

**Lansdowne Borough Council
General Meeting**

May 20, 2020

APPROVED MINUTES

The Lansdowne Borough Council General Meeting was held remotely via teleconference/video on Wednesday, May 20, 2020, at 7:00 p.m.

Mayor Campuzano led the meeting with the Pledge of Allegiance.

Council members present: President Hover, Ms. Byrne, Ms. English, Ms. James, Mr. Schleigh and Ms. Taylor. Absent: Councilman Holt and Fire Company Representative. Also present: Borough Manager Totaro, Borough Secretary Henry, Borough Solicitor Scott, Chief Donegan and Borough Engineer Matson.

Approval of agenda: Ms. Taylor to approve the agenda. Ms. Byrne added one item under New Business re: Farmers Market barricades request. Ms. James seconded. Vote: unanimous.

Approval of Minutes: Ms. Byrne moved to approve the April 15, 2020 General Meeting minutes. Ms. James seconded. Vote: unanimous.

Announcements and Presentations: The Mayor had no announcements or presentations.

Treasurer's Report – Mr. Totaro submitted the Treasurer's report ending April 30, 20*20 as follows:

General Fund: beginning balance - \$793,851; ending balance \$4,051,791.

Sewer Fund: beginning balance - \$1,192,271; ending balance \$2,030,052.

Liquid Fuels Fund: beginning balance - \$789,699; ending balance \$1,061,647.

Non-Uniform Pension Fund: beginning balance - \$3,549,495; ending balance \$3,158,084.

Police Pension Fund: beginning balance - \$10,301,696; ending balance \$8,718,492.

The Mayor asked how these figures compare to last year's amounts. Mr. Totaro commented it was difficult to answer for all funds but in April there will be a drop in fees such as building permits, property transfer taxes and the like. The pension funds show significant losses but the remaining funds are comparable to last year.

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

Police Chief's Report – Chief Donegan had no formal report.

Mayor's Report – The Mayor reported that he had been in conversations with Chief Donegan about how the borough has responded during the pandemic. He reported that overall the town

has responded well. The Mayor thanked Chief Donegan and the police force for continuing to do a great job. The Fire Chief reported that all is going smoothly on their end and they are continuing to do shift work.

The Mayor reported that a food drive was held this past Saturday and thanked Mr. Hover and all the residents who participated.

There will be a town drive through today to congratulate the Penn Wood graduates. The Mayor thanked Mr. Hover and Chief Donegan for coordinating the caravan of cars. The Mayor also thanked School Board Director Jennifer Hoff for initiating the effort. He will hang a congratulatory banner in a few days. The census sign has been rehung at Borough Green.

President's Report – President Hover asked for a moment of silence for all who have been affected by or died from COVID-19. The pandemic stay at home order has now been in effect for 68 days. President Hover thanked the Mayor, Borough Council members, borough employees and all the volunteers who have worked to make Lansdowne a great place to live, especially during a crisis.

President Hover shared in the Mayor's gratitude for Penn Wood graduating students. He mentioned that the borough is thinking about them and their future and wished them every success.

President Hover thanked all in the community, especially the Mayor, for coordinating the food drive. Three trucks were filled and President Hover encouraged all who need it to take advantage of the food distribution. The next food drive is scheduled for June 20 from 10 AM to Noon, in the Highland Avenue parking lot.

President Hover reminded residents that Lansdowne is still in Stage Red of the virus and how important it is to follow the regulations. President Hover also mentioned that a lot of false information has been published about the virus and one newspaper article claimed the borough had the highest number of cases in Delaware County. President Hover stated this "is absolutely not true" and given the varying areas of the 19050 zip code, it was difficult to pin down the exact location of cases. President Hover mentioned that residents could now go outside and enjoy walks in the borough's parks and walkways but to still practice safety measures.

President Hover commented that the census deadline has been extended. Also, residents have until May 26 to request mail in ballots for the primary election, noting there have been some voting location changes for some precincts.

Committee Reports:

Public Health and Safety – Ms. Taylor reported on some COVID 19 information. She mentioned there is no problem with residents doing outside exercise but masks should be worn at all times. Lansdowne's case numbers are steady and Delaware County on the whole is holding steady while other municipalities are seeing a decrease in case numbers. Ms. Taylor reminded residents to be vigilant, cautious but not anxious and to practice the standard health measures of washing hands and wearing masks.

Finance & Administration & Codes – Ms. James reported the Finance Committee met earlier this month and met with the PNC group regarding the pension funds. The group predicted that the funds should recover some time next year from the current losses. Also, when businesses start to reopen, financial matters will be a bit steadier. The Committee also discussed the status

of the Earned Income Tax (“EIT”) and how to retrieve some of this lost revenue due to people now working from home. There were also discussions on FEMA stimulus money and hopefully more information will be available next month. Ms. James commented that some projects are currently on hold, such as the crosswalk, Reservoir Park project, etc.

