

**Lansdowne Borough Council
General Meeting**

February 17, 2021

APPROVED MINUTES

The Lansdowne Borough Council held a virtual General Meeting on Wednesday, February 17, 2021 at 7:00 PM.

President Hover opened the meeting, led by Mayor Campuzano with the Pledge of Allegiance.

Council members present: President Hover, Ms. Byrne, Ms. English, Mr. Holt, Ms. Naji-Taylor, Mr. Schleigh and Junior Council Member Lartey. Also present: Mayor Campuzano, Borough Manager Totaro, Borough Secretary Henry, Borough Engineer Matson, Borough Solicitor Scott and Police Chief Rutherford. Excused: Councilwoman James.

Approval of agenda: Ms. Byrne moved to approve the agenda. Ms. English seconded. Vote: unanimous.

Approval of Minutes: Ms. English moved to approve the January 20, 2021 general meeting. Mr. Holt seconded. Vote: unanimous.

Announcements and Presentations: The Mayor announced a new business opening in Lansdowne: West Wings, 7 S. Lansdowne Avenue. The Mayor introduced Aleeyah, the owner, who gave a brief overview of the menu and hours of operation. West Wings serves traditional American cuisine but their specialty is wings and sauces. Aleeyah has prior restaurant experience and previously worked with the owner of Crystal Comfort Food in Lansdowne. Specials will be offered to Lansdowne residents e.g., \$.50 wings on Wednesdays. Hours of operation: Wednesday to Saturday, 11-9 and Sunday 11- 7 PM. The Mayor, Mr. Holt and Ms. Byrne commented on how great the wings and fries taste and the friendly service and atmosphere.

Treasurer's Report: Mr. Totaro read the Treasurer's Report ended December 31, 2020 as follows:

General Fund beginning balance -	\$ 793,851; ending balance \$1,456,526.
Sewer Fund beginning balance -	\$ 1,192,271; ending balance \$984,174.
Liquid Fuels Fund beginning balance -	\$ 789,699; ending balance \$980,408.
Non-Uniform Police Pension beginning balance -	\$ 3,549,495; ending balance \$3,988,380.
Police Pension Fund beginning balance -	\$10,301,696; ending balance \$11,148,458.

Total of all funds for year end 2020: \$18,557,946 .

Solicitor's Report – Mr. Scott had no formal report and one Executive Session item regarding potential litigation and property code violation.

Mayor's Report – The Mayor reported as follows:

1. Kenny Rutherford is the new Police Chief and the agreement is being finalized.
2. Finalizing purchase of police body cameras for officers.
3. The Mayor urged all residents to get the Covid 19 vaccine and to continue wearing masks.
4. The Mayor announced that today is “Practice an Act of Kindness Day” and reminded residents to “do something nice and pay it forward”.

Fire Company Report – No report was given.

President's Report – President Hover reported as follows:

1. Mr. Hover recently met with members of the SCIU at the request and advisement of Mr. Scott.
2. Mr. Hover congratulated Chief Rutherford on his new appointment.
3. Mr. Hover thanked the Highway and Sanitation crews for their hard work the last two weeks with storm cleanup.
4. Residents are encouraged to take part in the Darby Creek Valley Association Clean Up Day on April 10.
5. The Lansdowne Girl Scouts troop will hold a food drive on March 20.
6. Mr. Hover encouraged residents to submit pictures, essays, poems, etc. in support of the theme, identity, representation and diversity of Black History Month.

Committee Reports:

Public Health and Safety – Ms. Naji-Taylor reported her Committee discussed the following:

1. Reviewed Covid vaccinations regarding who will provide it and where to get it. There have been some new issues with shortages, residents not receiving the second vaccine and mix ups in appointment schedules. There will shortly be a list available of which pharmacies will have the vaccine but participants must first register and speak with their health care provider or the pharmacist on when and where to get the first vaccine and follow up second vaccine.
2. Police body cams have been approved for purchase and the body camera policies are being reviewed. Chief Rutherford will provide the Committee with the parts of the manual that contain any changes.
3. Domestic animal issues. Animal Control is the first contact to give assistance if involving Lansdowne animals. The Animal Friends of Lansdowne will also provide assistance to residents.
4. Speed hump process outline.

Finance and Administration – Ms. English reported in Ms. James' absence:

1. PNC advisors were at the last meeting to review current state of the pensions.
2. At the next F&A Committee meeting, the process of how the MMO is derived and the calculations used will be discussed.

Economic Development - President Hover reported as follows:

1. The Committee met on February 10. LEDC Executive Director Debbie Brodeur was a guest and provided public comment on the LEDC contract.
2. Habitat for Humanity has been recommended as a source for helping some properties on Dudley Avenue.
3. CDBG grant updates were discussed.
4. Recommendations for 98 McKinley Avenue.
5. Several Certificates of Acceptance (COA) have been issued.
6. Under new business, the HARB appointments, banners for the downtown business district and the St. Patrick's Day celebration will be discussed.

