

**Sharon Hill Borough**  
**Legislative Meeting Agenda**  
**Thursday, December 15th, 2022**

**Meeting Quote:**

“Every task, goal, race and year comes to an end ... therefore, make it a habit to finish strong.” Gary Ryan Blair

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**

**Present:** President Tanya Allen, Vice President Keith Martinez, Councilor Edward Booker, Councilwoman Sharon Booker *[by phone]*, Councilor William Felder, Councilor Sandra Holcombe, Mayor Hykeem Green, Police Chief Richard Herron, Code Official Chris McSween, Borough Solicitor Courtney Richardson

**Excused:** Councilor Rodney Hill, Borough Secretary Celandra Rice-Adeloye

**4. 2023 Budget Hearing Presentation given by Treasurer Will Morgan**

**a. Public Comment [Budget]**

**Mrs. Pearson-Bey, Laurel Rd. Sharon Hill resident** inquired if there are other fundraising efforts that can be made. **Borough Manager Ieasa Nichols** advised that the local taxes collected from EIT [Earned Income Tax], and the business taxes are helpful. **Madam President** also mentioned various subgrant opportunities that are available to the borough such as the CPCIP [Chester Pike Corridor Improvement Project]. Library Director Richard Ashby applauded the efforts of the council for how the budget was created as his input was received.

**5. Public Comment [On Agenda Items]**

**Mrs. Tracey Turner, Sharon Hill resident,** inquired about the old Checkers restaurant on Chester Pike. **Building Code Official, Chris McSween** advised that there have been work permits pulled for construction at the property.

**6. Approval of Meeting Minutes: November 17th, 2022**

**Moved:** Councilor William Felder

**Seconded:** Councilor Edward Booker

**Passed 5 - 0**

**7. Committee Updates:**

- a. President Tanya Allen - CPCIP: The Chester Pike Corridor Improvement Project board [compiled of 5 boroughs]** met last week to prioritize what was presented from the report findings which was a culmination of 18 months of research and planning.

**The Library Report was read by Library Director Richard Ashby** with focus on the creation of a new library website, a Super Craft Saturday, Historical Figure Dinner Theater, Teen Movie Night, and a recent appreciation dinner held for staff and volunteers.

**The Finance Report was read by Treasurer Will Morgan**

**Motion to approve the Treasurer's Report**

**Moved:** VP Keith Martinez

**Seconded:** Councilor William Felder

**Passed 5 - 0**

**Motion to approve the Bills List**

**Moved:** Councilor Sandra Holcombe

**Seconded:** VP Keith Martinez

**Passed 5 - 0**

**Madam President** had questions regarding the **cost to replace the traffic light at Chester Pike and Laurel Road. Borough Manager Nichols** advised that a verbal quote was provided by the vendor to the borough secretary in the amount of \$250,000. **The borough does not have money in its general funds to pay for the traffic light.** As a result, the funds would need to be paid via **Liquid Fuels with the approval of PennDOT and the borough engineer.**

Mention was made of the success of the **Holiday Senior Luncheon by President Allen.** President Allen thanked council members for their participation and assistance.

**President Allen** also advised that **Councilor Sandra Holcombe** is joining as a **co-chair to the Recreation Board alongside Councilor Rodney Hill.**

**Motion to Amend the agenda under New Business, Item 9e.**

**There must be a motion and not a resolution.**

**Moved:** Councilor William Felder

**Seconded:** Councilor Edward Booker

- b. Vice President Keith Martinez** read the **SHFD** [Sharon Hill Fire Department] reports. **DCJA** [Darby Creek Joint Authority] No new report.
- c. Councilwoman Sharon Booker** [absent] **No SHACC Report**
- d. Councilor Edward Booker - Public Health / Multiple Municipality** - Face masks and COVID Test are available at Delco Community Center in Yeadon PA. Next multiple municipality meeting will be held in Darby. Additional details to follow.

