

## Lansdowne Borough Council

### BUSINESS MEETING

May 1, 2019

### APPROVED MINUTES

The Lansdowne Borough Council Business Meeting was held on Wednesday, May 1, 2019, 7:00 p.m. at Borough hall. Members present: Ms. Byrne, Ms. English, Mr. Holt and Mr. Hover. Excused: President Schleigh. Absent: Ms. James, Mr. Pringle, Police Chief Donegan and Fire Company Representative. Also in attendance: Mayor Campuzano, Borough Manager Totaro, Borough Secretary Henry and Borough Solicitor Scott. Officer McCaughan sat in for Chief Donegan (on vacation).

The Mayor opened the meeting with the Pledge of Allegiance.

**Agenda:** Mr. Holt moved to approve the agenda with the following changes: (1) Ms. Byrne added Old Business items regarding ComicCon update and Shakespeare in the Park. In new business Ms. Byrne added item regarding use of credit cards by the Lansdowne Arts Board (“LAB”). (2) Ms. English added Lansdowne Business and Professional Association (“LBPA”) request under New Business. Ms. Byrne seconded. Vote: unanimous.

**Minutes:** Ms. Byrne moved to approve the minutes of the April 3, 2019 business meeting of Borough Council. Mr. Hover seconded. Vote: unanimous. Ms. Byrne and Mr. Hover indicated a few revisions to the April General meeting minutes, which will be approved at the next general meeting. Specifically, the Landing supply list is for the planters and Mr. Hover’s wife, Rachel Wentworth, is identified as the Executive Director for the Housing Equality Center and sponsored their recent training event.

### Reports:

**Solicitor’s Report:** Mr. Scott had no formal report.

**Borough Manager’s Report:** Mr. Totaro provided the following updates:

- Statements of Financial Interest are due by May 1.
- There will be a County Council informational session regarding Opportunity Zones on May 31, location to be determined.
- Borough officials will meet with the Department of Environmental Protection (“DEP”) to discuss the sewage issues raised by Bryn Mawr Avenue residents as outlined in their recent letter to the Borough and subsequent response from the Borough.
- County re-assessment information by Tyler Technologies will be put on the web site.
- Safe Routes to Transit grant application regarding the difficult traffic configuration at Scottdale Road intersection near library and slope. Mr. Totaro has worked with the borough engineer, the regional planning commission and PennDot to come up with ideas to address the problem. Any costs involved in curb line changes and proposed bike lanes come under the borough’s assets even

though it is a state road. Concurrent with this planning was a Neighborhood Greenway put together by the Regional Planning Commission that inventoried existing bike lanes in other counties and identified eligible corridors that could be developed. Several years ago they put together a greenway loop for the borough. Mr. Totaro asked if the Environment Committee could look into this further and study the Commission's recommendations for future consideration. Mr. Hover noted his committee recently discussed the movement in the County toward the Darby Creek Greenway and asked if grants could be applied for through the state. Mr. Totaro commented there are smaller amounts of money available for the planning aspect.

- The Mayor asked if the County addressed the drain problem across Scottsdale Road. Mr. Totaro indicated the County has looked at it and will meet again on the issue.
- The Mayor asked about pothole repairs on E. Plumstead Avenue and trash pickup on Wabash Avenue alleyway. Mr. Totaro will discuss with the Mayor later this week.

**Mayor's Report** – Mayor Campuzano reported he will be meeting with the Fire and Police Chiefs regarding the upcoming Safety Forum on May 23 at the 20<sup>th</sup> Century Club. A variety of summer safety topics will be discussed by both Chiefs. Animal Friends of Lansdowne will be discussing pet safety. The Senior Center will talk about safety for seniors. Ms. Byrne mentioned that Comcast will be sending a representative to discuss Internet safety.

The Town wide yard sale will be held on May 18.

The Mayor mentioned there is a parking problem behind the tile store and karate studio on Baltimore Avenue. The parking meters are gone in front of these businesses. One business in the back of these businesses had put up signs for fire lanes that limit parking. Employees are now parking in front of the two businesses, preventing customer access. The Mayor would like to discuss with the Public Safety Committee having the 9 meters restored and implementing a 1-2 hour parking time limit.

