

**BOROUGH OF DARBY
BOROUGH COUNCIL MEETING
November 16, 2016**

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

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

Pledge of Allegiance.

PUBLIC COMMENT:

Darlene Sims, 236 Mill Street: Opposed the business at 237 Mill Street.

Jermaine Miller, 244 Mill Street: Opposed the business at 237 Mill Street.

Andrea Doyle, 210 Hamilton Avenue: Opposed the business at 237 Mill Street.

Dietra Porter, 212 Hamilton Avenue: Opposed the business at 237 Mill Street.

Celestine Hughes, 1008 School Street: Opposed the business at 237 Mill Street.

John Metts, 1001 School Street: Opposed the business at 237 Mill Street.

NRO's:

Tanisha Brookins, 435 Main Street: Shoeacide – Women's & Little Girls Clothing and Shoes Retail. Motion made by Ms. Theorgood; 2nd by Ms. Hill. Motion carries 5-2. Vice President Parks and Mrs. Lites voted no.

Massa Kanneh, 419 Main Street: K&K African Market – African Foods & Dry Goods. Motion made by Mrs. Parks; 2nd by Mr. McKenna. Motion carries 7-0.

Amilcar Cesar, 300 MacDade Blvd.: Cesar Auto Repair – Car repair shop. Motion made by Mr. McKenna; 2nd by Mr. Blackson. Motion carries 5-2. President Davis and Vice President Parks voted No.

Juanita Cooper, Plum Good to add breakfast. Motion made by Mrs. Parks; 2nd by Ms. Theorgood. Motion carries 7-0.

Daniel McIlhenney, 237 Mill Street: Big Head Auto Salvage – Salvage Yard, Auto Parts, Recycling and Auto Sales. Tabled until December made by Mrs. Parks; 2nd by Mr. Blackson. Motion carries 7-0.

ENGINEERS REPORT:

See Attached.

Motion for a conditional approval pending OCHD approval to award the bid from MOR Construction in the amount of \$235,923.00 for the Sanitary Sewer Rehab on Golf Road made by Mrs. Parks; 2nd by Mr. McKenna. Motion carries 7-0.

Permission to advertise CDBG Hearing on December 21, 2016 at 715pm made by Mrs. Parks; 2nd by Mr. McKenna. Motion carries 7-0.

Motion to accept the Engineer's Report made by Ms. Hill; 2nd by Mr. Blackson. Motion carries 7-0.

MAYOR'S REPORT:

See Attached.

Motion to accept the Mayor's Report made by Ms. Hill; 2nd by Mr. McKenna. Motion carries 7-0.

APPROVAL OF MINUTES (10/19/16):

Motion made by Ms. Hill; 2nd by Mr. McKenna. Motion carries 7-0.

NEW BUSINESS:

- a. **2017 Preliminary Budget:** Motion made by Mrs. Parks; 2nd by Ms. Theorgood. Motion carries 7-0.
- b. **Permission to Advertise the 2017 Preliminary Budget:** Motion made by Mrs. Parks; 2nd by Ms. Theorgood. Motion carries 7-0.
- c. **Permission to Advertise Ordinance #783 (2016 Tax Levy):** Motion made by Mrs. Lites; 2nd by Mrs. Parks. Motion carries 7-0.

COMMUNICATIONS & REPORTS:

- a. Fire Chiefs Report: See attached. Motion to authorize the Borough Manager and Borough Solicitor to issue a 30 day termination letter to Colwyn Borough in regards to the Mutual Aid agreement with Darby Borough, Darby Fire Company #1 and Darby Fire Patrol #2 motion made by Mrs. Parks; 2nd by Mr. McKenna. Motion carries 7-0.
- b. Historical Commission Report: TOD Study.
- c. Tax Collector Report: See attached.
- d. Library Report: Monthly Report.
- e. William Penn School District Report: Report Cards, Parent Teacher Conferences and Colwyn Comets. Motion made by Mr. McKenna; 2nd by Mrs. Parks to send a letter to the School District supporting the Colwyn Comets using Park Lane Fields. Motion carries 7-0.
- f. Ordinance/Zoning: Monthly Report
- g. Community Relations: Thanksgiving Dinner

- h. Municipal Services: Leaf Machine
- i. Public Safety: No Report.
- j. Recreation: No Report.
- k. Finance: Motion made by Mrs. Parks; 2nd by Mrs. Lites to approve the paid bills for the month of November. Motion carries 7-0.
- l. Public Relations: No Report.

