

## **Lansdowne Borough Council**

### **BUSINESS MEETING**

**March 3, 2021**

### **APPROVED MINUTES**

The Lansdowne Borough Council Business Meeting was held virtually on Wednesday, March 3, 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. Also present: Mayor Campuzano, Borough Manager Totaro, Borough Solicitor Scott, Borough Secretary Henry, Borough Engineer Matson and Police Chief Rutherford.

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

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

**Approval of Minutes:** Mr. Holt moved to approve the minutes of the February 3, 2021 Business meeting. 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. Annual audit continues and expected to conclude end of March, 2021.
2. Met with design group to kick off the Veterans Park/Highland Avenue lot design work. More information to follow.
3. Continues to work on the LEDC agreement.
4. Met with surrounding municipalities to kick off the TCDI.
5. Potholes are being repaired via cold patching starting today.

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

#### **February 2021 Police Report:**

1047 responses to incidents  
25 false hold up or burglar alarms  
27 motor vehicle accidents  
18 adults arrested for a variety of infractions  
3 juveniles arrested for disorderly conduct and released that evening  
203 parking tickets issued  
73 traffic tickets for motor vehicle violations  
18 non traffic citations  
38 domestic calls for service with police response

Chief Rutherford mentioned receiving resident complaints regarding checks they never received. Postal inspectors reported there is fraud with checks being washed, rewritten, etc. Chief Rutherford asked residents to check all bank accounts for any discrepancies.

The price for the body cameras has been lowered to \$40,380 for five years. The old quote was \$54,080. The order was submitted February 26, 2021, is being processed and receipt is expected in 90 days.

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

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

1. A preconstruction meeting will be held on March 16 at 1 PM instead of the original time of 10 AM for the Gateway Slope project.
2. Major sanitary sewer construction is underway. Completed areas include Pennock, Union, W. Stratford, Winderemere and Bryn Mawr. Work is on schedule for completion within original time frame.
3. Bids are being received for the properties and building maintenance contract. Mr. Matson hopes to have a contractor on board soon to help maintain the borough facilities.

Mr. Matson submitted his written report on the aforementioned. President Hover asked the status of paving on Lansdowne Avenue and the crosswalk project. Mr. Matson noted paving will resume once winter is over. Several project managers are involved with submittals and the project is being supported by a grant. Planning time frame has to be tight as once project begins it has to be done correctly and quickly.

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

1. He and Chief Rutherford have put up the new “slow down” signs on Marshall, Owen and Scottdale. The Chief will monitor and put in other locations as needed. Positive feedback has been received on the borough's Facebook page.
2. At the next Public Safety Committee the Mayor will discuss purchasing a new ladder truck. Mike Boyce, Fire Company President, provided information that the Mayor will share at the next Committee meeting.
3. The Mayor asked Borough Council's opinion on holding the annual Town Wide Yard Sale regardless of the pandemic. Due to its nature, sufficient distancing is already in place and there are no large crowds at any one location. Masks will still be worn. Proposed timing is for May. No objections were raised by Council, the safety issues had already been discussed at the last Community Relations Committee meeting and President Hover gave the go ahead.
4. The Mayor is asking East Lansdowne Mayor Dukes to partner with Lansdowne for an electronics collection event. Cost is \$3,000, with a \$30 charge for TVs. Mayor Campuzano will not hold the event unless East Lansdowne can help with the cost.
5. The Mayor urged residents to continue wearing masks and get the vaccine.

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

1. He attended the Zoning Hearing Board meeting last week regarding the Plumstead Avenue property. The development was unanimously approved. Previous concerns about its use were

unfounded and the Zoning Hearing Board will write the variance restricting certain uses of the property.

2. Discussions continue regarding the LEDC contract. Contract is expected for a vote by the next Council meeting.
3. President Hover was unable to attend a recent William Penn School District event due to scheduling issues. A meeting is scheduled for March 8, 4:30 p.m. to discuss the borough's role in more detail.
4. There is ongoing commitment to do the borough marketing strategy to promote the borough's many assets.
5. There is ongoing commitment for the Landing and Veterans Park improvements as well as the parking lot repairs.
6. President Hover mentioned a natural planting project currently undertaken in Pittsburgh, PA and felt the borough could do a similar project around Arbor Day. The proposal is for planting 100 redbud trees throughout the borough and would there be any objections to soliciting contributions from private and business entities. Mr. Holt asked if this would be run through the Shade Tree Commission and if there would be potential problems with trees pushing up the sidewalks. President Hover noted that redbud trees are appropriate and native to Pennsylvania, providing habitats for birds, pollination for bees and lots of color throughout the borough. There are no sidewalk upheaval issues with these types of trees and the plan involves 100 trees being planted mostly in borough parks. The idea will be discussed in the appropriate Boards and Commissions before any decision is made.
7. A food drive event will be held on March 20, 10 AM-2 PM in the Highland Avenue lot.
8. Earth Day is on April 10 and there will be a Hoffman Park cleanup on the same day.
9. The Lansdowne Arts Board will be soliciting art for the scene streets show on April 10.
10. March 20 – flag raising event for St. Patrick's Day.
11. In honor of Women's History Month, residents are encouraged to submit entries celebrating the power of women in Lansdowne.

