

**BOROUGH OF DARBY**  
**BOROUGH COUNCIL MEETING**  
**November 15, 2023**

The Darby Borough Council met in Borough Council Chambers on the above date with the following members present: President Rudolph Taylor, III, Vice President Tracy Williams, Ms. Hill, Ms. Davis, Mr. Robinson, Mr. Thompson and Mrs. Pratt. Also present was Borough Manager Mark Possenti, Police Chief Joseph Gabe & Borough Engineer Eileen Mulvena. Mayor Darren Burrell, Mrs. Rozeta Johnston, Mrs. Jennifer Parks and Borough Solicitor Charles Gibbs was absent.

President Taylor called the meeting to Order at 7:00 p.m. followed by Roll Call.

Pledge of Allegiance

**PUBLIC COMMENT:**

Coach Ras, Delco Monarchs: Updated Council on the Football Team that they are City Champs and headed to the Nationals in Florida.

Lynne DeShields, 308 South 7<sup>th</sup> Street: Congraulated the Darby Monarchs Football Team. Thanked Council for a great event that was held on Halloween.

Keith Seward, 1108 Kenwood: Recycling pickup and concerns regarding the new Auto Zone.

Shereef, 937 Springfield Road: Discussion regarding purchasing the lot on the corner of MacDade and Springfield to use for parking.

**NRO's**

Nickole Roberts, 861 Main Street to have a Community Meet up business for podcasts, small gatherings, meetings, studio and photography. It will be Sunday thru Saturday 12:00pm to 12:00am. Motion made by Ms. Hill; 2<sup>nd</sup> by Mrs. Williams to table until December Committee Meeting. Motion carries 7-0.

Elaine Beckford, 624 Cedar Avenue to hold a minor occupation of Tax Preparation and Accounting in her home. It will be Mon, Tues, Thurs and Friday. Motion to approve made by Mrs. Williams; 2<sup>nd</sup> by Mr. Thompson. Motion carries 7-0.

**ENGINEERS'S REPORT:**

See Attached.

Approval of October 18, 2023 – Council Meeting Minutes, Engineers, Library, Ordinance/Zoning, Finance, Municipal Services, Public Safety, Community Relations and the Recreation Center Reports and Minutes:

Motion made by Ms. Davis; 2<sup>nd</sup> by Mr. Thompson to approve the minutes & report. Motion carries 7-0.

Motion made by Ms. Hill; 2<sup>nd</sup> by Mrs. Pratt to consider any resolutions that substantive actions if considered today may be added to the agenda for this session of Council and, as required by law, subsequently published on an amended agenda. The purpose of this motion is to provide the public with notice concerning possible actions by Council that arose too late to be included on the calendar that was published prior to today's session. Motion carries 7-0.

