

**BOROUGH OF DARBY  
BOROUGH COUNCIL MEETING  
March 15, 2017**

The Darby Borough Council met at Borough Hall on the above date with the following members present: President Janice Davis, Mrs. Esther Lites, Mr. Donald Deigh, 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, Code Officer Thomas Gaffney, Solicitor Charles Gibbs & Engineer Eileen Mulvena were present. Vice President Jennifer Parks & Ms. Ruby Munden were absent.

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

Pledge of Allegiance.

Motion made by Mr. Deigh; 2<sup>nd</sup> by Mrs. Lites to hire Joseph Spina, Charles Currie, Mitchell August, Thomas Takacs, Jr., Mark Clark, Nicholas DeMayo, Daniel Dutton and Shain McCaughey as Part Time Police Officers for the Borough of Darby. Motion carries 7-0. Mayor Thomas swore in all Part Time Officers.

**PUBLIC COMMENT:**

None

**ENGINEERS REPORT:**

See Attached.

Motion made by Mrs. Lites; 2<sup>nd</sup> by Ms. Hill to approve Resolution 2017-004 (County Aid). Motion carries 7-0.

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

**MAYOR'S REPORT:**

See Attached.

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

**APPROVAL OF MINUTES (2/15/17):**

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

**NEW BUSINESS:**

- a. **OTIS Elevator Agreement:** Motion made by Mr. Deigh; 2<sup>nd</sup> by Mr. McKenna to approve the five year agreement in the amount of \$1,795.56/per year.
- b. **Police Vehicles 2017:** Motion made by Mr. McKenna; 2<sup>nd</sup> by Mr. Blackson to approve the purchase of 4 Police Vehicles (3 – 2017 Ford Police Interceptor Utility, 1 – 2017 Ford Transit) through the Lease/Purchase proposed by Ford Credit. Motion carries 7-0.
- c. **Resolution 2017-003 (Hazard Mitigation Plan):** Motion made by Mr. Deigh; 2<sup>nd</sup> by Mrs. Lites to approve Resolution 2017-003. Motion carries 7-0.
- d. **Energy Contract:** Motion made by Mr. Deigh; 2<sup>nd</sup> by Mrs. Lites to approve the 24 month contract with WGL Energy. 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: Bingo Night.
- e. William Penn School District Report: Finance Meeting.
- f. Ordinance/Zoning: Monthly Report.
- g. Community Relations: No Report.
- h. Municipal Services: Snow Storm.
- i. Public Safety: Part Time Police Officers.
- j. Recreation: No Report.
- k. Finance: Motion made by Mrs. Lites; 2<sup>nd</sup> by Ms. Theorgood to approve the paid bills for the month of March. Motion carries 7-0.
- l. Public Relations: No Report.
- m. Solicitors Report: Motion made by Ms. Hill; 2<sup>nd</sup> by Mr. Deigh to authorize the settlement of case 215 C.D. 2015. Motion carries 7-0. Motion to advertise an Ordinance to authorize the agreement for easement to a parcel owned by the Redevelopment Authority made by Mr. Deigh; 2<sup>nd</sup> by Ms. Hill. Motion carries 7-0.

Motion to accept all reports made by Mr. Deigh; 2<sup>nd</sup> by Mrs. Lites. Motion carries 7-0.

**ADJOURNMENT**

Motion made by Mr. Deigh; 2<sup>nd</sup> 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:** 9 March 2017  
**TO:** Darby Borough Council  
**FROM:** Eileen W. Mulvena, P.E.  
**RE:** Engineer's Report Thru 9 March 2017

### County Aid Application

Attached please find a Resolution requesting County Council to approve the 2017 County Aid distribution to the Borough.

### 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.

### Pedestrian 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 during spring 2017.

### CDBG – 2017 Application

County Council will be releasing the proposed grantees sometime during April with a public hearing to be held in May. We will continue to monitor.

### MS4 Separate Storm Sewer Permit

Rain Garden Workshop - Saturday, March 18, 2017 9:00 AM • Haverford Recreation and Environmental Center, 9000 Parkview Dr. Havertown, PA

The Darby Creek Valley Association's Darby Creek Cleanup is Saturday, April 29<sup>th</sup>. Check the CDVA website for more information as it becomes available. [www.DCVA.org](http://www.DCVA.org) The Association will also coordinate a Creek Clean Up at the Heinz Wildlife Refuge on Saturday, April 15<sup>th</sup>.

Several copies of a puzzle called "The A-MAZE-ING Journey of Stormwater" was delivered to the Darby Free Library on 2/15/17.

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

Closing for the financing is expected this month. 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.

109 N. 9<sup>th</sup> St. – Dan Honig inspected the dwelling and has provided a report. His initial opinion is that it is not in danger of collapse and that it could be corrected. No further activity unless requested by the Manager.

