

**BOROUGH OF DARBY  
BOROUGH COUNCIL MEETING  
February 15, 2017**

The Darby Borough Council met at Borough Hall on the above date with the following members present: President Janice Davis, Vice President Jennifer Parks, Ms. Ruby Munden, Mrs. Esther Lites, Mr. Donald Deigh, Ms. Jillian Theorgood, Mr. Patrick McKenna & Mr. Howard Blackson. Also present was Borough Manager Mark Possenti, Police Chief Robert Smythe, Code Officer Thomas Gaffney, Solicitor Charles Gibbs & Engineer Eileen Mulvena were present. Mayor Helen Thomas & Ms. Darlene Hill were absent.

President Davis called the meeting to Order at 7:30 p.m. followed by Roll Call.

Pledge of Allegiance.

**PUBLIC COMMENT:**

None

**NRO's:**

Rev. B Zoewah, 102 North 5<sup>th</sup> Street: Operate Church Worship Service on Sundays from 10:45am to 12:45pm. Motion to approve made by Mrs. Parks; 2<sup>nd</sup> by Mr. McKenna. Motion carries 8-0.

Abraham Bambara, 504 Main Street: Operate a snack shop 7 days a week from 10am to 10pm. Motion to approve made by Mrs. Parks; 2<sup>nd</sup> by Ms. Theorgood. Motion carries 8-0.

Michael Pressman, 22 Mill Street: Wants to convert from Truck Sales to Used Motor Sales & Repairs. Motion made by Mr. Deigh; 2<sup>nd</sup> by Ms. Theorgood contingent on an Inspection by the Borough Manager. Motion fails 6-2. Mr. McKenna, Mr. Blackson, Mrs. Parks, Ms. Davis, Mrs. Lites and Ms. Munden voted No.

**ENGINEERS REPORT:**

See Attached.

Motion made by Mr. Deigh; 2<sup>nd</sup> by Mrs. Parks to approve Resolution 2017-002. Motion carries 8-0.

Motion to approve the payment of \$2,500 to Eastern Delaware County Storm water made by Mrs. Parks; 2<sup>nd</sup> by Mr. Deigh. Motion carries 8-0.

Motion to accept the Engineer's Report made by Mrs. Parks; 2<sup>nd</sup> by Mrs. Lites. Motion carries 8-0.

## **MAYOR'S REPORT:**

No Report.

## **APPROVAL OF MINUTES (1/18/17):**

Motion made by Mrs. Lites; 2<sup>nd</sup> by Mrs. Parks. Motion carries 8-0.

## **NEW BUSINESS:**

- a. **Ordinance #784 (Municipal Code & Compliance Act):** Public Hearing was open, No Comments, Public Hearing was closed. Motion made by Mrs. Parks; 2<sup>nd</sup> by Ms. Theorgood. Motion carries 8-0.
- b. **Ordinance #785 (Inspection of Sanitary Sewers):** Public Hearing was open, No comment, Public Hearing was closed. Motion made by Ms. Munden; 2<sup>nd</sup> by Mr. Deigh. Motion carries 8-0.

## **COMMUNICATIONS & REPORTS:**

- a. Fire Chiefs Report: See attached.
- b. Historical Commission Report: Darby Creek Clean Up.
- c. Tax Collector Report: See attached.
- d. Library Report: Bingo Night.
- e. William Penn School District Report: Officer in Middle School.
- f. Ordinance/Zoning: Monthly Report.
- g. Community Relations: Pantry Party.
- h. Municipal Services: No Report.
- i. Public Safety: Part Time Police Officers.
- j. Recreation: No Report.
- k. Finance: Motion made by Ms. Munden; 2<sup>nd</sup> by Mr. Blackson to approve the paid bills for the month of February. Motion carries 8-0.
- l. Public Relations: No Report.
- m. Solicitors Report: Motion to approve a Tax Settlement for 924 Pine Street removing the interest and penalties made by Mr. Deigh; 2<sup>nd</sup> by Ms. Theorgood. Motion carries 8-0. Permission to advertise amendments to the NRO Ordinance made by Ms. Munden; 2<sup>nd</sup> by Mrs. Lites. Motion carries 8-0.

