

Lansdowne Borough Council

BUSINESS MEETING

October 19, 2022

UNAPPROVED MINUTES

The Lansdowne Borough Council Business Meeting was held in person and virtually on Wednesday, October 19, 2022, at 7:00 p.m.

President Hover opened the meeting and Mayor Byrne lead the Pledge of Allegiance. Members Present: President Hover, Vice President Naji-Taylor, Mayor Byrne, Ms. Young, Ms. Martsolf, Ms. Bowker, and Nhaomi Lartey. Ms. James arrived at 7:07 p.m. Absent: Mr. Curry, was excused. Also Present: Borough Manager Craig Totaro, Police Chief Kenneth Rutherford, Borough Engineer Kevin Matson, Borough Treasurer Ms. Donna Lang, and Solicitor Mr. Robert Scott.

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

Approval of Minutes Ms. Young motioned to approve the minutes from the September 21st Borough Council Meeting. Seconded: Vice President Naji-Taylor
Vote: Several errors/omission were noted and the motion passed unanimously incorporating adjustments with the action.

Announcements and Presentations

Birdtown - Bird Town is a working partnership of the Pennsylvania Audubon Council to promote conservation and community-based actions to create a healthy, more sustainable environment for birds and people. A Bird Town makes efforts to restore valuable ecosystem services to create a potential steward of nature in their backyard and beyond. The Environmental Advisory Council may work with the Pennsylvania Audubon Council to increase “green” living, promote a culture of conservation in our community and provide positive, social, economic, and ecological outcomes.

Kia Cakes Kia’s Cakes offers a variety of delicious desserts including cakes, over 30 flavors of cupcakes, cake pops, cheesecakes, muffins, cookies, and specialty items including wedding cakes, special occasion cakes and dessert buffets. Make sure to pre-order on the website. Kia’s Cakes is located at 16 South Lansdowne Avenue. They are open Wednesdays from 12:00 p.m. – 6:00 p.m.; Thursdays 12:00 p.m. – 7:00 p.m.; and Fridays and Saturdays from 10:00 a.m. – 7:00 p.m.

Sycamore Award Debra VanDornick received this award because she was still posting on the buy nothing page on social media before and after the Pandemic. Debra also collected USDA food boxes that were being given out and distributing them to the elderly in Lansdowne during the Pandemic. On average she was collecting over 45 boxes each week. To this day Debra still provides food to the community she grew up in. She is working to create a non-profit called HARVEST.

Treasurer’s Report

- General Fund Beginning Balance \$1,449,587; Ending Balance \$3,036,985
- Sewer Fund Beginning Balance \$528,501; Ending Balance \$774,509
- Liquid Fuels Beginning Balance \$1,147,223; Ending Balance \$1,158,634

- Non-Uniformed Pension Beginning Balance \$4,394,030; Ending Balance \$3,555,308
- Police Pension Fund Beginning Balance \$12,622,676; Ending Balance \$9,112,113
- Total All Funds Beginning Balance \$20,142,017, Ending Balance \$17,637,548

Solicitor's Report

- Act 74 of 2021 was enacted on July 11, 2022 and went into effect on September 10, 2022. Act 74 amends the Pennsylvania Fireworks Law (the "PA Fireworks Law") to allow municipalities some additional flexibility to enact ordinances which place limitations on the use and sale of consumer fireworks.

Mayor's Report

- Minas will be performing in the courtyard of the TCC. Tickets are already sold out.
- On October 29th from 11:00 a.m. to 1:00 p.m. we will have a Halloween Party at the Landing. DJ Joe Foley will be spinning Halloween songs and trick or treat bags will be given out filled with goodies. Children must be accompanied by an adult. This is also the last Farmers Market of the regular season.
- The last Mayor's cleanup will take place on November 5th at 10:00 a.m. The cleanup will be focused on cleaning up the Landing. There has been a request to get a small dumpster to help remove some of the broken furniture.

Council President's Report

- President Hover and Mr. Totaro will meet with the LEDC Chair and Executive Director for the new contract in the upcoming two weeks.
- Thank you to all of those who volunteered at the Breast Cancer Awareness Event and the Community Day at the Presbyterian Church.
- The Lansdowne Borough Council is currently working on our budget. Over the next two months, Council and committees will continue to develop the budget for next year. All residents are invited to Finance/Administration and Committee meetings to provide public comment on the budget. There will be a Special Meeting on November 30th to discuss the final budget with the community and receive public comment before we vote in December.
 - Our goal for next year's budget is to retain the excellent services in Lansdowne in our Sanitation department and Police Department, increase investment in operations and continue with investment in projects to continue the economic development and improvements in quality-of-life issues for all residents in Lansdowne Borough.
 - Through fiscal oversight and planning, Lansdowne Borough Council is working to enact no tax increases for the third year in a row.
- We want to congratulate and thank Minas for playing a community Concert focusing on the Beatles in Bossa Album that has been nominated for a Grammy. The concert will be on October 22nd from 2:00-3:15 at the 20th Century Club. Space is limited to 140 seats. Sign up while you can.
- All residents who are interested in serving on a Board or Commission are encouraged to sign up on the Borough website. Currently, we have openings on the Parks and Recreation Board, Planning Commission, Zoning Hearing Board, and the Arts Board.