Council recessed into Executive Session to discuss Legal and Personnel.

- m. Solicitors Report: Motion to give authorization to the Borough Solicitor to conduct an internal investigation and issue subpoenas and compile witnesses before the Public Safety Committee in accordance with Borough Code made by Mrs. Parks; 2nd by Mr. McKenna. Motion carries 7-0.

Motion to accept all reports made by Mrs. Parks; 2nd by Mrs. Lites. Motion carries 7-0.

ADJOURNMENT

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

Respectfully Submitted,

Mark Possenti
Manager/Secretary
Borough of Darby

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: 10 November 2016
TO: Darby Borough Council
FROM: Eileen W. Mulvena, P.E.
RE: Engineer's Report Thru 10 November 2016

CDBG – Concord Road Sanitary Sewer Replacement and Street Resurfacing

The County approved this Change Order and the contractor completed the concrete work. A request for extension for the paving season was granted from PennDOT and the paving of Concord Road is expected to be completed before the end of November.

CDBG – Golf Road Infrastructure Improvements

At the October meeting, Council voted to reject the single bid that had been received and to rebid this project. The bid opening is scheduled for November 14th at 9:30. Under separate cover will be the bid tabulations and award recommendation.

Storm Sewer Repairs

Final restoration has been completed at the intersections of 2nd and Main Streets as well as 3rd and Main Streets.

During the installation of the concrete work at the 13th and Main Street intersection a sanitary sewer issued was discovered. We are working on developing a plan for resolving this issue so that the concrete work can be completed for the Storm Sewer project.

Work to be done by A to U as part of the current project involved the replacement of storm sewer pipe in the alley between Spruce and Pine Sts., between 4th and 5th Sts. This work was completed on 9/26/16.

MS4 Separate Storm Sewer Permit

Stormwater tips are being sent to the schools to be read with the daily announcements over the PA system.

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.

DCED (Department of Community & Economic Development) Grant Application

The Borough submitted a grant application for funding under the Watershed Restoration and Protection Grant Funds to continue the Bank Stabilization of Darby Creek behind the Darby Town Center. The Borough proposes to use these funds to eliminate erosive conditions, improve aquatic habitat conditions and reduce the potential for future flooding within this section of the Darby Creek. The owner of the property has committed to the 15% match requirement. If the Borough is unsuccessful in receiving the grant to do this work, the owner of the shopping center would remain responsible for stabilizing the stream bank.

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 this needs to be disconnected. It should be done as part of their building envelope improvement.

Demolitions

143 N. 9th Street – the demolition grant application has been submitted to the County. The application has been sent to the Council for consideration at the November meeting.

106 N. 6th 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.

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 –

We are working on a project to place markers on all storm sewer drains. Mini-grants for \$3,000 that require no match are available. We're proposing to purchase storm drain markers up to the full amount of the grant. This will provide extra markers for use when replacement is needed. The application is due on December 16, 2016. All awards will be announced on or around Earth Day, April 22, 2017.

TreeVitalize 2017 Grant Application – due in January 2017 for spring planting

The Borough is eligible for the Spring 2017 Bare Root Tree Offer. On behalf of TreeVitalize, Plant One Million Trees and Tree Tenders, PHS will order bare root trees large enough for street and park planting. These trees must be planted as public amenities in such areas as along residential or commercial street curbs, within parks or other public properties, or within 10 feet of the sidewalk or street on private property.

Stormwater tip

Zinc is listed by the EPA as a priority pollutant. Elevated concentrations are toxic to aquatic plants, fish and wildlife. These high levels are due largely to stormwater runoff from roofing, downspouts, drainage systems and fencing made of galvanized steel. Reduce the zinc levels by coating these items with an environmentally friendly paint or a clear coat or, when replacing, choose a product that is not made of galvanized steel.



Darby Borough Police Department

1020 Ridge Avenue.
Darby, PA 19023
610-586-1100
Fax: 610-461-5600

Robert F. Smythe
Chief of Police

Helen R. Thomas
Mayor

11-16-16

Mayor's Report

The Darby Borough Police Department is doing an excellent job in combating the crime in the Borough.

With the winter approaching, please be mindful of space heaters. Don't surround them with flammable items, and check the cords and make sure they aren't running hot.

Also, please do not leave your cars unlocked or running unattended. Although this is a joyous season, we would like to prevent crime as much as possible.

