

Lansdowne Borough Council

BUSINESS MEETING

March 15, 2023

APPROVED MINUTES

The Lansdowne Borough Council Meeting was held in person and virtually on Wednesday, March 15, 2023, at 7:00 p.m.

President Hover opened the meeting and Mayor Byrne lead the Pledge of Allegiance. Members Present: President Hover, Mayor Byrne, Ms. Young, Ms. Martsolf, Mr. Griffin, and Mr. Curry. Ms. James arrived at 7:02 p.m. Absent: Vice President Naji-Taylor 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 Ms. James motioned to approve the agenda. Seconded: Mr. Griffin Vote: Unanimous

Approval of Minutes Ms. James motioned to approve the minutes of the February 15th Borough Council Meeting. Seconded: Mr. Griffin Vote: Unanimous with a few friendly amendments

Announcements and Presentations

Mr. Richard Smalley

- Mr. Richard Smalley was awarded an award for the service that he has had on the civil service commission.

Nilaa Coffee

- Matt Saperstone came to speak on Nilaa Coffee. He had the opportunity to journey throughout Southeast Asia. He met extraordinary producers of unique specialty coffee while immersing himself in the study of coffee production and roasting during his stay in Myanmar. Nilaa Coffee is a Philadelphia-based specialty coffee roaster. The mission is to bring the best coffees from the most unique places in Southeast Asia.

Treasurer's Report

- General Fund Beginning Balance \$1,698,25; Ending Balance \$2,005,804
- Sewer Fund Beginning Balance \$424,019; Ending Balance \$514,124
- Liquid Fuels Fund Beginning Balance \$877,047; Ending Balance \$859,698
- Non-Uniformed Pension Fund Beginning Balance \$3,868,562; Ending Balance \$4,006,284
- Police Pension Fund Beginning Balance \$10,120,049; Ending Balance \$10,290,583
- Total All Funds Beginning Balance \$16,988,602; Ending Balance \$17,676,494

Solicitor's Report

- There was nothing to report this evening.

Mayor's Report

- This Friday at 5:00 p.m. we will be raising the Irish Flag in honor of St. Patrick's Day at Borough Green. The ceremony will be short, and we are hoping for good weather.
- On Saturday, the Lansdowne Winter Market will be taking place from 10:00 a.m. to 12:00 p.m. This is a great opportunity to buy fresh and local. The market goes on rain or shine.
- On Sunday, March 26th at 10:00 a.m. Mayor Byrne will be hosting the first Mayor's Cleanup of the season. We will meet at Pepper's Pharmacy to clean up the peninsula on Marshall Road.

Council President's Report

- All students within the Lansdowne Community are reminded to submit any historical documents or pieces concerning Women's History Month to be highlighted in the newsletter and on our social media.

Public Safety

- The Lansdowne Fire Company and many other municipalities have been asked by Mercy Fitzgerald and their parent company Trinity for a renegotiation of the contract for ambulance services. Delaware County Health Department Ordinance, the provider must give 180 days' notice and hold hearings in all the municipalities. Representatives from Lansdowne Borough Council – Vice President Naji-Taylor, Chair of Public Safety, William Griffin member of the Public Safety Committee, Mayor Byrne, Craig Totaro, Solicitor Bob Scott, and Fire Chief Mike Boyce have been meeting with representatives from several municipalities to address the issue. At this time, we can state that they are working closely with the Lansdowne Fire Company to ensure the Public Safety needs in Lansdowne are being met.

Economic Development

- Lansdowne Borough Council continues to work with community partners and Lansdowne Businesses to build downtown Lansdowne. At the last Economic Development meeting, it was reported that the Callahan Ward, the Historic Lansdowne Theater Corporation, and Habitat for Humanity have all pulled permits for their work in the Borough. Expect a lot of construction in Lansdowne this Summer.
- 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 Steering Committee is nearing completion of a revised draft for public discussion and a second larger town hall discussion to review the plan.
- The Ad Hoc Streeting Committee met on January 24th at 6:30 p.m. at Borough Hall and will be moving forward with a public meeting in April to be announced.

Facilities

- Over the next year, Lansdowne Borough will continue the housekeeping tasks to improve beautification in the Borough. Painting has been completed in Borough Hall in the hallways and

Borough Chambers. In January, Borough Council voted for the acquisition of Borough furniture to upgrade all the current furniture in Borough Hall chambers, which should be installed soon.

