

**Lansdowne Borough Council  
General Meeting**

**October 20, 2021**

**APPROVED MINUTES**

The Lansdowne Borough Council held a hybrid/virtual General Meeting on Wednesday, October 20, 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, Ms. Byrne, Ms. English, Ms. James, Ms. Naji-Taylor and Mr. Schleigh. Excused: Councilman Holt. Also present: Mayor Campuzano, Borough Manager Totaro, Borough Secretary Henry, Borough Engineer Matson, Borough Solicitor Scott and Police Chief Rutherford.

**Approval of agenda:** Ms. Byrne moved to approve the agenda. Ms. English seconded. Ms. Henry noted a correction to the agenda's date should indicate October 20, 2021. Ms. Byrne moved to approve the amended motion, seconded by Ms. English. Vote: unanimous.

**Approval of Minutes:** Ms. English moved to approve the minutes of the September 15, 2021 Borough Council General Meeting. Ms. Byrne seconded. Vote: unanimous.

**Announcements Presentations:**

1. Bonnies Wonder Gardens – Mayor Campuzano presented Bonnie McShane, owner of Bonnies Wonder Gardens for the past 45 years. Her new venture on Lansdowne Avenue is this month's spotlighted business. Ms. McShane mentioned that the town has always supported her and is glad to see residents and new residents coming together in support of a better quality of life in Lansdowne. Ms. McShane's newest store is currently not operating with specific hours due to Covid restrictions and problems in the supply chain but will operate during the holidays. The Wonder Gardens on Scottdale Road will continue to supply flowers for funerals, weddings, illness, etc. and has a good supply of holiday décor/gifts as well. Ms. McShane has no intentions of moving away and looks forward to serving the community with a bright future.

**Treasurer's Report:** Mr. Totaro read the Treasurer's Report ended September 30, 2021 as follows:

General Fund beginning balance -	\$ 1,456,526; ending balance \$ 3,497,411.
Sewer Fund beginning balance -	\$ 984,174; ending balance \$ 91,191.
Liquid Fuels Fund beginning balance -	\$ 980,408; ending balance \$ 1,170,869.
Non-Uniform Police Pension beginning balance -	\$ 3,988,380; ending balance \$ 4,449,109.
Police Pension Fund beginning balance -	\$11,148,458; ending balance \$11,471,722.

President Hover asked for an explanation of the \$892,983 deficit in the Sewer Fund. Mr. Totaro noted that this is an inter-year deficit. Sums were brought in to a net of minus \$892,000, leaving a balance of

\$91,000. This was due to a significant sewer project that cost \$1.2 million, where the normal amount spent is usually \$200,000. It was funded with \$650,000 in grants of which \$500,00 will be recovered. Once this amount offsets this \$900,000 deficit, there will be a net year with a minus \$400,000, ending the year with about \$250,000 in the Sewer Fund balance.

President Hover asked how the money is spent for the disbursement. Mr. Totaro commented the year began with \$940,000 and the Sewer Fund fees brought in \$1.6 million. The Darby Creek Joint Authority (DCJA) had been paid \$1 million plus the \$1.2 million for the sewer work. There is no necessary borrowing as \$91,000 remains in the Fund.

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

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

1. Trick or Treat Party will be held on October 30<sup>th</sup>, Noon to 2 p.m. at The Landing. There will be prepacked bags of treats for the kids as well as a pumpkin patch. Joe Foley is providing the music and the Farmers Market will also be handing out treats. Event is for ages 1 through 12 and children must be accompanied by an adult or parent. Masks are recommended but no mask over a costume mask is required. The Mayor thanked the Lansdowne Dems and Giant Food Market for their contributions of \$100 each. He reminded those accompanying trick or treaters to go to lit houses or houses known to them.
2. 2021 Helms Award will be awarded at the November general meeting to Charlotte Hummel.
3. The Mayor is recommending putting back trash cans at the Lansdowne Avenue parking lot across from the theater, as litter is becoming an ongoing problem. Ms. Byrne asked if some differentiation could be made between the regular trash and recycling cans
4. The police body cameras are expected to arrive next month.
5. The Mayor welcomed new hire Roxanne Capisi, clerk in the Police Department.
6. The Mayor received a call from East Lansdowne Mayor Dukes congratulating him on Lansdowne being awarded the Gold Star recognition through the PA Library Association's Pennsylvania Forward program. Out of 26 Delaware County libraries, Lansdowne was one of three to receive the Gold Star rating. The Mayor thanked Library Director Bill Patterson and his staff, the Library Board and the Friends of the Library for all their hard work in providing Lansdowne with such a high quality library, now and in the future.
7. Election Day is November 2<sup>nd</sup>, 7 a.m. to 8 p.m.

