

Lansdowne Borough Council

BUSINESS MEETING

January 4, 2017

APPROVED MINUTES

The Lansdowne Borough Council Business Meeting was held on Wednesday, January 4, 2017, 7:00 p.m. at Borough hall. Members present: President Schleigh, Ms. Byrne, Ms. English, Ms. James, Mr. Radich, Ms. Williams and Junior Council member Hoard. Councilman Aubrey arrived at approximately 8:05 p.m. Absent: Fire Company representative. Also in attendance: Mayor Campuzano, Borough Manager Totaro, Borough Secretary Henry, Borough Solicitor Scott and Police Chief Donegan.

Mayor Campuzano opened the meeting with the Pledge of Allegiance.

Approval of Agenda: Ms. Byrne moved to approve the agenda with the addition of Ms. Williams' update on the Plaza Project under old business. Mr. Radich seconded. Vote: Unanimous.

Minutes: December 7, 2016 Council Business Meeting minutes not available for approval.

Public Comment: Mr. Radich moved to Suspend Roberts Rules of Order to hear public comment. Ms. Byrne seconded. Vote: unanimous.

There was no public comment.

Mr. Radich moved to resume Roberts Rules of Order. Ms. Byrne seconded. Vote: unanimous.

REPORTS

Solicitor's Report – Mr. Scott had no formal report.

Treasurer's/Manager's Report: Mr. Totaro gave the following status updates:

1. Year end financial and administrative items are being closed in preparation of the upcoming audit. Liquid Fuels project administrative work continues. Grant administration related to Growing Greener and the block grants are due next week.
2. The Tax Anticipation Note ("TAN") money was deposited today.

Chief of Police Report – Chief Donegan reported that meter parking enforcement has resumed and overnight parking enforcement will shortly resume. Overnight parking stickers are now available for sale at Borough Hall. The Chief commented he had not yet heard back from Senator Anthony Williams' office about the new police car. Mayor Campuzano commented he would reach out and make contact in this regard. The Chief indicated that all criminal, codes, summary non-traffic and parking hearings are now being held at the Yeadon District Court on Church Lane. The timing for the criminal court might

present a problem given the police officer rotation schedules and the Chief will monitor this going forward. Office McGowan begins his K-9 training this week. President Schleigh questioned the Upper Darby school bus issue raised by residents at a prior meeting. The Chief mentioned that he contacted the Department Head of the Upper Darby Transportation unit and drivers have been told not to drive down East Albemarle Avenue as a cut through. The Chief will recommend to the Public Safety Committee that "no bus" signs be installed. President Schleigh mentioned that the Chief could also contact the Director of Operations, Matt McKenzie, then Superintendent Dan Durelli.

Fire Company Representative Report – No report was given.

Mayor's Report – The Mayor commented on the following:

1. Received a call from Christopher Westphal, member of the Upper Darby/Lansdowne Rotary Club, who would like to do a project in the Borough for the Martin Luther King service day. The Mayor suggested cleaning up the parks (notably Hoffman Park), the Gateway Park and the path leading up to Hoffman Park. It would be a one day involvement and the Borough would only be responsible with picking up the debris. Mr. Westphal will call back with the date.
2. The Christmas garland decorations did not hold up at all well this year and the Mayor wants to consider purchasing artificial garland for use each year.
2. The Town Forum will be held on February 9 at the 20th Century Club ("20CC"), 7-9 p.m. The agenda will follow the same format as last year, with presentations by the Chairs of the Finance and Administration and Infrastructure Committees, followed by a question and answer period from residents.
3. Newsletter is now distributed. Ms. Williams confirmed that the Town Forum information is on the Borough Face book site.
4. The Mayor will be attending a LEDC meeting tomorrow re: vacant stores to get ideas on how the Borough can handle the problem.
5. The Mayor will be honoring Beth Harmer with a proclamation of thanks at the general meeting. Ms. Harmer is the past president of the Lansdowne Business & Professional Association ("LBPA").
6. The Mayor hopes to have Salsa Dancing as the next spotlighted business.
7. The Mayor received a letter from PA One Call system asking for the Borough's support in the form of a proclamation naming the month of April as "PA One Call Month".

President's Report – President Schleigh reported he had received information from Representative Margot Davidson's office regarding upcoming programs through her office:

1. College Planning Fair, January 26, 5-7 p.m. at Lansdowne Presbyterian Church. Focus will be
2. February - Part I of financial fitness month, including fee tax preparation. Income threshold is \$54,000 per household.
3. March - Part II of financial fitness month, including financial health forum on March 23, at St. Lawrence Church in Upper Darby.

President Schleigh will finalize the availability of the Veteran's Program Outreach coordinator. President Schleigh and the Mayor recently met with Matt Schultz, advising him of the Community Development Block Grant ("CDBG") application for paving the Highland Avenue parking lot and asking for their support. Mr. Schultz has submitted a letter of support, citing support by the Historic

Lansdowne Theater Corporation ("HLTC") and appreciation for previous grants on their behalf and noting the lot will provide vital parking for the 1,240 theater patrons on performance nights.

OLD BUSINESS:

1. **Plaza Project** - Ms. Williams reported she will be holding a public meeting on January 12, 2017, 7 p.m. at 20 CC to talk about the project. Ms. Williams met with many of the business owners on the parking lot side of the street and will soon meet the business owners on the opposite side. The reaction for the most part was neutral or interested. One business owner indicated that many years ago he had suggested a similar project but having it down the center of the lot from veterans memorial park back toward Owen Avenue. Ms. Williams felt this idea should be considered as an alternative location as it addresses some of the concerns that have been expressed from a public safety perspective, alleviates some concerns about losing some of the parking spaces and would accommodate similarly an opportunity to enhance the existing park if the pilot program is successful. The Mayor asked for some clarification on the entrance to that area. Ms. Williams commented that for this particular space an entrance would have to be created (where the park bench is currently), the bench would have to be removed and the railroad ties would be moved further in to create two new walls that would be a walkway into the plaza space. The Mayor felt this pilot program is a good idea and offered his help as a contractor to offset some costs.

