



BOROUGH OF YEADDON  
DELAWARE COUNTY, PENNSYLVANIA  
BOROUGH COUNCIL CAUCUS MEETING MINUTES  
MARCH 12, 2026

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

Rohan K. Hepkins, Mayor	Present
Antoinette Truehart, President	Present
Liana Roadcloud, Vice President	Present
Nicole Beaty	Present
Ronald Francis	Present
Jessie Peets	Present
LaToya Monroe	Absent
T. Taliah Jones-Waters	Present
Kyle Miller, Kilkenny Law, Solicitor	Present
Erika Broadnax, Tax Collector	Absent
Joseph Viscuso, Engineer	Present
Nafis Nichols, Finance Director	Present

III. CITIZEN'S FORUM

1. Ms. Clara Johnson inquired about the ability for residents to engage during director reports and asked when such participation would be implemented. She also requested follow-up information regarding the former swim club site, including the amount of work completed to date, remaining tasks, and the anticipated timeline for completion. Additionally, she sought clarification regarding a gas regulation box located near the intersection of Whitby and Cypress.
2. Ms. Anna raised several questions related to borough finances, including the status and timeline of audits for prior years and whether auditors have been engaged for 2025. She emphasized the importance of maintaining budget discipline to avoid future tax increases and encouraged exploring alternative funding options for infrastructure improvements. She also requested an update on the anticipated timeline for the Church Lane and Bailey intersection project. Additionally, she inquired about the status of actions related to a council member's prolonged absence and potential next steps.

3. Ms. Leslie Dix raised concerns about the proposed reduction in the snow removal timeframe, emphasizing the need for clearer communication, consistent enforcement of existing regulations, and consideration of resident circumstances. She also noted the importance of providing council members with necessary equipment and acknowledged recent cleanup efforts in the borough.
4. Mr. Jeffrey Martin inquired about the status of a previously submitted proposal related to the tennis courts on Chester Avenue. He expressed interest in initiating a youth and community tennis program and requested an update on the grant application and next steps, noting the importance of timely action with the summer season approaching.

#### IV. MAYOR'S REPORT

Mayor Hepkins stated that his report stands as submitted.

#### V. PRESIDENT'S REPORT

President Trueheart reported that efforts to establish collaboration with surrounding municipalities have begun, with regular meetings being scheduled to build relationships, share resources, and address mutual needs, particularly in bordering areas. Coordination with the City of Philadelphia, including outreach to Councilwoman Gauthier's office, resulted in cleanup efforts at the Whitby Avenue entrance and the establishment of ongoing communication moving forward.

In regard to the former Yeadon Swim Club site, several proposals have been received. It was emphasized that any future development must benefit the community. A developer has been invited to return to present a full proposal to Council and the Planning Commission at an upcoming meeting.

The President also stated that, after reviewing public feedback and conducting due diligence, the proposed amendment to the snow removal ordinance has been tabled at this time.

Additionally, the President noted that the existing Public Relations Committee ordinance, enacted in 1995, is being reviewed for updates. Plans are underway to transition to a Community Affairs Committee, with meetings to be held monthly. The first meeting is scheduled at Borough Hall, and residents are encouraged to attend and participate.

#### VI. MANAGER'S REPORT

Mr. Nichols reported that an updated agreement for the ballot drop box located outside the library has been received and reviewed by the Solicitor with no issues identified. This new 10-year agreement will be presented to Council for consideration at the next meeting.

Mr. Nichols reported that progress continues on proposed ordinances. As part of increased transparency, the full text of advertised ordinances is now available on the Borough website and at the front desk for public review. Three ordinances are scheduled for Council consideration at the next meeting.

He also noted that information regarding utility relief funds through the United Way has been posted to the website as part of ongoing efforts to expand community resources. A new community resource page has been launched and will be updated periodically for residents' benefit.

In regard to communication efforts, Mr. Nichols encouraged residents to sign up for Delco Alerts, noting that participation remains low. While detailed emergency information is posted on the Borough website, additional outreach methods, including social media and other platforms, are being explored to improve communication and engagement.

Mr. Nichols concluded by stating that the Borough continues to evaluate ways to better connect with residents and welcomes feedback to improve outreach and services.

## VII. SOLICITOR'S REPORT

Mr. Miller reported that the three proposed ordinances previously referenced are available for public review on the Borough website. He thanked Council, Chief Summers, and Chief Giammarco for their input, which contributed to the development of the ordinances.

He identified the three ordinances as: (1) a Commercial Use and Occupancy Ordinance, which is common in neighboring municipalities but currently not in place in the Borough; (2) a Key Lock Box Systems Ordinance, providing emergency responders access to buildings through a universal key system; and (3) amendments to the existing Rental Registration Ordinance to improve clarity and consistency.

