

**Lansdowne Borough Council
General Meeting**

March 16, 2016

APPROVED MINUTES

The Lansdowne Borough Council General Meeting was held on Wednesday, March 16, 2016, at 7:00 p.m. in Borough Hall.

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

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.

The Mayor asked for a moment of silence in memory of Laura Fryer. Mrs. Fryer was a former Borough Council member who served from 1997 to 2005. Mrs. Fryer was instrumental in steering the Borough in a positive direction that is still evident today. The Mayor said she "is owed a debt of gratitude and appreciation" for her many efforts and will be missed.

Approval of agenda: Mr. Aubrey moved to approve the agenda. President Schleigh amended the agenda to include a discussion about drones and a possible need for a parking enforcement vehicle. Ms. Byrne seconded. Vote: unanimous.

Approval of Minutes: Mr. Aubrey moved to approve the minutes of the February 17, 2016 General Meeting of Council. Ms. Byrne seconded. Vote: unanimous.

Announcements and Presentations: Mayor Campuzano had no announcement or presentations.

Treasurer's Report: Mr. Totaro read the December 31, 2015 Report as follows:

General Fund beginning balance: \$534,010, ending balance \$549,185.

Sewer Fund beginning balance: \$769,491, ending balance \$786,177.

Liquid Fuels Fund beginning balance: \$513,645, ending balance \$479,934.

Non-Uniformed Pension Fund beginning balance: \$2,662,539, ending balance \$2,588,137.

Police Pension Fund beginning balance: \$87,891,017, ending balance \$7,474,686.

Total all Funds: beginning balance \$12,370,702; year to date receipts \$652,616; year to date disbursement \$1,145,199; Surplus (Deficit) of Revenue over Expenditures (\$492,583); Ending Balance \$11,878,119.

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

Mayor's Report: Mayor Campuzano reported as follows:

- Next month's spotlighted business will be Travers Food Market.
- Walgreen's opens next week.
- Borough newsletter will be out by the end of this month.
- The Union Athletic Association ("UAA") is holding a BYOB fundraiser on April 15th, 7-10 p.m. at St. Philomena's Marian Hall. Tickets are \$30 in advance.
- The 15th annual Town Wide Yard Sale will be held on May 7th. Rain date is May 8th.
- The new fire truck has arrived.

Council President's Report: President Schleigh mentioned he received a communication from Representative Margot Davidson's office that will be sponsoring a financial fitness forum tomorrow. There was also a communication from someone interested in talking to the Borough about Medicare insurance. President Schleigh commented he had received a letter from a resident regarding a continuing problem with a neighbor's cats. Chief Donegan commented that this was being handled by Delaware Animal Control.

COMMITTEE REPORTS

Public Health and Safety: Ms. English reported the Committee met on March 9th and discussed a variety of topics:

- Youth Police Academy program is proceeding well. Chief Donegan commented that this is a program for youth ages 13-17 and runs 8 weeks. They will also have guest speakers from the FBI and Delaware County detective units. This program is held in conjunction with Clifton Heights, Lansdowne, East Lansdowne, Yeadon and Aldan Boroughs.
- Snow emergency routes for snow plan.
- Chief Donegan will give Civil Service updates to the Committee for review.
- National Night Out will be held on August 5th.
- Three "Curb Your Dog" signs will be posted at appropriate sites near the Ardmore Avenue School.

Finance and Administration: Mr. Radich reported that the Finance Committee met on February 29th. They discussed capital projects, particularly the contract for the improvements at the 20th Century Club. Barbacane Thornton is proceeding with the borough's annual audit. The next Finance Committee meeting will be held on April 4th.

Economic Development and Code Enforcement: Ms. James reported that no Committee meeting was held this month. The Arts Board gallery opening featuring artist Jacque Liu opened this past weekend and has been a huge success. The show runs until May 1st. Gallery hours are Saturday and Sunday, 12-4 p.m. at 20 Lansdowne Court.

Environment: Mr. Aubrey reported that no Committee meeting was held this month. Mr. Aubrey reported that a new, chained down picnic table had been stolen from the Hoffman Park pavilion area. Mr. Aubrey commented that the roof on the shed in Hoffman Park used by the

Lansdowne Boys and Girls Club needs immediate repairs. The Parks and Recreation Board recommends that the Borough pay for the repairs. Estimated costs are \$800-\$1500.

MOTION: Mr. Aubrey moved to have Parks and Recreation Director Sollberger and Borough Manager Totaro solicit estimates for the cost of repairing or replacing the shed roof. Ms. Byrne seconded. Vote: unanimous.

Community Relations: Ms. Byrne reported as follows:

- The InsideOut program launches April 16th with a 9:00 a.m. ribbon cutting ceremony at Borough Hall. There will be a variety of activities throughout the day, including a food truck/food court at the Highland Avenue parking lot and a Lansdowne Folk Club concert in the lobby of the Lansdowne Theater. More details are in the forthcoming Borough newsletter. Ms. Byrne noted that she had received notification from the Philadelphia Art Museum that the Borough is not allowed to promote the event until after April 5th. President Schleigh asked if budget money should be set aside to do publicity within the next month that is above and beyond the Museum's scope to promote the town. Ms. Byrne commented that the Museum is only obligated to publicize one event but she and Ms. Williams will be sending a flyer to the Museum with a link to the Lansdowne web site so that all events will be noted and content can be controlled by the Borough. President Schleigh again asked if it was feasible to have a contingency budget approved by Borough Council to allow for some advertising of upcoming community events. He proposed a \$2,000 budget. Mr. Aubrey commented that the Museum's budget is extensive enough to promote the event and expressed concerns with constraints to the Borough budget if this was authorized. The Mayor agreed, adding that the event would also be publicized in the borough newsletter, on Face book, by separate groups and contacting the local television channels. Mr. Radich felt that \$2,000 would not cover it, commenting that there is already \$3,000 committed for the event, the Borough's budget is tight and the money could be better spent elsewhere.
- Comcast Cares Day volunteers will be partnering with Keep Lansdowne Beautiful Day volunteers on April 30th. There are about 125 volunteers expected who will meet in the Highland Avenue parking lot prior to the event. The project will include cleaning the central business district, the parking lot at the library, replacing playground mulch and sanding and repainting the picnic tables and benches in Hays Park, cleaning Veterans Park and Sycamore Park. The Mayor suggested having separate waivers for Comcast and the Borough.

Library Liaison Report - There were no items to report.

Infrastructure and Public Works: Ms. Williams welcomed Evan Stone and Krista Heinrich as the new Borough Engineers. Ms. Heinrich, of T&M Associates, commented that their company had been in business for 50 years, is growing and has a multi-state operation. They also have many resources for all facets of engineering.

The kick off meeting with Land Tech will be held on March 22nd regarding the remaining 20th Century Club renovation work.

The Penn Dot light signalization program will begin work at the Lansdowne and Baltimore Avenue intersection in May/June. The work will last about 3 weeks. Mr. Aubrey

commented that the overhead street light at Nyack and Lansdowne Avenues is out. Mr. Totaro will look into the matter.

Communications: No items for communications.

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

Visitors:

1. James Jackson - resident of Lansdowne. Mr. Jackson questioned whether Borough Committee meetings have their own standards for conduct or if that is left to the Committee Chair. President Schleigh noted that the Chair usually dictates the conduct and it is best to follow Roberts Rules of Order.

Ms. Byrne moved to Resume Roberts Rules of Order. Ms. English seconded. Vote: unanimous.

Old Business:

1. **Borough 125th Anniversary.** President Schleigh reported there were no new matters in this regard and reports will be forthcoming from the Committees.

New Business:

1. **HLTC - chairs.** Mr. Totaro noted that 100 chairs were being requested for several upcoming events at the theater. Ms. English asked why the HLTC couldn't buy their own chairs, commenting that several similar requests have been made in the past and it takes time and borough personnel to continually set up and remove the chairs. President Schleigh and Mayor Campuzano commented that once the theater opens, they will buy their own chairs. The Solicitor suggested having a one page written agreement with the HLTC as a matter of record.

MOTION: Ms. Byrne moved to allow the HLTC to borrow up to 100 chairs as needed for the March 28-30, April 3rd, April 16th and May 1st events, conditioned upon having a written agreement. Ms. Williams seconded. The motion carried with a voice vote of 5 ayes. Ms. English and Mr. Radich voted nay.

2. **Drones** - President Schleigh asked if a Borough Ordinance should be developed regarding the use of drones. Mr. Aubrey was against drafting an ordinance for drones and airspace. Ms. Byrne felt it was unwarranted as well since it is not an issue in the Borough.

3. **Code Enforcement Vehicle** - Mr. Totaro indicated that the Codes Department has been using two used police cars and the plan is to purchase a newer, small SVU and sell off the two used police cars. Mr. Scott noted that a Resolution was necessary to approve the trade-in. Mr. Totaro commented the cars would be advertised on Muncibid.

MOTION: Ms. Byrne moved to purchase a previously owned or nearly new code enforcement vehicle for up to \$10,000. Ms. Williams seconded. **Discussion:** The maintenance and repair

costs for the two police cars currently being used would be about \$1500 each. Mr. Totaro commented that the SVU being considered is a 2007 Ford Escape with 64,000 miles and a clean background check. Total cost would be \$9999. The motion carried with a voice vote of 6 ayes. Mr. Aubrey voted nay.

Action Items:

1. Mr. Radich moved to approve bills for the period. Ms. Byrne seconded. Vote: unanimous.
2. Ms. English moved to reappoint Mike McCall to the Board of Health for a five year term expiring 12/31/21. Mr. Radich seconded. Vote: unanimous.
3. Ms. Williams moved to execute Letter of Engagement for engineering services with T&M Associates. Mr. Radich seconded. Vote: unanimous.
4. Ms. Williams moved to appoint Krista Heinrich, PE, LEED-AP as Borough Engineer.
5. Ms. English moved to reappoint Hazel Pelletreau to the HRC for a three year term expiring 5/16/18. Mr. Radich seconded. Vote: unanimous.
6. Mr. Aubrey moved to reappoint Jack Kelly to the Park/Rec Board for a three year term expiring 12/31/18. Mr. Radich seconded. Vote: unanimous.
7. Mr. Aubrey moved to appoint Ellen Miller to the Park/Rec Board for a three year term expiring 12/31/18. Mr. Radich seconded. Vote: unanimous.
Mr. Aubrey moved to reappoint Joe Parsio to Shade Tree Commission for a three year term expiring 10/31/18. Mr. Radich seconded. Vote: unanimous.

Executive Session: Mr. Radich moved to adjourn to Executive Session to discuss a real estate issue. Ms. Byrne seconded. Vote: unanimous. Executive Session adjourned at 8:09 p.m.

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

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

Respectfully submitted,

Barbara Ann Henry
Borough Secretary