**President's Report:** Ms. English remarked she would like ideas presented at the next Council meeting to coordinate getting a facilitator in for the Strategic Plan.

### **OLD BUSINESS:**

1. **Social media reminder/clarification** – Ms. English has provided a clean copy to be forwarded to all of the advisory councils. Mr. Hover asked for clarification regarding posting an event for either a private entity or borough affiliated entity. Mr. Scott commented he does not recommend linking outside agencies that are not a borough body. As to the mechanism for posting, Mr. Scott commented that it should be done at the staff level on particular boards to eliminate any legal ramifications and keep within the policy parameters. Per Mr. Hover's request, Mr. Scott will draft a memo outlining what is permitted.
2. **Comic Con** – Ms. Byrne noted that they want to change the date to November 2 at the 20<sup>th</sup> Century Club and asked if approval can be given for usage. Ms. English noted this date had been approved at last month's Council meeting.
3. **Shakespeare in the Park** – Ms. Byrne commented that the LAB is sponsoring this event and wants to use the side patio area of the 20<sup>th</sup> Century Club on July 10, 6-9 p.m. A motion for approval is not required.

**NEW BUSINESS:**

1. **Darby Creek Joint Authority (“DCJA”) – Flow Allocation Exemptions** – Mr. Totaro noted that he received a communication from the DEP to the DCJA regarding the monitoring of flow capacity particularly regarding new developments. The DEP has put a temporary moratorium on any expedited hookups to the one line and requires a sewer planning module.
2. **Girl Scout signage** – Ms. English commented this is a request from Girl Scout Troop 5413 petitioning the borough to put “No Littering” signs with their logo on it throughout the borough. The troop will give a presentation to Borough Council for a final vote afterward.
3. **2020 House memorial** – Ms. Byrne reported that the former owner of the building has died and the family would like to plant some type of memorial tree or bush on the property with a plaque. They would like to plant a rose bush. Mr. Holt suggested approving the request pending review of the Parks and Rec Board about what would be appropriate regarding the planting and placement and type of plaque.
4. **DCVA Bench** – Mr. Hover commented that the Darby Creek Valley Association has put in a grant to provide benches to all the communities that participated in the recent Darby Creek cleanup. The Parks and Rec Board are recommending that the bench be accepted and put in Reservoir Park.
5. **School Funding Resolution** – Mr. Hover noted this was forwarded from the William Penn School District. The resolution encourages the General Assembly to look at the borough’s funding issues and to support the residents with their school tax burden, which is the highest in the state according to recent research. It would also recognize the needs of students of Penn Wood High School and the lower school.
6. **LEDC Agreement re: funds** – The current LEDC contract stipulates three payments on specified dates. They are requesting that the third payment of \$10,000 be given sooner. In terms of financial impact, it would only be \$50 of interest for three months. The three payments were originally constructed to ensure that performance measures were being met. The Mayor noted that the LEDC has been meeting their goals and the funds should be given in good faith. Mr. Hover commented that the deliverables need to be seen when grant money is being distributed and there should be several meetings during the year. Mr. Totaro commented there is no connection to deliverables and this request. After further discussion, there arrived a consensus to provide the funds earlier to June 30.
7. **Mercy Fitzgerald Picnic** – Request to waive the Hoffman Park fee for the annual event on June 7 with a rain date of June 14.
8. **Tables Donation** – Ms. Byrne noted the Lansdowne Democrats recently hosted an event at 2020 House and built tops to attach to the table pedestals. They would like to donate the tops. The tops were made by Andy Farquhar at a cost of \$240.92.
9. **Simpson Gardens II** – Per Mr. Totaro, this is just an FYI that DEP approval was given and the project is moving forward.
10. **LBPA** – Ms. English commented this is a request to waive fee for Hoffman Park for their annual picnic on June 11.
11. **LAB credit cards** – Ms. Byrne commented that the LAB begins their micro granting program in June and need a way to accept credit cards for the application fee. They are asking for recommendations