- President Hover presented on February 4th at the trails summit at the Haverford Western Suburbs Trail Summit hosted by the Haverford Parks and Recreation and Friends of Haverford Trails. At the Summit, President Hover joined with representatives from County Council, other municipalities – including Upper Darby and Haverford, and the Planning Department to discuss the work Lansdowne has been doing for creating trails, bike lanes and multimodal development.
 - As a result of that meeting our Bicycle Facilities will be featured in a blog by the Delco Bike Coalition, and as we will be discussing tonight the Delaware County Transportation Management Association will be featuring Lansdowne for the Bike to Work Day in May.
- On March 29th, Council will have a special meeting for possible Facilities upgrades to the Library, Borough Hall, and the Police Department. This meeting will feature GKO architects to discuss the space planning of the Library, Borough Hall, and Police Department and possible transition of current facilities. We encourage all residents to attend.

Boards and Commissions

- Save the date for the upcoming events:
 - April 1st Spring Egg Hunt
 - April 22nd Earth Day from 1:00 p.m.-3:00 p.m.
 - May 13th Shredding Event 9:00 a.m.-1:00 p.m. Highland Avenue Lot
 - May 13th Steam Festival 1:00 p.m.-3:00 p.m.
 - June 1st Pride Flag Raising
 - June 3rd-5th Lansdowne Founders Weekend
 - June 17th-19th Juneteenth Events

Committee Reports

1. Public Health and Safety
 - Vice President Naji-Taylor is not present to give this report this evening.
2. Finance & Administration
 - The audit is almost completed. All the information needs to be submitted by March 31st.
 - We are waiting to hear back on the grants that we applied for.
 - The job postings for the Children’s Library Director, Assistant Borough Manager and the Deputy Police Chief were discussed. We are still accepting applications.
 - We are hoping to have the TAN paid back by the end of the month.
 - The Employee Handbook was discussed. We are planning to have that updated.
 - The next meeting is April 11th at 5:00 p.m. via hybrid.
3. Economic Development 40:20
 - We discussed the updates with Lansdowne Arts and Cultural Council with the Lansdowne Economic Development Corporation.
 - The status of the Community Development building grants was discussed. There is no finalization about those grants.
 - The American Rescue Plan updates was discussed.
 - The Lansdowne Economic Development Corporation and the Lansdowne Business and Professional Association were discussed.

- We were given a report on code enforcement with statistics.
 - The Comprehensive Plan was discussed.
 - Updates on the NV5 Design was discussed.
 - The renovations happening at Wawa were discussed.
 - There was a presentation by Placer. They do tracking of the number of people who are frequenting parks. The price is \$15,000.
 - The Fair-Housing Resolution was discussed that is on our Agenda.
- 4. Environment**
- Interviews of for new EAC and PR members will be conducted during meetings in the near future.
 - The 2023 Calendar was discussed including Earth Day and the STEAM Festival. There will also be Arbor Day.
- 5. Community Relations**
- Parks and Rec agreed to support Earth Day.
 - Partnership was discussed.
 - The Egg Hunt was discussed and is on our Agenda.
 - The Second Quarter of events were discussed. We would like to get these events approved.
 - Mary Kay Bowden will assist in planning the 4th of July activities
- 6. Infrastructure and Public Works**
- We are using a new recycling center. There have been no issues with the change.
 - In January we did pay \$65 per ton for recycling. This is a little less than what we pay for trash.
 - There are no issues with trash.
 - Please take advantage of the yard waste service. It is delivered to a composting center.
 - Paving bids will be coming in at the end of the month. The work will not start until the end of the Spring.
 - Public Safety asked that we have a more permanent barrier to the traffic near Scottdale by the tennis court.
 - Please make sure your cars are off the roads during street cleaning days. This is very important for the environment.
 - We are still waiting for the contractor for the street signs. The public works director is pricing QR code signs to add to street signs.
 - We are still waiting for a company to do a deep cleaning of the facilities.
 - The new HVAC system has been installed in Borough Hall.
 - There is a March 22nd Zoning Hearing Board Meeting.
- 7. Diversity and Inclusion**
- Tina Gilbert has already met with five committee members of Boards and Commissions to conduct interviews.
 - Yesterday, we reviewed a survey that Ms. Gilbert will be sending out to all of the Boards and Commission members. There are a total of 10 questions. The next meeting we will be discussing the results of the survey.
 - There was discussion about how we can get the community involved. It is important to get feedback from the community.

Communications

- They are in the old and new business.

Old Business

1. Conference Room Seating
 - There are photos of the chairs for the committee members and the audience. The tables are the same height.
2. EMS
 - There is nothing further to discuss right now.
3. Opioid Settlement – anything to do??
 - This is a similar settlement to what was previously approved. The proceeds would not go to Lansdowne but would go towards the Opioid Class Action.
4. Breast Cancer Awareness Month
 - This is still up in planning mode. Tracy's Bio would like to come out Saturday, October 14th to have a 5k and an event after the Farmer's Market to help support Breast Cancer Awareness Month.
5. Police Manual/Accreditation
 - Chief Rutherford submitted another group of policies to Public Safety.

