

Lansdowne Borough Council

BUSINESS MEETING

July 1, 2020

APPROVED MINUTES

The Lansdowne Borough Council Business Meeting was held remotely via teleconference on Wednesday, July 1, 2020, 7:00 p.m. Members present: President Hover, Ms. Byrne, Ms. English, Mr. Holt, Ms. James, Mr. Schleigh and Ms. Taylor. Also present: Mayor Campuzano, Borough Manager Totaro, Borough Solicitor Scott, Borough Secretary Henry, Borough Engineer Matson, and Police Chief Donegan.

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

All Borough Council meetings will be conducted remotely via teleconference call/video until further notice.

Agenda: Ms. Taylor moved to approve the agenda. Mr. Holt seconded. Vote: unanimous.

Minutes: The June 3, 2020 meeting was terminated early in the meeting due to a dangerous weather report. No motion required.

Reports:

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

Borough Manager's Report: Mr. Totaro had no formal report but opened a discussion on what the borough reopening would entail. Mr. Totaro, Chief Donegan, President Hover, Ms. Taylor and Mayor Campuzano met on June 29, 2020 to discuss reopening plans. In about a week to 10 days, it was recommended that park activity centers be opened, the library has a separate track they are following and borough hall is planned to open next week. This opening will focus on managing and turning on parking enforcements. The downstairs lobby will be set up with a customer service area for sale of parking stickers. Ms. James asked if there was another way to obtain parking stickers without going to borough hall. The Chief commented that this was the only current option because strict control of how many are distributed. Parking enforcement will start on July 20. Ms. James asked if parking permits could be obtained another way rather than coming into borough hall, suggesting the borough web site could provide a link for payment. Chief Donegan commented that transactions are not conducted by mail and stickers have to be issued in person to maintain a strict count. Other towns follow the same protocol.

Ms. English commented she was meeting with the Park and Rec Board on July 13 and requested the parks remain closed until this Board gives recommendations. Ms. Taylor noted that a full team softball game was currently in play at Hoffman Park and no one was wearing masks. Ms. English commented that the park permits have not yet been issued and no one has authorization to be there. Ms. English also wanted clarification on safety sign posting and personnel for cleaning and sanitizing park

bathrooms. Mr. Totaro will follow up, adding that the nets were considered, given the distance from people but the current intent is to leave the bathrooms and parks closed. Mr. Scott commented it was the borough's discretion on whether or not to issue fines for park use but the government and State Police are not fining violators. For them it's a staffing and policy issue. Mr. Schleigh asked Mr. Scott if a public health officer could enforce mask wearing in the parks if unmasked people continue to use the parks. Mr. Scott affirmed it could be done. President Hover commented that the County rules will be followed regarding reopening of parks.

Ms. Byrne asked about precautions for the borough hall front desk personnel. A shield has been installed and hand sanitizer is available. The Chief added that temperature checks will be performed and customer traffic monitored. The County will train an individual on temperature checks and safety protocols. Mr. Holt asked what the temperature base line would be. Ms. Taylor noted that County personnel will provide that number during the training.

Police Chief's Report – Chief Donegan asked if the parking officer could do the temperature checks to help Ms. Taylor, who volunteered to work several day hours in this regard. Mr. Totaro indicated that Ms. Taylor would be a good choice for these checks. The Chief added that a lot of fireworks were being used throughout the region and it is hard to track down the violators. Two were found in Lansdowne and given a warning.

Borough Engineer's Report – Mr. Matson reported he has been working with the Delaware County Joint Authority regarding inflow and infiltration problems. There have been issues with rainwater and ground water getting into the aging system and it has been happening for decades. This will affect Lansdowne because as new applicants for land development come in, special provisions will be needed for any additional flow going into the system. Mr. Matson commented he has been working with Catania's office and others to develop a plan showing that Lansdowne is proactively managing its network of pipes to reduce, minimize or eliminate I&I. This has already affected the Lansdowne Theater, 41 Union Avenue and a few other developments on the horizon. Mr. Matson may recommend installing very small rain gauges that are more accurate in providing data.

Fire Company Report – No report.

