



BOROUGH OF YEADDON
DELAWARE COUNTY, PENNSYLVANIA
BOROUGH COUNCIL CAUCUS MEETING MINUTES
DECEMBER 12, 2025

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

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

III. CITIZEN'S FORUM

NO PUBLIC COMMENTS

IV. MAYOR'S REPORT

Mayor Hepkins reported that his written report will be submitted at the next week's Legislative Meeting.

V. MANAGER'S REPORT

Mr. Nichols reported that his written report will be submitted at the next Legislative Meeting. He advised that Delaware County is seeking community participation in a survey regarding a new county park to be located in Darby at 1201 Springfield Road. He noted that the survey takes approximately five to ten minutes to complete and that information and access to the survey are available on the Borough website. He encouraged Yeadon Borough residents to participate.

VI. PRESIDENT'S REPORT

President Truehart reported that the Borough Manager and Finance Director, Mr. Nichols, delivered a detailed virtual presentation on the draft 2026 budget. She noted that the presentation was recorded and will be posted on the Borough website for public viewing. President Truehart advised that questions may be submitted after residents have had an opportunity to review the recording. She expressed appreciation to Mr. Nichols for his thorough and well-prepared presentation.

President Truehart reported that, prior to the caucus meeting, Council convened in executive session to discuss litigation and personnel matters.

VII. SOLICITOR'S REPORT

Mr. Kyle Miller of Kilkenny Law reported that matters related to the property at 725 Fern Street are nearing resolution. He advised that required downspouts for stormwater management have been installed, grading has been completed, and the permit is expected to be closed out pending final review. He noted that the property owner has indicated a willingness to pay any outstanding expenses incurred by the Borough, and that coordination will occur to finalize invoicing.

Mr. Miller further reported that he met with Mr. Collins to review the commercial U&O ordinance line by line and that several constructive revisions were identified. He advised that a recent Commonwealth Court decision may require additional modifications to ensure compliance with current legal standards. He stated that the ordinance is anticipated to be presented to Council for consideration in early 2026.

Mr. Miller also reported that he continues to monitor and correspond on active and pending litigation matters, noting that discussions are ongoing and progress is being made toward resolution. He concluded his report.

VIII. ENGINEER'S REPORT

Megan Todaro of Pennoni Engineering reported on two upcoming grant-related items. She advised that the PennDOT Green Light-Go Program is expected to open in March and provides funding opportunities for traffic signal upgrades. She noted that the intersection of Church Road and Whitby Avenue may be a potential candidate for an application, and that no action is required at this time.

Ms. Todaro further reported on the Delaware County Community Development Block Grant (CDBG) program, noting that a public hearing and resolution will be required at the next meeting in advance of the application deadline in early January. She stated that, following a review of the INI study with Borough Public Works staff, a sanitary sewer replacement project was identified as a suitable CDBG application. The proposed project consists of replacing and upsizing approximately 400 feet of sanitary sewer along Yeadon Avenue between Bailey Road and Redwood Avenue to improve system capacity in that area. She advised that a brief report with recommendations will be prepared and concluded her report.

IX. COMMITTEE REPORTS

A. Finance

Mr. Nichols reported that the Borough is requesting all vendors to submit any outstanding invoices in order to close out the 2025 fiscal year. He advised that year-end financial reconciliation is underway and began earlier than usual to ensure a smooth transition into 2026. He noted that Mr. Ford-Bey will be on site to assist with the transition and to address audit-related matters previously discussed by Council.

Mr. Nichols further reported that the annual budget presentation and public hearing will be held next Thursday at 6:30 p.m., prior to the Legislative Meeting. He advised that Council will be asked to consider approval of the Accounts Payable List, the Cash Balance Report, and the annual tax lien sale.

B. Ordinances and Zoning

Mr. Collins reported departmental activity for the month, including approximately 25 Smart Violation notices issued, 11 resale inspections conducted, and 15 rental inspections completed. He advised that two court cases were received, eight citations were issued, and eight service requests were addressed.

Mr. Collins further reported that the Code Department is actively addressing several problematic properties, including 174 Park Place and 109 Lincoln Avenue. He advised that violation and citation processes are underway and that coordination with Public Works is ongoing to address rear property conditions and determine appropriate corrective action, including potential court involvement if necessary.

Mr. Collins reported that demolition-related matters at 725 Fern Street are nearing completion, noting that remaining items are intended to protect adjacent properties. He advised that a soil-related issue remains but cannot be addressed due to current weather conditions, and that coordination will continue with the bank that owns the property to resolve the matter when conditions permit.

Mr. Collins also addressed resident complaints regarding water runoff and icing conditions along Lincoln Avenue. He reported that staff investigated the issue and coordinated with the property owner to adjust sump pump discharge. He advised that the area will continue to be monitored during future rainfall to determine whether further corrective action is required.

C. Public Works

Director Catherine Houck reported several updates from the Public Works Department. She clarified that PennDOT was contacted by telephone regarding potholes along Church Lane and advised that she spoke directly with the Superintendent of Maintenance on two occasions. She stated that follow-up calls will continue until the issues are addressed and noted that Pennoni Engineering's efforts may complement those communications.

Mrs. Houck reported that coordination occurred with PECO regarding gas leak inspections on Holly Avenue and Myra Avenue and that roadway areas disturbed during those inspections will be restored. She further reported that a service request and voicemail were submitted to the Philadelphia Streets Department regarding lighting conditions along Whitby Avenue leading into Longacre, and that a response is anticipated.