Mr. Miller further advised that, for the next meeting, resolutions are being prepared to implement traffic calming measures and to update the Borough's fee schedule to include fees associated with Act 22 requests for police body-worn camera footage and other accessible recordings.

Regarding the prolonged absence of an elected official, Mr. Miller explained that Pennsylvania law provides a limited and complex process for removal through a quo warranto action, which must be initiated by the District Attorney. He noted that such actions are difficult to pursue and typically require serious misconduct. He stated that alternative approaches are being explored to address the situation.

Additionally, Mr. Miller reported that investigations are ongoing related to certain properties involving fire escrow funds and insurance proceeds. Efforts are being made to ensure proper documentation and to protect the Borough's interests in recovering costs associated with property maintenance and remediation.

Mr. Miller concluded by noting that his office continues to monitor active and pending litigation and remains in communication with Council as needed.

## VIII. ENGINEER'S REPORT

Ms. Todaro advised that a resolution will be presented at the next meeting to adopt the County Aid allocation of \$9,171, which is anticipated to be applied toward the Borough's road program. She noted that she is working with Public Works to develop a list of roads, with plans to seek approval to proceed with bidding for the 2026 road program.

She also introduced two upcoming grant opportunities through DCNR and DCED, both focused on parks, stormwater, and open space improvements. Ms. Todaro recommended consideration of a comfort station (public restroom facility) at Community Park as a potential project, noting that the grants may be used in combination. Additional feedback from Council was welcomed before formal action.

Regarding the Church Lane and Baily Road project, Ms. Todaro reported that two rounds of PennDOT review have been completed. The project is now in the phase of coordinating property notifications and securing temporary construction easements from adjacent property owners. She noted that no permanent easements are required. Coordination is also ongoing with the Fire Department for emergency signal connections.

Ms. Todaro stated that the project is expected to go out to bid this year. She noted potential delays related to the procurement of traffic signal equipment but confirmed that efforts will continue to move the project forward, with communication to the public provided as work progresses.

## IX. COMMITTEE REPORTS

### A. Finance

Mr. Nichols reported that next week, the Accounts Payable list and Cash Balance report will be up for Council's consideration.

Mr. Nichols provided updates on three audits currently underway. A Workers' Compensation audit for 2025 is in progress. The Liquid Fuels audit pre-audit work has been completed and submitted to the Auditor General's Office, with auditors scheduled to be on-site next week. Borough audits for 2023 and 2024 are also in progress. He noted issues with the previous auditing firm and stated that a new firm has provided a quote, though an engagement letter has not yet been issued. Completion of the 2023 and 2024 audits is anticipated by June 30, after which work on the 2025 audit will begin. Documentation requests from the auditors are currently being addressed.

In regard to budget versus actual performance, Mr. Nichols stated that management continues to monitor spending closely. He noted that overtime costs, particularly within Public Works, are elevated due to recent snowstorms, though other budget areas remain below projections. He further stated that recent amendments to the Borough Code allow for a mid-year budget review and modification, which will be utilized to adjust for overages and shortfalls.

Mr. Nichols also reported an increase in real estate tax appeals, which has resulted in refunds being issued. In response, the Borough is working to identify under-assessed properties to help offset revenue losses.

#### B. Ordinances and Zoning

Mr. Summers reported that 88 violations were issued, with 72 progressing to citations. A total of 20 resale and rental inspections were completed.

He noted that Washington Woods is scheduled for inspection on Wednesday and Thursday of the upcoming week. Additionally, carports located at 901 MacDade Boulevard and 1004 West Cobbs Creek Parkway are currently in the abatement process.

Mr. Summers also provided seasonal reminders as spring approaches. Residents are reminded that grass height must not exceed 10 inches, hedges and bushes must be trimmed to avoid obstructing sidewalks and walkways, and trash may only be placed at the curb the evening prior to scheduled collection in approved containers with lids.

He further noted that property owners are responsible for driveway maintenance and may begin receiving notices as weather conditions improve. Residents are also encouraged to repair potholes as needed to maintain safe conditions.

#### C. Public Works

Mr. Pozzuolo announced the upcoming e-waste drop-off scheduled for March 27 from 8:00 AM to 2:00 PM, and noted that yard waste drop-off will begin on March 13th during the same hours. He advised that street painting will begin within the next one to two weeks, weather permitting, and that grass cutting will commence as conditions improve.

In response to a resident inquiry, Mr. Pozzuolo provided clarification regarding a gas regulation box located at Whitby and Church Lane. He explained that the device monitors system pressure and is not hazardous. Additional information will be provided following confirmation from PECO.