**President's Report** – President Hover reported as follows:

1. Gateway Slope progress – work has begun after a few months of inactivity. A meeting was held on September 20<sup>th</sup> with the contractor to discuss progress and movement forward. The contractor has erected the Welcome to Lansdowne signs, constructed the stairs and one of the retaining walkways at Scottdale and Baltimore. Signs are located at Shadeland, E. Plumstead, Lansdowne and Baltimore Avenues.
2. The borough received \$100,000 from the Delco Greenways Fund to support the feasibility of creating a pedestrian bridge across Darby Creek into Clifton Heights.
3. Work continues on the 2022 budget. The goal is to retain all the borough's excellent services, further economic development and improve quality of life for residents. The borough has had no tax increase for the third year in a row.
4. President Hover thanked the Mayor for the Halloween Party and his praise for the library.

5. President Hover reminded residents to vote on November 2<sup>nd</sup>.
6. The borough recognizes and honors members of the community for Italian American Heritage Month.

**Committee Reports:**

**Public Health and Safety** – Ms. Naji-Taylor gave the Fire Company report for September:

Total alarms - 58      Year to date – 557  
Man hours - 46 hrs. 16 min.  
Firefighter response on apparatus - 2.4  
Average firefighter response - 2.8  
Enroute time – 4 min. 6 sec.  
Average arrival time - 6 min. - 25 sec.  
Average time on scene - 21 min. 6 sec.  
Ambulance response – 179; year to date - 1571  
Major incident types: 5 fire; 2 rescue/EMS assist; 7 hazardous conditions; 0 service calls; 29 good intent; 15 false alarms

All apparatus was checked with no issues found.

The Public Safety Committee discussed a number of items at their last meeting:

1. Watch Guard body cameras will arrive in November.
2. Residents spoke at the last Public Health Committee meeting regarding signage and parking issues at Stratford, Violet Lane and Plumstead.
3. Chief Rutherford had no update on the proposed free Brady shots clinic for animals at either the Fire House or Lansdowne Clinic.
4. Today's Child has requested their annual Halloween parade be held in the rear parking lot on Owen Avenue.
5. Location information for Covid booster shots is available on the County web site.
6. There will be a drive through flu vaccine clinic tomorrow in Broomall.
7. Mayor Campuzano, Ms. Naji-Taylor and Mr. Totaro recently met with Senator Anthony Williams and have procured \$10,000 to offset body camera costs.
8. There was a recommendation for an overnight parking officer. There are also two positions open for Sergeant and the Chief will be moving forward with proctored testing.

**Finance and Administration** – Ms. James reported her committee met earlier this month. Topics for discussion included:

1. PNC portfolio review to be held in December.
2. The Liquid Fuels audit has ended as well as the audit on the General Pension Fund. No adverse findings were found.
3. There has been no increase in renewal fees for the police retirees covered under the Delco Intermediate Unit.
4. Forfeiture funds to be used for body cams.
5. MMO – received some money from the state to cover the MMO.
6. Financing Fire truck.
7. Rescue Plan.

8. Budget discussions to begin at the first November meeting.

**Economic Development** - President Hover reported his Committee met on October 13<sup>th</sup>. Topics discussed included:

1. Lansdowne Arts and Cultural Alliance. Lansdowne Arts Board wants to do a winter reading on the 20<sup>th</sup> Century Club patio. There will be no fire pit.
2. Mansfield Brass will still hold their annual winter concert at the 20<sup>th</sup> Century Club.
3. Status of number of CDBG items: McKinley Tot Lot; CFA and DCNR recuperation costs; American Rescue Plan money and developing a plan for infrastructure and economic development implement in Lansdowne.
6. Lansdown Economic Development Corporation (LEDC). The Committee recommended giving \$50,000 as in the past contract with \$33,700 going toward administration costs and the remainder to implement the bid alike structure to support businesses as well as working on litter control in the downtown business area. (Summary of LEDC achievements is attached).
7. Historic Architecture Review Board (HARB) – there are no completed Certificates of Occupancy forms completed for approval at this time.
8. The next meeting for the Comprehensive Plan will be a public meeting with the Ad Hoc Committee some time in November.
9. Complete Streets Program.
10. Signage needed at Gateway Slope to recognize funders with a plaque recognizing the Mayor, Borough Council and those involved in the creation of the project.