**NEW BUSINESS:**

- a. **Paid Bills – November 2023:** Motion made by Ms. Hill; 2<sup>nd</sup> by Ms. Davis to pay the bills for the month of November 2023. Motion carries 7-0.
- b. **Approval of the 2024 Preliminary Budget:** Motion to approve the 2024 Preliminary Budget made by Mrs. Williams; 2<sup>nd</sup> by Mr. Thompson. Motion carries 7-0.
- c. **Permission to advertise the 2023 Preliminary Budget:** Motion to advertise the 2024 Preliminary budget made by Mrs. Williams; 2<sup>nd</sup> by Mr. Thompson. Motion carries 7-0.
- d. **Permission to advertise Ordinance #808 (2024 Tax Levy):** Motion to advertise Ordinance #808 made by Ms. Hill; 2<sup>nd</sup> by Ms. Davis. Motion carries 7-0.
- e. **Consideration of approving Ordinance #807 (Block Parties):** Council President Taylor opened the public hearing, no comments, public hearing was closed. Motion made by Mrs. Williams; 2<sup>nd</sup> by Mrs. Pratt to approve Ordinance #807. Motion carries 7-0.
- f. **Consideration of approving an expense of \$4,436.00 to replace the door at the Public Works Garage:** Motion to approve the expense made by Ms. Davis; 2<sup>nd</sup> by Mr. Robinson. Motion carries 7-0.
- g. Motion to approve 44 Mermont, 1341 Edgehill, 1200 Wycombe and 24 North 2<sup>nd</sup> Street for handicap parking made by Ms. Hill; 2<sup>nd</sup> by Ms. Davis. Motion carries 7-0.
- h. Motion made by Mrs. Williams; 2<sup>nd</sup> by Mr. Thompson to hire Kiara Lee as a crossing guard. Motion carries 7-0.
- i. Motion made by Mrs. Pratt; 2<sup>nd</sup> by Mrs. Williams to hire Rich Murray as a crossing guard. Motion carries 7-0.
- j. Motion made by Mrs. Pratt; 2<sup>nd</sup> by Mr. Thompson for permission to advertise for the position of turnkey. Motion carries 7-0.
- k. Motion made by Mr. Thompson; 2<sup>nd</sup> by Mrs. Pratt to install a split system in the server room not to exceed \$8,000. Motion carries 7-0.
- l. Motion made by Ms. Davis; 2<sup>nd</sup> by Mrs. Williams to approve Resolution 23-11 for the Local Share Account Grant for Security Cameras. Motion carries 7-0.
- m. Motion made by Ms. Hill; 2<sup>nd</sup> by Ms. Davis to approve Resolution 23-12 for the Local Share Account Grant for Police Vehicles. Motion carries 7-0.
- n. Motion made by Mr. Thompson; 2<sup>nd</sup> by Mrs. Pratt to approve Resolution 23-14 for the 2024 Tax Anticipation Note through Sharon Bank. Motion carries 7-0.
- o. Motion made by Mrs. Pratt; 2<sup>nd</sup> by Mr. Thompson to promote Thomas Takacs, Jr. to the position of Corporal for the Darby Borough Police Department. Motion carries 7-0.
- p. Motion made by Mrs. Williams; 2<sup>nd</sup> by Mr. Robinson to promote Joseph O'Donnell, III to the position of Corporal for the Darby Borough Police Department. Motion carries 7-0.
- q. Motion made by Ms. Davis; 2<sup>nd</sup> by Mr. Thompson to promote Anthony Salvatore to the position of Corporal for the Darby Borough Police Department. Motion carries 7-0.

- r. Motion made by Mrs. Pratt; 2<sup>nd</sup> by Mr. Thompson to promote Derrick Raymond to the position of Corporal for the Darby Borough Police Department. Motion carries 7-0.
- s. Motion made by Mrs. Pratt; 2<sup>nd</sup> by Mr. Thompson to donate \$5,000 to the Darby Monarchs Football program. Motion carries 7-0.

**COMMUNICATIONS & REPORTS:**

- a. Fire Chiefs Report: See attached.
- b. Tax Collectors Report: See attached. Motion to transfer \$3,256.44 from the Tax Fund to the Sewer Fund made by Ms. Davis; 2<sup>nd</sup> by Mr. Thompson. Motion carries 7-0.
- c. Solicitors Report: No Report
- d. Police Chiefs Report: Chief Gabe updated Council on the Christmas Baskets.
- e. Managers Report: No Report

Motion to accept the Fire Chief, Tax Collector, Police Chief and Managers Reports made by Mrs. Williams; 2<sup>nd</sup> by Ms. Davis. Motion carries 7-0.

**ADJOURNMENT**

Motion to adjourn made by Mrs. Pratt; 2<sup>nd</sup> by Mr. Thompson. Motion carries 7-0.

Respectfully Submitted,

Mark Possenti  
Manager/Secretary  
Borough of Darby

# MEMORANDUM

CIVIL COLLABORATIVE CONCEPTS, LLC

2205 Parkview Drive  
Haverford, PA 19041  
(610) 496-0042

**DATE:** 8 November 2023  
**TO:** Darby Borough Council  
**FROM:** Eileen W. Mulvena, P.E.  
**RE:** Engineer's Report Thru November 8, 2023

## Current Month Activity:

### Ordinary Street and Sewer Maintenance

Gargiule has completed the sanitary sewer system repairs at 6<sup>th</sup>/Cedar and 6<sup>th</sup>/Walnut. They will do final restoration after a 60-90 settlement period.

