

**BOROUGH OF DARBY  
BOROUGH COUNCIL MEETING  
January 16, 2019**

The Darby Borough Council met at Borough Hall on the above date with the following members present: President Darlene Hill, Vice President Jennifer Parks, Ms. Ruby Munden, Mrs. Esther Lites, Mr. Donald Deigh, Mr. Darren Burrell, Mr. John Metts, Mr. Patrick McKenna & Mr. Howard Blackson. Also present was Mayor Helen Thomas, Borough Manager Mark Possenti, Police Chief Robert Smythe, Borough Solicitor Charles Gibbs & Borough Engineer Mary Beth Straguzzi.

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

Pledge of Allegiance.

**PUBLIC COMMENT:**

None.

**NRO's:**

Emily Finigan, 1121 Main Street: Operate a consulting business from her home with one employee. Hours are 9AM to 5PM. Motion made by Mr. McKenna; 2<sup>nd</sup> by Mr. Blackson. Motion carries 9-0.

Mark Moore, 39 Mill Street: Operate an Auto Body & Repair Shop with one employee. Hours are 830AM to 530PM (Mon to Fri) & 830AM to 2PM (Saturday). No parking on the sidewalk or the street and all materials must be kept inside the building. Motion to approve pending all final inspections made by Mr. McKenna; 2<sup>nd</sup> by Mr. Burrell. Motion carries 9-0.

**ENGINEERS REPORT:**

See Attached.

Motion to award a contract to Buck Frank up to \$108,550.00 pending additional funding made by Mr. Deigh; 2<sup>nd</sup> by Mr. Burrell. Motion carries 8-1. Mrs. Lites voted No.

Motion to accept the Engineer's Report made by Mr. Burrell; 2<sup>nd</sup> by Mr. McKenna. Motion carries 9-0.

**MAYOR'S REPORT:**

See Attached.

Motion to accept the Mayor's Report made by Mrs. Parks; 2<sup>nd</sup> by Mr. Burrell. Motion carries 9-0.

**APPROVAL OF MINUTES (12/19/2018):**

Motion made by Mrs. Parks; 2<sup>nd</sup> by Mr. Deigh. Motion carries 9-0.

**NEW BUSINESS:**

- a. **2019 Salt Contract – Co-Stars Program:** Motion made by Ms. Munden; 2<sup>nd</sup> by Mrs. Lites for the Borough Manager to complete the online registration for the 2019-2020 Salt Program. Motion carries 9-0.

**COMMUNICATIONS & REPORTS:**

- a. Fire Chiefs Report: See attached.
- b. Historical Commission Report: Woodburne Mansion & Eden Cemetery.
- c. Tax Collector Report: See attached.
- d. Library Report: No Report.
- e. William Penn School District Report: No Report.
- f. Ordinance/Zoning: Monthly Report.
- g. Community Relations: Clementon Park Trip.
- h. Municipal Services: Discussed the upcoming Winter Storms.
- i. Public Safety: Reported the resignations of Brian Jefferson, Laniece Edmundson & Andrew Pownell. Discussed the new Police Secretary and Civil Service Solicitor.
- j. Recreation: Dr. Martin Luther King Celebration on Monday the 21<sup>st</sup>.
- k. Finance: Motion made by Mr. Burrell; 2<sup>nd</sup> by Ms. Munden to pay the bills for the month of January. Motion carries 9-0.

Council recessed into Executive Session for litigation and personnel.

- l. Solicitors Report: Motion made by Ms. Munden; 2<sup>nd</sup> by Mr. Blackson to give the Borough Manager permission to advertise the real property at 821-822 Summit Street for a period of 15 days. Motion carries 9-0.

Motion to accept all reports made by Mrs. Parks; 2<sup>nd</sup> by Mrs. Lites. Motion carries 8-1. Mr. Burrell voted No.

**ADJOURNMENT**

Motion made by Ms. Munden; 2<sup>nd</sup> by Mrs. Parks. Motion carries 9-0.

Respectfully Submitted,

Mark Possenti  
Manager/Secretary  
Borough of Darby

## Code Office Report – December 2018

- Violation Notices sent – 501
- Resale Inspections – 11
- Rental Inspections – 19
- Commercial Inspections – 0
- Building Permits – 6
- Electrical Permits – 0
- Plumbing Permits – 2
- Mechanical Permits – 1
- Miscellaneous Complaints – 633
- Zoning hearings – 0
- Health inspections – 3

### Current Citations in District Court:

2 – Accessory Structures  
810 – No Rental License 2016, 2017 & 2018  
132 – Sanitation  
101 – High Grass/Property Maint.  
71 – Weeds  
2 – Roofs & Drainage  
2 – Motor Vehicles

### Total of 1120 Citations

### NOTES:

2019 Single Family & Apartment License Applications are currently being processed.

# 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:** 11 January 2019  
**TO:** Darby Borough Council  
**FROM:** Eileen W. Mulvena, P.E.  
**RE:** Engineer's Report Thru January 11, 2019

### FY 2017 CDBG – Development of the soccer field

A bid opening is scheduled for Wednesday, January 16, 2018.

### Liquid Fuels

We have authorized the inlet work to be done and expect the contractor to begin after the holidays.

