

**Lansdowne Borough Council
Business Meeting**

December 7th 2016

APPROVED MINUTES

6:30 PM - Community Development Block Grant (CDBG") Hearing.

Mr. Totaro introduced the 2017 application process and proposed projects to those present for the public meeting which included no persons from the general public. The Mayor, President Schleigh, Ms. English were present with the Borough Engineer Ms. Heinrich and Mr. Jameson. Details of the Highland Avenue Parking Lot surface restoration project were presented by the Borough engineers and the scope of subsurface restoration was identified.

Zoning Hearing Re: 76 South Union Avenue.

Zoning hearing Solicitor Scott presented the zoning matter of 76 Union Avenue on which there are two structures: a twin residential structure and a utility building. The borough is subdividing the residential structures from the utility structure and further subdividing the residential structures into two individual lots for a total of three lots. Upon successful completion of this process, the Borough anticipates purchasing the utility structure. The subdivision of the residential lots will render lot sizes slightly smaller than the zoning ordinance requires. However the zoning ordinance has provision that allows for non-compliance with the zoning ordinance for property used for municipal purposes if there is a hearing held with a 14 day notice and the Borough Council decides this use is reasonably necessary for the convenience or welfare of the public. The purpose of this hearing is to determine if there is any comment on this proposed subdivision and for Borough Council to decide to go ahead and leave the lot sizes slightly smaller than called for in the zoning ordinance. Mr. Schleigh motioned to open the floor to public comment which was seconded by Mr. Radich and unanimously approved. No public comment followed and Mr. Schleigh motioned to close the floor to public comment which was seconded by Mr. Radich and unanimously approved.

MOTION: Mr. Radich moved to hold that the subdivision of 76 South Union Avenue is necessary for the convenience or welfare of the public of Lansdowne. Ms. Byrne seconded. Vote: unanimous.

Mr. Scott clarified that subsequent to the county planning commission review later in December the matter would come before borough council for final approval of the subdivision plans.

Adjourn: Mr. Schleigh moved to adjourn the Zoning Hearing meeting. Ms. Byrne seconded. Vote: unanimous.

The Lansdowne Borough Council Business Meeting

The Lansdowne Borough Council Business Meeting was held on Wednesday, December 7, 2016, at 7:00 p.m. in Borough Hall.

Council members present: President Schleigh, Ms. Byrne, Ms. English, Ms. James, Mr. Radich and Ms. Williams. Absent: Mr. Aubrey, Borough Secretary Henry and the Fire Company representative. Also present: Mayor Campuzano, Borough Manager Totaro, Borough Solicitor Scott and Police Chief Donegan.

The televised meeting will be aired at 6:00 p.m. the following Monday on RCN channel 52, Comcast channel 5 and Verizon channel 44.

Mayor Campuzano led the meeting with the Pledge of Allegiance after which the Mayor called for a moment of silence in honor of the 75th anniversary of the bombing of Pearl Harbor and the 2403 military service people who died that day for our country.

Approval of agenda: Mr. Radich moved to approve the agenda. Ms. English seconded. Vote: unanimous with the addition of a discussion of the Windermere sewer lateral under new business.

Approval of Minutes: Ms. Byrne moved to approve the minutes of the November 2nd, 2016 Business Meeting of Council. Mr. Radich seconded. Vote: unanimous.

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

Visitors:

1. **Mr. Jackson - Resident.** Mr. Jackson stated that the last Borough Council General Meeting televised tape was inaudible. Requested a copy of the minutes from the town forum. Inquired if the borough budget was advertised, and available. Inquired about interest rate on the TAN and was informed that it was 2.212%.
2. **Mary Ann Surla - Resident.** Ms. Surla stated that the lighting could be included in the plans for the Lansdowne Avenue lot and that the crosswalk in front of the Lansdowne Theater should be addressed immediately because she experienced a close call with an automobile. Ms. Surla felt that a trash should be located at Lansdowne and Marshall Road.
3. **Bill Brown - Resident.** Mr. Brown introduced himself as a founding member of the LEDC and member of the HLTC board. He noted that the sign at the theater crosswalk would be helped by return of the mid-road pedestrian sign. Also, when the LEDC was formed, a lack of parking was identified as measure of success. It was never contemplated that parking spaces would be removed. Mr. Brown opposed the removal of any parking spaces across from the theater.