The next Economic Development Committee meeting will be held the 2nd Wednesday in March.

Environment, Parks and Recreation – Ms. English reported her committee met to review and discuss the following:

1. Forwarded a Clean Energy Plan to the borough solicitor for review.
2. Current openings on the Park and Rec Board and Economic Advisory Council (EAC).
3. Ms. English will not be able to attend the February Park and Rec Committee meeting due to scheduling conflicts.
4. Ms. English was unable to attend the EAC meeting but arranged a conference call regarding questions from the meeting.

Library Board Liaison: Ms. English attended their meeting last night. They are requesting to bring back five part time employees at 12 hours per week, as they are running behind with necessary tasks. This will not bring the library to full operation but it is in their budget. Mr. Scott concurred this allows them to make their own decisions without Borough Council vote. Some of the tasks include contacting patrons for book availability, preparing books for Covid disinfecting, shelving books and processing new books, etc. Ms. English will confer with President Hover regarding the Library Task Force and library building.

Community Relations Committee - Ms. Byrne reported her Committee met and reported as follows:

1. Reviewed the Black history month proclamation and provided some edits.
2. Discussed Street paving program and how to ease the burden for homeowners on low or fixed incomes in maintaining their property. The Committee will be providing a list of existing programs residents can investigate and plan to look into some more local avenues for assistance. There were questions about concrete that Ms. Byrne discussed with Mayor Campuzano, in his capacity as a contractor. The Mayor provided a breakdown of what the work would entail, adding that it is a lot of work and might be a challenge to get volunteers. There may be a possibility to partner with other programs that already exist to assist with other versions of blight in the borough. Ms. English commented that in the past local students volunteered to shovel snow but the Covid pandemic has put everything on hold. This option can be further developed if all is “normal” by next winter. Also, Bill Horton and a few local residents do shoveling.

3. Updates about the school indicated they were going to operate virtually for a week then transition to hybrid the week after. Ms. Byrne noted this schedule may have changed. There was also a brief discussion of teachers being moved to Group 1B.
4. Discussed July 4th activities with the Union Athletic Association (UAA); they are awaiting word from Borough Council.
4. Lansdowne Business and Professional Association (LBPA) did a mass mailing of their directory but not all residents received it. Alternative distribution methods are being researched. Ms. Primack is no longer on the Board.
5. The Library is having a speaker series about “Black Life, Then and Now”.

Infrastructure and Public Works – Mr. Schleigh reported as follows:

1. The Committee met at the end of last month and most of the issues discussed were addressed at the February business meeting.
2. The Gateway Slope project signage is to be installed at corner of Scottdale and Baltimore and this informational technology will be used for ongoing projects as they develop.
2. The next Committee meeting will be held on February 22 to review the continuing public works projects. The Committee will also be reviewing the ongoing projects of sewer replacement, road program, work at Marlyn Park, etc. and re-examining the sewer mapping program initial quote.

President Hover asked the time frame for the beginning of the Gateway Slope project affecting the Walsh Road residents. Mr. Totaro did not have a definitive time but commented it would begin the end of March, beginning of April.

Technology – Mr. Holt reported as follows:

1. The Technology Committee did not meet last month due to Mr. Holt’s emergency work situation. Most of the items have already been discussed and projects are underway with no updates.
The Technology Committee will meet next month.

Communications:

1. U.S. Census Bureau sent a thank you letter recognizing Lansdowne as a member of the 2020 Census Community Project and Engagement Program. Mr. Schleigh thanked all who worked on this and appreciated the effort.
2. Environment Advisory Council and Parks and Rec Committee received a thank you letter from the SolSmart program congratulating Lansdowne on achieving a Bronze designation for the green energy effort.

Old Business:

1. **LEDC Agreement** – Mr. Totaro met with the LEDC three times over the last month or two to discuss the agreement renewal, which is almost ready for signature. The LEDC provided Borough Council with their summary and is awaiting Council’s response. A primary item involves improving the business district without the accompanying administrative and revenue taxation fees. The plan is to create a governance and communication platform for the various

businesses to give them more ownership on initiatives that heretofore were handled by the LEDC and Borough Council. Mr. Hover expects he should have a final agreement by the next Economic Development Committee meeting in March.

