

Lansdowne Borough Council

BUSINESS MEETING

March 2, 2016

APPROVED MINUTES

The Lansdowne Borough Council Business Meeting was held on Wednesday, March 2, 2016, 7:00 p.m. at borough hall. Members present: President Schleigh, Mr. Aubrey, Ms. Byrne, Ms. English, Ms. James, Mr. Radich and Ms. Williams. 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. English moved to approve the agenda. Mr. Radich seconded. Vote: unanimous.

Approval of Minutes: Ms. English moved to approve the minutes of the February 3, 2016 Business meeting. Mr. Radich seconded. Vote: unanimous.

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

Public Comment:

1. Lansdowne Arts Board ("LAB") Presentation: LAB Coordinator Hanne Weedon, LAB President Megan Halsey, LAB Vice President Clare Hughes and former LAB President Bill Patterson were present. Ms. Weedon gave an overview of events and activities from 2014 to the present as had been requested by Borough Council. Ms. Weedon commented that the LAB was started in 2008 and run solely by volunteers for five years until she was hired in 2014 as the LAB Coordinator. The LAB's mission statement is "to create, foster, and promote Lansdowne's identity as a vibrant and inspiring artistic community. The vision of the Arts Board is that Lansdowne be renowned as a place that fosters the creativity of artists and serves as a mecca for the active engagement of community members in the Borough's inspirational cultural life." Ms. Weedon explained that since 2014 the LAB has engaged in a variety of activities and events to promote the borough, such as juried gallery shows, printmaking children's events, community printmaking day, Lansdowne Photography Exhibit, etc. In this regard, the 2020 House was purchased in 2011 to showcase artistic talent and activities. Ms. Weedon touched briefly on the concept of "creative placemaking", a topic she wants to further explore later in the spring. According to the National Endowment for the Art, creative placemaking involves "partners from public, private, nonprofit and community sectors who strategically shape the physical and social character of a neighborhood, town, tribe, city or region around arts and cultural activities..... animates public and private spaces, rejuvenates structures and streetscapes, improves local business viability and public safety and brings diverse people together to celebrate, inspire and

be inspired". Ms. Weedon commented that the 2nd art gallery show to be held in April will feature artist Jacque Liu, who runs the 1% for art program in Philadelphia wherein any project over \$1 million in Philadelphia has to put 1% of their budget toward art work. Last year the bulk of Ms. Weedon's work involved creating events, ongoing projects, website content, how to generate income for 2020 House and general administrative tasks.

Ms. Byrne asked if the LAB had considered grant writing or researching grants. Ms. Weedon commented that she contacted the Art Place America Foundation that is a conglomeration of a large number of foundations. However, the LAB and 2020 House are not considered non-profit organizations and to request funding there would have to be a collaboration that worked for the specific Foundation. Art Place America only funds Philadelphia projects. Ms. Weedon commented that Borough Council would have to decide whether the 2020 House becomes a non-profit, separate entity from the LAB. Mr. Radich suggested the LAB could look into partnering with the Historic Lansdowne Theater Corporation ("HLTC") to use their 501(c) (3) status in a collaborative basis for the 2020 House. Ms. Williams questioned possibly extending the gallery hours. Mr. Radich also commented that he will forward information to Ms. Weedon regarding the Volunteer Attorneys for the Arts on how to structure the LAB's initiatives going forward, particularly in the area of creative placemaking. President Schleigh questioned if in the future the LAB would consider becoming a non-profit. Vice Chair Clare Hughes indicated this idea is definitely feasible and several discussions have already been held in this regard. Ms. Hughes also mentioned that the LAB is also working on having a Student Art Contest for grades K-6 to coordinate with the upcoming InsideOut Program. Mr. Aubrey commented that he would like to see as much integration as possible with students to further develop in them a deeper appreciation for the humanities and arts that would impact the perception of the William Penn School District. Ms. Byrne questioned if there were any current plans to more fully utilize the 2020 House space during downtimes. Ms. Weedon commented the LAB is planning more events and has thought about the possibility of renting space.

President Schleigh asked if there was any desire or effort to engage in a public art project, such as murals, sculptures, etc. Ms. Hughes mentioned past efforts in this regard had been disappointing in that property owners do not always want such projects on the property. The Mayor suggested that SEPTA might be amenable to having a mural painted on the railroad bridge since the Borough had assisted them in the past with various reconstruction projects on their property.