Economic Development – President Hover reported that last week’s meeting had a light agenda. The committee spoke briefly about the LEDC agreement and the Farmers Market contract.

Community Relations – Ms. Byrne reported her Committee met on May 12. The main topics of conversation included the effects of the virus on local organizations and several events being cancelled. The School Board plans to continue distance learning in the fall. The Lansdowne Business and Professional Association are working hard to have businesses apply for grants and any pandemic assistance for which they are eligible. They are also preparing them for re-opening when new regulations are in place, as the borough moves from the Red Stage to the Yellow Stage. The Lansdowne Library has been doing a lot of programming on line. The Lansdowne Arts Board is also working on their virtual information.

Ms. Byrne added that a representative from the Census Bureau joined the meeting, indicating that Lansdowne now is performing well but there is some struggling in the northeast part of town. The Bureau is reaching out to this area. The Bureau will have lawn signs available to put in heavily trafficked areas.

Ms. Byrne added that the LEDC is requesting four additional barricades to allow social distancing room.

Infrastructure – Mr. Totaro reported in Mr. Holt’s absence. There was a conflict with Aqua Water along Windermere Avenue and the borough and Aqua will work with the contractor. A competitive price of \$15,000 was secured for unexpected expenses with Aqua and Mr. Totaro indicated the borough should get most of that money back. There was a sewage blockage on Berkley Avenue further west and related issues are now more frequent due to more people being home. This situation has been managed. Two unexpected excavations are scheduled in the next few weeks. Mr. Totaro is still looking for the most opportune time to release bidding on some borough projects.

Environment – Ms. English had no formal report, indicating she was on line but having communication problems.

Communications:

1. Mr. Chenowith of the St. Philomena’s Food Cupboard thanked the Mayor and Borough Council for hosting the last food drive event.

2. Food is available at the Interfaith Food Cupboard via the William Penn School District. Call ahead (610-622-0800 extension 4) to make an appointment for pickup on Monday and Wednesday afternoons. There is no income requirement but proof of address is required that indicates residence within the William Penn School District. The Grab and Go lunch program for school age children is still ongoing at the Lansdowne Presbyterian Church. Participants do not have to be students but must be school age. President Hover noted he will be put more information on the web site in this regard.

Old Business: - No items.

New Business –

1. **Web Site Pictures and Profiles** – President Hover requested that Council members submit a recent picture and profile for the web site.
2. **Memorial Day Wreath** – The Memorial Day Parade has been cancelled but the American Legion Post 65 will lay wreaths at the Penn Wood High School memorial and Veterans Park sites. Cost for two wreaths is \$200.
3. **Farmers Market barricades request** – Ms. Byrne opened the discussion. The Farmers Market is moving to the back lot and is requesting four more barricades to help with social distancing regulations. The Owen Avenue entrance and top portion of the bottom lot will be blocked will be blocked off for crowd control. President Hover asked if there had been any discussion of the barricades in their agreement. Mr. Totaro indicated that issue had not been raised but since they have them for most of the year and it is borough property, ideally they should have their own barricades. He suggested giving them two barriers for now and then sell them for a nominal amount.

Mr. Scott commented that the borough cannot dispose of its property without first advertising for sale to highest bidder unless the value is below \$1,000. Anything below that amount requires a resolution stating who is receiving them and the sale price. Some compensation should be suggested, even if nominal. After further discussion, President Hover indicated the Economic Development Committee will discuss and bring recommendations to Borough Council. He and Mr. Scott will also discuss the legalities involved. The general consensus among Borough Council was to loan them for this season only due to the current unusual circumstances.

Visitor Comment: Ms. English moved to suspend Roberts Rules of Order to hear visitor comment. Ms. Taylor seconded. Vote: unanimous.

Visitors: there was no visitor comment per confirmation from Mr. Totaro.

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

Action Items:

1. Ms. James moves to pay the bills for the period. Ms. Byrne seconded. Vote: unanimous.
2. Ms. James moved to adopt Resolution 2020-12 re: signalization at Marshall Road.
Discussion: Borough Engineer Matson commented that a series of improvements are being performed at this last connected intersection going into Upper Darby. Penn Dot wants to improve it with ADA compliance ramps and new mast arms. There is no problem with the mast arm design, just the aesthetics. Ms. Byrne seconded. Vote: unanimous.
3. Ms. Byrne moved to purchase two Memorial Day wreaths for up to \$200. Mr. Hover seconded. Vote: unanimous.

Executive Session – Ms. Byrne moved to adjourn to Executive Session at 8:00 p.m. to discuss personnel issues. Ms. English seconded. Vote: unanimous.

Public Session – No motions were made upon reconvening to Public Session at 8:07 p.m.

Adjourn – Ms. Byrne moved to adjourn the meeting. Ms. English seconded. Vote: unanimous. The meeting adjourned at 8:08 p.m.

Respectfully submitted,

Barbara Ann Henry
Borough Secretary