2. **Historic Lansdowne Theater Corporation (HLTC)** – Mr. Totaro commented this item is on the agenda but there have been no material updates. There has been a lot of activity in nearing a resolution with their land development plans. Mr. Scott noted the ultimate goal is to have an easement agreement pursuant to which the borough allows the theater to both have a loading dock that is accessed through borough property and place their detention basin on borough property. Mr. Scott is drafting the appropriate documents and exhibits with Mr. Matson's help.
3. **Body Cameras** – Chief Rutherford presented a few proposals at the last Public Safety Committee meeting. Axon came in with double the amount of WatchGuard's quote. The Chief had requested a second proposal from Axon but it still came in \$12,000 higher than WatchGuard. Axon's second proposal without unlimited storage for a five year lease was \$64,782.56, initial one year out of pocket costs of \$23,790.56 and for year two through five an annual cost of \$10,248. The Chief is recommending retaining WatchGuard for a five year program with option to renew hardware after three years. The cameras have full warranties for the full five years. Overall cost for five years is \$54,780 with an annual cost of \$10,956 that remains the same through the five years. This includes unlimited hosting and Cloud storage for 12 cameras. Mr. Scott confirmed the borough would enter into a lease agreement.
4. **Transportation Community Development Initiative (TCDI) Agreement Tot Lot Agreement.** Mr. Totaro indicated that about this time last year, the borough and four other municipalities submitted a grant application to the Delaware Valley Regional Planning Commission (DVRPC) to include Lansdowne, East Lansdowne, Upper Darby and Yeadon, with Lansdowne taking the lead on the project. The contract has been awarded to Bergmann PC for engineering, architecture and planning. Total project cost is \$106,000, total contract amount is \$85,000 and the difference is split among the four municipalities with in kind services that began December, 2020. The project can begin on March 1 if approved.
5. **McKinley Tot Lot agreement** – Grant funding was received from the County and also the Department of Conservation of Natural Resources (DCNR). Mr. Totaro reported this involves a virtually unused asphalt lot and the concept is to transform it into a tot lot serving younger families in the area. Proposal was received by Studio Ludo, who specialize in providing a learning and climbing environment in a more natural looking setting. The award is for the design portion (\$35,000) and will go through the Committee and Park and Rec vetting process. Installation is scheduled to begin Fall, 2021.

New Business:

1. **27 North Lansdowne Avenue – Tree.** This is a request to cut down one of the trees on Lansdowne Avenue in front of the former Avenue Deli site. Mr. Totaro relayed that the tree's history goes back to 2015 with some involvement with the Shade Tree Commission. He will provide further information to Ms. English at the next Environment, Parks and Rec Committee meeting. Ms. English thought there was some urgency to get this done so a new tenant could move in. Mr. Totaro commented it was presented to him as an urgent matter but does not

impede the operation of the business. After some further discussion, President Hover tabled this until recommendations are received from the Committee and a discussion is held with the Shade Tree Commission.

- Saint Patrick's Day Resolution** - President Hover commented that at the last Economic Development Committee meeting there was consensus to recognize the impact of Irish Americans in Lansdowne and Delaware County. Lansdowne has the highest Irish density (26%). A flag raising ceremony will be held, weather permitting, on March 20.
- Girl Scout Use of Highland Avenue Parking Lot.** Request to use the lot for a food drive event co-hosted with the borough on March 20, 10 AM – 2 PM. The food will then be distributed to various food cupboards in eastern Delaware County.

Public Comment: Ms. Byrne moved to Suspend Roberts Rules of Order. Ms. Naji-Taylor seconded. Vote: Unanimous.

Visitors:

- Michelle Sanders – 44 E. Greenwood. Ms. Sanders questioned the sewer fee on her current tax bill that appears to have doubled since last year. She asked why this year's bill had no breakdown or mention of a base fee as had been provided last year. President Hover commented the borough sets the fees and taxes but borough code dictates the separate collection of those fees and taxes by the Tax Collector. Last December Borough Council decided to raise the sewer fee 15% as they had not been raised in ten years. He suggested calling the Borough Manager who could go into more detail about the bill. President Hover confirmed the intent was not to double the bill but just increase the fee.
- Bill Horton – 30 Linden Ave. Mr. Horton asked if any consideration was given to include vehicle cameras with the 12 body cams, citing the average police vehicle is driven 5000 miles per month. President Hover commented approval was being given only for the body cams. Ms. Naji-Taylor added that Chief Rutherford has some information about transferring from body camera to the dash cam but there has been no further discussion on the matter. Mayor Campuzano commented the current goal is to get the body cam policy in place and the body cams up and running. Chief Rutherford indicated that Axon has the connection ability and could discuss it at a later time.