### Liquid Fuels

An ordinance must be passed by Borough Council that has the Borough adopt Londonderry Lane, Coventry Avenue, Shetland Road, and Glen Cove Road. If the Borough adopts these streets, then they can receive additional liquid fuels funds for the mileage of these streets.

### Grants

PennDOT Pedestrian Improvements on Main St. at 5<sup>th</sup> and 6<sup>th</sup>: Council's payment to CSX and execution of agreement between CSX and the Borough has completed the outstanding issues. Please forward the agreement and payment to CSX if these have not been sent.

PECO Open Space grant: a grant application will be submitted by November 10, 2023 for passive recreation furniture in the open space area on the north side of 7<sup>th</sup> St.

2023 Local Shares Statewide Grant: Applications are due November 30, 2023 and Council selected sanitary sewer improvements on N. 3<sup>rd</sup> and 4<sup>th</sup> St. up to the maximum grant funding amount of \$1,000,000.

Delco Greenways Grant Round 1: A meeting was held with the County to discuss next steps. We are working to review the requirements for this grant to determine the Borough's next actions. This is for the acquisition of multiple properties abutting Cobbs Creek.

Delco Greenways Grant Round 3: The Borough is handling the acquisition of the properties known as 28/30 S. 5<sup>th</sup> St.

Delco Greenways Grant Round 4: A grant application for the construction of a playground for children 5-12 years of age on the lots known as 28/30 S. 5<sup>th</sup> St. was submitted to the County on September 29, 2023.

2023 Community Project Fund Grant: A grant application was submitted on March 20 to US Representative Mary Gay Scanlon's office and it covered the replacement of the sanitary sewer main and street laterals on Fern St. between 4<sup>th</sup> Street and Damon's Lane.

CFA Local Share Grant (Statewide): Eagle Contracting will begin working on N. 2<sup>nd</sup> St. the week of Thanksgiving. They will distribute a notice to the neighbors informing them of the upcoming activity. This work will likely take several months. The trench will then settle for several months. Then, final trench restoration will be completed. This street would benefit greatly from milling and resurfacing. There may be additional grant funds remaining. If that is the case, perhaps the Borough can utilize Liquid Fuels monies with the remaining grant funds to accomplish that work. We can revisit this in the spring following the completion of the sewer work.

2021 CDBG/2018 PA Small Water and Sewer Grant: The contractor work on 13<sup>th</sup> St. has been completed. Once a copy of canceled checks is submitted to the state, the projects will be closed.

2022 CDBG: The Borough attended the project kickoff meeting hosted by the County on July 20, 2022. Note that the funding received leaves approximately a 50% shortfall; the Borough has applied for a PA Small Water & Sewer grant to cover the balance of funds needed.

2023 CDBG: The Borough has received notice that both applications for the 2023 CDBG program were approved for funding by County Council. The Priority project was Sanitary Sewer Improvements to 12<sup>th</sup> St; the alternate project was storm sewer improvements on New Walnut St.

2022 PA Small Water and Sewer Grant – This application was submitted on 12/21/22. This application requested the additional funds needed for 14<sup>th</sup> St, funding for N. 2<sup>nd</sup> St sanitary sewer replacement, and partial funding of 12<sup>th</sup> Street sanitary sewer improvements.

Blight Remediation Grant: The demolition and site restorations have been completed for 304 Marks Ave. and 621 Main St. We have requested the remaining funds be permitted for the remediation of 129/131/133 Whitely Terrace. This request is being considered at the Commonwealth Financing Authority's March Board meeting. Additional funds in the amount of \$100,000 are required in order to complete this effort. Property owners should be asked if they have homeowner's insurance. Otherwise, we need to identify a funding source. If these properties are not remediated, they will cause the remaining homes in this attached dwelling block to begin deteriorating.

