

**BOROUGH OF DARBY**  
**BOROUGH COUNCIL MEETING**  
**April 19, 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 Minden, Mrs. Esther Lites, Mr. Donald Deigh, Ms. Jillian Theorgood & Mr. Patrick McKenna. Also present was Mayor Helen Thomas, Borough Manager Mark Possenti, Police Chief Robert Smythe, Code Officer Thomas Gaffney & Solicitor Charles Gibbs were present. Ms. Darlene Hill, Mr. Howard Blackson, and Borough Engineer Eileen Mulvena were absent.

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

Pledge of Allegiance.

**PUBLIC COMMENT:**

Maryanne Applegate, 215 Highland Avenue: Discuss Tax Collection.

Scott Simpson, 214 Highland Avenue: Discuss 10 Quarry Street.

Dorothy Natlae, 201 Hamilton Avenue: Tree and Light Issues.

Paula Brown, 206 Highland Avenue: 10 Quarry Street, taxes, Police payments.

Richard Spain, 1013 Ridge Avenue: Property abatements.

**ENGINEERS REPORT:**

See Attached.

Motion to accept the Engineer's Report made by Ms. Munden; 2<sup>nd</sup> by Mrs. Parks. Motion carries 7-0.

**MAYOR'S REPORT:**

See Attached.

Motion to accept the Mayor's Report made by Mrs. Parks; 2<sup>nd</sup> by Ms. Munden. Motion carries 7-0.

**APPROVAL OF MINUTES (3/15/17):**

Motion made by Mr. Deigh; 2<sup>nd</sup> by Ms. Munden. Motion carries 7-0.

**NEW BUSINESS:**

- a. **Permission to Advertise Amendment to Ordinance #694:** Motion to approve made by Mrs. Parks; 2<sup>nd</sup> by Mr. Deigh. Motion carries 7-0.

**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: Monthly Report.
- e. William Penn School District Report: No Report.
- f. Ordinance/Zoning: See Attached.
- g. Community Relations: No Report.
- h. Municipal Services: Street Sweeper.
- i. Public Safety: Part Time Police Officers Resignations (Joshua Green effective 4-20-2017, Marianna DiDomenico & Ernest Stanton effective immediately).
- j. Recreation: Easter Egg Hunt.
- k. Finance: Motion made by Mrs. Parks; 2<sup>nd</sup> by Ms. Munden to approve the paid bills for the month of April. Motion carries 7-0.
- l. Public Relations: No Report.

Council recessed into Executive Session for Legal and Personnel.

- m. Solicitors Report: No Report.

Motion to accept all reports made by Mrs. Parks; 2<sup>nd</sup> by Ms. Munden. Motion carries 7-0.

**ADJOURNMENT**

Motion made by Mrs. Parks; 2<sup>nd</sup> by Ms. Munden. 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:** 13 April 2017  
**TO:** Darby Borough Council  
**FROM:** Eileen W. Mulvena, P.E.  
**RE:** Engineer's Report Thru 13 April 2017

### Streets Resurfacing

Council asked about the ability to resurface a section of Moore St. The segment in question, between Chestnut and Walnut Sts., is not currently a Liquid Fuels-eligible street within the Borough. We have measured it, and it is compliant to the width requirement. In order to have it added to the Borough's street listing, we will need to prove that the Borough accepted a deed of dedication. To date, we have not been able to find anything. To resurface this segment without demonstrating ownership means General Funds must be used. An estimate is \$10,250 for 1 ½" milling and resurfacing.

PennDOT has identified streets that are not currently on the Borough's liquid fuels listing. They are asking if we wish to pursue having them added. They include: Coventry Avenue, Londonderry Lane, Shetland Road, Glen Cove Road and Keystone Avenue. If the Borough maintains these roadways, we can pursue having them added to the approved listing, so we receive liquid fuels tax monies for them in the future. Please advise.

### Pedestrian trolley bridge

The structural engineer has inspected the pedestrian bridge and we are awaiting his report.

### CDBG – 2016 Golf Road Infrastructure Improvements

The preconstruction meeting was held on December 15. The contractor intends to begin work April 24, 2017, weather permitting.

### CDBG – 2017 Application

County Council announced the CDBG awards and the Borough has a contingent award for the soccer field. The limitation is that nothing can be constructed in a floodplain so there is a possibility it will not be deemed eligible.

### MS4 Separate Storm Sewer Permit

In order to complete the requirements for Year 4 of the permit, we will need information to be provided by the Borough. We will resend the request to the Manager.

MS4 Good Housekeeping Training will be held on April 20, from 9:00 – 11:00 am, in the Community Room at the Yeadon Borough Hall for Borough employees.

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.

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.

### LED Streetlight Procurement

Construction is expected to be late spring/early summer 2017.

### 842/844 Main St.

May 2017 marks 4 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.

611 Walnut Street – We are unaware of the status.

313 Darby Terrace – The CDBG demolition application was submitted on 2/28/17. Additional information is required to have a complete application. Upon receipt, we will forward the remaining pieces to the County.

### Sanitary Sewer Grant Funds

The PA Small Water and Sewer Grant awardees were announced. Of the more than 600 applications submitted, 116 projects were approved. Five in Delaware County received awards. Unfortunately, Darby Borough was not selected. The principal reason given was that there were

just so many more applications than funds available. Another round is approved for release between August 1 – October 31, 2017. The Director of the grant does not yet know what the funding level will be.

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.