- e. **Councilor William Felder - Public Works** - The code report was read. The **Zoning Hearing Board Notice** to meet on **Tuesday, January 3rd, 2023, at 7 PM** for a hearing on **Case #2023-01 Applicant** desires to construct a patio and swimming pool with variances. The meeting will be conducted by our **Zoning Officer, Chris McSween, BCO. Madam President** had inquiries which were addressed by our **Solicitor and Zoning Officer, Chris McSween, BCO. Borough Manager Ieasa** had questions whether citations were issued for the code violations. The resident is **appealing the violations**. The process was further explained by **Solicitor Courtney Richardson**.

#### **8. Officials Updates**

- a. **Mayor Hykeem Green** read the **SHPD** [Sharon Hill Police Department] and the **Ramblers** report. **Mayor Green congratulated the Ramblers for their four undefeated championships, one National Championship**. They are now coordinating their two banquets. Mayor publicly thanked **Madam President** for assisting with connecting the team with a **new sponsor, Grocery Outlet**. **Mayor Green is requesting volunteers for the creation of a cheerleading squad**.
- b. **Borough Solicitor, Courtney Richardson** - The 5-year contract with Brandywine SPCA was reviewed.
- c. **Borough Engineer, Lighthouse Engineering Susan Lynch** - The winter project is on point with its schedule. Aqua will pave in the Spring and areas that are more of a safety hazard will be paved upon notice. The bus shelters have been mapped and Lighthouse is awaiting feedback from Septa. **Borough Manager Nichols** advised that there is a one-year extension on the grant for the bus shelter project.
- d. **Code Official, Chris McSween** advised that the borough is updating the **rental database and there were over 400 letters** sent out to owners to **schedule inspections**. **MRRS** has provided a list of business licenses as well. Borough Manager Nichols applauded Code Official as the rental letters were sent early and is projected to generate \$75,000 versus last year's monies which were approximately \$35,000. There has been less dumping on Burnside Avenue. **Madam President** inquired if the pole on **Reese Street** was fixed. **Code Official McSween** advised that a new pole was attached to the broken pole. **Madam President** inquired about the **speedbumps** on Elmwood Ave. **Borough Manager Nichols advised the speedbumps are the wrong size for Elmwood but would work well on Laurel Road**.

**President Allen** asked **Police Chief Herron** for any data on how going from a 'dry town' to a 'wet town' impacts the community. **Chief Herron will provide the data at the next meeting**.

*[Recording goes silent at 1:30:38 and sound returns at 2:03:43]*

- c. **Resolution 2022-2029: Approval to Enter into Engagement Agreement with M&T Bank for**

2023 Tax Anticipation Note - **Councilor Felder** had inquiries regarding how many years the **contract would be with M&T Bank. Solicitor Richardson advised that it is a one-year contract.**

**Passes 5 - 0**

**d. Resolution 2022-2030:** Approval of 2023 Engagement Agreement with Municipal Revenue Services

**Passes 5 - 0**

**e. Resolution 2022-2031:** Approval to Adopt 2023 Budget

**Moved:** Councilor Sandra Holcombe

**Seconded:** Councilor Edward Booker

**Passes 5 - 0**

**f. Resolution 2022-2032:** Approval to Adopt Sexual Abuse and Misconduct Policy

**Councilor Felder** asked if there were protective measures in place for employers. **Borough Manager Nichols** advised that there are measures in place that protect the employer, employee, and child.

**Moved:** Councilor William Felder

**Seconded:** Councilor Edward Booker

**Passes 5 - 0**

**g. Resolution 2022-2033:** Approval to Adopt Information Technology Policy

**Moved:** Councilor Edward Booker

**Seconded:** Councilor William Felder

**Passes 5 - 0**

**h. Motion to Appoint** Chief Privacy Officer

**Moved:** Councilor Edward Booker

**Seconded:** Councilor Felder

**Councilor Edward Booker** wishes to appoint the **Borough Manager Ieasa Nichols** as **Chief Privacy Officer.**

**Motion to Amend:** Vice President Keith Martinez

**Motion to Appoint Borough Manager Ieasa Nichols**

*[Voting not captured -Audio ends at 2:18:14 // 9:18 PM]*