

**BOROUGH OF DARBY
BOROUGH COUNCIL MEETING
November 15, 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 Munden, 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, Code Officer Thomas Gaffney, Police Chief Robert Smythe, Solicitor Charles Gibbs & Borough Engineer Eileen Mulvena were present.

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

Pledge of Allegiance.

Presentation from PennDOT - Main Street Crossing

PUBLIC COMMENT:

Wali, 307 N. 9th Street: General Election Day comments

Andrea Doyle, 210 Hamilton Avenue: Vision Academy Charter School Comments

Darren Burrell, 25 Southridge: Vision Academy Charter School Comments

Barbara Shelly, 7 Golf Road: Parking on Golf Road

Edna Stockley, 203 N. 10th St: Vision Academy Charter School Comments

Celestine Hughes, 1008 School Street: Vision Academy Charter School Comments

Renee Rivers, Vision Academy Charter School Comments

Maryanne Applegate, 215 Highland Ave: Vision Academy Charter School Comments

Paula Brown, 206 Highland Ave: Vision Academy Charter School Comments

ENGINEERS REPORT:

See Attached.

Motion made by Mrs. Parks; 2nd by Ms. Hill to extend existing Ordinary Street and Sewer Maintenance Contracts to A to U Services, A. Gargiule & Sons and A. F. Damon, Co through December 31, 2017. Motion carries 9-0.

Motion to accept the Engineer's Report made by Ms. Hill; 2nd by Mr. Blackson. Motion carries 9-0.

NRO's:

Sunday Nwegbo, 20 North 9th Street: Office Space and File Storage. Motion to approve made by Mrs. Parks; 2nd by Mr. McKenna. Motion carries 9-0.

Edward Rogers-Wright, 824 Main Street: Office Space for Home Health Care Services. Motion to approve made by Mr. McKenna; 2nd by Mrs. Parks. Motion carries 9-0.

Vision Academy Charter School, 901 Quarry Street: Operate existing charter school. Motion to table until December made by Ms. Theorgood; 2nd by Mrs. Lites. Motion carries 6-3. Ms. Davis, Mrs. Parks and Mr. McKenna voted No.

MAYOR'S REPORT:

See Attached.

Motion to accept the Mayor's Report made by Mrs. Lites; 2nd by Mr. Deigh. Motion carries 9-0.

APPROVAL OF MINUTES (10/18/17):

Motion made by Mr. Deigh; 2nd by Mrs. Lites. Motion carries 9-0.

NEW BUSINESS:

- A. **2018 Preliminary Budget:** Motion to approve made by Mr. Deigh; 2nd by Mrs. Parks. Motion carries 9-0.
- B. **Permission to advertise 2018 Preliminary Budget:** Motion made by Mr. Deigh; 2nd by Mrs. Parks. Motion carries 9-0.
- C. **Permission to advertise Ordinance #787 (2108 Tax Levy):** Motion made by Mrs. Parks; 2nd by Ms. Munden. Motion carries 9-0.

COMMUNICATIONS & REPORTS:

- a. Fire Chiefs Report: See attached.
- b. Historical Commission Report: Darby 2020 Vision.
- c. Tax Collector Report: See attached.
- d. Library Report: 275 Celebration Report.
- e. William Penn School District Report: Next business meeting.
- f. Ordinance/Zoning: See attached.
- g. Community Relations: No Report.
- h. Municipal Services: Leaf Collection has begun.
- i. Public Safety: Discussion regarding promotions.
- j. Recreation: No Report.
- k. Finance: Motion made by Mrs. Parks; 2nd by Mrs. Lites to pay the bills for the month of November. Motion carries 9-0.
- l. Public Relations: No Report.
- m. Solicitors Report: No Report.

Motion to accept all reports made by Mr. Deigh; 2nd by Mrs. Parks. Motion carries 9-0.

ADJOURNMENT

Motion made by Mrs. Parks; 2nd by Ms. Munden. Motion carries 9-0.

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 November 2017
TO: Darby Borough Council
FROM: Eileen W. Mulvena, P.E.
RE: Engineer's Report Thru 9 November 2017

Ordinary Streets and Sewer Maintenance

The Bid opening is scheduled for Monday, November 13, 2017 and will be held at East Lansdowne Borough at 9:30AM.

Motion to extend existing Ordinary Street and Sewer Maintenance Contracts to A to U Services, Inc., A. Gargiule & Sons, and A.F. Damon, Co., Inc. through December 31, 2017 is requested.

Liquid Fuels

PennDOT has approved the partial for the 2015-001 project. The final MS999 will be prepared as we have received the canceled check from the Borough. The 2016-001 project has been completed. The Partial can be submitted to PennDOT. Once proof of payment to the contractor has been received, the Final MS999 can be completed as well. It would be best to provide these canceled checks prior to December so that the project can be closed out before the MS965 will need to be completed.

CDBG – 2016 Golf Road Infrastructure Improvements

The change order was accepted and signed by the County. We are currently developing a letter requesting that the funding not used for this project remain available for the Borough's used and to allow for renewal of another segment of main replacement along Golf Road.

CDBG – 2017 Application

It is likely the County will issue the Notice to Proceed in October which will likely mean a spring construction schedule.

CDBG – 2018 Applications

The application period for the 2018 round of CDBG funding is available. Applications are due to the County in January 2018. In order for an application to be submitted, an advertised public hearing must be to solicit input from the community on what applications to submit. Please

advise if you would like for the Engineer to advertise for this hearing. I'd suggest it be held on December 21, 2017, at 7:15PM, just prior to the Council meeting.

I am suggesting we reapply for the sanitary sewer replacement unfunded project from 2017 to continue the work from the 2016 CDBG funding on Golf Road.