Mayor's Report – The Mayor reported on several items as follows:

- Was Chief Donegan aware of the graffiti problem in the Reservoir Park storm sewer pipe. The Chief responded this was old graffiti and needs repainting but Marlyn Park has been vandalized with graffiti three times in the past three weeks. President Hover was not aware of this.
- The Mayor wrote a newsletter article about fireworks restrictions, indicating the dangers and problems that are now everywhere and hoped the police were ready this weekend.
- Received a complaint about the gay flag being flown on borough green and some residents wanted a history of how this decision was reached. Also, the flag is currently upside down. The resident asked if other flags could be flown for different causes. The Mayor noted the flag was flown in June and he received a thank you note from a resident grateful for it being there.
- The Mayor reminded residents to continue social distancing and wear masks.

President's Report: President Hover indicated that a Liberian friend of his had recently brought up the historic ties between his country and Lansdowne. As part of incorporating different cultures and celebrations in the borough, Mayor Campuzano read a proclamation honoring July 26, 2020 as Liberian Independence Day in Lansdowne. President Hover mentioned there is a large Liberian community here as well as in Upper Darby, East Lansdowne and Southwest Philadelphia. Ms. James asked if a Liberian

flag would be flown on the 26th. It would have to be even with or below the U.S. flag. Ms. Taylor enthusiastically expressed her support of this proclamation, declaring that she was a Liberian American. President Hover thanked the Mayor for recognizing this date.

Other items were reported as follows:

- Reminded all to continue to wear masks, hand wash and maintain social distancing.
- Participated in a June 19 phone meeting with Mr. Totaro, Chief Donegan and the new William Penn School District Director on having no tax projection increase this year. Borough Council will be thinking about how to replicate that process in future budget discussions.
- Thanked Chief Donegan and Mr. Totaro for their guidance during the reopening green phase. Governor Wolf has now declared it mandatory to wear masks for all outdoor activity.
- Received letter from Delaware County Council re: Delco Strong Grants Program that starts July 7. Round 2 is available to assist local businesses and non-profits. In June, County Council authorized the Use of Cares Act funds to further assist local businesses and non-profit organizations that suffered loss from business interruptions due to Covid-19. Delco Strong II will also allow non-profit organizations to apply for grants that can be used for rent, utilities, mortgage and inventory. For profit businesses in Delaware County with annual revenue less than \$9 million are eligible to apply. Businesses with annual revenue up to \$4.5 million are eligible for up to \$10,000. Businesses with annual revenue up to \$9 million are eligible for up to \$20,000. Mailed applications are not accepted. Non-profit grant applications are accepted from July 7 to July 21 by 5:00 p.m. More information will be available on the borough website.
- The last issue of Borough News featured Linda Rooney of Dandelion Digital promoting digital marketing.

OLD BUSINESS:

1. Ad Hoc Inclusionary Committee Res. 2020-14. President Hover noted one amendment: set end date for Committee is Dec. 31, 2020. Mr. Hover moved to amend the resolution, seconded by Ms. Byrne. Mr. Schleigh referenced the point of order that a motion cannot be made until resolution is available on the floor for consideration. This resolution incorporates all the ways Borough Council will address concerns in the community regarding incorporation of all cultures in borough planning.

NEW BUSINESS:

1. HLTC Grant Application – President Hover opened a discussion of the grant application the borough is applying for on behalf of and to assist the Historic Lansdowne Theater Corporation (“HLTC”) as they move toward completing the theater project. Matt Schultz, Director of HLTC, commented that some of the environmental issues found in the theater did not impact the public while attending events there. There is asbestos inside the furnace in basement and in some duct wrap in the attic. The attic does not have a floor and scaffolding will be hung from the underside of the roof to take out the asbestos. The Department of Community and Economic Development (“DCED”) notified them that new funding was available for blighted buildings. Specific non-profit organizations are not eligible to apply directly for these funds so the borough is applying on their behalf. Maximum that can be received is \$300,000, the amount estimated to do the remediation. The HLTC has the \$30,000 required for the 10% required upfront project cost. Deadline is July 31, 2020 and the \$100 application fee being paid by the HLTC. The borough will be indemnified for this project and Mr. Schultz will prepare the proposal.

President Hover noted that a resolution would be passed in support of the project. Mr. Scott will draft a pass through agreement between the borough and the HLTC that imposes any obligations/burdens on the HLTC to which the borough might have been subjected. Ms. Byrne asked why there was such a short window to execute this agreement. Mr. Schultz only knew about it on June 18, adding that in terms of state and federal funding, the government is providing many programs now to pump money into the economy but they have a short window for application and priority is given to those projects that can be started almost immediately after the award. Ms. English asked if the borough would lose any other grants due to this application. Mr. Totaro noted no decisions are pending but several grants with categories are open under the overall DCED umbrella.