Regarding the public meeting, Ms. Williams commented she would present a history of the Walk shed, the goal of the pilot program and hold a Q&A period.

NEW BUSINESS:

1. **LBPA fee waiver** - Ms. Byrne noted the LBPA is asking for a fee waiver for their upcoming winter social circle. The planned date is January 20, 2017.

MOTION: Ms. Byrne moved to waive the rental fee for the 20 CC for the LBPA's winter social event. Ms. Williams seconded. Ms. English amended the motion to reflect "if the date is available". **Vote: unanimous.**

2. **Lansdowne Economic Development Corporation ("LEDC") banners** - Ms. James noted the LEDC wants permission to hang banners on several dates. Mr. Totaro indicated the schedule is similar to last year's and did not think there was any overlap. Ms. English noted that two events would overlay for a short period. Ms. Williams asked if there was a list to compare any overlap. Mr. Totaro commented that if the Boys and Girls Club have a request, last year's list can be used as a check on any overlapping dates. Mr. Totaro suggested that the Borough's discretion could be used as part of the motion.

MOTION: Ms. James moved to allow the LEDC to hang their banners, while reserving the Borough's right to remove an existing banner for other Borough organizations from time to time at the Borough's discretion. Ms. Williams seconded. **Vote: unanimous.**

3. **LEDC parking lot** - The LEDC is asking for permission to use the parking lot for the Winters Farmers Market dates and the Memorial Day 5k run (not part of the Borough's license agreement). Ms. James noted the schedule was the same as last year's.

MOTION: Ms. James moved to allow the LEDC use of the parking lot for the Farmers Market winter dates and the Memorial Day 5k run, 6-10 a.m. **Discussion:** Mr. Totaro suggested having the licensing agreement extend to the requested dates. Mr. Scott agreed, citing indemnification obligations, and suggested recasting the motion. Ms. James amended the original motion to include "and amending the licensing agreement to allow the use of these dates". Ms. Byrne seconded. **Vote: unanimous.**

4. **CDBG - HLTC** - Previously discussed under President Schleigh's report.

5. **HLTC RCAP extension** - Mr. Totaro noted that the grant expired last June, there was an extension to this June and the Borough, as recipient, is asking for an additional year until June 2018. Mr. Scott noted the grant was for two projects, the Lansdowne theater and the Borough's 20 CC. This grant is now just for the theater portion.

MOTION: Ms. James moved to have the Borough extend the RCAP grant for an additional one year to allow the Borough to apply for the extension to June, 2018. Ms. English seconded. **Vote: unanimous.**

6. **2017 committee meeting dates** - President Schleigh asked if there were any changes to last year's dates. Ms. Byrne commented she had switched with Ms. Williams. The Infrastructure Committee meeting is now held on the 4th Monday and the Community Relations Committee meeting is now held on the 4th Tuesday.

MOTION: Ms. Byrne moved to advertise the 2017 Committee meetings schedule. Ms. English seconded. **Vote: Unanimous.**

Action Items:

1. Mr. Radich moved to authorize payment of bills for period. Ms. Byrne seconded. **Vote: unanimous.**
2. Ms. Williams moved to reappoint Michael Mills to the Park and Recreation ("P&R") Board for a term expiring 12/31/19. Ms. Byrne seconded. **Vote: unanimous.**
3. Ms. Williams moved to reappoint David Czyzewski to the P&R Board for a term expiring 12/31/19. Ms. Byrne seconded. **Vote: unanimous.**
4. Mr. Radich moved to adopt Resolution 2017-01 regarding the Vacancy Board Chair. Ms. James seconded. **Discussion:** Suzanne McElroy has previously served in this position and is being reappointed. This Board was formed to address any Council vacancies in the event that Council cannot reach an agreement as to appointees. The Vacancy Board then considers the matter. If the Vacancy Board cannot make the appointment or determination, the matter then goes to the Court of Common Pleas. Mr. Scott noted that the Borough Code was amended to require that all appointments to the Vacancy Board be made by a resolution. **Vote: unanimous.**

5. Ms. Williams moved to adopt Resolution 2017-02 regarding PECO Green Region application. Ms. Byrne seconded. **Discussion:** Mr. Totaro commented that PECO has a \$10,000 cap that is matched by an additional \$10,000 match by the municipalities to do green space projects, acquisitions and development of improvements to open spaces. This resolution would pertain to the Borough's application for design money for the Gateway slope. Vote: unanimous.

Executive Session - Mr. Radich moved to adjourn to executive session to discuss personnel matters. Ms. English seconded. Vote: unanimous. The meeting adjourned to executive session at 7:40 p.m.

Public Session - Upon reconvening to public session, the following motion was made:

MOTION: Ms. Byrne moved to authorize Ms. Williams to spend up to \$100 for a farewell gift to Mike Taylor of the Codes Department. Ms. English seconded. Vote: unanimous.

Adjourn – Ms. Byrne moved to adjourn the meeting. Ms. James seconded. Vote: unanimous. The meeting adjourned at 8:35 p.m.

Respectfully submitted,

Barbara Ann Henry
Borough Secretary