4. **Stephanie Strassel** – Communicated her appreciation for the intent to rework and spruce up the lot to make the Farmers Market more inviting and larger. Ms. Strassel stated she shared the concerns of Mr. Brown and the potential impact on theater plans and other business owners and was unaware if they have been given a chance to weigh in on the plans and the impact on their business. Further she was concerned that when there is an event the concern arose of pushing parking further into the neighborhood.
5. **Brian Flounders** - Introduced himself as a business owner and member of the HLTC board. Mr. Flounders echoed the concerns of the other Board members and as an owner of a business he was not aware of the plans to get rid of half of the parking spaces in the lot. Many businesses do not have parking and any reduction in the number of spaces would be detrimental to the future growth of the Central business district.
6. **Matt Schultz** - Introduced himself as Executive Director of the Historic Lansdowne Theater Corporation ("HLTC") and a Greenwood Avenue resident. Mr. Schultz expressed that while he was not in favor of the reduction of parking spaces, he was present to talk about a letter of endorsement the HLTC has requested of Borough Council. The last time the Council issued a general letter of endorsement of the theater project was 2009 and it is hence outdated. An updated letter would be used right away to secure a grant to remove a tank and abate asbestos through the EPA due in two weeks and the DEEP has invited a proposal as well. The EPA grant deadline is 12/17/16. If Borough Council can update the 2009 letter that would be great. Mr. Radich asked when the HLTC became aware of the asbestos. Mr. Schultz noted it was at the time of sale and that the location of the asbestos does not present a danger to the public.
7. **John Carpenter** - Balfour circle. Noted that Borough Council should be very careful in the removal of any parking spaces. In the past, as a real estate developer, Mr. Carpenter remembered that merchants wanted parking within 200 feet of the entrance. Parking has become a big issue.

Ms. English asked the HLTC if there was an estimate as to when the theater would be completed and Mr. Schultz responded that completion is expected within 2 years and that stakeholders often ask how parking would be dealt with and that there are 495 parking spaces in the downtown and it hurts the argument when speaking with philanthropists as this will become more difficult if these spaces are removed. Also, Mr. Schultz commented that businesses are unfamiliar with the plan to reduce the number of parking spaces. A meeting with businesses was suggested on the subject. The Mayor noted that the Town Forum is a way to facilitate such a topic. Ms. Byrne noted that this was discussed frequently in prior meetings wherein business organizations of the Borough attend. Ms. Williams noted that the Walk shed plan has been around for some time and that this is moving that plan forward.

Mr. Schleigh moved to Resume Roberts Rules of Order. Mr. Radich seconded. Vote: unanimous.

Old Business:**1. Growing Greener ("GG") grant.**

Mr. Totaro introduced the topic noting that erosion in Reservoir Park is an issue listed as a potential CDBG application and that the GG funds are more appropriate and there is a January 2017 GG funding cycle. The Borough engineers were present to further describe the project. Borough Engineer Krista Heinrich stated that the project is eligible as a clean water project and outlined the recommended process for proceeding with the application.

2. CDBG.

Mr. Totaro introduced the CDBG topic noting that the public hearing was held at 6:30 in advance of this Borough Council meeting to make the Highland Avenue Lot resurfacing project/application and the binders contained a cost estimate prepared by the Borough engineers to prepare the application as well as a cost estimate for the mid-term solution for the lot. Ms. Heinrich presented further details of the scope of the project including removal of approximately one foot of surface including installation of geotex fiber that would produce an approximately 15-year fix to the lot.

Mr. Schleigh asked what the area of the lot to be restored and what parking impact would be during construction. Approximately 50 spots would be displaced for a project that would last between a couple days to 2 weeks and that a 5% outright contingency was in place for additional restoration.

Mr. Schleigh dismissed the Borough Engineers from the meeting.

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

Borough Manager Report: Mr. Totaro reported that the Borough was not awarded one of two applications for both the Gateway Slope project and the Theater crosswalk and that two were pending, one for each. Mr. Schleigh requested the status of the security system at the 2020 House. Mr. Totaro commented it had been ordered and would be installed by mid-January.

Police Chief Report:

Chief Donegan reported that parking meters have been removed, calibrated and covered for the holidays. Planning is underway for the police academy and it is expected to begin in March. The Youth Aid panel, targeting youth 11-17 year olds, will meet for the first time next week in East Lansdowne Borough Hall. The Theater crosswalk pedestrian sign would be purchased to replace the damaged one.