Mr. Pozzuolo also noted that abatement actions related to certain carports will proceed with coordination from the Police Department.

Regarding the Yeadon Swim Club site, he reported that cleanup is approximately 85% complete, with significant removal of brush and topsoil already completed. Additional details can be provided upon request.

#### D. Public Safety

### 1. Police Department's Report

- For the month of February 2026 Yeadon Borough Police Department had responded to or prepared reports for 1,016 calls for service.
- There were 2 Criminal Arrests in the month.
- There were 2 Non-Traffic Citations Issued for the month.
- There were 50 Traffic Citations issued for the month.
- There were 376 Parking Tickets issued for the month.

Chief Giammarco provided the following updates:

Chief Giammarco noted that parking ticket issuance was lower than usual due to the temporary suspension of parking enforcement by the Mayor for over a month.

He also advised that two resolutions will be presented at the next meeting, including one to establish fees related to Act 22 requests and another to implement a traffic calming policy.

### 2. Fire Department's Report

Chief Summers reported that the Fire Company responded to 119 emergency calls during the month of February, including two working structure fires.

The first incident occurred on February 8 at 544 Rose Street and originated in a second-floor bedroom. The fire was extinguished without further incident, and no injuries were reported. The Fire Marshal determined the cause to be unintentional.

The second structure fire occurred on February 28 at approximately 11:30 PM and resulted in extensive damage to the home, impacting the first floor, second floor, and attic. One resident was rescued and transported to Penn Presbyterian Hospital in critical condition. As of the latest update, the individual remains in critical condition following surgery.

Chief Summers noted that the incident was investigated by the local Fire Marshal, CID, and the State Fire Marshal's Office. He also acknowledged the presence of the Fire Marshal, who would provide an additional report.

### 3. Emergency Management

Mr. Zappacosta provided additional remarks regarding recent fire incidents, noting that many fires over the past year have been determined to be unintentional and related to preventable causes such as improper disposal of smoking materials and unattended candles. He emphasized the importance of fire prevention practices, including not leaving open flames unattended, avoiding overloading electrical outlets, and maintaining general household safety.

He further reported that the victim from the February 28 fire remains in critical condition. The investigation into that incident has been turned over to the County Criminal Investigation Division and the Pennsylvania State Police due to the severity of the injuries.

Mr. Zappacosta also advised that he is in the process of assuming responsibilities related to Emergency Management. He noted that a formal resolution and required state filings will be necessary, and that he will be coordinating with the County and providing additional updates at a future meeting. He added that preliminary coordination efforts with local partners, including the hospital, are already underway.

#### E. Library

Ms. Darlene reported that the library has several activities scheduled for the month, with a printed calendar available for review. She thanked all participants and supporters of the annual Black History Month program, noting it was a successful event.

She advised that Dr. Daisy Century, who was previously rescheduled due to inclement weather, will present a Harriet Tubman portrayal on March 16 at 6:30 PM. Additionally, the library's annual Women's History Month program is scheduled for March 31 at 6:00 PM.

#### F. Recreation

Councilor Beaty apologized for the recent change to the Recreation Committee meeting date, noting that the adjustment was due to a scheduling conflict. She advised that meetings would return to the regular schedule on the first Tuesday of each month, with the next meeting set for April 7.

She reported that the committee met recently and welcomed representatives from the Nile Swim Club Board to discuss a potential partnership for a Juneteenth event this summer, in addition to Flag Day activities. Further details will be provided as planning progresses.

Mr. Hunter provided several upcoming event updates. A community seed swap will be held on March 24 at the library from 5:00 PM to 7:00 PM. A tree planting workshop is scheduled for March 31 at Glenolden Park from 8:00 AM to 11:00 AM, with refreshments provided.

He also announced a free virtual rain garden course taking place on April 22, April 29, May 6, and May 13 from 7:00 PM to 8:00 PM. Additionally, a pollinator workshop will be held at Borough Hall on May 5 from 6:30 PM to 8:00 PM, where free plants and shrubs will be distributed. The rain barrel workshop is scheduled for May 19 at Borough Hall, and residents are encouraged to continue registering as additional materials may be available.

Mr. Hunter noted that additional workshops related to downspout planters are being planned. He also reported that preparations are underway for the annual free vegetable giveaway, anticipated to begin in July.

Lastly, he announced that the third annual Rap Curry Invitational Track Meet will take place on April 18, with participation from multiple schools across several states. He encouraged residents to attend and support the event.

X. ADJOURNMENT

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

Respectfully submitted by Borough Secretary.