

**BOROUGH OF DARBY
BOROUGH COUNCIL MEETING
February 18, 2015**

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

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

Pledge of Allegiance.

PUBLIC COMMENT:

None.

ENGINEERS REPORT:

See Attached.

Motion to approve Resolution 2014-004 (County Aid) made by Mrs. Lites; 2nd by Ms. Hill.
Motion carries 9-0.

Motion to accept the Engineer's Report made by Ms. Hill; 2nd by Mr. Blackson. Motion carries 9-0.

MAYOR'S REPORT:

No Report.

APPROVAL OF MINUTES (1/21/15 & 1/26/15):

Motion made by Mrs. Parks; 2nd by Mr. Blackson. Motion carries 9-0.

COMMUNICATIONS & REPORTS:

- a. Fire Chiefs Report: See attached.
- b. Historical Commission Report: See attached.
- c. Tax Collector Report: See attached.
- d. Ordinance/Zoning: Monthly Report.
- e. Community Relations: McDonalds Grand Opening, COSA Event, Sophisticated Ladies.
- f. Municipal Services: Monthly Report.
- g. Public Safety: Motion to hire Jhonny Mercier as a Part Time Police Officer made by Ms. Munden, 2nd by Mr. McKenna. Motion carries 9-0. Motion to hire Steven Dougherty as a Part Time Officer made by Ms. Hill; 2nd by Ms. Munden. Motion carries 9-0.

- h. Recreation: Darby RBI League.
- i. Finance: Motion made by Mrs. Lites; 2nd by Mr. Blackson to approve the paid bills for the month of February. Motion carries 9-0.
- j. Solicitors Report: Motion to authorize the Borough Solicitor to file a cross appeal if Peter Ray files appeal made by Mr. Blackson; 2nd by Ms. Theorgood. Motion carries 9-0.

Motion to accept all reports made by Mrs. Park; 2nd by Ms. Hill. Motion carries 9-0.

Motion to authorize the Borough Manager to draft letters to Darby #1 & #2 to produce the last three years of reports of fires in Colwyn including any injuries. Motion made by Ms. Hill; 2nd by Mr. Blackson. Motion carries 9-0.

Motion made by Mr. McKenna; 2nd by Mrs. Parks that the monthly payment amount of \$31,290.78 has been earmarked for a three year period to purchase a 2015 Ford F350 and a 2015 Ford F450. Motion carries 9-0.

Motion made Mr. Deigh; 2nd by Mr. McKenna to approve a 24 month period to utilize WGL Energy at a \$.06185 per KWH (\$.06573 with GRT). Motion carries 9-0.

ADJOURNMENT

Motion made by Mrs. Lites; 2nd by Ms. Hill. Motion carries 7-0.

Respectfully Submitted,

Mark Possenti
Manager/Secretary
Borough of Darby

MEMORANDUM

WALTON, MULVENA & ASSOCIATES

100 Grove Rd. PO Box 518 Thorofare, NJ08086
Phone: (856) 848-0033 Fax: (856) 848-0277
Division of NDI ENGINEERING COMPANY



DATE: 11 February 2015
TO: Darby Borough Council
FROM: Eileen W. Mulvena, P.E.
RE: Engineer's Report Thru 11 February 2015

County Aid Resolution

A Resolution has been prepared for Council's adoption to request liquid fuels monies made available by the County to each municipality.

28 S. 5th Street Demolition

The Manager is handling the removal of the tree. It may have been addressed during the past month.

842/844 Main St.

I have not heard from Mr. Healy since before Thanksgiving. He has not asked for any inspections to be made. I continue to monitor the site for activity.

MS4 Separate Stormsewer Permit

We want to remind Borough residents of the importance of reporting any suspected incidences of illicit discharges that they may observe. More information and illustrations of illicit discharges are available on the stormwater section of the Borough's website. We ask that anyone observing an illicit discharge call 9-1-1 so that the discharge can be investigated and the source traced and the contributor of the discharge can be notified/educated/cited, as appropriate.

The MS4 plans adopted by the Borough require a mailing to be sent out to the taxpayers. The Borough did mail an educational piece with the tax bills.

MUTCD Sign Assessment Program

The Borough is required to develop a plan for replacement of signage that does not meet current MUTCD regulations. Mark had asked us to do this and we will be starting this work when the weather is suitable. We will do the field inspections initially and will follow-up with the measurement of retroreflectivity at a later date. We are proposing to rent a unit for one month to measure the values in each of the towns we work for, and to split the cost of the rental evenly.

We want to limit the rental period to one month, so we are doing the field work in all the towns first, and then following up with the measuring so that we minimize the rental period.

W-Weir Located in Darby Creek

The balance of the bank stabilization will be completed once the Borough receives grant funding reimbursement for the costs paid to date. The contractor can then be paid for the work completed to date and then the follow-up work will be scheduled.