Mayors Report: The Mayor had no formal report

Presidents Report: The President noted that he attended the annual tree lighting and it was a great success.

Junior Council Person Report: Ms. Ray and the Representative of the LBGC met and support was offered to assist the organization with preparing the ballfields in the spring.

Old Business (continued):

3. Lansdowne Borough Plaza – Ms. Williams introduced the material and information developed between the Infrastructure Committee and Community Relations Committee on the creation of the new proposed public space, implementation of planned phases, cost estimates, and research with the UCD / 30th street Porch, that targets opening the plaza concurrent with the 2017 farmers market season and Comcast Cares Day. An assessment on the future of the space / plaza would be made after approximately 9 months. A discussion ensued that included justification and rationale, modified egress onto Lansdowne Avenue, time of day the areas would be used, communication with businesses and other organizations, parking spaces, elements and materials, integration with farmers market, and expenses / budget and maintenance plan. The discussion resulted in further exploration including schematics and outreach as appropriate. The matter concluded with a survey of Borough Council that included both favorable and unfavorable opinions on developing the project further.

4. KLS agreement (RSLPP) – Mr. Totaro introduced a proposal by KLS to oversee the implementation of the street lighting retrofit program.

5. HLTC – request letter of support – There was a brief reintroduction of the topic.

MOTION: Mr. Schleigh moved to authorize the Borough manager to offer a letter of support to the HLTC. Mr. Radich seconded. Vote: unanimous.

6. Sign Ordinance – Opaque and Multiple

Ms. James introduced two ordinances that would be advertised and duly processed related to the Borough's sign ordinance. It was suggested that the businesses/organizations be notified of the forth coming public hearing on the matter.

7. Senior Community Services ("SCS").

Mr. Totaro introduced the request for support from the SCS for \$2,300 which is a recurring annual amount. The 2017 request increased by \$300 from \$2,000 which was approved by way of the adoption of the 2017 budget.

8. Windermere Avenue Sewer.

Mr. Scott introduced and described a sewer matter that is unique and involved disconnecting a Borough owned sewer mini-main that traverses back yards. Due to its failure, it is recommended that the line be rerouted by way of laterals from two single family homes to configure in the traditional alignment into the front of the properties to the sewer main under Windermere Avenue. The old lateral would be secured and abandoned. The responsibility for the new lateral installations would be the Borough's after which ownership conveyed to the respective property owners.

9. Tyler Project.

The Borough was selected by the school to prepare a place-making plan but will be postponed until next year.

XII. Action Items:

1. Mr. Radich moved to authorize payment of bills for period. Ms. English seconded.
Vote: Unanimous
2. Ms. Williams moved to adopt Resolution 2016-20 regarding CDBG application. Mr. Radich seconded. Vote: Unanimous.
3. Mr. Radich moved to advertise Ordinance 1303 setting the 2017 tax rate. Ms. English seconded. Vote: Unanimous.
4. Mr. Radich moved to advertise Ordinance 1304 to estimate the number of gallons of water expected to be consumed by properties connected to the public sewers in 2017 and to fix the sewer rental/charge applied to each property connected to the Borough Sewer system. Ms. English seconded. Vote: Unanimous.
5. Mr. Radich moved to award the 2017 Tax Anticipation Note ("TAN") agreement to PNC Bank. Ms. English seconded. Vote: Unanimous.
6. Ms. Williams moved to adopt Resolution 2016-21 regarding Multi-Modal PennDOT grant application. Ms. English seconded. Vote: Unanimous.
7. Ms. Williams moved to execute KLS agreement. Ms. English seconded. Vote: Unanimous.
8. Ms. James moved to advertise, submit to planning commission and hold hearing on proposed ordinances regarding modifications to the portion of the zoning chapters regarding signs (opaque / multi). Ms. Byrne seconded. Vote: Unanimous.

Executive Session - Ms. Byrne moved to adjourn to executive session to discuss various related issues. Ms. Byrne seconded. Vote: Unanimous. Executive Session adjourned at approximately 9:00 p.m.

Public Session - No motions were made upon reconvening to public session.

Adjourn – Ms. Byrne moved to adjourn the meeting. Ms. James seconded. Vote: unanimous. The meeting adjourned at 9:29 p.m.

Respectfully submitted,

Craig Totaro
Assistant Borough Secretary