The Mayor commented that the owner of the Burger Bank on Lansdowne Avenue questioned whether the tree in front of the business could be removed with smaller trees replacing it. Ms. English commented it had been discussed at the last Environment Committee meeting but she has not heard back from the Shade Tree Commission. Borough code stipulates that no trees should be on a driveway. Ms. English commented that the new trees would be moved 5 feet from the driveway and it should not stop the business from opening. A resolution will be enacted within 30 days.

The Mayor asked if there had been any resolution of the misprinted sewer tax bills. President Hover will be meeting with the Tax Collector later this week. A statement and process will be sent to residents to address the billing process error.

### **Old Business:**

1. **Senior Community Services** – Thank you letter received for the borough's annual contribution of \$2,300 to support activities the SCS provides to seniors. In 2020 over 100 residents were served with healthy meals and activities. Meals are also available to inbound residents and SCS is creating ideas to better serve seniors and how to reopen safely in the near future.

**New Business:**

1. **HLTC Petition** –This is a response to the resolution regarding land development and the HLTC. They wish to keep the original plan and had concerns over the changes that would require moving the seepage basin near driveway. Ms. English commented that while not experts in this field, Borough Council chose the best plan to resolve the drainage issue that has been problematic for many years and no changes should be made. Ms. Byrne questioned the rationale for having the new tank site. Mr. Matson commented he did not agree with certain items and the tank was moved due to being in a better area where there is a better understanding of the underground soil conditions. An easement would have restricted the parcel so it was relocated to a site that would not have the potential for re-use in the future. Before any action is taken, Mr. Matson will review the plan and meet with technicians to go over the numbers, noting that these engineers did not have any objections to the new placement.

President Hover indicated the next steps are to hold a meeting with himself, the Mayor, Mr. Totaro and Mr. Scott to discuss the next steps of the seepage bed and moving forward with the entire project. Mr. Schleigh asked if there would be a review by the engineers, to which Mr. Matson replied “yes”. After further discussion, there arrived a consensus to move forward with the plan.

2. **Comprehensive Plan** - Mr. Totaro indicated this was an introductory item from the staff’s perspective on the various projects that have started in terms of construction, etc. Mr. Totaro indicated recent additions were made to the Plan such as the creation of an Environment Advisory Council. There is also a 2005 Comprehensive Plan that has been updated twice and it is time to work up a new plan to take the borough into the next 10 years. The RFP would be created to address the different items desired by the borough. Mayor Campuzano will meet with the consultants in the next 60 to 90 days in this regard and the plan can move forward by mid-summer. Mr. Scott added that according to municipal code, the borough has to do a new study every ten years.
3. **Stratford Avenue surface restoration** – Mr. Matson commented that within the sewer project some unforeseen problems occurred during the line installation on Stratford Avenue. The contractor is contractually bound to perform trench restoration alone but it was determined during construction that the street was not in good shape and its subsurface started to fall apart. Mr. Matson asked for a change order for a half lane restoration with one portion asphalt and one portion concrete, with full asphalt replacement of those areas that are all concrete. Mr. Matson recommended repaving ½ lane up the street for \$71,600. Another portion of Windermere was analyzed, with a recommendation to do a half lane restoration and move forward to create a cap on Windermere. Mayor Campuzano noted there may be some resident concerns about the appearance of a half paved street. Mr. Totaro is looking into costs for having the entire street paved. Mr. Matson noted that the whole street could have been done if no other projects were underway and this is more of a “need to make a decision quickly”. The Infrastructure Committee had discussed the problem but had no recommendations due to not having enough information. Mr. Schleigh added that all representation was accurate. The Sewer Fund will support this project of \$140,000 from the \$600,000 grant funds. The long term of the borough is to replace all the cement streets with asphalt. Ms. English added that a half street restoration is not unsafe and having an odd appearance was not a justification for fully paving it and she

supported Mr. Matson's recommendation. Mr. Schleigh questioned if repairs would be needed sooner rather than later in a worst case scenario. Mr. Matson indicated there would be no undue hardship and there arrived a consensus to approve a change order for a half lane street repair.

4. **Women's History Month Resolution** – President Hover commented this is a resolution to honor Lansdowne women who worked to make the borough great. He encouraged submitting names of any women who have contributed to the borough's growth.

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

**Visitors:** No visitor comment given.

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

**Action Items:**

1. Ms. James moved to authorize payment of bills for the period. Ms. English seconded. Vote: unanimous.
2. Mr. Schleigh moved to authorize change order for Stratford Avenue for a half mill and overlay. Ms. English seconded. Vote: unanimous.
3. Ms. Byrne moved to adopt Women's History Month resolution. Ms. Naji-Taylor seconded. Vote: unanimous.

**Executive Session** - Ms. Byrne moved to adjourn to executive session at 8:16 p.m. to discuss litigation and personnel issues. Ms. English 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 8:36 p.m.

Respectfully submitted,

Barbara Ann Henry  
Borough Secretary