

**BOROUGH OF DARBY
BOROUGH COUNCIL MEETING
November 28, 2018**

The Darby Borough Council met at Borough Hall on the above date with the following members present: President Darlene Hill, Vice-President Jennifer Parks, Ms. Ruby Munden, Mrs. Esther Lites, Mr. Donald Deigh & Mr. Darren Burrell. Also present was Mayor Helen Thomas, Borough Manager Mark Possenti, Police Chief Robert Smythe, Borough Solicitor Charles Gibbs & Borough Engineer Tom Shepherd were present. Mr. John Metts, Mr. Patrick McKenna, Mr. Howard Blackson and Code Officer Tom Gaffney were absent.

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

Pledge of Allegiance.

Lt. Joseph Gabe and Officer Thomas Takacs were presented with Certificates of Appreciation.

PUBLIC COMMENT:

Paula Brown, 206 Highland Avenue: Discussed 10 Quarry Street, 237 Mill Street and the Preliminary Budget.

NRO:

Motion made by Mr. Burrell; 2nd by Mr. Deigh to approve Guy James for On Target Staffing at 852 Main Street. Motion carries 5-0.

ENGINEERS REPORT:

See Attached.

Motion to accept the Engineer's Report made by Mr. Burrell; 2nd by Mr. Deigh. Motion carries 5-0.

MAYOR'S REPORT:

See Attached.

Motion to accept the Mayor's Report made by Mr. Deigh; 2nd by Mr. Burrell. Motion carries 5-0.

APPROVAL OF MINUTES (10/17/2018):

Motion made by Mr. Deigh; 2nd by Mrs. Parks. Motion carries 6-0.

Council & Mayor presented Lt. Gabe & Officer Tackacs with Certificates of Appreciation.

NEW BUSINESS:

- a. **Trash Contract 2019-2021:** Motion made by Mr. Deigh; 2nd by Mrs. Parks to award the 2019-2021 Trash Contract to B&L Disposal in the amount of \$1,374,000.00. Motion carries 6-0.
- b. **2019 Preliminary Budget:** Motion made by Mr. Deigh; 2nd by Mr. Burrell to approve the 2019 Preliminary Budget. Motion carries 6-0.
- c. **Permission to Advertise the 2019 Preliminary Budget:** Motion made by Mr. Deigh; 2nd by Ms. Munden to advertise the 2019 Preliminary Budget. Motion carries 6-0.
- d. **Permission to Advertise Ordinance #788 (2019 Tax Levy):** Motion made by Mr. Burrell; 2nd by Mrs. Parks to advertise Ordinance #788 (2019 Tax Levy). Motion carries 6-0.

COMMUNICATIONS & REPORTS:

- a. Fire Chiefs Report: See attached.
- b. Historical Commission Report: OcTrolley Fest & Woodburne Mansion.
- c. Tax Collector Report: See attached.
- d. Library Report: No Report.
- e. William Penn School District Report: No Report.
- f. Ordinance/Zoning: See attached.
- g. Community Relations: Clementon Park Trip.
- h. Municipal Services: No Report.
- i. Public Safety: Read a letter of resignation from Officer Kevin Badie effective 11/7/18. Motion made by Mrs. Parks; 2nd by Ms. Munden to hire Joshua Greene as a Part Time Police Officer. Motion carries 6-0. Motion made by Mrs. Parks; 2nd by Ms. Munden for permission to advertise and the solicitor to draft an Ordinance regarding No Hunting in the Borough of Darby. Motion carries 6-0.
- j. Recreation: Senior Brunch and Afternoon with Santa.
- k. Finance: Motion made by Mrs. Parks; 2nd by Mrs. Lites to pay the bills for the month of November. Motion carries 6-0.

Council recessed into Executive Session for litigation and personnel.

- l. Solicitors Report: No Report.

Motion to accept all reports made by Mrs. Parks; 2nd by Mr. Deigh. Motion carries 6-0.

ADJOURNMENT

Motion made by Mr. Deigh; 2nd by Ms. Munden. Motion carries 6-0.

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: 20 November 2018, REV 21 November 2018
TO: Darby Borough Council
FROM: Eileen W. Mulvena, P.E.
RE: Engineer's Report Thru November 20, 2018

REVISED

FY 2017 CDBG – Development of the soccer field

The bid package is out for bid. At this time, the Bid Opening is scheduled for Friday, December 14th. We will review and evaluate all bids received and have a report to present to Council.

Liquid Fuels

We are finalizing the estimate and preparing the project application for the repair of various inlets. The work will be starting shortly. Other locations have been identified by Public Works and will be repaired when additional funds are available.

MS4 Separate Storm Sewer Permit

The Borough's MS4 annual report was to the DEP on 9/28/18. The report was due on 9/30/18. As a reminder, the Borough should have received an invoice in July for the NDPES annual fee. This fee should have been paid by 9/30/18.

Has the Borough adopted the PRP agreement? The new NPDES permit will not be issued until the PRP agreement has been signed and forwarded to the DEP.

Darby's annual contribution was 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. There was a recalculation of the annual cost and Darby's cost share for 2019-2022 is \$16,710.73 per year. It is suggested that the Borough budget as much as feasible, and \$16,710.73 as a minimum for MS4 compliance. The Stormwater Collaborative has invoiced the Borough for 2018.

