

Lansdowne Borough Council

BUSINESS MEETING

October 7, 2020

APPROVED MINUTES

The Lansdowne Borough Council Business Meeting was held virtually on Wednesday, October 7, 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 Solicitor Scott, Borough Manager Totaro, Borough Engineer Matson, Borough Secretary Henry and interim Police Chief Rutherford.

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

All Borough Council meetings are being virtually until further notice.

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

Minutes: Ms. Taylor moved to approve the Minutes of the September 2, 2020 Borough Council Business Meeting. Mr. Holt seconded. Vote: unanimous.

Reports:

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

Borough Manager's Report: Mr. Totaro gave updates as follows:

1. The short list of street lights was addressed earlier this week, reporting there are none out at present. There was no equipment failure but some problems were due to surges and PECO had not reattached the connection.
2. Simpson Gardens project is nearing completion. Public improvements inspections have been performed by Mr. Matson.
3. There will be a large number of closures on Stratford Avenue through October.
4. Second trash truck was received this week and the loan for the other truck is due to arrive on October 13.
5. The courts in Hoffman will be cleaned and information is still pending on paving and fencing contractors.
5. The TCDI-RFP was distributed tonight and will be on the next Council agenda to hopefully release it.
6. Held a good conversation with a telecommunications/computer company that will be able to fulfill a lot of the borough's needs. Mr. Totaro will send information to Tech Committee.

President Hover asked if the work for Reservoir Park had begun. Mr. Totaro indicated it was imminent and currently in the mobilization phase. President Hover asked if the Gateway Slope bids had been sent out. Mr. Totaro indicated they may be ready by the next Council meeting and he is working with Mr. Matson in transferring the files.

Police Chief's Report – Interim Chief Ken Rutherford gave an overview of his credentials and experience. He served in the Marine Corps after high school and was hired by Lansdowne Borough in April, 2000. During the next several years Chief Rutherford worked patrol, handled criminal investigations since 2007 and was later promoted to Sergeant. He commented that he can “handle whatever comes my way” and looked forward to his new duties and serving the Borough. He thanked outgoing Chief Donegan for providing him a thorough training and wished him well for the future.

Chief Rutherford presented updates as follows:

1. West Stratford Avenue will be shut down between 8 AM and 5 PM due to construction. The Chief spoke with the foreman and felt that for the safety of residents, it should remain closed to traffic at the moment.
2. Received numerous complaints about the Cigar Lounge and police have contacted them. The lounge is still open with not as much activity. No further comment can be provided on an open investigation but police continue to monitor activity there.

Borough Engineer's Report – Mr. Matson reported a few updates:

1. A number of projects are up for bids: (1) Lansdowne Avenue opens October 20 at 10 AM and Mr. Matson will provide the appropriate letter; (2) The sanitary sewer bids are out. Some projects warrant the borough to select bids for projects as they come up and some need urgent care. Other bids will open on October 19.
2. Met with Delaware County on September 18 re: McKinley Park and grants received.
3. Funding has been received for the Lansdowne Avenue crossing.
4. Penn Dot replied regarding their paving schedule. Some areas have been completed but they have still not determined when Lansdowne Avenue will be getting paved. Mr. Matson reminded them the borough already has plans in coordination with them.
5. Wildman Arms Crossing: additional signs to be installed and Guidemark will do the painting and traffic control signage. Work can start next week if approved by Penn Dot.

Fire Company Report – No report provided.

Mayor's Report – The Mayor welcomed Chief Rutherford and thanked him for stepping up until a permanent chief is hired.

The Mayor reported as follows:

1. The 2020 Helms Award will be awarded to Jim Klingler at the December general meeting. Mr. Klingler has coached several borough teams over the years, was a Boy Scout leader, a volunteer for the UAA, currently volunteers at the Lansdowne Folk Club for sound and performing, provides sound for the Arts Festival and lighting for the LBPA and has worked with Habitat for Humanity. Mr. Klingler is an Elder at the Lansdowne Presbyterian Church, was the Chair of the Finance Committee while on Borough Council and is the longest standing member of the Zoning Board. He will be the 43rd honoree.
2. The 2020 Sycamore Award will be presented to two individuals: Carol Carpenter and Christine Dubois-Bumbar for their work on counting residents for the 2020 census. They have been of great service to the borough in this regard and will receive the award at the November Borough Council meeting.