to this solution. Currently the borough takes credit card payments only at Borough Hall. There was some discussion about the various programs available, such as PayPal and Square. Mr. Holt indicated that on line payments reduce transaction friction so that more people can make payment the easiest way possible. He felt that the LAB should pick the purveyor of their choice. Ms. Byrne pointed out that the LAB's budget is tied into the borough's bank account. Mr. Hover felt a larger discussion about collections for all the departments would be helpful. Mr. Holt suggested hooking up the borough's centralized Heartland account to link with whatever payment system is chosen by the LAB. Mr. Totaro and Ms. English will troubleshoot the process with LAB administration.

**Public Comment** – Mr. Holt moved to Suspend Roberts Rules of Order. Mr. Hover seconded. Vote: unanimous.

**Visitors:**

1. Ashley Caldwell – reporter for Spirit News. Ms. Caldwell commented that her editor would like to have one meeting with several boroughs regarding a Real I.D. presentation. Real I.D. goes into effect October, 2020 but Septa and PennDot are already putting out the information so that residents can have time to gather the required paperwork. Currently, East Lansdowne, Clifton Heights and Darby Boroughs are participating. Ms. Byrne felt it could be tied into the upcoming Safety Forum. It is a free event sponsored by PennDot and it would be more feasible to have a larger group of people for one event. All Borough Council members were interested and Mr. Totaro will follow up with Ms. Caldwell as to the date.

2. Adam Nagle – representative from Senator Anthony Williams' office. Mr. Nagle commented that the Senator supports any additional funding for the William Penn School District. Mr. Nagle will try to attend the Safety Forum. Mr. Hover invited both Mr. Nagle and Senator Williams to the May 11, 2019 STEAM Festival.

Mr. Hover moved to Reinstate Roberts Rules of Order. Mr. Holt seconded. Vote: unanimous.

**Action Items:**

1. Ms. English moved to authorize payment of the bills for the period. Ms. Byrne seconded. Vote: unanimous.
2. Ms. English moved to advertise Ordinance 2019-02 regarding the keeping of chickens. Ms. Byrne seconded. **Discussion:** Mr. Totaro commented there was a small change to the setback around the side yard. Accessory structures were already defined but did not address having them in side yards. Mr. Scott added language that allows the zoning ordinance provisions to prevail in this regard. Vote: unanimous.
3. Mr. Hover moved to adopt Resolution 2019-08 regarding the funding of public schools in Pennsylvania. Ms. Byrne seconded. Vote: unanimous.
4. Mr. Holt moved to enter into agreement with Sustainable Resources Consulting for recycling materials facility RFP. Mr. Hover seconded. Vote: unanimous.
5. Mr. Hover moved to accept bench from the Darby Creek Valley Association to place in Reservoir Park. Ms. Byrne seconded. Vote: unanimous.
6. Mr. Holt moved to accelerate the LEDC funding from the borough from the September 30 payment for \$10,000 to the June 30 payment (currently \$15,000) making the June 30 payment \$25,000 and the September 30 payment zero. Mr. Hover seconded. Vote: unanimous.

7. Mr. Hover moved to waive payment of Hoffman Park fee for Mercy Fitzgerald Hospital picnic event. Ms. Byrne seconded. Vote: unanimous.
8. Ms. Byrne moved to accept donation of table tops from the Lansdowne Democrats. Mr. Holt seconded. Vote: unanimous.
9. Mr. Hover moved to waive Hoffman Park fee for the LBPA event. Ms. Byrne seconded. Vote: unanimous.

**Executive Session** – Ms. Byrne moved to adjourn to Executive Session to discuss personnel issues. Mr. Hover seconded. Vote: unanimous. The meeting adjourned to executive session at 8:43 p.m.

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

**Adjourn** – Mr. Holt moved to adjourn the meeting. Mr. Hover seconded. Vote: unanimous. The meeting adjourned at 9:15 p.m.

Respectfully submitted,

Barbara Ann Henry  
Borough Secretary