The letter informing the owner of the Darby Town Center property that the eroded condition must be corrected was sent last month. This work will have to be done at the time of the Tyler Ave. work so that additional erosion does not occur. The paved area along the rear property will deteriorate if the bank is not stabilized.

Sanitary Sewer Repairs

The sewer repair at 15 Brandford will be scheduled when the weather forecast is clear for one week as a plate cannot be placed over the excavation when there is a chance that plowing or salting will be required.

Residents are still responsible for lateral repairs in the Borough. I would like Council to consider taking responsibility for replacement and repair of laterals in the street. Lateral repairs/replacements generally cost between \$2,500-\$12,000. This is likely far more costly than the average residents can afford. If the Borough assesses an increase in the maintenance fee, the money could be earmarked for lateral replacements. A \$15 increase may generate \$50,000 enabling the replacement of approximately 5-10 laterals per year. The Borough's contractor would do the work, which ensures the pipe work and street restoration will be done in accordance with Borough standards.

Revisions to the Act 167 Stormwater Management Ordinance

The Borough's Act 167 Stormwater Management Ordinance addresses requirements for reducing run-off during projects involving earth disturbance and/or land development. It is critical that the Building Code Official be aware of the passage of this ordinance as he is the first person to have contact with applicants for permits. Please ensure that the Building Code Official is aware that stormwater reviews are required for all building permits and earth disturbances regardless of SF of cover or disturbance. Please note that enforcement of the Borough's stormwater ordinance is also a requirement of the Borough's MS4 stormwater permit.

PennDOT curb cut ramp guidance

PennDOT has revised its policy for design approval of curb cut ramps. Applicants are required to complete a design form in advance of receiving a Highway Occupancy Permit for construction. The Code Department should be aware of this new requirement to ensure that applicants are compliant.

Monthly Stormwater Tip

On Sunday, March 8, at 2:00 pm, there will be a lecture and discussion on "Sustainable Landscape Management for Landowners." The lecture will discuss best practices for the design and everyday

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maintenance of your landscape. The event will be held at Penn State's Brandywine Campus. It is sponsored by the Chester Ridley Crum Watershed Association and Penn State and is free and open to all.

On Saturday, April 25, the Darby Creek Valley Association will be holding its annual stream cleanup event at various locations along Darby Creek. Residents are encouraged to participate in this important event. More details will be available on the DCVA's website.

IF we get any of the threatened snow...

Shoveling snow soon after it falls is the best way to prevent ice from forming on sidewalks. If you have to use a deicing product, avoid products that contain sodium chloride, which can be toxic in waterways, and use sparingly. Calcium chloride is a safer alternative for melting ice, as is a product called Safe Paw™.

The Borough was successful in identifying a teacher and honor students at Penn Wood Middle School who will be stenciling the storm drains in the Borough in the Spring. Meetings were held with the teacher to scope out the work last fall and stenciling materials provided.

Borough continues to publicize DVCA and CRC stream cleanup events and solicit participation; Borough itself supports the DVCA event with Borough resources (?)

MCM #3 is Illicit Discharge Detection and Elimination (IDD&E)
Borough is making progress but not yet compliant in all areas.

BMP #1 Status: **PARTIALLY COMPLIANT**
Adopt and implement a written program for detection, elimination and prevention of illicit discharges. Plan was adopted by Council in February 2014; however, Borough has not implemented provision calling for walking inspection of 25% of the Borough by Code officer to identify illicit discharges such as illegal sump pump discharges, RWCs emptying onto paved surfaces, etc. as well as inspections of rental properties to look for illicit discharges.

BMP#2 Status: **COMPLIANT**
Develop & maintain stormsewer map.
Significant progress was made during the year to update the map; NDI personnel inspected the Borough's system over the summer and identified various inlets shown on the map that could not be located or that don't exist; other inlets not shown on the map were located and added to the map.

BMP#3 Status: **PARTIALLY COMPLIANT**
Update storm sewer map to show features such as inlets, piping, swales, roads, etc. Progress made – NDI personnel collected information on piping system, materials, diameter for entire system; information has not yet been mapped, however.

BMP#4 Status: **COMPLIANT**
Conduct outfall field screening; remove & correct illicit discharges.
NDI to conduct outfall screenings within next month.

BMP #5 Status: **COMPLIANT**
Enact and enforce stormwater management ordinance.
Borough enacted ordinance on March 2, 2005 and an updated ordinance on August 15, 2012. No illicit discharges have been reported permit year to date. It is recommended that Borough personnel (including police, Code, and PW staff) participate in a meeting to review the IDD&E plan and response procedures.

BMP#6 Status: COMPLIANT
Provide educational outreach materials on IDD&E to target audiences.
IDD&E info included on stormwater section of Borough website.