Mrs. Houck advised that wreaths referenced during a prior Public Works Committee meeting at Graceland Cemetery were located and that the resident who raised the concern will be notified. She also reported that two SEPTA bus shelters along Chester Avenue are owned by the Borough and that staff will explore increased maintenance for those structures.

Mrs. Houck reported that emergency call-outs occurred on Black Friday for a downed tree and on November 29 for the reinstallation of a stop sign on Longacre Boulevard. She reminded residents that the December electronic waste drop-off will be held on December 26 from 8:00 a.m. to 2:00 p.m. at the Public Works yard and advised that leaf collection will conclude on December 15.

Mrs. Houck reported that all snow equipment has been inspected, upgraded, and prepared for winter operations and that Public Works crews are ready for anticipated snowfall. She further advised that staff are reviewing the INI study and identifying potential sewer and stormwater improvement projects.

Mrs. Houck reported that while there are no current abatement requests, enforcement efforts remain ongoing. She concluded by advising that a resolution regarding Local Share Account (LSA) Statewide grant funds will be presented at the next Legislative Meeting, noting that grant administrators required the Public Works and Police Department applications to be submitted under separate resolutions.

D. Public Safety

1. Police Department's Report

- For the month of November 2025 Yeadon Borough Police Department had responded to or prepared reports for 1,154 calls for service.
- There were 11 Criminal Arrests in the month.
- There were 3 Non-Traffic Citations Issued for the month.
- There were 85 Traffic Citations issued for the month.
- There were 946 Parking Tickets issued for the month.

Chief Giammarco reported that the Police Department successfully concluded its annual food drive. He advised that there was strong participation from department personnel, resulting in a substantial donation of food. He noted that planning is already underway to expand the initiative next year and begin outreach earlier.

The Chief further reported that State Representative Joanna McClinton hosted a turkey giveaway, which was well attended, and that her office has expressed interest in returning to the Borough for a similar event next year. He also acknowledged the success of the Borough's Veterans Day Brunch and thanked all involved in its coordination.

Chief Giammarco advised that at the next Legislative Meeting, he will request Council's consideration to advertise amendments to Ordinance 285-32(C) regarding special parking permit zones. The proposed amendments would revise restricted parking hours to 2:00 a.m. through 6:00 a.m. and include First Street, the 800 block of Laurel Avenue, and the 800 block of Arbor Road.

He further reported that Council will be asked to consider advertising amendments to Ordinance 285-30(A) to prohibit parking on the south side of Elder Avenue, citing access concerns for emergency vehicles.

Chief Giammarco also advised that he will request Council's approval to temporarily suspend overnight parking permit requirements for the 800 blocks of Laurel Avenue and Arbor Road from December 24, 2025, through January 2, 2026, to accommodate holiday visitors.

Lastly, Chief Giammarco reported that he will request Council's consideration of Resolution No. 2025-17 authorizing the Police Department's application for a Local Share Account (LSA) Statewide grant, noting that separate resolutions are now required.

2. Emergency Management Report

Chief Giammarco advised that snow is coming so please be careful.

3. Fire Department Report

Chief Summers reported that the Yeadon Fire Company responded to 125 incidents during the month of November, 47 of which occurred within Yeadon Borough. He advised that none of the incidents were declared major emergencies.

Chief Summers further reported that the Fire Company will escort Santa Claus through the Borough on December 20 at 4:00 p.m. He advised that route information and live tracking will be available on the Fire Department's social media platforms and website.

Chief Summers also reported that a supply of smoke detectors remains available for residents in need. He advised that residents may contact the Fire Company to request distribution or installation assistance.

E. Planning Commission

President Truehart reported that the Planning Commission received one resignation. She advised that the vacancy will be advertised and that resumes will be accepted in order to appoint a replacement.

F. Library

Ms. Darlene reported several updates from the Library. She advised that the Library was closed last Friday due to a Delaware County wide in-service day, during which staff who work more than 20 hours attended required continuing education workshops in compliance with state requirements.

Ms. Darlene reported that the Library will host a Winter Fest on December 18 from 6:00 p.m. to 7:00 p.m., featuring arts and crafts, games, and the distribution of holiday dinner meal kits. She also advised that the Legacy Brick Campaign remains open through January 15 and that additional information is available on the Library's website or in person.

Ms. Darlene further reported that the Library, in partnership with the Borough, will host a Kwanzaa celebration on December 29 at 6:30 p.m., and that the event is open to the public. She additionally reported that the Friends of the Library sponsored a Black Saturday event, which was well attended and received positive media coverage, including front-page recognition.

G. Recreation

Councilor Beaty reported that the Borough's annual tree lighting and holiday celebration will take place the following evening, with the tree lighting program beginning at 7:00 p.m. She advised that a brief program will be held prior to the illumination, followed by a holiday celebration on the second floor of Borough Hall. She noted that the event is open to the public and encouraged residents to attend with their families.

Councilor Beaty further reported that the Recreation Committee is partnering with the library to host a Kwanzaa celebration on December 29 at 6:30 p.m., with additional information to be provided.

Mr. Hunter reported that new tax insert materials have been received and are available for distribution, noting that additional copies may be used for educational purposes.

Mr. Hunter advised that the Philadelphia Flower Show is upcoming on February 28 through March 8th and that efforts will be made to explore group ticket opportunities. He noted that the event focuses on themes related to improving residential landscaping and quality of life.

Mr. Hunter further reported that, through the regional Stormwater Collaborative involving eight municipalities, a \$360,000 grant was awarded by the National Fish and Wildlife Foundation to support rain barrels, rain gardens, and tree distribution programs for residents.

X. ADJOURNMENT

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

Respectfully submitted by Borough Secretary.