New Business

1. DVRFA – Organization of non-electoral debt
 - Delaware Valley Regional Finance Authority was discussed in finance. This is an action item.
2. Community Day
 - Last night there was a working group meeting at Borough Hall. This new event was discussed and what we can do. Some of the discussion regarded changing the name from Community Day to Founders Weekend. We would be having a Lansdowne Flag raising, Famer's Market and activities and tables setup. On June 4th there will be a History Walk.
3. Promo Street Signs
 - The signs are signs that Mayor Byrne found in Bristol. The signs have a QR code that links to the Borough's page and the schedule for the Borough Council meetings. These signs will be placed in parks and in heavily traveled areas. This is a great way to get residents to know what is happening around town.
4. Decorative streetlights
 - We are exploring what options there are and the costs.

Public Comment

Ms. James motioned to move into Public Comment. Seconded: Mr. Griffin Vote: Unanimous

- Jennifer Hoff from Wyndemere Avenue commented on Borough Council's agenda. She would like to have documents posted earlier. March 6th she was interviewed for the DEI. She strongly believes that the DEI should address other subgroups other than just color.

- Tyree Barnwell from East Lansdowne asked if his East Lansdowne athletic association could use the parks and space for the kids. The next step is to take this to the Community Relations Committee.
- Suzzane McElroy from Drexel Avenue commends the acknowledgment of events by the QR code signs.
- Janet English from Crawford Avenue wanted to thank us for the recognition for Mr. Smalley, the lights on Lansdowne Avenue and the Shred event in May.

Ms. James motioned to move from Public Comment to Action Items. Seconded: Mr. Curry Vote: Unanimous

Action Items

1. Ms. James motioned to authorize payment of bills for the period. Seconded: Mr. Curry Vote: Unanimous
2. Mr. Griffin motioned to adopt Resolution 2023-06 regarding a DCNR grant application for Veterans Parkway. Seconded: Ms. James Vote: Unanimous
3. President Hover motioned to adopt Resolution 2023-07 honoring Fair Housing Month, 2023. Seconded: Ms. James Vote: Unanimous
4. Mr. Griffin motioned to adopt Resolution 2023-08 regarding the dissolution of the Lansdowne Arts Board. Seconded: Ms. James Vote: Unanimous
5. Mr. Griffin motioned to hold Spring Egg Hunt on April 1st, 2023, in Hoffman Park from 1:00 p.m. to 3:00 p.m. Seconded: Ms. James Vote: Unanimous
6. Mr. Griffin motioned to hold a volunteer park clean-up at McKinley Tot Lot on April 8th from 10:00 a.m. to 12:00 p.m. Seconded: Ms. James Vote: Unanimous
7. Ms. James motioned to adopt the minutes of the November 30th, 2022, Budget meeting of Borough Council. Seconded: Mr. Griffin Vote: Unanimous with a friendly amendment
8. Ms. Young motioned to issue a COA to 5 North Lansdowne Avenue for signage. Seconded: Ms. James Vote: Unanimous
9. Ms. Young motioned to issue a COA to 17 North Lansdowne Avenue for signage. Seconded: Ms. James Vote: Unanimous
10. Ms. Young motioned to issue a COA to 24-26 North Lansdowne Avenue for signage. Seconded: Ms. James Vote: Unanimous
11. Ms. James motioned to adopt Ordinance 2023-01 to incur nonelectoral debt in the amount of \$939,000 from DVRFA. Seconded: Mr. Griffin Vote: Unanimous
12. Ms. Martsolf motioned to recognize Arbor Day 2023 in Sycamore Park on April 28th, 2023. Seconded: Ms. James Vote: Unanimous
13. Ms. Martsolf motioned to accept a letter of resignation from Eula Davis from the EAC with regrets. Seconded: Ms. James Vote: Unanimous with friendly amendment
14. Ms. Martsolf motioned to accept a letter of resignation from Alanna Walls from the EAC with regrets. Seconded: Ms. James Vote: Unanimous with friendly amendment
15. Ms. James motioned to approve the settlement agreement for Opioid Class Action. Seconded: Mr. Curry Vote: Unanimous
16. President Hover motioned to adopt batch #2 of Police Manual Policies. Seconded: Ms. James Vote: Unanimous

17. Mr. Griffin motioned to reserve the Borough lot from 1:00 p.m. to 8:00 p.m. October 14th for Tracy's Bio's Breast Cancer Awareness Day. Seconded: Ms. James Vote: Unanimous with friendly amendment

Adjournment Mr. Griffin motioned to adjourn the meeting at 8:50 p.m. Seconded: Ms. James Vote: Unanimous

Respectfully Submitted,

Hannah Pavlo

Borough Secretary