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 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 –

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

Using industry and governmental sources, we can calculate that of the 57 million plastic bottles reaching the trash and recycling stream in the US, less than 30% are recycled. When we dispose of them in the regular trash stream, we pay by weight. We pay by weight for our trash disposal. When we remove the plastic bottles from the trash stream, not only would we save money on trash disposal. In addition, recycled plastics are reused in manufacturing products, which saves on virgin materials.

Many of us buy filtered water rather than spring water. We can save money and eliminate numerous plastic bottles if we buy a pitcher with a filter or a filter for our faucets and fill a reusable water bottle.

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

March 14, 2017

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

Fire Chief's Report for February 2017

Fire Alarms	5	Rescues	0	Fire Police	0
Assist EMS/ P.D.	3	Investigations	0	Service Calls	1
MVA w/ Injury	2	Gas Leak In	8	Good Intent	11
Buildings	1	Gas Leak Out	0		
Vehicle Fires	0	Fuel Spill	1		
Trash Fires	4	CO Alarms	2		
Wires	2	Weather	0	Total Calls	40

There was two working fire in the Borough.

329 N. 10<sup>th</sup> St on February 1<sup>st</sup> and 407 Chester Pike on February 19<sup>th</sup>.  
 Both fires were quickly extinguished with no injuries reported.

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 999*

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

February 2017

**Borough of Darby**

A: COLLECTIONS	REAL ESTATE	INTERIM	PER CAPITA	OTHER
		OTHER	OTHER	
1. Balance Collectable - Beginning of Month	<i>BOURG</i>	<i>FIRE</i>	<i>LIBRARY</i>	
2A: Additions: During the Month *	3129348.75	99447.84	49821.74	
2B: Deductions: Credits During the Month (Line 17)				
3: Total Collectable	3129348.75	99447.84	49821.74	
4: Less Face Collections for the Month	161576.09	5134.68	2572.44	
5: Less Deletions from the List *				
6: Less: Exonerations *				
7: Less: Liens/ Non-Lienable Installments *				
8: Balance Collectable - End of Month	2967772.66	94313.16	47249.30	
<b>B: RECONCILIATION OF CASH COLLECTED</b>				
9: Face Amount of Collections - must agree with line 4	161576.09	5134.68	2572.44	
10: Plus: Penalties				
11: Less: Discounts	3231.40	102.67	51.51	
12: Total Cash Collected per Column	158344.69	5032.01	2520.93	
13: Total Cash Collected - (12A+12B+12C+12D)				165897.63

\* Attach any supporting Documentation Required by your Taxing District





# Tax Collector's Monthly Report to Taxing Districts

For the month of February 2017

Borough of Darby

	REAL ESTATE	INTERIM OTHER	PER CAPITA OTHER	OTHER
<b>A: COLLECTIONS</b>				
1: Balance Collectable- Beginning of Month				
2A: Additions: During the Month *	961860.00	1923255.01		
2B: Deductions: Credits During the Month (Line 17)				
3: Total Collectable	961860.00	1923255.01		
4: Less Face Collections for the Month	52020.00	102239.34		
5: Less Deletions from the List *				
6: Less: Exonerations *				
7: Less: Liens/ Non-Lienable Installments *				
8: Balance Collectable - End of Month	909840.00	1821015.67		
<b>B: RECONCILIATION OF CASH COLLECTED</b>				
9: Face Amount of Collections - must agree with line 4	52020.00	102239.34		
10: Plus: Penalties				
11: Less: Discounts	1040.40	2044.75		
12: Total Cash Collected per Column	50979.60	100194.59		
13: Total Cash Collected - (12A+12B+12C+12D)				151174.19

\* Attach any supporting Documentation Required by your Taxing District



## Code Office Report – February 2017

- Violation Notices sent – 70
- Resale Inspections – 15
- Rental Inspections – 52
- Commercial Inspections – 0
- Building Permits – 12
- Electrical Permits – 1
- Plumbing Permits – 3
- Mechanical Permits – 0
- Miscellaneous Complaints – 152
- Zoning hearings – 0
- Health inspections - 0
- Citations Issued – 12
- Court Hearings – 30

### Cease and Desist issued

915 Pine Street

### Unfit for Human Habitation

1001 Tyler Avenue

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

12 North 6<sup>th</sup> Street

118 South 4<sup>th</sup> Street

124 North Front Street

126 N. Front Street

231 N. 2<sup>nd</sup> Street

304 Marks Avenue

313 Darby Terrace

315 Marks Avenue

426 Chestnut Street

428 Chestnut Street

621 Main Street

822 Main Street

1018 Lawrence Avenue

There are currently 387 Citations in District court as follows:

6 – No NRO

22 – Sanitation

1 – Accessory Structures

341 – No Rental License for 2016

14 – High Grass/Property Maint.

3 – Roofs, Stairways, Decks & Porches

We have 61 Court cases scheduled for the next two months.

We have 27 Violations pending for Sanitation at multiple locations due on March 3, 2017.