

Lansdowne Borough Council

BUSINESS MEETING

January 18, 2023

The Lansdowne Borough Council Meeting was held in person and virtually on Wednesday, January 18, 2023, at 7:00 p.m.

President Hover opened the meeting and Mayor Bryne lead the Pledge of Allegiance. Members Present: President Hover, Vice President Naji-Taylor, Mayor Byrne, Ms. Young, Ms. Martsof, Mr. Griffin, and Mr. Curry. Absent: Ms. Lartey and Ms. James Also Present: Borough Manager Craig Totaro, Police Chief Kenneth Rutherford, Borough Engineer Kevin Matson, Borough Treasurer Ms. Donna Lang, and Solicitor Robert Scott.

Approval of Agenda Vice President Naji-Taylor motioned to approve the agenda. Seconded: Mr. Griffin
Vote: Unanimous

Approval of Minutes Ms. Martsof motioned to approve the minutes from the December 21st Borough Council Meeting. Seconded: Vice President Naji-Taylor
Vote: Unanimous

Treasurer's Report

- The Borough took receipt of a TAN loan proceeds on January 17th. The interest rate is high so the Borough plans to pay it off as quickly as we can.
- We are preparing for the audit that will be coming up in March.

Solicitor's Report

- There was nothing to report.

Mayor's Report

- The jingle judging awards are going to be given out at the February 1st meeting so that we have more time to get them together.
- Work on the train crossing at Union Avenue has begun. The inconvenience with traffic on both Lansdowne and Baltimore Avenue is only temporary.
- The Martin Luther King Jr. memorial at the 20th Century Club was an intimate and impactful event. Mr. Griffin was recognized for executing a great first event as Community Relations Chair.
- Last week Mayor Byrne got to swear in Clement Mboya as an official Code Enforcement Officer. Clement has been a quick learner and wonderful addition to the staff here at Borough Hall.
- This weekend is the Winter Farmers Market. Stop by the Lansdowne Avenue lot between 10:00 a.m. and 12:00 p.m. to get your Farmers Market treats.

Council President's Report

Public Safety

- Next week, representatives from Lansdowne Borough Council – Councilmember Will Griffin from Public Safety, Mayor Magda Byrne, Craig Totaro, Carl Ewald, Fire Chief Mike Boyce, and President Hover will attend a meeting in Clifton Heights on January 23rd with representatives from multiple boroughs to address the ambulance service issues with Trinity Health and Fitzgerald Mercy Hospital.

Economic Development

- Lansdowne Borough Council continues to work with community partners and Lansdowne businesses to build downtown Lansdowne.
 - Next Thursday Mr. Totaro and President Hover will meet with Deb Brodeur and William Brown to move forward with the negotiations of the LEDC Contract. In this contract, Lansdowne Borough Council and the LEDC are committed to developing a marketing strategy to advertise the arts community and the many arts assets in the Borough.
- On January 28th, Vinyl Revival will reopen at their new space at 26 North Lansdowne Avenue and there will be a ribbon cutting ceremony on February 18th at 11:00 a.m.
- The Historic Lansdowne Theater Corporation is moving forward with the marshaling of their resources. As part of the process, they are required to create for profit entity to take advantage of the use of historic tax credits to help with the funding.
- Lansdowne Borough Council is committed to the procurement of funds for the Lansdowne Landing and Veteran’s Park areas to upgrade the parks as a community gathering space and upgrade the parking lots in Lansdowne Borough.

Comprehensive Plan

- The Ad Hoc Committee is nearing completion of a revised draft for public discussion and a second larger town hall discussion to review the plan.
- The next meeting of the ad hoc steering committee will be on January 24th at 6:30 p.m. at Borough Hall. All members of the public are invited to attend.

Facilities

- Over the next year, Lansdowne Borough will continue the housekeeping tasks to improve beautification in the Borough. Within the next two weeks, painting will begin in Borough Hall for the hallways and Borough Chambers.
- On January 25th at 7:00 p.m., there will be a public meeting for possible facilities upgrades to the Library, Borough Hall, and the Police Department.