4. Shredding event will be held on October 17, 9 AM to Noon in Highland Avenue lot. The District Attorney's office will be collecting outdated and unused drugs/prescriptions. **NO** small electronics will be collected.
5. Kids Halloween Party is scheduled for October 31, 11AM to 1 PM at The Landing. Two tables will be set up for distributing treat bags with candy. Due to the pandemic this year there will be no judging or prizes for costumes and no food or beverages will be served. Children must be accompanied by an adult. All candy will be wrapped and handed out by gloved volunteers, disinfectant will be available and social distancing will be in effect. The Mayor reminded any residents giving out candy or accompanying small groups in the borough to wear a CDC approved mask, not a Halloween mask.
6. Received concerns from the Lansdowne Swim Club about the nearby hills being washed out by the Baltimore Avenue storm water broken pipes and are requesting Infrastructure Committee to investigate.
7. The new traffic pattern on Stewart Avenue has begun and the Mayor thanked the Police Chief, police officers and borough crew who helped make the directional change operations run smoothly. "No Left Turn" signs have been added to the stop signs on Owen Avenue.
8. October 14 – Lansdowne Friends School opens.
9. Advertising for a new Police Chief has been posted. Interested parties should submit a resume by October 30 and the Public Safety Committee will conduct the interviews.

President's Report: President Hover thanked the Mayor, neighbors and Borough Council members for coming out to bike lane meeting. He also thanked Dan Donegan for his years of dedication to the borough and wished him well. He thanked the Mayor for organizing the Kids Halloween party and the shredding event. Other events:

1. Had a meeting with Rudy Taylor from Senator Anthony Williams' office. Their new office will open October 1 and an open house will be held at a later date. Mr. Taylor commended Mr. Totaro for his assistance in working with the Senator's office to settle them into the borough.
2. Moving into the next phase of The Landing and revisions/upgrades to Veterans Park. President Hover has reached out to different community groups for preliminary thoughts on changes.
3. October 10 cleanup at Pennock Woods, 9 AM to Noon.
4. October 24 cleanup at Hoffman Park, 9 AM to Noon.
5. Thanked numerous panelists from different organizations throughout the County for hosting the bike facility meeting last week. Pennoni Engineering was also commended for providing a smoothly run presentation. President Hover noted that Borough Council is listening to resident comments on the plans that are based on an earlier plan developed by Delaware Valley Regional Planning Commission ("DVRPC") to address public safety issues. It is a transit oriented facilities plan that has received past and present funding and in partnership with Upper Darby, East Lansdown and Yeadon, will be extended into Philadelphia. President Hover read a lengthy letter from the state detailing the plan's goal to support economic growth and development in Lansdowne, provide safe road conditions, provide connectivity with regional pathways to provide more recreational opportunities in Lansdowne, etc. The bike plan is now in the revisions stage to address public comments and concerns. Residents are encouraged to send any concerns or suggestions to Borough Council.

Communications: Received CBDG grant for an additional \$138,900 from the Department of Conservation and Natural Resources ("DCNR") regarding the McKinley Avenue Tot Lot.

OLD BUSINESS:

1. **LEDC Tables** – President Hover indicated the LEDC received a grant to assist with the Farmers Market and purchase tables for The Landing. Ms. Byrne added that the grant (about \$8000) and proposal also included necessary improvements to The Landing and Farmers Market due to heavy usage.
2. **Transportation Community Development Initiative (“TCDI”) RFP.** Mr. Totaro noted everything has been submitted and the actual contract will be signed at the next Delaware Valley Regional Planning Board meeting. The RFP is also ready for release. Mr. Totaro indicated a review committee would be organized among Lansdowne, the other participants noted in Mr. Hover’s report, the Delaware County Transportation Management Association and the Bicycle Coalition of Greater Philadelphia. Lansdowne is the lead in this effort and will be contracting with the project manager.

NEW BUSINESS:

1. **UAA** – Ms. Byrne reported that the UAA has been struggling financially for the past several years and will officially be dissolved in January. A committee has been proposed for keeping the fireworks display for 2021 and there is adequate funding for that year. After that, Borough Council can revisit what to do with the UAA. Ms. English asked if the borough can legally handle the fireworks and felt the event was not the same as in prior years due in part to the larger group of non-payers crowding the area and leaving trash and litter. She also asked how future volunteers would handle the non-paying onlookers. Ms. Byrne commented that volunteers would continue to execute all the duties involved, i.e., the fireworks, the gate, concessions stands, planning, etc. Also, if a subcommittee is established, fundraising would continue to help with these costs. The Mayor commented it was his understanding that the UAA would be financially afloat next year due to this year’s event cancellation. Ms. Byrne cited an aging membership and fundraising difficulties contributed to the dissolution decision. The Mayor asked about the parade. Ms. Byrne noted both could be done but the focus was more on retaining the fireworks. Mr. Holt was in favor of keeping the event next year and suggested having an outside organization or volunteer group step in to assist, since the fireworks has been a long standing tradition. Ms. Byrne concluded that as the UAA liaison, she has brought the issue before the Community Relations Committee and will revisit other ideas for 2022.
2. **23 South Lansdowne Avenue zoning** – Mr. Totaro indicated this is a request for a change of use to have a combination of retail for selling hydroponic growing apparatus and products plus another use for growing hydroponic items in the interior space. Mr. Scott concurred that the retail use is allowed by right but the growing aspect needs a variance. Mr. Schleigh asked if there would be any fire code concerns. Mr. Matson was not aware of any but will check with the Codes Director. Mr. Scott added that zoning approval does not include building code approval so any installed electricity system would need UCC code compliance. However, Mr. Matson did have concerns about possible flow into the sewer system and wanted conditions stipulated before approving. Mr. Schleigh also asked if the lighting would disturb other businesses in the central district. Mr. Scott noted that since this was not a contemplated use, a variance was required. Mr. Holt favored the application as long it would be less of a manufacturing operation rather than a farming operation. Mr. Scott and Mr. Matson will compose a list of concerns for review by Mr. Jozwiak, the Codes Director.

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

Visitors: There was no visitor comment.

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. Byrne seconded. Vote: unanimous.
2. Ms. English moved to allow Delaware County to conduct property assessment appeals from 10/15-11/15/20 at Twentieth Century Club. Ms. Byrne seconded. Vote: unanimous.
3. Mr. Schleigh moved to adopt county Liquid Fuels Aid Resolution/application. Ms. English seconded. Vote: unanimous.
4. Mr. Schleigh moved to enter contract with Delaware County for CDBG Project 4620A: sanitary Sewer Rehabilitation. Ms. English seconded. Vote: unanimous.
5. Ms. English moved to enter contract with Delaware County for DCBG Project 4620B: Creation of Tot Lot. Ms. Byrne seconded. Vote: unanimous.
6. Ms. Taylor moved to ratify the settlement agreement with Police Chief Dan Donegan. Ms. English seconded. Vote: unanimous. The Mayor thanked Chief Donegan for his years of service to Lansdowne, he is a fine officer and fine detective and it had been a pleasure working with him the past seven years during his tenure as Mayor.
7. Ms. Byrne moved to adopt Resolution 2020-23 Recognizing Delaware County Arts Week. Ms. Taylor seconded. **Discussion:** This event happens every year and this year the Lansdowne Arts Board (“LAB”) has been doing programming in tandem with Delaware County Arts Week focusing on Lansdowne artists and life in Lansdowne. Vote: unanimous.
8. Mr. Schleigh moved to enter franchise agreement with Comcast. Ms. English seconded. **Discussion:** Mr. Scott indicated this is a Federal law requirement that any cable company coming into a municipality has to contract with said municipality to use its right of way. This is a source of revenue and the fee is set by statute. The only change in this agreement is that Comcast will no longer provide a free drop. Also, they are providing a \$6,500 grant to Lansdowne for communication equipment to help enhance the broadcast of Council meetings, etc. A roll call vote was taken and the motion carried. Mr. Holt and Ms. Byrne recused themselves from the vote, indicating they both “were employees of Comcast”.
9. Ms. English moved to accept letter of resignation from Melissa Rogle of The Landing Board. President Hover thanked Ms. Rogle for her service on the Board and for helping to move a pilot program into a permanent fixture in the borough. Ms. Byrne seconded. Vote: unanimous.
10. Ms. Byrne moved to receive tables from the LEDC. Ms. Taylor seconded. Vote: unanimous.

11. Ms. Byrne moved to establish a fireworks subcommittee in the Community Relations Committee for the 2021 fireworks display. Ms. Taylor seconded. Vote: motion carried 6-1. Ms. English voted “nay”.
12. Mr. Schleigh moved to authorize the borough engineer and borough solicitor to submit a letter of concerns to the Lansdowne Zoning Hearing Board regarding the application of 23 S. Lansdowne Avenue for a zoning variance. Ms. English seconded. Vote: unanimous.

Executive Session – Mr. Holt moved to adjourn to Executive Session at 8:22 p.m. to discuss personnel issues. Ms. Byrne seconded. Vote: unanimous.

Public Session – Upon reconvening to Public Session, the following motion was made:

Ms. James moved to execute the NDA with Delco Business Solutions. Ms. Byrne seconded. Vote: unanimous.

Adjourn – Mr. Holt moved to adjourn the meeting. Ms. Byrne seconded. Vote: unanimous. The meeting adjourned at 8:34 p.m.

Respectfully submitted,

Barbara Ann Henry
Borough Secretary