Motion to accept all reports made by Mrs. Parks; 2<sup>nd</sup> by Mrs. Lites. Motion carries 8-0.

Motion to appoint Kevin Carry, Rudy Taylor and Donald Robinson to the Civil Service Commission made by Mrs. Parks; 2<sup>nd</sup> by Ms. Munden. Motion carries 6-1. Mrs. Lites voted No and Mr. Blackson abstained.

## **ADJOURNMENT**

Motion made by Ms. Munden; 2<sup>nd</sup> by Mrs. Lites. Motion carries 8-0.

Respectfully Submitted,

Mark Possenti  
Manager/Secretary  
Borough of Darby

## Code Office Report – January 2017

- Violation Notices sent – 38
- Snow Violations - 0
- Resale Inspections – 6
- Rental Inspections – 45
- Commercial Inspections – 5
- Building Permits – 6
- Electrical Permits – 3
- Plumbing Permits – 4
- Mechanical Permits – 3
- Miscellaneous Complaints – 187
- Zoning hearings – 0
- Health inspections - 0
- Citations Issued – 5
- Court Hearings – 3

### Construction:

Currently NO major construction projects

### Cease and Desist issued

22 Mill Street

### Unfit for Human Habitation

924 Forrester Avenue

### Condemned

None

**DARBY FIRE PATROL, NO. 2**  
 "TIS THE DANGER OF OUR CITIZENS PROMPTS US TO DUTY"  
 CHESTNUT & MOORE STS.  
 DARBY, PA 19023

February 15, 2017

Darby Borough  
 Attn: Mayor Helen Thomas  
 1020 Ridge Ave  
 Darby, PA 19023

Fire Chief's Report for January 2017

Fire Alarms	15	Rescues	0	Fire Police	0
Assist EMS/ P.D.	3	Investigations	2	Service Calls	0
MVA w/ Injury	4	Gas Leak In	2	Good Intent	0
Buildings	0	Gas Leak Out	2		
Vehicle Fires	0	Fuel Spill	1		
Trash Fires	1	CO Alarms	1		
Wires	1	Weather	0	Total Calls	32

If you want to reach me with any additional questions or comments, I can always be reached via my personal cell phone or email at [edwardgannon@comcast.net](mailto:edwardgannon@comcast.net).

Very truly yours

*Edward J. Gannon 999*

Edward J. Gannon III.  
 Fire Chief  
 Darby Fire Patrol #2  
 Cell 484-682-4186

# MEMORANDUM

## WALTON, MULVENA & ASSOCIATES

100 Grove Rd. PO Box 518 Thorofare, NJ 08086

Phone: (856) 848-0033 Fax: (856) 848-0277

Division of NDI ENGINEERING COMPANY



**DATE:** 9 February 2017  
**TO:** Darby Borough Council  
**FROM:** Eileen W. Mulvena, P.E.  
**RE:** Engineer's Report Thru 9 February 2017

### CDBG – 2015 Concord Road Sanitary Sewer Replacement and Street Resurfacing

This project is completed. MS-999 are being prepared and we are awaiting canceled checks.

### CDBG – 2016 Golf Road Infrastructure Improvements

The preconstruction meeting was held on December 15. The contractor intends to begin work during spring 2017.

### CDBG – 2017 Application

Grant applications were submitted on January 11, 2017. For the priority project, the Borough is seeking funding to continue sanitary sewer and street improvements on Golf Road. For the alternate project, the Borough is proposing the development of a regulation soccer field for the young people of the community.

### Storm Sewer Repairs

The storm sewer repairs at 2<sup>nd</sup> and Main Streets, 3<sup>rd</sup> and Main Streets, and 13<sup>th</sup> and Main Streets, and 422 Spruce St. have been completed.