Stormwater tip

In the fall, homeowners continue to work in their yards to prepare them for winter. Here are a few tips to consider:

- . It's best to let the grass lay where it is. Use a mulching blade to cut your yard. It also helps with mulching your leaves too.
- . With leaves, rake onto flower beds and gardens. Decomposing leaves is a great way to prepare these beds for spring season.
- . As you clean up your tools for the winter, be sure to collect any liquids (gasoline/oil/etc.) and recycle appropriately. Do not dump into any inlet.
- . Finally, as you are cleaning up and find miscellaneous trash in your yard, dispose of properly. Debris can go into your trash, but if you find bottles and cans, please remember to rinse, remove paper and lids, and then recycle.

Darby Fire Company #1
Chief's Report
October 2018

Darby Fire Company #1 will be participating in the 6ABC Thanksgiving Day Parade this year.

We're in the process of finalizing a date to escort Santa around town. Once the date and times are known we will post that information on the companies Facebook page. If you don't follow us, please do so that you can see how active we are in the community.

Residents are reminded to change their smoke detector batteries if they haven't done so already.

Please have a Happy and Safe Holiday Season!

Best Regards;

Christopher M. Caruso
Chief
Darby Fire Company #1

<u>NATURE</u>	-	-	<u>TOWN</u>	-
ACCIDENT W/ FIRE	1		ALDAN	1
ACCIDENT W/ INJ	6		CHESTER	7
AFA	22		COLLINGDALE	2
ASSIST E.M.S.	5		COLWYN	3
ASSIST P.D.	2		DARBY	28
BUILDING FIRE	9		EAST LANSDOWNE	3
BUILDING FIRE INVEST.	4		YEADON	22
CO ALARMS	2			
COVER ASSIGNMENT	1			
DUMPSTER / TRASH	1			
FUEL SPILL	1		IN SERVICE HOURS	41.98
GASK LEAK - IN	3		TOTAL MAN-HOURS	169.39
GAS LEAK - OUT	2			
LANDING ZONE	1		TOTAL RESPONDERS	501
VEHICLE FIRE	3		AVG. PER CALL	7.5
WIRES/TRANSFORMER	3			
TOTAL	66			

Tax Collector's Monthly Report to Taxing Districts

For the month of October 2018

Borough of Darby

A: COLLECTIONS	REAL ESTATE	INTERIM	PER CAPITA	OTHER
	OTHER	OTHER	OTHER	
1. Balance Collectable- Beginning of Month	<i>Borough</i> 690409.40	<i>Fire</i> 21940.71	<i>Library</i> 10991.81	
2A: Additions: During the Month *				
2B: Deductions: Credits During the Month (Line 17)				
3: Total Collectable	690409.40	21940.71	10991.81	
4: Less Face Collections for the Month	25844.27	821.31	411.44	
5: Less Deletions from the List *				
6: Less: Exonerations *				
7: Less: Liens/ Non-Lienable Installments *				
8: Balance Collectable - End of Month	664565.13	21119.40	10580.37	
B: RECONCILIATION OF CASH COLLECTED				
9: Face Amount of Collections - must agree with line 4	25844.27	821.31	411.44	
10: Plus: Penalties	2334.45	74.21	37.18	
11: Less: Discounts				
12: Total Cash Collected per Column	28178.72	895.52	448.62	
13: Total Cash Collected - (12A+12B+12C+12D)				29522.86

* Attach any supporting Documentation Required by your Taxing District

Tax Collector's Monthly Report to Taxing Districts

For the month of October 2018

Borough of Darby

	REAL ESTATE	INTERIM OTHER	PER CAPITA OTHER	OTHER
A: COLLECTIONS				
1. Balance Collectable- Beginning of Month	259335.00	333970.93		
2A: Additions: During the Month *				
2B: Deductions: Credits During the Month (Line 17)				
3: Total Collectable	259335.00	333970.93		
4: Less Face Collections for the Month	7905.00	8721.84		
5: Less Deletions from the List *				
6: Less: Exonerations *				
7: Less: Liens/ Non-Lienable Installments *				
8: Balance Collectable - End of Month	251430.00	325249.09		
B: RECONCILIATION OF CASH COLLECTED				
9: Face Amount of Collections - must agree with line 4	7905.00	8721.84		
10: Plus: Penalties	714.00	815.36		
11: Less: Discounts				
12: Total Cash Collected per Column	8619.00	9537.20		
13: Total Cash Collected - (12A+12B+12C+12D)				18156.20

* Attach any supporting Documentation Required by your Taxing District

Code Office Report – October 2018

- Violation Notices sent – 376
- Resale Inspections – 9
- Rental Inspections – 36
- Commercial Inspections – 0
- Building Permits – 8
- Electrical Permits – 4
- Plumbing Permits – 2
- Mechanical Permits – 1
- Miscellaneous Complaints – 824
- Zoning hearings – 1
- Health inspections – 3

Current Citations in District Court:

2 – Accessory Structures
416 – No Rental License 2016 & 2017
146 – Sanitation
101 – High Grass/Property Maint.
71 – Weeds
2 – Roofs & Drainage
2 – Motor Vehicles

Total of 740 Citations

NOTES:

We have begun to write citations for 2018 Single Family & Apartment License.

We have begun to check the properties for the rear alleyway potholes. Those still in violation will receive Citations.