Christmas basket signups will begin on Thursday, December 1st for Darby Borough residents. Due to the limited amount of food, residents will be chosen on a first come first serve basis so be sure to sign up as early as possible.

Have a safe and Happy Thanksgiving.

Always remember: "Controlling people's lives is not a leader's trait, but understanding the people's needs that God considers great!"

DARBY FIRE COMPANY #1

October Monthly Chiefs Report :

Calls:

Building/Dwelling : 4

Automatic Fire Alarm : 19

Gas Leak : 2

Motor Vehicle Accident : 8

Vehicle : 1

Wires: 1

Totalling : 44 Incidents.

CO Alarm : 1

Assist EMS : 3

Brush: 2

Investigations : 2

Landing Zone : 1

Municipalities:

Darby Borough : 32

Yeadon Borough : 6

Collingdale Borough : 1

Colwyn Borough : 2

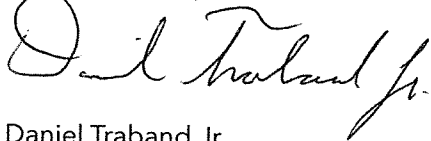
Aldan : 3

0 Working Fires :

Darby Residents are reminded to change out the batteries to their Smoke Detectors and Carbon Monoxide Alarms.

Saturday December 17th, 2016 Darby Fire Company #1 will be escorting Santa Clause around on the Darby #1 Side of Darby Borough. Please listen for the sirens and get a chance to see Santa Clause.

In Brotherhood,



Daniel Traband Jr.

Chief

Darby Fire Company #1

Tax Collector's Monthly Report to Taxing Districts

For the month of

October 2016

Borough of Darby

	REAL ESTATE		INTERIM		PER CAPITA		OTHER	
A: COLLECTIONS								
1: Balance Collectable- Beginning of Month		700002.71	FIRE	23234.57	LIBRARY	11640.26		
2A: Additions: During the Month *								
2B: Deductions: Credits During the Month (Line 17)								
3: Total Collectable		700002.71		23234.57		11640.26		
4: Less Face Collections for the Month		20311.25		674.15		337.71		
5: Less Deletions from the List *								
6: Less: Exonerations *								
7: Less: Liens/ Non-Lienable Installments *								
8: Balance Collectable - End of Month		679691.46		22560.42		11302.55		
B: RECONCILIATION OF CASH COLLECTED								
9: Face Amount of Collections - must agree with line 4		20311.25		674.15		337.71		
10: Plus: Penalties		2031.16		67.41		33.78		
11: Less: Discounts								
12: Total Cash Collected per Column		22342.41		741.56		371.49		
13: Total Cash Collected - (12A+12B+12C+12D)								23455.46

* Attach any supporting Documentation Required by your Taxing District

Tax Collector's Monthly Report to Taxing Districts

For the month of

October 2016

Borough of Darby

A: COLLECTIONS	REAL ESTATE	INTERIM	PER CAPITA	OTHER
	REAL ESTATE	OTHER	OTHER	OTHER
1. Balance Collectable- Beginning of Month	TRASH 273390.60	SEWER 353269.84		
2A: Additions: During the Month *				
2B: Deductions: Credits During the Month (Line 17)				
3: Total Collectable	273390.60	353269.84		
4: Less Face Collections for the Month	8160.00	7936.28		
5: Less Deletions from the List *				
6: Less: Exonerations *				
7: Less: Liens/ Non-Lienable Installments *				
8: Balance Collectable - End of Month	265230.60	345333.56		
B: RECONCILIATION OF CASH COLLECTED				
9: Face Amount of Collections - must agree with line 4	8160.00	7936.28		
10: Plus: Penalties	816.00	793.64		
11: Less: Discounts				
12: Total Cash Collected per Column	8976.00	8729.92		
13: Total Cash Collected - (12A+12B+12C+12D)				17705.92

* Attach any supporting Documentation Required by your Taxing District

Code Office Report – October 2016

- Violation Notices sent – 99
- Resale Inspections – 12
- Rental Inspections – 82
- Commercial Inspections – 6
- Building Permits – 15
- Electrical Permits – 3
- Plumbing Permits – 1
- Mechanical Permits – 0
- Miscellaneous Complaints – 407
- Zoning hearings – 3
- Health inspections – 0
- Citations Issued – 248

Construction:

No major construction

Miscellaneous:

Cease and Desist issued

- None

Unfit for Human Habitation

- 705 Walnut Street
- 27 S. 7th Street