

**Sharon Hill Borough
Caucus Meeting Minutes
Thursday, September 4, 2025**

Quote of the Meeting

"Education is the passport to the future, for tomorrow belongs to those who prepare for it today." - Malcolm X

• **Call To Order at 7:00 p.m.**

• **Pledge of Allegiance**

• **Roll Call – President Tanya Allen (P) Vice President Edward Booker (P) Councilor Sharon Booker (P) Councilor William Felder (P) Councilor Rodney Hill (E) Councilor Sandra Holcombe (E) Councilor James Patrick III (P) Mayor Hykeem Green (E) Borough Solicitor Kyle Miller (P) Borough Engineer Susan Lynch (E) Police Chief Richard Herron (P) Code Building Official Anthony Tartaglia (E) Borough Treasurer Will Morgan (P) Borough Manager Ieasa Nichols (P)**

Committee Updates:

President Tanya Allen: Library, CPCIP

- **Library Report:** Mr. Ashby – **No report.**
- **CPCIP:** - No updates at this time.

Vice President Edward Booker: Public Safety/DCJA

- The August Fire Chief Report was submitted.
- The August Police Chief Report was read and submitted.
- There was no DCJA meeting this month.

Junior Council Report – No report

Councilor Sharon Booker: SHACC

- SHACC continues to celebrate their 10-year anniversary.
- SHACC will be having their final monthly flea market of the year on September 6, 9:00-3:00 p.m. at Memorial Park.
- SHACC presents Pieces of me, A Puzzle of Self Expression Make & Take on September 13, 1:00-3:30 p.m. Registration is limited so please RSVP at sharonhill.artandculture@gmail.com by Wednesday September 10.

- SHACC will have Autumn Jazz Palates from 6:00-7:00 p.m., upstairs in Borough Hall, every Wednesday beginning September 17, 2025.
- SHACC will be celebrating National Sewing Month with “Sewing Authenticity” on Saturday, September 20, from 2:00-4:00 p.m. There will be a Fabric Art Fashion Show performance dialog as well. Registration is required, so please RSVP at sharonhill.artandculture@gmail.com
- As the Chair of the Delaware County Women’s Commission, Councilor Booker announced that the Commission has appointed another person from Sharon Hill. She is Martisha Threadgill who is also Vice Principal of our school.

Councilor William Felder: Public Works

- Councilor Felder will have the monthly report at the next meeting.
- The Councilor continues to advise all residents that they should contact Commonwealth Code Enforcer on 610-717-6367 to arrange a time for one of the Code Enforcers to come out and help with understanding your home renovations or repairs.

Councilor Rodney Hill: Recreation – No report

Councilor Sandra Holcombe: No report.

Councilor James Patrick, III: Personnel

- Councilor Patrick deferred any questions regarding personnel to Solicitor Miller.

• Officials’ Updates:

Mayor, Hykeem Green – No report

Borough Solicitor, Kyle Miller, Kilkenny Law

- Solicitor continues to monitor and correspond with Council on any active litigation.
- Solicitor advised that he had communications with the school district and learned about the survey of the property field.
- Solicitor has been corresponding with some of the Councilors regarding the land development applicants.
- Solicitor reported that the proclamation for SHACC’s 10th anniversary will be circulating for review and input; and it will be presented at the September 18 Legislative meeting if it works with everyone’s schedule.

Borough Engineer, Susan Lynch, Lighthouse Engineering

- The Engineer's report is in the packet.
- President Allen commented as a follow up from the Legislative meeting that she spoke with the Engineer to connect some of the dots for the levee project and when there are dates for public meetings, etc. we will share and make sure everyone is informed.

Building Code Official, Anthony Tartaglia – No report

- The Code Official's report is in the packet.

Police Chief, Richard Herron

- Chief Herron will have a detailed report at the next meeting.
- The August Police report was read and accepted.
- Chief Herron addressed questions regarding towing of vehicles parking in handicapped spots, etc. and after speaking with the Mayor and President Allen, they have developed a process for anyone illegally parking in handicapped spots or not displaying a handicapped placard or handicapped tag. The officers will exhaust all means to notify and locate the owner of the vehicle and only if it is an emergency will they take the measures they need to take to remove the vehicle.
- SHB Police Department has been awarded a grant and Chief Herron will provide a report next week.
- Regarding soliciting in the borough, Chief Herron explained that individuals should come to the Police Department and fill out a form and after checks, they should have a yellow card from the Police dated and signed by Police Chief Herron and no one should be coming around if they do not have the permits. The Police also post on social media any permits that were granted. Councilor Booker asked if we could get a picture of what the permit looks like, and Chief Herron said yes.

Treasurer, Will Morgan

- The Treasurer reviewed the Bills and Applied Payments report and answered all questions from Councilors.

Borough Manager, Ieasa A. Nichols

- The Borough Manager confirmed that The Delaware County Health Department will be hosting their recovery night on September 18 at 5:00 p.m. in Memorial Park.
- The Borough Manager advised Council that the 2021-2025 pension audit is wrapping up. The Auditor had some additional questions, and we have to submit our corrective measures. Per the previous legislative meeting, we should have our pension MMO as well.
- The Borough Manager congratulated Councilwoman Booker and Madam President Allen for their diligence in submitting their respective grants.

Public Comment –

- **P. Ruemaker 335 Greenwood Rd.** – Question regarding when you have an ordinance in SHB is that considered the law. Why when we call, we get an answer that we must investigate the issue. I have a private driveway, so I want to know why I need a permit to get a new driveway yet numerous other people on my block have gotten new cement with no permits. President Allen responded yes, the ordinances are for every person that resides here in SHB. Regarding why we are going to do an investigation, we need to see for ourselves because this allows us to do a report on the property, and to get the property to come into compliance. Regarding permits for

driveways, we recognize that some may not realize that they need a permit, but it is perfectly fine for you to call the borough if you do not see a permit displayed and we will follow up on the concern.

- **Tracy Turner** – Concern regarding handicapped parking. Resident asked if there are different signs we must get so that no one parks in handicapped parking spots and can the resident have the car towed. President Allen said the 1st course of action should be the ticket and then we would move on to the process Chief Herron described previously.

New Business –

- **Motion to advertise Ordinance #1418: An ordinance of the borough of Sharon Hill, Delaware County, Pennsylvania, requiring owners of vacant properties in the borough to register said properties with the Borough; requiring owners to pay registration and inspection fees for said properties; providing for the inspection of said vacant properties by the borough; and providing penalties for the violation of the ordinance.**

The Solicitor read parts of the draft document and reviewed several of the key points. All discussion and questions were addressed by the Solicitor.

Moved E.B. Seconded S.B. Motion Passed

Old Business

- **None**
- **Adjournment – 7:49 p.m.**

Upcoming Meeting: Legislative Meeting Thursday, September 18, 2025

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