- Councilmember Kellie Bowker will be resigning from Council, due to personal and professional obligations. At next council, we will accept Councilmember Bowker's letter. Council will solicit resumes and letters of interest for any interested parties for Council to appoint a Councilmember until the next election.

Committee Reports

Public Health and Safety

- The signage for the bike lanes went in and tickets will start being issued on October 16th.
- The crossing guard moved from the library to Stewart and Union.
- The Cops grant and another grant we applied for we unfortunately did not get; however, we did receive a \$50,000 grant to go towards to accreditation. There is also one other grant that the Chief just submitted.
- The Chief met with the Lansdowne Business Association to discuss several issues in our community such as crime prevention.
- Two residents offered ideas having to do with speeding by getting more speed limit signs.
- Delaware County is still in yellow for COVID-19.
- We are looking to have a discussion with the high school as a council to get a resource officer to assist with the issues that continually come up that take time and effort from our police officers.
- It is National Pedestrian Safety month this month.

Finance & Administration

- The pension was at 12 million but is now down to nine million due to the drops of the stock market. We will just have to keep an eye on it to see where it ends at the end of the year.
- The new positions were brought up in discussion and how they would fit into the budget for the next few years.
- The general fund was also discussed, and one resolution to maintain a fund balance of 17 to 20 percent.

Economic Development

- At the meeting President Hover discussed with the LEDC the possibility of extending the contract work so they have an operational 501(c)(3) to do a lot of artistic and cultural events.
- There was talk to upgrade crosswalks throughout the community and plan for a park near the high school.
- At this point there are no recommendations on any of the CBG grants. Currently we are just collecting ideas before moving forward. We also must look at the map to see where we should use that money.
- We had a report from code enforcement concerning the building permits in town as well as the different property maintenance violations and permits throughout the town. In September there were 55 property maintenance violations; 20 rental units inspections; 11 Use and Occupancy; 34 permits for project value of 0-10000; eight permits 10000-50000; one permit for project value over 50000; 27 tickets.

- At this point the project for Gateway Slope is mostly closed. The last things that need to be done is the area that we are going to mount the plaque on.
- The highlighted businesses in our community are Camellia Coffee, Kia's Bakery and Sweet Gardenia. Sweet Gardenia will be coming in November to present.
- LEDC – Updates – Bit of the Arts, Arts on the Avenue
- Historic Lansdowne Theatre Corporation – Financials, request for use of Highland Avenue Lot
- Comprehensive Plan – tabled for next meeting
- LBPA: Mayor Byrne report for meeting with chief and LBPA
- Assistant Borough Manager position

Environment

- We need to coordinate with Dandelion Digital to promote the naming contest for the McKinley Tot Lot.
- The comprehensive planning is discussing the climate action plan.
- Joe Grubb is the new parks and recreation chair.

Community Relations

- Two guests came in. The first group were two women who do volunteer work from the Scott Arboretum in Swarthmore. They are going to be doing a tour of Lansdowne Gardens in May. There will be tickets for anyone in the community who would like to join.
- We talked about doing a small volunteer recognition for the members of the boards and commissions. There were many who served during covid.
- All the tickets for the Minas concert have been sold. The weather looks like it is going to be nice, so there will be spaces by the patio. Everyone should bring a chair.
- The library meeting was last night. They are happy about the amount that has been taken off their list for maintenance.
- The Lansdowne Arts Board would like to do a series of holiday readings that they have done in the past this December.

Infrastructure and Public Works

- The projects are all moving along in schedule.
- We did get results from the RFP. There was only one response and will reissue the recycling materials RFP.
- The EAC is working to develop a recycling plan.
- We have plenty of capacity to increase the amount of collection for yard waste. We encourage participation. It is the environmentally correct thing to do!
- The Borough will be submitting grant applications to continue sewer improvements.
- All the MS4 reporting has been submitted. A pollution reduction plan is part of this reporting and removing sediment from the sewer system is a key component.
- Residents should check for the street sweeping schedule and make sure you are removing your car from off the street on those dates.
- The HARB reviewed the railing possibilities for the 2020 House.
- We are ready to prepare an RFP for the street signs.

