

**BOROUGH OF DARBY
BOROUGH COUNCIL MEETING
September 20, 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. Jillian Theorgood, Ms. Darlene Hill & Mr. Patrick McKenna. 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. Mr. Howard Blackson was absent.

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

Pledge of Allegiance.

PUBLIC COMMENT:

Dorothy Natale, 201 Hamilton Avenue: Problems with the property at 203 Hamilton.

Maryann Applegate, 215 Highland Avenue: Quality of Life issues.

Tracey Dickins, 38 N. 3rd Street: Quality of Life Issues.

Charles Downs, 1009 Lawrence Avenue: Issues with CSX.

Paula Brown, 206 Highland Avenue: Community Service, 10 Quarry Street

Motion made by Mrs. Parks; 2nd by Ms. Theorgood to approve all Community Service active go through the Mayor's Office. Motion carries 7-1. Mrs. Lites voted no.

ENGINEERS REPORT:

See Attached.

Motion for permission to advertise the 2018-2019 Ordinary Street and Sewer Bids made by Ms. Hill; 2nd by Mr. Deigh. Motion carries 8-0.

Motion to accept the Engineer's Report made by Mr. McKenna; 2nd by Ms. Theorgood. Motion carries 8-0.

NRO's:

- 1- Padmesh Chhita, 913 Main Street: To operate a Retail Pharmacy. Motion made by Mrs. Lites; 2nd by Ms. Theorgood. Motion carries 8-0.
- 2- Edna Odukoya, 437 Main Street: To operate a water ice, ice cream, desserts with water, soda, juice, coffee, soomthies and tea store. Motion made by Mr. Deigh; 2nd by Mrs. Parks. Motion carries 7-1. Mrs. Lites voted no.

MAYOR'S REPORT:

See Attached.

Motion to accept the Mayor's Report made by Ms. Munden; 2nd by Mr. Deigh. Motion carries 8-0.

APPROVAL OF MINUTES (8/23/17):

Motion made by Mrs. Lites; 2nd by Ms. Munden. Motion carries 8-0.

COMMUNICATIONS & REPORTS:

- a. Fire Chiefs Report: See attached.
- b. Historical Commission Report: 1016 Main Street.
- c. Tax Collector Report: See attached.
- d. Library Report: Monthly Report.
- e. William Penn School District Report: Upcoming Meeting.
- f. Ordinance/Zoning: See attached.
- g. Community Relations: Flea Market.
- h. Municipal Services: No Report.
- i. Public Safety: Monthly updates, Street Lights.
- j. Recreation: Halloween Party
- k. Finance: Motion made by Ms. Munden; 2nd by Mrs. Parks to pay the bills for the month of September. Motion carries 8-0.
- l. Public Relations: Read a resolution from 2000.

Council recessed into Executive Session for Litigation, Real Estate and Personnel.

- m. Solicitors Report: Motion made by Ms. Munden; 2nd by Mrs. Theorgood to approve the tax stipulation for 615 Columbia Ave. Motion carries 8-0. Motion made by Ms. Munden; 2nd by Ms. Hill for the Borough Solicitor to advertise the Ordinance for the Eastern Storm water Collarbatave. Motion carries 8-0. Motion made by Mrs. Lites; 2nd by Ms. Munden for the Manager and Solicitor to complete the transfer of all necessary documents for 11 North 9th Street to SEPTA at a nominal value.

Motion to accept all reports made by Mrs. Parks; 2nd by Ms. Theorgood. Motion carries 8-0.

ADJOURNMENT

Motion made by Mrs. Parks; 2nd by Ms. Munden. Motion carries 8-0.

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: 15 September 2017
TO: Darby Borough Council
FROM: Eileen W. Mulvena, P.E.
RE: Engineer's Report Thru 15 September 2017

Ordinary Street and Sewer Maintenance Bids

Please authorize the preparation and advertisement of the 2018-2019 Ordinary Street and Sewer Maintenance Contracts.

Liquid Fuels

The 2015-001 and 2016-001 projects have been completed. Partial MS999 reports have been submitted for the 2 projects. The MS999 Final reports will be completed and sent to PennDOT once we have the copies of the canceled checks showing proof of payment to the contractor.

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.

CDBG – 2016 Golf Road Infrastructure Improvements

A change order is being issued to MOR Construction Services to reduce the level of effort as lateral replacements were not required. The reduction is \$38,695. In addition, televising of a line segment indicates that MH 9-16A can be abandoned. This, too, will be reflected on the change order. Once the Change Order is executed by the County, we will prepare a letter for the Borough to submit to the County Council requesting the funds remain available for the Borough's use, and to enable the renewal of another segment of Golf Rd.

CDBG – 2017 Application

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

MS4 Separate Storm Sewer Permit

The Notice of Intent to apply for a new MS4 stormwater permit will be delivered to the DEP on Monday, September 18th. This included the Pollution Reduction Plan. Darby Borough is a member of the Eastern Delaware County Stormwater Collaborative. The Pollution Reduction Plan was sent to the Borough Manager to add to the Borough's website.

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.

842/844 Main St.

May 2017 marked 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.

