reported that a separate DCNR grant opportunity for stream bank restoration along Blunston Run will open in January. She noted that staff have received concerns from residents along the 800 block of Yeadon Avenue and that the grant may be pursued to address those issues.

D. Public Safety

1. Police Department’s Report

- For the month of October 2025 Yeadon Borough Police Department had responded to or prepared reports for 1,318 calls for service.
- There were 9 Criminal Arrests in the month.
- There were 4 Non-Traffic Citations Issued for the month.
- There were 105 Traffic Citations issued for the month.
- There were 1,011 Parking Tickets issued for the month.

Chief Giammarco reported several updates from the Police Department. He advised that the Department recently completed a successful on-site accreditation assessment. He recognized Lieutenant Burns, the Department’s Accreditation Manager, and noted that the Department will appear before the accreditation board in Harrisburg on January 22, 2026. He stated that accreditation would be a significant achievement and may also have a positive impact on insurance costs.

The Chief reported that the Faith and Blue Weekend held in October was well attended and thanked St. Michael's Church, the Delaware County Sheriff's Department, and participating community members. He also reported that the Trunk-or-Treat event was highly successful, with an estimated attendance of over 400 children and participation from more than 40 community volunteers. He acknowledged the involvement of Council members and community partners. Chief Giammarco reported that the Department recently completed its annual food drive and delivered collected donations. He noted strong participation and support from Department personnel and stated that a full report would be provided at a future meeting.

The Chief advised that at the next meeting he will request Council's consideration to advertise amendments to Ordinance 285-32 regarding special permit parking zones, proposing to revise the restricted hours from 9:00 p.m. to 6:00 a.m. to 2:00 a.m. to 6:00 a.m. He also reported that Council will be asked to advertise amendments to Ordinance 285-30 to prohibit parking on the south side of Elder Avenue between Paul Drive and Union Avenue, citing access issues for emergency vehicles.

Additionally, Chief Giammarco reported that he will request Council's approval to suspend parking meter enforcement from November 27 through January 3 for the holiday season, and to temporarily suspend overnight parking restrictions on the 800 block of Laurel Avenue and the 800 block of Arbor Road from November 26 through December 1 for the Thanksgiving holiday.

The Chief further reported that State Representative Joanna McClinton will host a turkey giveaway at Bell Elementary School on November 22, with police assistance provided for traffic control. He also reported that Officer Matt O'Donnell and his brother Joe O'Donnell will be recognized on the floor of the Pennsylvania House of Representatives on December 15, 2025.

E. Library

Ms. Darlene reported several updates from the Library. She advised that the Library will host a Medicare information program on Tuesday, November 18, from 11:00 a.m. to 12:30 p.m., open to anyone seeking information. She reported that the Library's brick campaign remains open through December 31, with bricks still available for purchase.

Ms. Darlene also reported that the Friends of the Library will host their annual Black Saturday event on November 29 from 10:00 a.m. to 4:00 p.m., featuring local vendors. She advised that Senator Williams' mobile office is held at the Library on the first Monday of each month and that State Representative Joanna McClinton's mobile office is held every Thursday.

She further reported that the Library will be closed on December 5 due to a Delaware County Library System all-day staff training and continuing education seminar at Neumann University.

F. Recreation

Councilor Beaty reported that the annual Veterans Day Brunch was held on November 8 and was highly successful, with approximately 80 veterans in attendance, making it the largest event to date. She noted that attendance continues to grow each year as awareness increases. She expressed appreciation to all those who assisted with planning and execution of the event, including the Borough's event coordinator, Amir's Catering, and volunteers who assisted with outreach to veterans. She reported that feedback from attendees was overwhelmingly positive and stated that the event will be held again next year.

Councilor Beaty further reported that the Recreation Committee is transitioning into the holiday season and will host upcoming holiday events, including the Jingle While You Mingle event and the annual tree lighting in coordination with the Mayor. She advised that event flyers have been posted on the Borough website and will be displayed in Borough Hall.

She thanked Council and staff for their continued support of the Recreation Committee and its events. Councilor Beaty also expressed appreciation to the community for her reelection to another term on Council and stated that she looks forward to continuing to serve the Borough alongside her fellow elected officials. She announced that the next Recreation Committee meeting is scheduled for December 2.

Mr. Roy reported that the Borough's vegetable program has officially concluded after approximately 22 weeks of operation. He noted that the program was successful and that a large quantity of produce was distributed throughout the season. Remaining vegetables were donated to Upper Darby's food bank, with weekly deliveries made during the program.

Mr. Roy expressed appreciation to Public Works and the Fire Department for assisting with transportation to Urban Roots Farm, noting challenges with securing drivers during the season. He further reported that a limited amount of produce, including sweet potatoes, squash, and radishes, remains available for distribution.

IX. ADJOURNMENT

1. Motion to adjourn.
Moved By: Councilor Beaty
Seconded By: Councilor Peets

Respectfully submitted by Borough Secretary.