President Hover read a partial summary of the LEDC accomplishments for the year:

- Creation and movement forward with the Callahan Ward projects.
- In partnership with Penn State Brandywine, will be installing a launch box on Lansdowne Avenue in the old thrift shop building.
- Utility Works continues to be a great space for entrepreneurs to work.
- Ten new businesses opened during the year with three more expected to open later this year.
- Developed a central business district business cooperative with 30 businesses to build up the downtown area.
- Designed and prepared Welcome Packets for new Lansdowne residents and businesses.
- Received \$50,000 from DCED for façade improvements. Thirteen businesses have applied, eight were approved and five are waiting response.
- Continue to develop the Farmers Market, Arts Festival and social media and promotion.
- Continues to help the borough economy develop and thrive.

Ms. English asked about the McKinley Tot Lot issue. President Hover indicated that one bidder came in with a high bid that will be rejected under Action Items.

Mayor Campuzano commented that during the meeting with Senator Williams the subject of opening medical marijuana facilities was mentioned, adding that residents were opposed to it. Senator Williams also indicated that recreational marijuana facilities will soon be opening and municipalities will need to look at their zoning laws to ensure the correct placement of these facilities. Mr. Scott suggested the Economic Development Committee develop an ordinance restricting marijuana facility placements.

**Environment, Parks and Recreation** – Ms. English had no Library Board report due to a conflicting schedule time. Other topics were discussed as follows:

1. The Park and Rec Committee have voted in a new Chair, Vice Chair and Secretary. Feedback has been received from residents regarding limited understanding of how rain and naturalized gardens function. It was recommended that a newsletter article on each park be available to explain the various recommendations. The Park and Rec Committee have also requested a link where current plans/information can be found for the Veterans Park and The Landing.
2. Reservoir Park – vendor will replace plants that did not regrow. A cleanup is scheduled for October 30<sup>th</sup>, 9 to 11 a.m. The Committee will be providing a yearly list of what parks will be cleaned in which month.
3. Marlyn Park – Fence at entrance should be replaced with a post and beam with chicken wire behind it.
4. Sycamore Park – trash cans to be replaced and poison ivy issue remediated. Ms. English asked if the total cost for remediating poison ivy in Hays Park, Highland lot and Interboro Park is part of borough maintenance or is it a separate expense. Mr. Scott commented it could be paid out of the maintenance line item if the funds are available. It is currently underfunded and Ms. English will confer with Mr. Totaro about pricing.
7. Library Gold Star award – Ms. English noted the importance of this award in that it was voted on by other library peers for excellence of the borough programs. The library is currently working on their budget requests and setting up the transition with next year's new Borough Council member. Mayor Campuzano commented that the annual book sale is being held this Saturday, 10 a.m. to 2 pm.

**Community Relations Committee** - Ms. Byrne reported the Community Relations Committee met on October 5<sup>th</sup>. The following items were discussed:

1. Reviewed the Pro Act resolution with the Union Athletic Association (UUA).
2. Began discussions with UAA re: July 4<sup>th</sup> activities for 2022 and if the UAA can still fundraise.
3. Discussed creating a sub-committee to discuss the July 4<sup>th</sup> theme and Marshall. The feasibility of having fireworks is still undecided.
3. Library Big Book Fair to be held at library this Saturday. They have also started a “Steps into Nature” program with the Environment Advisory Council (EAC). Story time is held every Tuesday at 10:30 a.m. in Sycamore Park.
4. William Penn School District is realizing good Covid numbers with the start of school and sports events are now taking place. Ms. English asked if spectators are allowed. Ms. Byrne will check.
5. **Lansdowne Arts Board** has submitted their 2022 budget. The holiday readings will start December 11<sup>th</sup>. There is a request that Story Time take place outside on the patio with access to handicap bathrooms. This year's readings will focus on diverse holidays. Food trucks will either be on Lansdowne Court or in the 2020 House parking lot. Ms. Naji-Taylor and Mr. Schleigh concurred that street access would be impacted by the food trucks. Ms. Byrne commented that the 2020 House parking lot can be used as an alternative option.

