

**Lansdowne Borough Council
General Meeting**

June 16, 2021

APPROVED MINUTES

The Lansdowne Borough Council held a virtual General Meeting on Wednesday, June 16, 2021 at 7:00 p.m.

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

Council members present: President Hover, Vice President Byrne, Mr. Holt, Ms. Naji-Taylor, Mr. Schleigh and Jr. Council Member Lartey. Absent: Councilwoman English, Councilwoman James, Fire Co. representative. Also in attendance: Mayor Campuzano, Borough Manager Totaro, Borough Solicitor Scott, Borough Secretary Henry, Police Chief Rutherford, Borough Engineer Matson.

Approval of agenda: Mr. Holt moved to approve the agenda. Ms. Byrne seconded. Vote: unanimous.

Approval of Minutes: No minutes for approval.

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

Treasurer's Report: Mr. Totaro read the Treasurer's Report ended May 31, 2021 as follows:

General Fund beginning balance -	\$ 1,456,526; ending balance \$ 4,640,580
Sewer Fund beginning balance -	\$ 984,174; ending balance \$ 1,364,225
Liquid Fuels Fund beginning balance -	\$ 980,408; ending balance \$ 1,223,441
Non-Uniform Police Pension beginning balance -	\$ 3,988,380; ending balance \$ 4,356,537
Police Pension Fund beginning balance -	\$11,148,458; ending balance \$11,624,524

Solicitor's Report – Mr. Scott reported the borough had closed on the acquisition of the parcel driveway between the Theater and Crispy Chicken. This now allows the Highland Avenue lot to be connected to Lansdowne Avenue.

Mayor's Report – The Mayor reported as follows:

- Shredding event to be held this Saturday.
- Will be attending the ribbon cutting for Simpson Gardens II. The new building has 41 units, a library, fitness room and a place for worship.
- Pastor Nancy Timothy of the First Presbyterian Church is retiring after 19 years as pastor. The Mayor will present her with a proclamation at her retirement event next Sunday.
- The Union Athletic Association (UAA) has disbanded and the Mayor thanked all past and present members for providing great memories for the borough.
- The Mayor thanked American Legion Post 65 for their Memorial Day remembrance.
- Police body cams arrived on June 7. The Project Manager will be providing set up and training.

- Eight of nine applicants have passed the police physical agility test. Oral exams will be conducted today. Investigation background checks begin next week.
- A new K9 vehicle has been purchased with all service maintenance completed. The Mayor thanked officer McGowan for helping to offset the cost by soliciting donations.

Fire Company Report – The Mayor recently spoke with Fire Chief Russell, who will be providing the specs for a new ladder truck. Due to rising steel costs, the Chief would like to complete the process as soon as possible. The Chief is willing to attend the Borough Council and Public Safety Committee meetings to answer any questions.

President's Report – President Hover reported as follows:

- Borough Council meetings are now being conducted publicly in Borough Hall.
- President Hover thanked the American Legion Post 65 for their ceremony and procuring the Hometown Heroes banners.
- President Hover thanked Rep. Mary Gay Scanlon and Rep. Malcolm Kenyatta for attending the LBGTQIA+ flag raising at borough green.
- June 5 – Reservoir Park opens.
- Met with CGI Video to discuss strategies for moving forward with a progressive marketing initiative to a larger real estate market.
- who Moving to in person mtgs. now.
- Interboro Park cleanup is being held tomorrow at 10 a.m.
- June 19 – Electronics and Shredding event.
- June 19 – Juneteenth flag raising.
- June 26 – Pride Parade.

Committee Reports:

Public Health and Safety – Ms. Naji-Taylor reported on topics discussed at the last Committee meeting:

- Body cams.
- Policy for updating body cam policy. Chief Rutherford had some ideas for making the update process easier and moving it on line.
- Hiring of full time officers.
- Board of Health initiative with the County is moving forward.
- Budget for 2022. Fire Chief Russell and Police Chief Rutherford will have information for the next Finance Committee meeting.
- Mural at Penn Wood High School proposal will be brought to Borough Council for consideration.

Finance and Administration – Ms. Naji-Taylor reported in Ms. James' absence that the budget was discussed and all Committees are to submit their budgetary requests for next year.

Economic Development - President Hover reported the Committee met on June 9, 6 p.m. Topics for discussion as follows:

- Lansdowne Arts and Cultural Council.
- Lansdowne Arts Board revisions for arts and culture in the borough with the possibility of the Union Athletic Association (UAA) taking over some events.
- Community Development Block Grant (CDBG) updates and the application process for state funding. Lansdowne Economic Development Corporation (LEDC) reports that several new businesses are opening in the downtown district.
- Zoning Hearing Board update.
- Codes, banners and the Comprehensive Plan. An Ad Hoc committee will be formed to create a new Comprehensive Plan and candidates will be interviewed.
- Changes to the Landing Board. The Board will be dissolved and the pilot plan will soon become a permanent one.
- Mural partnership with the William Penn School District (WPSD).
- Juneteenth budget and planning.