During the installation of the concrete work at the 13<sup>th</sup> and Main Street intersection a sanitary sewer issued was discovered. Buck Frank excavated and made two repairs to the sanitary sewer system. Final restoration of this trench will be completed in the spring.

### MS4 Separate Storm Sewer Permit

We have found a free Webinar “Soil Compaction and Urban Trees: Strategies for Gaining Ground” that Borough Employees can now watch on YouTube as part of the MS4 training requirement. <https://www.youtube.com/watch?v=P1ln8W1LyfQ>

We have started working on the Notice of Intent to renew the MS4 Permit and the Pollution Reduction Plan that must be submitted with the NOI.

The new MS4 permit application needs to be completed by Aug. 3 so it can be open to the public for comment for 30 days before it is submitted in September to DEP. With this application, there is a lot of work to be done in advance. If you remember, we did not join the Eastern Delaware County Stormwater Collaborative after the initial grant ended and have been paying CRC for their help meeting MCMs 1, 2, and 6. I have now attended 2 meetings of the collaborative. Based on what has to be done for the Pollution Reduction Plan, I am recommending you join now. I am asking the Council to approve the attached Resolution for the Borough to join the Collaborative. The annual cost of membership is \$2,500. Additional costs for the construction and maintenance of the BMPs that are ultimately installed will be shared by the ten members.

Please note that the Darby Town Center and the Darby Fire Co. No. 1 have not submitted inspection and maintenance reports as required by their Land Development approvals. The Borough will be held responsible for the non-compliance. It is suggested the Borough send a letter reminding these owners of their responsibilities. Penalties to the Borough can be as much as \$37,500/day. We would like to prepare a letter for the Borough to send notifying both parties of the requirement and to give a date for when it must be submitted to the Borough.

#### LED Streetlight Procurement

Construction is expected to be during 2017.

#### 842/844 Main St.

May marked 3 years since the fire occurred. Has anything been submitted by Mr. Healy regarding improving the site so the adjacent property owner can resolve their issues? The adjacent property owner has a sump pump connected to the sanitary sewer and it needs to be disconnected. It should be done as part of their building envelope improvement.

#### Demolitions

143 N. 9<sup>th</sup> Street – the demolition grant application has been submitted to the County. OHCD indicates funding is limited at this time. The project will be included in the list provided to County Council for consideration during the FY 17 program review.

106 N. 6<sup>th</sup> Street – This is a private demo. On behalf of the Borough, Dan Honig, principal of Structures, Inc has met with and reviewed the revised permit application submitted by the demolition contractor. Please note that the contractor is to maintain contact with the Borough Code Department. Dan Honig will be available if there are any concerns; but, is not participating in active inspections of the activity.

611 Walnut Street – It has been weeks since the Borough Manager indicated the owner of the property (bank) has approved the contractor's proposal for demolition.

109 N. 9<sup>th</sup> St. – Dan Honig inspected the dwelling and will be submitting a report. His initial opinion is that it is not in danger of collapse; however, he does not think it can be rehabilitated for a reasonable price.

313 Darby Terrace – Dan Honig reviewed the photos sent by Mark and has approved the posting of the property. This property is a candidate for demolition; but, will require additional effort as it is a row home with occupied attached housing units on either side. We will be scheduling an inspection of both of those properties shortly.

#### Sanitary Sewer Grant Funds

The PA Small Water and Sewer Grant Application was submitted on October 31, 2016 for the replacement of 462 LF of sanitary sewer main and 52 laterals on Golf Road. The grant applications are being reviewed for completeness and will be forwarded to the Commonwealth Financing Authority Board for review at their March 2017 meeting.

#### EP Environmental Education Grant –

The grant application for \$3,000 for the purchase and installation of storm drain markers was submitted to DCED on December 15, 2016. All awards will be announced on or around Earth Day, April 22, 2017.

#### Chapter 94

The Chapter 94 reports are due on February 17<sup>th</sup>. Worksheets and sanitary sewer maps requesting updated information were delivered to the Borough on January 10<sup>th</sup>.

