

## **Lansdowne Borough Council**

### **BUSINESS MEETING**

**May 5, 2021**

### **APPROVED MINUTES**

The Lansdowne Borough Council Business Meeting was held virtually on Wednesday, May 5, 2021 at 7:00 p.m. Present: President Hover, Ms. Byrne, Ms. English, Mr. Holt, Ms. James, Ms. Naji-Taylor, Mr. Schleigh, Jr. Council Member Lartey. Absent: Borough Secretary Henry. Also present: Mayor Campuzano, Borough Manager Totaro, Borough Solicitor Scott, Borough Engineer Matson and Police Chief Rutherford.

President Hover opened the meeting, led by Mayor Campuzano with the Pledge of Allegiance. The Mayor asked for a moment of silence for long time Lansdowne resident Kathy Kaufmann, who had been very involved with the Gladstone Manor Civic Association.

**Approval of agenda:** Ms. Byrne moved to approve the agenda with the following additions: (1) Add July 4<sup>th</sup> fireworks discussion under Old Business; and (2) add Asian Pacific Heritage Month resolution. ?? (check) Ms. English seconded. Vote: unanimous.

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

**Borough Manager's Report** – Mr. Totaro provided updates as follows:

1. Survey for TCDI Eastern Delco project is proceeding very well. Borough Council members are requested to complete the survey.

The Mayor questioned the stained cement work outside borough hall. Mr. Totaro commented the borough would have to resolve problem.

**Police Chief's Report** – Chief Rutherford reported as follows:

#### **April 2021 Police Report:**

- 709 responses to incidents
  - 28 false hold up or burglar alarms
  - 37 motor vehicle accidents
  - 13 adults arrested for a variety of infractions
  - 11 juveniles issued citations
- 815 parking tickets issued
- 102 traffic tickets for motor vehicle violations
  - 9 non traffic citations
  - 16 abandoned vehicles
- 51 domestic calls for service with police response

Officer Downes will be resigning prior to the end of May and going to another Delaware County police department. The Chief has advertised extensively for the two officer positions now open. The Mayor thanked officer Downes for his service to Lansdowne.

Officers Albertoli and Miller will be assisting the cub scouts with their bike rodeo event this coming Saturday, 1-3 p.m. in parking lot 5.

**Fire Company Report:** Ms. Naji-Taylor received no report for April.

**Borough Engineer Report:** Mr. Matson provided the following updates:

1. Lansdown Avenue Crossing project is proceeding very well and all involved entities have been very cooperative.
2. Gateway Slope project started April 20. A prior meeting was held to make sure the contractor is on board with the borough's overall vision for this project.
3. The sanitary sewer maintenance project is substantially complete. There are a series of restorations that need to take place for affected residents as well as a series of equipment demobilization.
4. Preliminaries have been received for the Callahan Ward project.

**Mayor's Report** – The Mayor reported as follows:

1. May is Mental Health Month. The Mayor read a proclamation declaring May as Mental Health Month.
2. May 15 – town wide yard sale. Rain date: May 16. Map will be available on web site.
3. June 19 – 9-12 at Highland lot. Recycling and shredding event.
4. The Mayor asked for updates on the sewer tax refund checks. Mr. Totaro indicated he had no update as yet. Mr. Holt added that he heard a few had been sent out and some residents are still waiting.
5. Pennsylvania is starting to lift Covid restrictions and the Mayor felt a target date for reopening Borough Hall and the library should be discussed. Ms. Naji-Taylor asked if the borough was planning to reopen before receiving direction from the County. This determination will be made by the Public Safety Committee after reviewing the Covid numbers.
6. Residents are reminded to cut grass and trim bushes. Citations will be issued for overgrown items.

**President's Report** – President Hover reported the following updates:

1. The LEDC contract will be discussed later in the meeting.
2. Upgrades for the development of The Landing and Veterans Park will be discussed later in the meeting.
3. The sewer project is moving along quite well along with the TCDI Eastern Delco survey.
4. Arbor Day celebration was a successful event. President Hover thanked numerous individuals who assisted in the endeavor.
5. Asian Pacific Heritage Month will be recognized for May.

**Old Business:**

1. **Ranger Properties – Pedestrian Bridge** – Mr. Totaro commented that no reason had been given for the non-award of the DCED grant and advocating this project will continue. The next plan will be submitted as a municipality, not private, application. Ms. Naji-Taylor noted that funding had already run out by the of application submission and suggested the next one be submitted earlier.
2. **NV 5 – Veterans Park design** – still working out scope and price for design work. Mr. Totaro noted that the project is for both parking lots, restoration of the Highland Avenue lot and reconfiguration of the Lansdowne Avenue lot. Phase 1 is for the initial conceptual design and Phase II is for the construction of chosen design. He and Mr. Matson are compiling a good scope of the project that will facilitate all of the outreach and stakeholder input regarding the overall design and consensus for best application of this area. Mr. Hover will be meeting with the American Legion Post 65 regarding changes to Veterans Park.
3. **July 4<sup>th</sup> parade** – Ms. Byrne commented that Covid restrictions will be lifted by May 31 but masks are still required. The Union Athletic Association (UAA) will move forward with the parade and have reached out to prior groups and bands. The fireworks issue is still in debate. Ms. English commented that while she is glad for the Governor’s positive actions, the borough should continue to look at the number of cases to see if the specific criteria are being met. Ms. Byrne commented that current numbers were static but she would check them at the next Committee meeting.
4. **Lansdowne Arts Board (LAB)** – Mr. Hover questioned the availability for an event at the 20<sup>th</sup> Century Club (20CC) with the Delaware County Black Caucus. The LAB wants to hold a virtual show with two of its members installing art work at 2020 House, using the library or 20CC as an alternative site. Mr. Schleigh indicated he approved but only if safety protocols for the art work were available at the 20CC. Ms. English asked why the request was being made at the last minute and preferred a written request being sent through the appropriate channels. Ms. Byrne noted that it was a prior request that was being revisited and only one day would be needed for the show. Ms. Naji-Taylor asked if the art work was by Lansdowne residents. Ms. Byrne was not sure and thought it was from Darby residents.