Environment, Parks and Recreation – Mr. Hover reported in Ms. English’s absence as follows:

- Accepted the resignation of Michael Mills, current Chair of the Park and Rec Board.
- Flyers were sent to the McKinley Avenue residents regarding the upcoming June 28 virtual meeting to take any questions.

Library Board Liaison: The library will be reopening on July 6 provided the air conditioning is functioning.

Community Relations Committee - Ms. Byrne reported her committee met on June 1. Topics of discussion as follows:

- WPSD seniors will be graduating in an open ceremony this Friday.
- Penn Wood High School recently held a Covid 19 vaccination clinic for ages 12 and up.
- The July 4 parade will be held with a rain date of July 3. There will be no fireworks or field activities this year. New car magnets were purchased to identify the Borough Council President and Grand Marshall riding cars. The Grand Marshall this year will be the Lansdowne Business and Professional Association (LBPA).
- A Pride celebration will be held at The Landing on June 26 with snacks and music.

The next Community Relations Committee meeting will be held on July 6 at 6:30 p.m.

Infrastructure and Public Works – Mr. Schleigh reported that his Committee met on the last Monday of the month. All relevant action items for tonight’s meeting were previously discussed at this meeting. Monitoring continues regarding sewers, road paving and the crosswalk at the Farmers Market. Bids are going out for next year’s project with a request for ADA curb cutouts at Midway Avenue as an option.

Technology – Mr. Holt reported that holding hybrid Borough Council meetings at the present time was discussed at the last Committee meeting. The social media policy will soon be ready for approval. The mapping of the town taking place will include manholes and trouble spots for first consideration.

Communications: CDBG grant for \$30,900 was received for solar tables and outdoor work spaces at the Library and Hayes Park.

Old Business:

1. **Park Permitting** – Mr. Totaro opened the discussion regarding opening park facilities, the tennis and basketball courts and permits for the Landing and Hoffman Park. There is also a request from the Pettiway Foundation to use the Landing for a rent free July 22 event. The two main issues of concern are reopening the facilities and requiring permits for Hoffman Park. Opinion was divided among Council members on whether to follow the Park and Rec Board's recommendation to open the facilities and Hoffman Park. The Board's recommendation to open was based on acceptable Covid 19 numbers at that time. President Hover asked if the borough can impose more stringent rules for the public. Mr. Scott indicated it could. After further discussion it was decided to have an in person meeting with the Parks and Rec Board for a resolution.
2. **Treasurer** – President Hover commented that the current person will soon be retiring and how does Borough Council want to define the role going forward. Mr. Totaro indicated some of the necessary requirements for the position: (1) good working knowledge of QuickBooks; (2) journal entries; (3) monthly reconciliations of all funds; (4) administrative support for the year-end audit; (5) working closely with Borough Manager in developing reports and managing the financials. Mr. Scott noted the borough code language is very broad on the definition of a Borough Treasurer. Mr. Schleigh and Mr. Holt felt it was imperative to have two people oversee the financials as a check and balance system for possible malfeasance. President Hover asked Mr. Totaro to further refine what he needs for this position and if any change in compensation would be necessary. Several candidates have already been interviewed but no hiring decision will be made until the role is further defined.
3. **Lansdowne Arts and Cultural Council** – President Hover opened the discussion about rethinking what the borough needs as an arts community, how to boost support for this vision and more closely align its role based on how other municipalities have defined the role. The question arose as to whether Lansdowne wants to operate with a separate Arts Council Board of Directors or continue to have the Lansdowne Arts Board provide reshaping and revision of the goal. Mr. Holt commented that it was necessary to first have a cohesive defined vision of the arts. Mayor Campuzano asked if any thought had been given for hiring a person in charge. President Hover noted that Media Borough pays a representative \$30,000 through their Board of Directors, who also handle the hiring process. An independent entity pays the salary, not the borough. After further discussion there arrived a consensus to table this discussion.
4. **Landing Board** - President Hover commented this had been discussed at the last Economic Development Committee meeting. The intent is to move the pilot program into a permanent space at the Landing. The Committee recommended dissolving the Landing Board and having the same permitting process as the parks. Mr. Holt felt that a commemoration event should be

held to honor those who first started the pilot program. The Mayor asked if the Landing Board was aware of these changes. President Hover commented he had not yet met with them but likes the commemoration idea. He sees this not as an ending but an evolution into a permanent fixture in the downtown business district.

5. **Event Budgets** – President Hover commented the budget was discussed for the Juneteenth and June 26th events. Juneteenth cost is around \$200 but not all of it is expected to be spent and there will be more items for sale at next year’s event. The Pride event budget was \$400. Ms. Byrne commented that \$150 was used for the music and another \$100 for drinks and snacks.
6. **24 West Stewart** – Mr. Scott opened the discussion indicating that the operator of the facility, attorney Michael Maddren, had submitted a formal request for Reasonable Accommodation filed pursuant to the Federal Fair Housing Amendments Act of 1988. Mr. Scott indicated that the process for how the Act is reviewed and determined was somewhat unclear and recommended having Mr. Maddren demonstrate to the Zoning Hearing Board why this is a reasonable request.