- The HARB met with Wawa who was requesting some updates on the facility, such as painting, changing the door, windows, and more space for shelf space.
- The Zoning Hearing Board met and declined the Presbyterian Church request to divide the Church property with the driveway.

Diversity and Inclusion

- We will be talking about this in Old Business.

Communications

There are no communications.

Old Business

HLTC Construction Staging Easement

- The Historic Lansdowne Theatre Corporation requests that the Borough of Lansdowne grant permission for usage of a portion of the Highland Avenue Lot, a portion of the fire company property and the lot on the south side of the theatre.
- We are currently working on creating a ballpark number of what to charge them for the usage of the lot. This will be discussed at the next Business Meeting.

Diversity Equity Inclusion

- There will be an assessment of the boards and commissions to assess how the appointments, recruitment, population, and outreach happens on a broad scale for all those groups. This is a way to see how these hits on the goals of the DEI.

2023 Budget

- There are not any significant changes other than the Cops grant being denied.

Picture Set-Website

- The webpage is in the process of being re-organized. One idea is to add photographs of the town to make it more dynamic. We are looking for high resolution photographs from professional photographers from either residents or we are looking to hire photographers.

New Business

Trunk-Treat

- Today's Child would like to have their annual trunk-treat event at the Today's Child Learning Center on October 31st from 10:00 a.m. to 12:00 p.m.

LEDC Supplemental Support

- The Economic Development Committee was encouraged to recommend an additional appropriation to the LEDC in the amount of \$3,500.

Domestic Violence Awareness Month

- October is Domestic Violence Awareness month. There was an increase in domestic violence during the pandemic. It is important that we recognize this.

Decriminalization of Marijuana

- This was brought to public health and safety as a conversation that President Hover initiated. Our state of our current affairs states that marijuana use has been on a trend to be legalized by other communities. We are looking to have small amounts legalized and serve small tickets instead of incarceration.

Traffic Study - April 2023-6 month post traffic change to Scottdale Road

- Mayor Byrne presented a plan to review how the traffic changes on Scottdale Road. In six months, we are going to complete a post traffic study.

WPSD School Resources Officer

- A resource officer would be servicing Penn Wood High School. This would keep the students safe while in school and alleviate any stress on our police officers that must respond to any issues that take place at school. This is a discussion that should be started between the borough and the school district.

Financial Policy Resolution

- Vice President Naji-Taylor suggested that it might be a good idea to have a resolution in place to make sure that the fund balance does not go over the recommendation. Donna Lang recommended that it be between 17 to 20 percent. Council can use this a guide moving forward.

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

- There were no public comments this evening.

Vice President Naji-Taylor motioned to move into the Action Items. Seconded: Ms. James Vote: Unanimous

Action Items

1. Ms. James motioned to authorize payment of bills for the period. Seconded: Vice President Naji-Taylor Vote: Unanimous
2. Vice President Naji-Taylor motioned to advertise ordinance 2022-0x to dissolve the Board of Health. Seconded: Ms. James Vote: Unanimous
3. Ms. Bowker motioned to adopt Resolution 2022-41 in recognition of Domestic Violence Awareness Month. Seconded: Ms. James Vote: Unanimous
4. Vice President Naji-Taylor motioned to approve use of the municipal lot for Today's Child Care on October 31st, 2022, from 10:00 a.m. to 12:00 p.m. Seconded: Ms. James Vote: Unanimous
5. Vice President Naji-Taylor motioned to approve \$1,000 bonus for full time employee and a prorated bonus for part time employee. Seconded: Ms. James Vote: Unanimous

6. Ms. Young motioned to reject bids and rebid for recycling material handling services. Seconded: Ms. James Vote: Unanimous
7. President Hover motioned to appropriate \$3,500 to reduce losses of LEDC due to cancellation of the arts Festival. Seconded: Ms. James Vote: Unanimous
8. Vice President Naji-Taylor motioned to advertise ordinances to decriminalize low level possession of marijuana. the Seconded: Ms. James Seconded: Unanimous
9. Vice President Naji-Taylor motioned to construct letter to William Penn School District to discuss a resource officer. Seconded: Ms. James Vote: Unanimous
10. Vice President Naji-Taylor motioned to approve a traffic study in April 2023 six-month post traffic change of direction to Scottdale Road. Seconded: Ms. James Vote: Unanimous

Executive Session Vice President Naji-Taylor motioned to adjourn to Executive Session at 9:00 p.m. Seconded: Ms. James Vote: Unanimous

Ms. James motioned to move back into regular session. Seconded: Ms. Young Vote: Unanimous

Adjournment Vice President Naji-Taylor motioned to adjourn the meeting at 9:30 p.m. Seconded: Ms. James Vote: Unanimous

Respectfully Submitted,

Hannah Pavlo

Borough Secretary