Stormwater tip

## **Darby Creek/ Cobbs Creek Watershed Cleanup is April 29, 2017**

33<sup>rd</sup> Annual Darby/Cobbs Watershed-Wide Cleanup  
Darby Creek Valley Association  
[www.DCVA.org](http://www.DCVA.org)

Date: April 29, 2017, from 9:00am-12:00pm for most sites

Trash and debris left on the ground finds its way into our streams through stormwater runoff. What starts on the streets ends up in our streams.

Join other volunteers to remove the trash from our streams and beautify your community. Gloves and garbage bags will be provided. Volunteers may choose from several sites. The closest are listed below. For other locations, please check the website, [www.DCVA.org](http://www.DCVA.org)

Darby Trolley Bridge/Springfield Rd & other Darby sites-

Contact Jan & John Haigis, site captains (610) 583-0788

Yeadon/Cobbs Creek Park/65<sup>th</sup> & Chester

Contact Roy Hunter, site captain (610) 284-1606, ext 149

You can also contact David Bennett, the Chair of the 2017 cleanup at 610-626-1344 or [dster21@comcast.net](mailto:dster21@comcast.net).



## 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*

04-19-17

### Mayor's Report

The Darby Borough Police Department is doing an excellent job in combating the crime in the Borough. We are trying to do our best to keep our Borough safe.

We are having a beautiful Spring so far, so I am encouraging everyone to clean their yards and keep your grass nicely groomed.

In the next two weeks we will be holding "Town Watch" classes. Anyone wishing to attend will be subject to a police background check.

Also, if you know anyone who is interested in becoming a School Crossing Guard for Darby Borough, please submit an application to the Police Department.

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

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

April 19, 2017

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

Fire Chief's Report for March 2017

Fire Alarms	3	Rescues	0	Fire Police	0
Assist EMS/ P.D.	1	Investigations	0	Service Calls	1
MVA w/ Injury	3	Gas Leak In	1	Good Intent	6
Buildings	8	Gas Leak Out	0		
Vehicle Fires	0	Fuel Spill	0		
Trash Fires	1	CO Alarms	0		
Wires	3	Weather	0	Total Calls	27

There were no working fires in the Borough.

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 III*

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

# Tax Collector's Monthly Report to Taxing Districts

For the month of

March 2017

## Borough of Darby

A: COLLECTIONS	REAL ESTATE		INTERIM		PER CAPITA		OTHER	
				OTHER		OTHER		OTHER
1. Balance Collectable- Beginning of Month	2967772.66							
2A: Additions: During the Month *								
2B: Deductions: Credits During the Month (Line 17)								
3: Total Collectable	2967772.66							
4: Less Face Collections for the Month	1134703.54							
5: Less Deletions from the List *								
6: Less: Exonerations *								
7: Less: Liens/ Non-Lienable Installments *								
8: Balance Collectable - End of Month	1833069.12							
<b>B: RECONCILIATION OF CASH COLLECTED</b>								
9: Face Amount of Collections - must agree with line 4	1134703.54							
10: Plus: Penalties	122.49							
11: Less: Discounts	22654.63							
12: Total Cash Collected per Column	1112171.40							
13: Total Cash Collected - (12A+12B+12C+12D)								1165221.57

\* Attach any supporting Documentation Required by your Taxing District





# Tax Collector's Monthly Report to Taxing Districts

For the month of March 2017

Borough of Darby

	REAL ESTATE	INTERIM OTHER	PER CAPITA OTHER	OTHER
<b>A: COLLECTIONS</b>				
1. Balance Collectable- Beginning of Month	909840.00	1821015.67		
2A: Additions: During the Month *				
2B: Deductions: Credits During the Month (Line 17)				
3: Total Collectable	909840.00	1821015.67		
4: Less Face Collections for the Month	275400.00	629104.17		
5: Less Deletions from the List *				
6: Less: Exonerations *				
7: Less: Liens/ Non-Lienable Installments *				
8: Balance Collectable - End of Month	634440.00	1191911.50		
<b>B: RECONCILIATION OF CASH COLLECTED</b>				
9: Face Amount of Collections - must agree with line 4	275400.00	629104.17		
10: Plus: Penalties				
11: Less: Discounts	5497.80	12574.82		
12: Total Cash Collected per Column	269902.20	616529.35		
13: Total Cash Collected - (12A+12B+12C+12D)				886431.55

\* Attach any supporting Documentation Required by your Taxing District

**C: PAYMENT OF TAXES**

14: Amount Remitted During the Month \*

Date	Transaction #	Amount	
3/24/2017	M160406121	632510.86	<b>TOTAL OF ALL TAXES</b>
3/27/2017	M170327112	869248.33	
3/31/2017	M170404093	549893.93	
		<b>Total</b>	<b>2051653.12</b>
15: Amount Paid with this Report Applicable to this Reporting Month			
Transaction #			
16: Total Remitted This Month			
Transaction #			
17: List, Other Adjustments *			
Parcel #	Name	Amount	
		<b>Total</b>	

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

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

Tax Collector

*Margaret Applebeck*      Date 4/11/17

I verify this is a complete and accurate reporting of the balance collectable, Taxes Collected and Remitted for the month

Received by: \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

I acknowledge receipt of this report

## Code Office Report – March 2017

- Violation Notices sent – 86
- Resale Inspections – 11
- Rental Inspections – 72
- Commercial Inspections – 0
- Building Permits – 9
- Electrical Permits – 2
- Plumbing Permits – 5
- Mechanical Permits – 1
- Miscellaneous Complaints – 198
- Zoning hearings – 0
- Health inspections - 0
- Citations Issued – 0
- Court Hearings – 12

### Cease and Desist issued

None

### Unfit for Human Habitation

None

### Condemned – POSTED for 30 DAYS to FIX or DEMOLISH

None