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

Action Items:

- Ms. English moved to pay the bills for the period. Mr. Holt seconded. Vote: unanimous.
- Ms. Naji-Taylor moved to adopt Ordinance 2021-01 limiting the number of parking permits per household to five. Ms. Byrne seconded. **Discussion:** Mr. Schleigh asked the Solicitor for a more detailed definition of residence and how it would apply to some homes that had been converted to multi-unit apartments. Mr. Scott commented the ordinance applies to a single household and each apartment would have the same limitation. Ms. Naji-Taylor asked if she should abstain from the vote as this situation does not apply to her residence. Mr. Scott noted that abstentions are usually invoked only if there is a conflict of interest, such as financial, of

which Ms. Naji-Taylor has none. Ms. English felt the borough should not restrict the number of permits. The motion carried 5-1 with Ms. English voting “nay”.

3. Mr. Hover moved to award Transportation Community Design Initiative (TCDI) funded Eastern Delaware County Bicycle Planning contract to Bergmann PC. Ms. Byrne seconded. Vote: unanimous.
4. Ms. English moved to award McKinley Tot Lot design to Studio Ludo for an amount not to exceed \$ 35,000. Ms. Byrne seconded. Vote: unanimous.
5. Mr. Hover moved to adopt Resolution 2021-06 recognizing Saint Patrick’s Day. Ms. English seconded. Vote: unanimous.
6. Mr. Hover moved to issue Certificate of Appropriateness (COA) to 12 North Lansdowne Avenue for signage (Cindia Hair Boutique). Ms. English seconded. **Discussion:** Ms. Naji-Taylor asked if any objections to the sign arose at the Committee meeting. Mr. Totaro noted there had been some initial confusion but the signs were recommended by the Economic Development Committee and have been approved and installed. Any necessary adjustments would go back to the HARB for review. Vote: unanimous.
7. Mr. Hover moved to issue COA to 31 North Lansdowne Avenue for roof material, lighting, transoms, door and tiling. Ms. English seconded. Vote: unanimous.
8. Mr. Hover moved to issue COA to 84 North Lansdowne Avenue for signage (Simpson Senior Services). Ms. Byrne seconded. Vote: unanimous.
9. Mr. Hover moved to issue COA to 27 North Lansdowne Avenue for signage (Crisp Chick’n). Ms. English seconded. Vote: unanimous.
10. Mr. Hover moved to issue COA to 16 South Lansdowne Avenue for signage (Kia Bakery). Ms. English seconded. Vote: unanimous.
11. Mr. Hover moved to issue COA to 17 North Lansdowne Avenue for signage (Autsome Brushes). Ms. Naji-Taylor seconded. Vote: unanimous.
12. Mr. Hover moved to reappoint Violet Brown to the HARB for a 3 year term expiring 2/17/2024. Ms. Byrne seconded. Vote: unanimous.
13. Mr. Hover moved to reappoint Roland Noreika to the HARB for a 3 year term expiring 2/17/20024. Ms. English seconded. Vote: unanimous.
14. Mr. Hover moved to reappoint Ryan Berley to the HARB for a 3 year term expiring 2/17/2024. Ms. Byrne seconded. Vote: unanimous.
15. Mr. Hover moved to accept letter of resignation from Stephanie Strassel from the HARB. Ms. English seconded. Discussion: Mr. Schleigh and President Hover added “with regrets” and thanked her for her service. Vote: unanimous.

16. Ms. Naji-Taylor moved to ratify employment agreement with Kenneth Rutherford/Police Chief. Ms. English seconded. **Discussion:** The Mayor and all Council members congratulated Chief Rutherford. Vote: unanimous.
17. Ms. Naji-Taylor moved to enter into a five year lease agreement with WatchGuard for 12 body cameras, with total cost over five years of \$54,780 and annual payments of \$10,956. Ms. Byrne seconded. **Discussion:** Mayor Campuzano commented it would take about three months to get the body cameras. Vote: unanimous.
18. Mr. Schleigh moved to allow use of Highland Avenue parking lot for Girl Scout Troop food collection event on March 20, 2021 from 10 AM to 2 PM. Ms. Naji-Taylor seconded. Vote: unanimous.

Before adjourning the public meeting, Mr. Holt reminded residents that public comment is only allowed during that section of the meeting where individuals have an allotted time to speak on any items pertaining to Lansdowne. After the public section is closed, no further public comment is permitted. These are Roberts Rules of Order and “not an attempt to silence an individual”. Visitors can also provide public comment at the Committee and Borough Council meetings.

Executive Session – Mr. Hover moved to adjourn to Executive Session at 8:30 PM to discuss litigation and personnel issues. Ms. Naji-Taylor seconded. Vote: unanimous.

Public Session – Upon reconvening to Public session, the following motion was made:

Mr. Hover moved to authorize the filing of a petition for the appointment of a conservator for 215 N. Maple Avenue. Ms. English seconded. Vote: unanimous.

Adjourn – Ms. Byrne moved to adjourn the meeting at 9:06 PM. Mr. Holt seconded. Vote: unanimous.

Respectfully submitted,

Barbara Ann Henry
Borough Secretary