As a reminder, the Borough has benefitted from CDBG funding over the past 3 years. In 2015, the Borough received funding to replace the main and resurface Concord Road; 2016 was the Golf Road project that is still being completed; 2017 we were awarded funding for a Soccer Field. Currently the Borough is awaiting a Notice to Proceed for this project. Finally, CDBG demolition funding was provided for the demolition of 313 Darby Terrace.

MS4 Separate Storm Sewer Permit

The Notice of Intent has been delivered to the PA DEP.

Darby's annual contribution is 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. It is suggested that the Borough budget as much as feasible, and \$13,408 as a minimum for MS4 compliance.

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

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.

Streets 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.

842/844 Main St.

November 2017 marks 4-1/2 years since the fire occurred. Has anything been submitted by Mr. Bland 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. 9th Street – the demolition grant application has been submitted to the County. OHCD indicates funding is limited at this time.

611 Walnut Street – We are unaware of the status.

313 Darby Terrace – The majority of the work has been completed. We are hopeful the project will be completed by the end of this month.

Sanitary Sewer

A section of sewer main has been replaced on Main Street in the vicinity of 735 Main Street where SEPTA had installed a pole through our pipe. The final restoration will be completed. Once this is finished, the Engineer will approve all invoices.

Sanitary Sewer Grant Funds

The PA Small Water and Sewer Grant will be announced for another round within the next few months. When the state budget was passed 2 weeks ago, funding for this program was approved. Dates for the application period along with guidelines for the program will be announced after November 14th.

Signs

We are finalizing collection of data in anticipation of the retroreflectivity testing.

Stormwater tip

Polluted stormwater is almost never treated, and it can be responsible for closing fishing grounds, threatening water resources, harming natural areas, and contributing to flooding!

Fortunately, there are many ways that you can help - don't dump, wash, or rake anything down a storm drain; sweep spilled fertilizers, grass clippings, leaves or soil off sidewalks and driveways and back onto the lawn; and where possible, divert rooftop runoff onto the lawn, rather than the driveway.

Call your municipality if you see a violation, such as someone dumping down a storm drain.

DARBY FIRE PATROL, NO. 2

"TIS THE DANGER OF OUR CITIZENS PROMPTS US TO DUTY"
CHESTNUT & MOORE STS.
DARBY, PA 19023

Novemberber 15, 2017

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

Fire Chief's Report for October 2017

Fire Alarms	6	Rescues	0	Fire Police	0
Assist EMS/ P.D.	6	Investigations	0	Service Calls	5
MVA w/ Injury	3	Gas Leak In	1	Good Intent	13
Buildings	5	Gas Leak Out	0		
Vehicle Fires	1	Fuel Spill	1		
Trash Fires	1	CO Alarms	1		
Wires	1	Weather	0	Total Calls	44

There were no working fires.

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.

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 **October 2017**

Borough of Darby

	REAL ESTATE	INTERIM OTHER	PER CAPITA OTHER	OTHER
A: COLLECTIONS				
1. Balance Collectable- Beginning of Month	735282.40	23367.09	11706.63	
2A: Additions: During the Month *				
2B: Deductions: Credits During the Month (Line 17)				
3: Total Collectable	735282.40	23367.09	11706.63	
4: Less Face Collections for the Month	7110.66	225.97	113.19	
5: Less Deletions from the List *				
6: Less: Exonerations *				
7: Less: Liens/ Non-Lienable Installments *				
8: Balance Collectable - End of Month	728171.74	23141.12	11593.44	
B: RECONCILIATION OF CASH COLLECTED				
9: Face Amount of Collections - must agree with line 4	7110.66	225.97	113.19	
10: Plus: Penalties	711.07	22.61	11.34	
11: Less: Discounts				
12: Total Cash Collected per Column	7821.73	248.58	124.53	
13: Total Cash Collected - (12A+12B+12C+12D)				8194.84

* Attach any supporting Documentation Required by your Taxing District

Tax Collector's Monthly Report to Taxing Districts

For the month of **October 2017**

Borough of Darby

A: COLLECTIONS	REAL ESTATE	INTERIM	PER CAPITA	OTHER
		OTHER	OTHER	
1. Balance Collectable- Beginning of Month	276705.60	346187.01		
2A: Additions: During the Month *				
2B: Deductions: Credits During the Month (Line 17)				
3: Total Collectable	276705.60	346187.01		
4: Less Face Collections for the Month	2805.00	3221.73		
5: Less Deletions from the List *				
6: Less: Exonerations *				
7: Less: Liens/ Non-Lienable Installments *				
8: Balance Collectable - End of Month	273900.60	342965.28		
B: RECONCILIATION OF CASH COLLECTED				
9: Face Amount of Collections - must agree with line 4	2805.00	3221.73		
10: Plus: Penalties	280.50	322.17		
11: Less: Discounts				
12: Total Cash Collected per Column	3085.50	3543.90		
13: Total Cash Collected - (12A+12B+12C+12D)				6629.40

* Attach any supporting Documentation Required by your Taxing District

Code Office Report – October 2017

- Violation Notices sent – 485
- Resale Inspections – 15
- Rental Inspections – 42
- Commercial Inspections – 1
- Building Permits – 16
- Electrical Permits – 4
- Plumbing Permits – 7
- Mechanical Permits – 1
- Miscellaneous Complaints – 721
- Zoning hearings – 0
- Health inspections – 0

Construction:

No major construction

Miscellaneous:

We are beginning to issue citations for Failure to get 2017 Rental Licenses.

Current Citations in District Court:

2 – Accessory Structures

275 – No Rental License 2016

60 – Sanitation

12 – High Grass/Property Maint.

72 – Weeds

2 – Roofs & Drainage

2 – Motor Vehicles

Total of 425 Citations