The next Committee meeting will take place November 4<sup>th</sup> at 6:30 p.m.

**Infrastructure and Public Works** – Mr. Schleigh reported the Infrastructure Committee met the end of last month. Topics discussed are as follows:

1. Newsletter article re: bulk trash protocol has been submitted.

2. Discussed various ongoing street programs and Gateway Slope project.
3. Will be discussing with the Darby Creek Joint Authority (DCJA) representative what necessary applications are required for final approval on the Callahan Ward project.
4. Will review having trash cans installed in Lansdowne Avenue parking lot.
5. Discussed safety issues with the grading on Reservoir Park storm water drain pipes and kids accessing the pipes. Mr. Totaro commented the area has to be clear for debris to pass thorough. The Infrastructure Committee will further discuss at its next meeting.
6. There are some dumping issues at the Wycombe Avenue railway crossing to be addressed.

The next Infrastructure Committee meeting will be held on October 25<sup>th</sup> at 6 p.m.

**Technology** –No report given in Mr. Holt’s absence.

**Communications:** no items.

### **Old Business:**

1. **Complete Streets Policy** – President Hover indicated this policy will set forth guidelines when developing streets and sidewalk areas with the ability for patrons to move safely. It also allows participation in transportation ideas and furthering the bike lanes. Lansdowne resident Carol Martsof, an active and award winning transportation engineer, presented a more in depth overview of the policy:
  - Ensures that any improvements to roads or other road areas allow open and accessible access for anyone with or without a disability. It also takes into consideration all modes of public transportation, bicyclists and pedestrians of various ages and capabilities.
  - Philadelphia published its policy in 2009 and a design booklet in 2017. Delaware County has a current guidelines policy that has been discussed with the Delaware County Sustainability Commission and is in line with the county.

Ms. English asked if all privately owned corner properties would have to be accessible. Ms. Martsof commented that all intersections should be ADA compliant and benefits all residents using various modes of transportation. The borough is compliant when repaving streets.

Mr. Schleigh commented he likes the purpose and ideals behind this policy but wondered what the practical effects were and how different interests get balanced. He commented that borough policies are now in place that restrict large portions of residential areas with no ADA access and asked how this interacts with the borough’s support for reasonable access for disabled people. President Hover indicated that situations are taken into account as they arise and this policy implements the ability for all people to safely cross streets and cross walks that equalizes the modes of transportation. Borough Engineer Matson commented there is more involved here than just satisfying ADA requirements. The Liquid Fuels Fund makes provisions for ramps and takes a broader holistic approach regarding transportation activities and is meant to be a planning tool.

**New Business:** No new items.

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

**Visitors:** There was no public comment.

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

**Action Items:**

1. Ms. James moved to authorize payment of bills for the period. Ms. Naji-Taylor seconded. Vote: unanimous.
2. Ms. English moved to appoint Christine Du Bois-Buxbaum to the EAC for a term expiring 10/20/2024. Ms. Byrne seconded. Vote: unanimous..
3. Ms. English moved to appoint Corey Smith to the Shade Tree Commission for a term expiring 10/20/2024. Ms. Naji-Taylor seconded. Vote: unanimous.
4. Ms. English moved to reject all bids for the McKinley Tot Lot Park development. Ms. Byrne seconded. Vote: unanimous.
5. COA's motion tabled.
6. Mr. Hover moved to adopt Resolution 2021-27, a resolution establishing a complete streets policy in the Borough. Mr. Schleigh seconded. Vote: unanimous.

**Executive Session** – Ms. Byrne moved to adjourn to Executive Session at 8:21 p.m. to discuss real estate issues. Ms. English seconded. Vote: unanimous.

**Public Session** – No motions made upon reconvening to public session.

**Adjourn** – Ms. English moved to adjourn the meeting. Ms. Naji-Taylor seconded. Vote: unanimous. The meeting adjourned at 8:23 p.m.

Respectfully submitted,

Barbara Ann Henry  
Borough Secretary