10 Quarry Street

We are inspecting the site twice weekly when this job site is active. The contractors will be notified if there are any inconsistencies with what was proposed and what is actually being completed. Stormwater Management improvements will be determined to address the increased limits of disturbance from the original proposal.

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 contractor is actively performing the demolition work.

Dan Honig, PE, principal of Structures Consulting Engineers, is providing technical guidance to the contractor. Mr. Honig has requested that the Code Department routinely inspect the interior of the structure for noticeable signs of distress. Mr. Honig should be contacted with any concerns.

Sanitary Sewer Grant Funds

The PA Small Water and Sewer Grant - Another grant round was anticipated for release in August 2017. We are still waiting for news of the release.

Signs

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

Stormwater tip

Stormwater management is not only up to the individual homeowner and municipality, but PennDOT also has requirements regarding stormwater management for its projects. Read through this article from the Philadelphia Inquirer from September 3rd –

<http://www.philly.com/philly/health/environment/those-surprising-gardens-along-i-95-in-fishtown-theyre-managing-stormwater-20170903.html>

DARBY FIRE PATROL, NO. 2

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

September 20, 2017

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

Fire Chief's Report for August 2017

Fire Alarms	7	Rescues	0	Fire Police	0
Assist EMS/ P.D.	3	Investigations	0	Service Calls	0
MVA w/ Injury	9	Gas Leak In	5	Good Intent	0
Buildings	6	Gas Leak Out	0		
Vehicle Fires	3	Fuel Spill	0		
Trash Fires	2	CO Alarms	1		
Wires	0	Weather	0	Total Calls	36

There was one working fire.

647 Main St on August 1st. There were 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.

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 August 2017

Borough of Darby

	REAL ESTATE	INTERIM OTHER	PER CAPITA OTHER	OTHER
A: COLLECTIONS				
1. Balance Collectable- Beginning of Month	<i>Barco</i> 779495.34	<i>Fire</i> 24772.18	<i>Liberty</i> 12410.53	
2A: Additions: During the Month *				
2B: Deductions: Credits During the Month (Line 17)				
3: Total Collectable	779495.34	24772.18	12410.53	
4: Less Face Collections for the Month	19316.49	613.91	307.54	
5: Less Deletions from the List *				
6: Less: Exonerations *				
7: Less: Liens/ Non-Lienable Installments *				
8: Balance Collectable - End of Month	760178.85	24158.27	12102.99	
B: RECONCILIATION OF CASH COLLECTED				
9: Face Amount of Collections - must agree with line 4	19316.49	613.91	307.54	
10: Plus: Penalties	1843.43	58.60	29.34	
11: Less: Discounts	17.65	0.56	0.28	
12: Total Cash Collected per Column	21142.27	671.95	336.60	
13: Total Cash Collected - (12A+12B+12C+12D)				22150.82

* Attach any supporting Documentation Required by your Taxing District

Tax Collector's Monthly Report to Taxing Districts

For the month of

August 2017

Borough of Darby

	REAL ESTATE	INTERIM OTHER	PER CAPITA OTHER	OTHER
A: COLLECTIONS				
1. Balance Collectable- Beginning of Month	290220.60	361861.97		
2A: Additions: During the Month *				
2B: Deductions: Credits During the Month (Line 17)				
3: Total Collectable	290220.60	361861.97		
4: Less Face Collections for the Month	6630.00	9165.61		
5: Less Deletions from the List *				
6: Less: Exonerations *				
7: Less: Liens/ Non-Lienable Installments *				
8: Balance Collectable - End of Month	283590.60	352696.36		
B: RECONCILIATION OF CASH COLLECTED				
9: Face Amount of Collections - must agree with line 4	6630.00	9165.61		
10: Plus: Penalties	637.50	856.72		
11: Less: Discounts	5.10	11.97		
12: Total Cash Collected per Column	7262.40	10010.36		
13: Total Cash Collected - (12A+12B+12C+12D)				17272.76

* Attach any supporting Documentation Required by your Taxing District

Code Office Report – June, July & August 2017

- Violation Notices sent – 1,186
- Resale Inspections – 72
- Rental Inspections – 202
- Commercial Inspections – 3
- Building Permits – 39
- Electrical Permits – 15
- Plumbing Permits – 10
- Mechanical Permits – 12
- Miscellaneous Complaints – 2,036
- Zoning hearings – 3
- Health inspections – 0

Construction:

No major construction

Miscellaneous:

Cease and Desist issued

- 1006 Summit Street
- 300 Golf Road
- 422 Main Street

Unfit for Human Habitation

- 647 Main Street
- 710 Main Street
- 1335 Park Lane
- 11 South 5th Street
- 1124 Main Street
- 532 Pine Street
- 321 Darby Terrace

Final Notices have been sent out for Single Family Rental/Apartment License Fees

2017 Business License Renewals have been mailed out.

Current Citations in District Court:

2 – Accessory Structures

275 – No Rental License 2016

60 – Sanitation

12 – High Grass/Property Maint.

72 – Weeds

1 – Porches

2 – Roofs & Drainage

1 – Sidewalks& Driveways

2 – Motor Vehicles