Boards and Commission

- President Hover is proposing that the borough use the last Wednesday of February to conduct a review with the Boards and Commissions the necessary Borough laws and procedures that are applicable to the Boards and Commissions.
 - Code Appeals Board – 2 members
 - Environment advisory Council – 1 member
 - Parks and Recreation Board – 3 members
 - Human Relations Commission – 5 members

- Planning Commission – 1 member
- Zoning Hearing Board – 3 members

Committee Reports

1. Public Health and Safety

- The Fire Marshall Report for the month of December consisted of:
 - 91 Total Alarms
 - 793 Year to Date
 - 90 hours and 48 minutes Man Hours
 - 2.7 Firefights Response on Apparatus .8 Not on Apparatus 3.5 Total
 - 2 minutes and 18 seconds Enroute Time
 - 5 minutes and 1 second Average Arrival Time
 - 22 minutes and 14 seconds Average Time on Scene
 - Major Incident Types: 12 Fires; 11 Rescue or EMS Assists; 10 Hazardous Conditions; 3 Service Calls; 37 Good Intent Calls; 18 False Alarms.
 - All fire apparatuses are in service and there are no issues.
- We did receive a request to extend the light at Baltimore Avenue due to the increase of traffic. However, Chief Rutherford said that there would not be a difference in the flow of traffic. It is only a temporary detour.
- We should enforce residents to have numbers on their houses that are visible for various reasons including safety. A warning should be in place and then issue a ticket if this is not corrected.
- Chief Rutherford is requesting that the officer application fee be waived.

2. Finance & Administration

- The motion of the round table was discussed.
- The social media policy was discussed.
- Some of the grants were discussed.

3. Environment

- Openings for the Parks and Recreation Board and the EAC were discussed. There are two openings for Parks and Rec and two for the EAC.
- The events for this year for P&R were discussed and that is under New Business.

4. Community Relations

- On January 16th there was a MLK Remembrance at the 20th Century Club from 4:00 p.m. to 5:00 p.m. This was a successful and inspirational event. This was a great event, especially for the youth.

5. Infrastructure and Public Works

- There were no trash issues reported under sanitation. It was requested that the 2023 trash schedule be added to the Borough's page and to get colored copies printed to put in Borough Hall.
- Residents should report litter under "submit a request" section on the Borough's page.
- The EAC continues to work on creating a recycling promotion program. We are paying \$77.00 per month under our recycling contract.
- The Borough has applied for a Block Grant for Essex Avenue sewer.

- We have janitorial and non-janitorial facility issues. Janitorial issues refer to cleanliness and non-janitorial refers to broken things that need to be repaired. The Borough Manager is looking for a company to hire for deep cleaning.
- The HARB did not have any reason to meet this month.
- There were no new cases for the Zoning Hearing Board.

Communications

1. Downtown Appearance

- A resident from Havertown wanted to thank Lansdowne and Borough Council for the downtown appearance stating that it “warmed her heart,” to see the appearance of our town.

Old Business

1. Social Media Policy

- This was challenging to construct over the years. There have been several drafts put together. This policy sets forth guidelines for the establishment and use by the Borough of Lansdowne of all social media sites including, but not limited to, the Borough’s official website, and other authorized outlets such as Facebook, as a means of conveying Borough-related information to its residents, employees, business owners, vendors, and visitors. The Borough has an overriding interest and expectations in deciding what is placed on behalf of the Borough on all its social media sites. For purposes of this policy social media is understood to be content created by individuals using accessible publishing technologies through and on the internet. The purpose of this social media policy is to establish a “best management practice” for the use of existing and changing social media for communication.

2. Council Chambers Furniture

- There were three bids that ranged from 19,000 to 26,000.

3. Fire Truck Apparatus

- Seagrave sent a letter to us stating that the manufacture and delivery of our Apparatus at the original quoted price has been commercially impracticable. Seagrave values our business and is committed to manufacturing custom fire apparatus of the highest quality. They want to work with us to achieve the best possible result under these unprecedented conditions. They are asking that we accept a surcharge in the amount of \$153,552 over the contract price. If we are not able to accept the surcharge, then they will adjust the production schedule for our Apparatus and use commercially reasonable efforts to manufacture our Apparatus at a time when market conditions permit.