Ms. Taylor asked how the theater qualified for being blighted and were other previous grants utilized to support this remediation? Mr. Schultz commented that under the borough's Comprehensive Plan, about 10-15 years ago Borough Council designated the entire business district as being blighted under a Commonwealth of PA statute. A blighted property is 80% unused and does not qualify for a Certificate of Occupancy. To date, four DCED grants have been used primarily to restore the front façade and re-roof the front of the building. Additional funds were also used to do architectural design for \$800,000 at completion. The total theater project cost is \$14 million and \$11.8 million has already been raised or financed. Construction will start early in 2021 with completion date in early 2022. A 29 year lease has been signed with a concert promoter who will be the theater operator. Mr. Holt asked the best way to keep communications up to date on this project. Mr. Schultz and President Hover will put a revised plan into play to address this issue. Mr. Schultz praised and thanked Mr. Matson for his expertise in this project. The Mayor felt comfortable with the grant process and asked that the Economic Committee come back with a resolution.

2. HLTC Zoning Board Hearing - Mr. Totaro explained this is for variances for extending the east side of the theater to the lot line on three sides. The variances call for larger square footage, no setback, building height and other aesthetic matters, landscaping and bike racks. There will be a virtual meeting on July 23. A summary will be provided for Council discussion. Mr. Scott and Mr. Matson will meet and provide further information for the next meeting. Ms. English asked about soil integrity and stability for building on. Mr. Matson commented that the entire back portion would be completely replaced and he had some technical concerns with existing structural integrity, routing of future water flow, parking, etc. The soil study supports it is sturdy to build a one story addition. These issues will be further vetted but the final decision rests with the Zoning Board. Ms. Byrne asked is there is a backup plan if zoning is not approved. Mr. Schultz indicated it would be a major problem as there is no other place to put the theater. Mr. Matson asked if a Fire Company representative would be present at the zoning hearing and Chief Russell will provide one.

3. Census Training (July 31, August 1 and 3 through 5) – Mr. Totaro commented it is a use of facilities question. The trainer is requesting a site to hold the training and waive rental fee. Mr. Totaro felt the 20th Century Club would be the best option but commented there may be some complications with turning on and off the climate controls in a building that size. Ms. Taylor asked if the borough would incur the cost of cleaning before use. Mr. Totaro affirmed this.

4. Covid-19 training in Lansdowne - Mayor Campuzano reported he received information from Lori Devlin about possibility of doing Covid-19 testing in August. The Mayor gave her suggestions for possible locations. What is desired would be an off street site with access to break and restrooms, shaded area and a safe location. The Mayor will contract WPSD about using the front of the building.

Public Comment – Mr. Holt moved to Suspend Roberts Rules of Order. Ms. James seconded. Vote: unanimous.

Visitors: No visitor comment.

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

Action Items:

1. Ms. James moved to authorize payment of bills for period. Ms. Byrne seconded. Vote: unanimous.
2. Ms. James moved to approve waiver of 2019 delinquent fees/penalties applied to tax folio #23-00-00266-87. Ms. Byrne seconded. Vote: unanimous.
3. Ms. English moved to award contract to G&B Construction for the restoration of Reservoir Park project. **Discussion:** Mr. Totaro noted the other bids were over \$283,000. G&B was the low bidder for \$173,635.49 and the construction inspection expenses will be included in the scope of work. Ms. Byrne seconded. Vote: unanimous.
4. Mr. Hover moved to adopt Resolution 2020-14 to create a committee and develop inclusionary policies/practices. Ms. Byrne seconded. Mr. Hover moved to amend the Resolution to set a term limit for this committee expiring 12/31/2020. Ms. Byrne seconded the amendment. Vote: unanimous.
5. Ms. Byrne moved to allow Census Bureau the use of 20th Century Club for census training on July 31, August 1 and August 3 through August 5. Ms. James seconded. **Discussion:** Ms. English wanted a second only if the group's identity as an official entity was confirmed. Ms. Byrne assured her they were legitimate. Ms. English then made the second. **Discussion:** Ms. Taylor asked if the Census Bureau could provide or share in the building cleaning details. Mr. Totaro will discuss all the details with them. Vote: unanimous.

Executive Session – Ms. Byrne moved to go into Executive Session at 8:45 p.m. to discuss personnel 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 9:00 p.m.

Respectfully submitted,

Barbara Ann Henry
Borough Secretary