**New Business:**

1. **County 911 RCAP (see 4/20/21 email)** – Mr. Totaro indicated this was a request for a letter of support for the County making a major overhaul of their 911 system. Chief Rutherford added that new radios and cell phones had been received for each officer with updated features. There is no cost to the borough. Ms. Naji-Taylor added this project would generate 27,000 hours of work and the economic impact would be significant. She noted the date on the first line of the letter should be corrected.
2. **HLTC Escrow balance** – Mr. Totaro indicated that was a request to defer the \$3,000 outstanding balance for 2021 and pay off at a later date. Ms. English and Ms. Naji-Taylor commented that specific processes are in place and would like a letter from the HLTC with the specific request. Mr. Hover confirmed this amount would be put in escrow and paid in one lump sum. Mayor Campuzano commented that no one had talked to him about it but he was

agreeable to the request. Mr. Holt indicated he was concerned about possibly setting a precedent for future organizations. Mr. Scott noted that this was not currently a concern because payment is typically requested when submitting a building permit application, which HLTC has not yet requested.

3. **2021 Paving Program** – Mr. Schleigh provided a map indicating where the bulk of the work would be performed. Mr. Matson added that this year's program had been budgeted for about \$150,000 and is already in the Liquid Fuels Fund. Mr. Schleigh asked if curb cuts were being installed for the handicapped and if any would be installed on streets not on the list. Mr. Matson commented that having curbs at all four corners (at a cost of \$5,000 per corner) would be more expensive than the cost of paving the entire street. However, ADA requirements would generate curbs at the designated streets.
4. **Senator Williams – Eastern Delco.** Mr. Totaro reported he and Chief Rutherford had attended a recent meeting to initiate forthcoming conversations regarding borough issues and how best to deploy the stimulus money. This will continue as a multi municipality conversation with the Senator. Mr. Totaro recommended discussing this further with the committees and other municipalities in order to present a set of priorities to the Senator.
5. **Memorial Day Parade wreaths** – The American Legion Post 65 will be holding a small ceremony at Veterans Park. Mr. Hover recommended buying three wreaths for the Park and other veteran memorials in Lansdowne.
6. **Asian Pacific Heritage Month (May)** – Ms. Byrne reported her Committee had discussed and support this resolution.

**Public Comment:** Ms. Byrne moved to Suspend Roberts Rules of Order. Mr. Schleigh seconded. Vote: unanimous.

**Visitors:** No visitors were present for comment.

Ms. Byrne moved to Reinstate Roberts Rules of Order. Mr. Schleigh seconded. Vote: unanimous.

**Action Items:**

1. Ms. James moved to authorize payment of bills for the period. Ms. English seconded. Vote: unanimous.
2. Mr. Hover moved to accept letter of resignation from the Historic Architecture Review Board (HARB) from Mr. John Gould. Ms. English seconded. Vote: unanimous.
3. Mr. Hover moved to appoint Michael Jozwiak to the HARB for a term expiring 5/5/24. Ms. English seconded. Vote: unanimous.
4. Mr. Schleigh moved to adopt Resolution 2021-11 in application for county liquid fuels aid. Ms. English seconded. Vote: unanimous.

5. Mr. Schleigh moved to proceed with the 2021 paving Program. Ms. English seconded. Vote: unanimous.
6. Mr. Hover moved to enter into agreement with the LEDC. Ms. Byrne seconded. Vote: unanimous.
7. Ms. Naji-Taylor moved to issue a letter in support of the Delaware County 911 office's RCAP application. Ms. English seconded. Vote: unanimous.
8. Ms. Byrne moved to approve LAB virtual show at 2020 House. Mr. Schleigh seconded. Vote: unanimous. Yes.
9. Mr. Hover moved to defer Historic Lansdowne Theater Corporation (HLTC) escrow arrears to the date of the issuance of a building permit. Ms. Byrne seconded. Vote: unanimous.
10. Ms. Byrne moved to procure 3 wreaths for Memorial Day/Veterans Park. Ms. English seconded. Vote: unanimous.
11. Ms. Byrne moved to adopt Resolution 2021-12 acknowledging Asian Pacific Heritage Month (May). Mr. Schleigh seconded. Vote: unanimous.

**Executive Session** - Ms. English moved to adjourn to executive session at 8:18 p.m. to discuss potential litigation issues. Mr. Holt seconded. Vote: unanimous.

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

**Adjourn** – Ms. Byrne moved to adjourn the meeting. Ms. English seconded. Vote: unanimous. The meeting adjourned at 8:22 p.m.

Respectfully submitted,

Barbara Ann Henry  
Borough Secretary