Artist Jacque Liu will be featuring his art at the 2020 House beginning March 12, 2016 through May 1, 2016.

2. James Jackson - resident of Lansdowne. Mr. Jackson commented that the LAB presented a great discussion and wished it could have instead been held at the televised meeting.

3. Mary Ann Surla - resident of Lansdowne. Ms. Surla asked when Environment Day would be held. Mr. Aubrey noted it will be April 30th. Ms. Surla commented that having a banner in the business district advertising this event would be appropriate. Ms. Surla proposed giving out seed packets to the Environment Day/Keep Lansdowne Beautiful Day volunteers. She commented that she had discussed this with the principal of St. Philomena School, who was very receptive to the idea.

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

REPORTS

Treasurer's/Manager's Report: Mr. Totaro consolidated both reports. The Borough audit begins next week and will conclude on March 31st. The Baltimore Avenue signalization project continues eastward. Walgreens is opening on March 11th. President Schleigh asked if there was a prepayment penalty for paying off the TAN early. Mr. Radich said there was no fee.

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

Chief of Police Report – Chief Donegan reported that some of the Lansdowne police officers were at the Ardmore Avenue School today participating in the national "Read across America Day". The Youth Police Academy has 18 participants and will start tomorrow night. Chief Donegan mentioned that he had spoken with the LEDC regarding road closings for the upcoming Arts Festival on September 11th. Roads will be closed starting at 9:00 a.m. on that day. There will be about 44 vendors along Lansdowne Avenue. Lot 5 on Highland Avenue will be utilized for most of the parking as well as the back of Lot 1 on Lansdowne Avenue. President Schleigh suggested that Chief Donegan contact the Lansdowne Swim Club about making their lot available for parking of festival large vendor supply trucks.

Fire Company Representative Report – No formal report was given. Mayor Campuzano commented that the new fire truck hopefully will arrive tomorrow.

Mayor's Report – Mayor Campuzano reported that the proposed Mayor's Town Forum will be held on May 11th at the 20th Century Club from 7-9 p.m. The three topics to be discussed are Public Safety, Code Enforcement and Economic Development. The Mayor commented he would like to present the first annual Sycamore Award to the Lansdowne Symphony Orchestra in May in recognition of their 70th anniversary. The Mayor has received complaints about dog waste not being picked up by owners near the Ardmore Avenue School and other areas in the Borough. Chief Donegan will look into putting up the appropriate signage for this problem. Mr. Aubrey commented that some communities have adopted DNA testing of samples that can pinpoint owners of registered dogs. The Mayor mentioned that one of the fire house side doors won't lock and the other one is sticking. He would also like to have a trash can placed there as well.

President's Report – President Schleigh reported he had received two communications: (1) The Delco Transportation Management Association is sponsoring a conference on April 7th from 7:30 a.m. to Noon regarding major Penn Dot programs and its effect on communities; and (2) regarding railroad crossings, in 2013 the PA Public Utility Commission decided to allocate maintenance costs for railroad crossings and determine the future maintenance responsibility for municipalities. There is a railroad crossing on S. Wycombe Avenue. Mr. Totaro and Solicitor Scott will look into the issue to make sure there are no ramifications for the Borough.

OLD BUSINESS:

1. **Borough Committees** - President Schleigh asked if there had been any changes since the last Council meeting. Mr. Radich indicated that the Finance and Administration Committee scope and responsibilities would remain the same. Mr. Aubrey reported that the Environment Committee had not yet met to discuss their objectives but Jack Kelly and Joe Percio have agreed to stay on the Board.

2. **InsideOut budget/update** - Ms. Byrne presented a budget of \$3,100 for the Inside Out Program's opening reception (\$1,800), Community Opening (\$200), flyer delivery and petty cash (\$250) and overall event expenses for printed maps and theater posters (\$850). Mayor Campuzano and Mr. Aubrey questioned the term "closed reception" for the May 15th opening and felt it was inappropriate as taxpayer money would be used but admission would be limited to a select group. President Schleigh felt the term would have been appropriate if it was a self-funded event for special people but since public money is being used to thank people for giving their time, effort and money to make the town better, he suggested calling it a "Volunteer Appreciation Event". Mr. Scott noted that the Borough will need an insurance rider for liquor liability.