We are working on completing the MS999 (final) for the Pothole project completed in December.

### CDBG

The CDBG applications for 2019 were delivered to the County on January 10, 2019.

### Chapter 94

The Borough's Chapter 94 report will be due in February 2019. Please be advised as the end of the year approaches it would be beneficial to begin collecting information on work that was completed during 2018. The code department would have this information. It includes permits issued for homeowner sanitary work (laterals, traps, etc.), any SSOs, any sump pump discharge rerouted, etc. We will reach out to the code department.

### MS4 Separate Storm Sewer Permit

Has the Borough adopted the PRP agreement? The new NPDES permit will not be issued until the PRP agreement has been signed and forwarded to the DEP.

Darby's annual contribution was estimated to be \$134,082. The Collaborative has discussed each town allocating 10% of the annual amount in 2018 with the successive years higher to make up the total required by year 5. There was a recalculation of the annual cost and Darby's cost share for 2019-2022 is \$16,710.73 per year. It is suggested that the Borough budget as much as

feasible, and \$16,710.73 as a minimum for MS4 compliance. The Stormwater Collaborative has invoiced the Borough for 2018.

#### Stormwater tip

Urban areas have more sidewalks, roads and parking lots. Many pollutants are left on these surfaces that often reach streams, creeks, rivers and oceans, adversely impacting the water quality.

## DECEMBER 2018

| <u>NATURE</u>         |    | <u>TOWN</u>      |        |
|-----------------------|----|------------------|--------|
| ACCIDENT W/ FIRE      | 1  | ALDAN            | 3      |
| ACCIDENT W/ INJ       | 11 | COLLINGDALE      | 5      |
| AFA                   | 18 | COLWYN           | 6      |
| ASSIST E.M.S.         | 4  | DARBY            | 36     |
| ASSIST M.E.           | 1  | EAST LANSDOWNE   | 2      |
| BRUSH                 | 1  | SHARON HILL      | 1      |
| BUILDING FIRE         | 21 | UPPER DARBY      | 1      |
| BUILDING FIRE INVEST. | 5  | YEADON           | 23     |
| CO ALARMS             | 3  |                  |        |
| COVER ASSIGNMENT      | 1  |                  |        |
| FUEL SPILL            | 1  |                  |        |
| GASK LEAK - IN        | 2  |                  |        |
| GAS LEAK - OUT        | 1  |                  |        |
| INVESTIGATION         | 4  | IN SERVICE HOURS | 74.95  |
| LANDING ZONE          | 2  | TOTAL MAN-HOURS  | 279.04 |
| WIRES/TRANSFORMER     | 1  |                  |        |
|                       |    | TOTAL RESPONDERS | 552    |
| TOTAL                 | 77 | AVG. PER CALL    | 7.1    |
|                       |    |                  |        |
|                       |    |                  |        |

## 2018 YEAR TO DATE

| <u>NATURE</u>           |            | <u>TOWN</u>            |         |
|-------------------------|------------|------------------------|---------|
| ACCIDENT W/ FIRE        | 2          | ALDAN                  | 14      |
| ACCIDENT W/ ENTRAP      | 5          | CHRISTIANA - NCC       | 1       |
| ACCIDENT W/ INJ         | 80         | CHESTER                | 10      |
| AFA                     | 247        | COLLINGDALE            | 34      |
| ASSIST E.M.S.           | 37         | COLWYN                 | 58      |
| ASSIST M.E.             | 3          | CRANSTON HEIGHTS - NCC | 1       |
| ASSIST P.D.             | 12         | DARBY                  | 403     |
| BRUSH                   | 10         | DARBY TWP.             | 4       |
| BUILDING FIRE           | 157        | EAST LANSDOWNE         | 8       |
| BUILDING FIRE INVEST.   | 17         | ELSMERE - NCC          | 1       |
| BUILDING FIRE W/ ENTRAP | 4          | GLENOLDEN              | 4       |
| CO ALARMS               | 38         | HAVERFORD              | 2       |
| COVER ASSIGNMENT        | 19         | LANSDOWNE              | 2       |
| DUMPSTER/TRASH          | 2          | LOWER CHICHESTER       | 2       |
| ELEVATOR RESCUE         | 1          | MILL CREEK - NCC       | 1       |
| FUEL SPILL              | 18         | NEWPORT - NCC          | 1       |
| GAS LEAK - IN           | 30         | RIDLEY TWP.            | 2       |
| GAS LEAK - OUT          | 13         | PROSPECT PARK          | 1       |
| HAZMAT                  | 2          | SHARON HILL            | 4       |
| INVESTIGATION           | 19         | SPRINGFIELD            | 2       |
| LANDING ZONE            | 26         | UPPER DARBY            | 16      |
| RESIDENTAL RESCUE       | 2          | YEADON                 | 231     |
| SERVICE CALL            | 11         |                        |         |
| VEHICLE FIRE            | 16         | IN SERVICE HOURS       | 808.81  |
| WATER RESCUE            | 5          | TOTAL MAN-HOURS        | 3852.29 |
| WIRES/TRANSFORMER       | 26         |                        |         |
|                         |            | TOTAL RESPONDERS       | 5596    |
| <b>TOTAL</b>            | <b>802</b> |                        |         |