MCM #4 Construction Site Stormwater Runoff Controls.

The Borough is relying on DEP's statewide program for issuing NPDES Permits for Stormwater Discharges associated with construction activities to satisfy the requirements under this MCM. Therefore, for all BMPS (#1-#4): Status: COMPLIANT

MCM #5 Post-Construction Stormwater Management in New and Re-Development Activities

The Borough is relying on DEP's statewide program for issuing NPDES Permits for Stormwater Discharges associated with construction activities to satisfy BMPS #1-3 under this MCM. Therefore, complaint for BMPs #1, #2, and #3. Status: COMPLIANT

BMP #4 Status: **COMPLIANT???**
Enact, implement and enforce ordinance to address post-construction stormwater. Ordinance is in place; there has been minimal new development in the Borough. Borough engineer inspects construction sites to check for compliance.

BMP #5 Status: **NON-COMPLIANT**
Develop and implement measures to expand the use of Low Impact Development (LID) in new and redevelopment.

Borough must review its ordinances to see if they are consistent with LID practices and repeal sections of any conflicting ordinances. NDI will review ordinances in our files and will ask Borough to provide us any other land development ordinances for review. NDI will then advise Council as to what ordinances need to be repealed/ revised/enacted.

BMP #6 Status: COMPLIANT
Ensure adequate operation and maintenance of all post-construction SWMFs.

Significant progress has been made in both identifying SWMFs in the Borough and having them inspected by the owner or NDI. Inspection reports were submitted by the owners of Walgreen's, the Darby Transportation Center, and Darby Town Center. Borough notified Fire Company #1 of inspection and is awaiting receipt of inspection report by March 1 deadline.

MCM#6 Pollution Prevention/Good Housekeeping for Municipal Operations

BMP #1 Status: **COMPLIANT**

Identify and document all types of municipal operations, facilities, and activities that have the potential for generating stormwater runoff.

NDI has prepared a draft document that identifies such municipal operations; this should be reviewed and discussed by Borough staff and revised as necessary.

BMP #2

Status: **NON COMPLIANT**

Develop, implement, and maintain a written O&M program for all municipal operations/facilities that could contribute to discharge of pollutants into stormwater system. Program was developed in 2014 and adopted by Council in 2014; implementation is uncertain. We recommend inspection of Highway garage as well as a workshop meeting with Highway employees before permit year ends on 3/15 to review O&M program, answer questions, and identify and address issues.

BMP #3

Status: **COMPLIANT**

Develop and implement an employee training program that addresses appropriate topics to further the goal of preventing or reducing the discharge of stormwater pollutants; employee training to occur at least annually.

Two Highway Dept. employees attended a Municipal Good Housekeeping workshop on Feb. 5 in Bensalem sponsored by the Pa Environmental Council. An on-site workshop is being set up for the Borough's Highway crew where they can view another stormwater videotape Provisions of the O&M and IDD&E plan pertaining to Highway personnel also will be reviewed and discussed.

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

February 18, 2015

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

Fire Chief's Report for January 2015

Fire Alarms	6	Rescues	0	Fire Police	2
Assist EMS/ P.D.	4	Investigations	0	Service Calls	2
MVA w/ Injury	3	Gas Leak In	4	Good Intent	12
Buildings	5	Gas Leak Out	0		
Vehicle Fires	2	Fuel Spill	1		
Trash Fires	0	CO Alarms	1		
Wires	0	Weather	0	Total Calls	42

On 22 Jan 2015 both Borough Companies responded to a 2 alarm building fire at 9th and Summit Streets. We were assisted by Company 16 with ventilation of the structure as well as many other mutual aid companies.

Darby Fire Patrol #2 is also pleased to announce that we have been awarded a \$5,000 SAFER grant for recruitment and retention from the Firemen's Association State of Pennsylvania (FASP). We will use these funds to develop an advertising campaign, update our website and increase our social media presence in order to increase our membership rolls.

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.

Very truly yours

Edward J. Gannon III

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



January 15, 2015

Chief Ed Gannon
Darby Fire Patrol #2
510 Chestnut Street
PO Box 2
Darby, PA 19023

RE: FIREMEN'S ASSOCIATION OF THE STATE OF PENNSYLVANIA (FASP)
RECRUITMENT AND RETENTION LOCAL GRANT AWARD

Dear Chief Gannon:

Congratulations, a Firemen's Association of the State of Pennsylvania Recruitment and Retention Local Grant award has been made for \$5,000 to:

Darby Fire Patrol #2

In care of:

Chief Ed Gannon

For the following activities:

Develop advertising campaign, create website, and increase social media presence.

By 12/31/15 an accounting of the funds and the following information needs to be submitted for grant compliance to:

Bill Jenaway
FASP Safer Grant Program Manager
%VFIS-ETC
183 Leader Heights Road
York, PA 17402