4. EMS

- Clifton Heights Borough Manager, Thomas Micozzie, is proposing a meeting on Monday, January 23, 2023, at 5:30 p.m. at Clifton Heights Borough Hall to discuss the recent Trinity Hospital ambulance contracts. The proposed agreements will certainly have a financial impact on the local governments and/or the fire companies’ revenue. Clifton Heights has contracted with Brinker Simpson to audit both expenses and revenue including the borough expenses and fire company revenue and expenses. Clifton Heights is now in the process of reviewing those documents to try to come to an amicable settlement for a future contract. The meeting is to gather information to assist in working to resolve the ambulance contract issues currently under consideration.

5. Comprehensive Janitorial Service

- In infrastructure and public works, they voted that the Borough Manager hire a cleaning service to do a quarterly deep cleaning.

6. Boards and Commissions Advertisement

- There is a motion to see if Dandelion can create the advertisement for the open positions for the board and commissions.

New Business

1. P&R Events

- The events and park clean up dates are listed in the packet. We do not have authorization to clean up Pennock Park. There are too many events in April, so President Hover is requesting to incorporate park clean up at the tot lot in with Earth Day.

Public Comment Vice President Naji-Taylor motioned to move into Public Comment. Seconded: Ms. Young Vote: Unanimous

- Ryan Berkley from 41 Berkley Avenue thinks \$20,000 for the table is ridiculous.
- Suzanne McElroy from 200 Drexel Avenue stated how important it is for the house numbers to be visible. She requested a copy of last year's budget and this year's budget.
- Molly Connors from 85 East Stewart Avenue stated that it is hard to hear Borough Council during the Business Meetings.

Vice President Naji-Taylor motioned to move from Public Comment into Action Items. Seconded: Mr. Griffin Vote: Unanimous

Action Items

1. Ms. Young motioned to authorize payment of bills for the period. Seconded: Vice President Naji-Taylor Vote: Unanimous
2. Ms. Young motioned to accept the letter of resignation from George Collins from the Zoning Hearing Board. Seconded: Vice President Naji-Taylor Vote: Unanimous
3. President Hover motioned to accept the letter of resignation from Catherine Houck from the Lansdowne Planning Commission. Seconded: Vice President Naji-Taylor Vote: Unanimous
4. Vice President Naji-Taylor motioned to waive testing fees for full time police officer candidates. Seconded: Ms. Young Vote: Unanimous
5. Vice President Naji-Taylor motioned to promote Officer Lassiter to Class C patrol officer. Seconded: Mr. Curry Vote: Unanimous
6. Vice President Naji-Taylor motioned to promote Officer Lyons to Class B patrol officer. Seconded: Mr. Curry Vote: Unanimous
7. Vice President Naji-Taylor motioned to enter agreement with Brandywine Valley SPCA. Seconded: Mr. Griffin Vote: Unanimous
8. Ms. Martsolf motioned to ratify the 2022 Arbor Day Proclamation. Seconded: Ms. Young Vote: Unanimous
9. Vice President Naji-Taylor motioned for the Borough Manager to gather an additional bid. Seconded: Mr. Griffin Vote: Unanimous

10. Ms. Young motioned to direct the Borough Manager to collect bids for Comprehensive Cleaning Services. Seconded: Mr. Curry Vote: Unanimous
11. Vice President Naji-Taylor motioned Dandelion Direct Digital to create a page on Boards and Commissions as well as advertisements on social media. Seconded: Mr. Curry Vote: Unanimous
12. Mr. Griffin motioned to approve Park and Recreation for the first quarter of the year. Seconded: Vice President Naji-Taylor Vote: Unanimous
13. Vice President Naji-Taylor motioned to approve the order of the council furniture. Seconded: Ms. Martsof Vote: Ms. Young voted nay to the motion.

Adjournment Vice President Naji-Taylor motioned to adjourn the meeting at 8:50 p.m. Seconded: Ms. Martsof Vote: Unanimous

Respectfully Submitted,

Hannah Pavlo

Borough Secretary