MS4 (Municipal Separate Storm Sewer System): The annual report was submitted by 9/30/22.

Stormwater Tip: As leaves fall, they tend to enter storm inlets and settle on storm grates. This results in both the leaves entering the storm sewer, debris collecting around the inlet, and ponding and localized flooding when the rainwater cannot enter the inlet. Please sweep and dispose of leaves that fall from trees on your property.

## October Chief's Report

Dear Mr. Mayor and Borough Council members,

During the month of October, the company responded to 85 calls for service. There is no other reportable information at this time.

\*\*\*\*\*FUTURE EVENTS\*\*\*\*\*

Please keep an eye on our social media for announcements about Santa making his trip to Darby before Christmas!

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Be Safe and Stay Healthy!

Vincent Lanni

Fire Chief

Darby Fire Co. #1

November 15, 2023

Tax Collector's Report:

1- Real Estate Tax Collected for the month of October 2023:  
\$13,620.12

2- Fire Tax Collected for the month of October 2023:  
\$347.59

3- Library Tax Collected for the month of October 2023:  
\$174.17

Total Collected in Taxes for the Month of October 2023: \$14,141.88

1- Sewer Fees Collected for the month of October 2023:  
\$3,256.44

2- Trash Fees Collected for the month of October 2023:  
\$4,779.50

Total Collected in Fees for the Month of October 2023: \$8,035.94

MOTION NEEDED:

**Motion to transfer \$3,256.44 from the Tax Fund to the Sewer Fund.** JD, OT  
7-0

# Tax Collector's Monthly Report to Taxing Districts

For the month of

October 2023

**Darby Borough**

REAL ESTATE      INTERIM      PER CAPITA      OTHER

A: COLLECTIONS	Real Estate	Fire	Library	OTHER
1. Balance Collectable- Beginning of Month	872,268.62	22,258.50	11,153.88	
2A: Additions: During the Month *				
2B: Deductions: Credits During the Month (Line 17)				
3: Total Collectable	872,268.62	22,258.50	11,153.88	
4: Less Face Collections for the Month	12,381.91	315.97	158.33	
5: Less Deletions from the List *				
6: Less: Exonerations *				
7: Less: Liens/ Non-Lienable Installments *				
8: Balance Collectable - End of Month	859,886.71	21,942.53	10,995.55	
<b>B: RECONCILIATION OF CASH COLLECTED</b>				
9: Face Amount of Collections - must agree with line 4	12,381.91	315.97	158.33	
10: Plus: Penalties	1,238.21	31.62	15.84	
11: Less: Discounts				
12: Total Cash Collected per Column	13,620.12	347.59	174.17	
13: Total Cash Collected - (12A+12B+12C+12D)				14,141.88

\* Attach any supporting Documentation Required by your Taxing District



# Tax Collector's Monthly Report to Taxing Districts

For the month of

October 2023

**Darby Borough**

REAL ESTATE      INTERIM      PER CAPITA      OTHER

A: COLLECTIONS	REAL ESTATE	INTERIM	PER CAPITA	OTHER
1. Balance Collectable-Beginning of Month	531,349.43	311,260.00		
2A: Additions: During the Month *				
2B: Deductions: Credits During the Month (Line 17)				
3: Total Collectable	531,349.43	311,260.00		
4: Less Face Collections for the Month	2,960.41	4,345.00		
5: Less Deletions from the List *				
6: Less: Exonerations *				
7: Less: Liens/ Non-Lienable Installments *				
8: Balance Collectable - End of Month	528,389.02	306,915.00		
<b>B: RECONCILIATION OF CASH COLLECTED</b>				
9: Face Amount of Collections - must agree with line 4	2,960.41	4,345.00		
10: Plus: Penalties	296.03	434.50		
11: Less: Discounts				
12: Total Cash Collected per Column	3,256.44	4,779.50		
13: Total Cash Collected - (12A+12B+12C+12D)				8,035.94

\* Attach any supporting Documentation Required by your Taxing District