#### Stormwater tip

With spring around the corner, it is time to consider improvements to our yards. Planting native trees and shrubs is good for your property value, good for native wildlife and good for your local watershed.

- Landscaping can add 10 to 20 percent more value to a property.
- Using native plant material is ideal because they tend to thrive when planted in our home gardens.
- By gardening with native plants you can help sustain wildlife. It doesn't matter where you live or how small or large your gardening area is.
- Trees and shrubs increase infiltration and evapotranspiration of stormwater and remove pollutants, which improves water quality.

Resource for information and a list of local nurseries - [www.plantnative.com](http://www.plantnative.com)



# Tax Collector's Monthly Report to Taxing Districts

For the month of January 2017

## Borough of Darby

A: COLLECTIONS	REAL ESTATE	INTERIM	PER CAPITA	OTHER
		OTHER	OTHER	
1. Balance Collectable- Beginning of Month	594159.68	19721.47	9880.28	
2A: Additions: During the Month *				
2B: Deductions: Credits During the Month (Line 17)				
3: Total Collectable	594159.68	19721.47	9880.28	
4: Less Face Collections for the Month	27979.68	928.70	465.26	
5: Less Deletions from the List *				
6: Less: Exonerations *				
7: Less: Liens/ Non-Lienable Installments *				
8: Balance Collectable - End of Month	566180.00	18792.77	9415.02	
<b>B: RECONCILIATION OF CASH COLLECTED</b>				
9: Face Amount of Collections - must agree with line 4	27979.68	928.70	465.26	
10: Plus: Penalties	1703.84	56.56	28.33	
11: Less: Discounts	201.82	6.69	3.35	
12: Total Cash Collected per Column	29481.70	978.57	490.24	
13: Total Cash Collected - (12A+12B+12C+12D)				30950.51

\* Attach any supporting Documentation Required by your Taxing District



# Tax Collector's Monthly Report to Taxing Districts

For the month of January 2017

Borough of Darby

A: COLLECTIONS	REAL ESTATE		INTERIM		PER CAPITA		OTHER
1: Balance Collectable- Beginning of Month		231570.60		300495.67			
2A: Additions: During the Month *							
2B: Deductions: Credits During the Month (Line 17)							
3: Total Collectable		231570.60		300495.67			
4: Less Face Collections for the Month		10455.00		9385.66			
5: Less Deletions from the List *							
6: Less: Exonerations *							
7: Less: Liens/ Non-Lienable Installments *							
8: Balance Collectable - End of Month		221115.60		291110.01			
<b>B: RECONCILIATION OF CASH COLLECTED</b>							
9: Face Amount of Collections - must agree with line 4		10455.00		9385.66			
10: Plus: Penalties		841.50		708.40			
11: Less: Discounts		35.70		45.83			
12: Total Cash Collected per Column		11260.80		10048.23			
13: Total Cash Collected - (12A+12B+12C+12D)							21309.03


\* Attach any supporting Documentation Required by your Taxing District

**C: PAYMENT OF TAXES**

14: Amount Remitted During the Month *			
Date	Transaction #	Amount	
1/24/2017	M160406121	52259.55	<b>TOTAL OF ALL TAXES</b>
<b>Total</b>		52259.55	
15: Amount Paid with this Report Applicable to this Reporting Month			Transaction #
16: Total Remitted This Month			
17: List, Other Adjustments *			
Parcel #	Name	Amount	
<b>Total</b>			

18: Interest Earnings (if applicable) \$ \_\_\_\_\_

<b>Taxing District Use (Optional)</b>	
Carryover from Previous Month	\$ _____
Amount Collected this Month	\$ _____
Less Amount Paid this Month	\$ _____
Ending Balance	\$ _____

  
 Margaret Applewhite  
 Tax Collector

I verify this is a complete and accurate reporting of the balance collectable, Taxes Collected and Remitted for the month  
 Received by: \_\_\_\_\_ Title \_\_\_\_\_ Date 2/17/17  
 I acknowledge receipt of this report