MOTION: Ms. English moved to approve up to \$3,100 plus the cost of a liquor rider for the InsideOut Program volunteer appreciation event on April 15, 2016. Mr. Radich seconded. Vote: unanimous.

Also regarding the InsideOut event, Ms. Byrne reported that on the April 16th opening event there will be a food truck court at the Highland Avenue parking lot. About 23 food truck vendors have expressed interest and need some parameters about what the Borough will need from a legal standpoint. President Schleigh wants to have a Fire Marshall and Fire Chief safety inspection regarding propane tanks, etc. Mr. Aubrey would like copies of the vendors' current licenses and permits. Regarding sanitation issues, President Schleigh commented there are two different models used for inspection purposes, i.e., preparing food in the truck or preparing it at a commissary. The Solicitor suggested looking at Swarthmore Borough's policy since they have used food courts in the past. Mr. Aubrey asked if the vendors would be charged a fee. Ms. Byrne explained that as an incentive to bring them to the event, there would be no fee. Ms. Williams commented that the town restaurant businesses would not be adversely affected by the food trucks because it will be a full day of activity that will bring more traffic to the restaurants. There will also be a poster board of all the businesses donating for the reception evening event that will provide an opportunity for networking. Ms. Williams commented that there will be approximately 8-10 trucks for this event.

In conjunction with the InsideOut Program, Ms. Byrne and Ms. Williams have been discussing having the Borough start a Facebook page. Ms. Byrne and Ms. Williams would like to oversee it for the first 3 months. The Solicitor mentioned the Borough should adopt a social media policy. Ms. Williams commented that Facebook has a product for local government pages that can remove ads and allow the Borough to see content before posting.

Mr. Totaro commented that a motion was needed regarding the Agreement between Jacque Liu and the Borough regarding his upcoming gallery show. This Agreement clarifies the responsibilities and expectations of both parties.

MOTION: Ms. English moved to execute an Agreement between the Borough and Jacque Liu for the gallery event. Mr. Radich seconded. Vote: unanimous.

3. Farmers Market Agreement - Mr. Totaro stated there is a detailed standing agreement about using the parking lots between March and October. The LEDC has requested use of the lots for their events for the remainder of 2016.

MOTION: Ms. English moved to add March 19, November 19, December 17 and May 30 for LEDC's use of the parking lots. Ms. English accepted an amended motion to include April 16. Ms. Byrne seconded. Vote: unanimous.

NEW BUSINESS: There were no items.

Action Items:

1. Mr. Radich moved to authorize payment of bills for period. Mr. Aubrey seconded. Vote: unanimous.
2. Mr. Radich moved to extend the Borough's liability insurance to PennWood High School for the Memorial Day Parade. Ms. Byrne seconded. Vote: unanimous.
3. Ms. Williams moved to award Land-Tech Enterprises Inc. a contract for improvements to the Twentieth Century Club for an amount not to exceed \$788,715. **Discussion:** This is for grounds work for the 210CC and 2020 House. Mr. Totaro explained this is a grant funded up to \$600,000 and the borough will be drawing a balance of \$188,715 from the Capital Reserves Fund. Mr. Radich seconded. Vote: unanimous.
4. Ms. Williams moved to enter settlement agreement with the PA Fish and Boat Commission. **Discussion:** Solicitor Scott mentioned that last summer there was a sewage spill on Greenwood and Essex Avenues for which the Borough was fined by the EPA. In February of 2015, a blocked sewer line caused raw sewage pollution in an unnamed tributary on West Essex Avenue and the event was in violation of PA C.S. Title 30, "Pollution of Waters" section. This agreement mandates that the Borough will pay the Commission \$500 in lieu of fines and civil damages. Mr. Aubrey seconded. Vote: unanimous.
5. Mr. Radich moved to adopt Resolution 2016-02 regarding destruction of records. Mr. Aubrey seconded. Vote: unanimous.

Executive Session - Mr. Radich moved to adjourn to executive session to discuss a personnel issue. Ms. Williams seconded. Vote: unanimous. The meeting adjourned to executive session at 8:55 p.m.

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

Adjourn – Ms. James moved to adjourn the meeting. Ms. Williams seconded. Vote: unanimous. The meeting adjourned at 9:15 p.m.

Respectfully submitted,

Barbara Ann Henry
Borough Secretary