Mr. Maddren was present to explain the operation of the facility, noting it was **not** a treatment facility but rather a sober living residence. Residents are admitted after intensive in patient treatment and are evicted if testing positive for drugs or alcohol. The house manager tours the house twice a day to insure all are in compliance. The facility receives some funding from the County through the Human Services Department and is certified by the National Alliance of Residences, the PA Alliance of Residences and the Department of Drug and Alcohol Programs. Testing is done at random times every week and house meetings are held once a week. All building codes are adhered to and it is a single gender residence. Mr. Schleigh commented he was familiar with the operation of other similar facilities, noting they work best in a residential area. Ms. Naji-Taylor asked how residents transition out of the facility. Mr. Maddren noted the goal is integration into a community with his assistance. Mr. Scott added the request is currently under review by the County and Borough Planning Commission and the Zoning Hearing Board should not apply the hardship variance. Also, the borough needs to adopt an ordinance that clarifies some issues but Mr. Maddren has the right to personally demonstrate that the residence fits within the borough statute. After further discussion there arrived a consensus to table the matter for further review by the Public Safety Committee.

7. **2021 CDBG** – Previously reported under Communications.
8. **WPSD Black Lives Matter Mural (BLM)** – President Hover opened the discussion wherein WPSD representatives want to construct a BLM mural on Green Avenue between Penn Wood High School and the Administration Building. Issues of maintenance, removal strategy and First Amendment guidelines were discussed. Mr. Scott commented this request has a degree of uniqueness and future requests from other entities might present a problem regarding messaging. However, Green Avenue is borough owned street and decisions as to what can be painted on it are determined by the borough. A street is considered a First Amendment forum for protests but cannot be upheld for painting messages on borough property as an instrument of communication. Ms. Naji-Taylor commented this was not a political matter, only a way of getting students together after a year of Covid isolation.

President Hover read a letter of opposition from Ms. English indicating a multitude of reasons for her objection to the mural. Ms. English commented in the letter that she felt there are better ways to use the money, such as new equipment, books, etc. and the mural might create a divide.

9. **Banners** – This is a request to increase the number of banners to 25 for a cost of \$4,200 for the banners and hardware. The original motion previously passed called for 16 banners.
10. **CGI Video** – President Hover mentioned this is the company’s model as a way to provide an avenue for advertising by other businesses.

New Business:

1. **Green Avenue Mural (WPSD)** – previously discussed under Old Business item 8.
2. **Certificates of Appropriateness (COA)** – President Hover commented that several COAs will be approved tonight, all with the blessing of the Lansdowne Economic Development Corporation (LEDC).

Public Comment: Ms. Byrne moved to Suspend Roberts Rules of Order. Ms. Naji-Taylor seconded. Vote: Unanimous.

Visitors: There was no visitor comment.

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

Mr. Schleigh moved for a brief recess. Mr. Holt seconded. Vote: unanimous. The meeting recessed at 9:00 p.m.

Action Items:

1. Ms. Naji-Taylor moved to authorize payment of bills for the period. Ms. Byrne seconded. Vote: unanimous.
2. Ms. Naji-Taylor moved to accept letter of resignation from Michael Mills from the Park and Recreation Board. Mr. Holt seconded. Vote: unanimous.
3. Ms. Naji-Taylor moved to appoint Joseph Grub to the Park and Recreation Board for a term expiring 6/16/2024. Ms. Byrne seconded. Vote: unanimous.
4. Mr. Hover moved to issue a COA for 26 North Lansdowne Avenue for signage. Ms. Byrne seconded. Vote: unanimous.
5. Mr. Hover moved to issue a COA for 35 South Lansdowne Avenue for new window. Ms. Byrne seconded. Vote: unanimous.
6. Mr. Hover moved to issue a COA for World War One banners. Ms. Byrne seconded. Vote: unanimous.

7. Mr. Hover moved to issue a COA for Welcome to Lansdowne banners. Ms. Byrne seconded. Vote: unanimous.
8. Ms. Naji-Taylor moved to accept the Certified List for Police employment from the Civil Service Commission. Ms. Byrne seconded. Vote: unanimous.
9. Ms. Byrne moved to resume park permitting at The Landing and Hoffman Park pavilion. Ms. Naji-Taylor seconded. Vote: unanimous.
10. Mr. Holt moved to allow the WPSD to install a painted BLM mural on Green Avenue subject to the terms of an agreement. Ms. Byrne seconded. Vote: unanimous.
11. Ms. Byrne moved to purchase up to 25 additional banners for up to \$4,500. Mr. Holt seconded. Vote: unanimous.
12. Ms. Naji-Taylor moved to approve entering into agreement w/CGI (video promotion). Ms. Byrne seconded. Vote: unanimous.

Executive Session – There were no item for Executive Session.

Adjourn – Mr. Holt moved to adjourn the meeting. Ms. Byrne seconded. Vote: unanimous. The meeting adjourned at 9:11 p.m.

Respectfully submitted,

Barbara Ann Henry
Borough Secretary