

**BOROUGH OF DARBY**  
**BOROUGH COUNCIL MEETING**  
**April 20, 2022**

The Darby Borough Council met in Borough Council Chambers on the above date with the following members present: President Rudolph Taylor, III, Vice-President Tracy Williams, Ms. Hill, Ms. Johnston, Ms. Davis, Mr. Robinson, Mr. Thompson, Mrs. Parks and Mrs. Pratt. Also present was Mayor Burrell, Borough Manager Mark Possenti, Police Chief Joseph Gabe, & Borough Solicitor Charles Gibbs. Borough Engineer Eileen Mulvena was absent

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

Pledge of Allegiance

Motion made by Ms. Davis; 2<sup>nd</sup> by Ms. Hill to allow for the Council to amend the agenda to consider matters that were not included on the publically available agenda that are raised on the floor by members of Council, the Borough Manager, the Borough Solicitor, Police Chief or the Borough Engineer. Motion carries 9-0.

Motion made by Ms. Davis; 2<sup>nd</sup> by Mr. Thompson to table two NRO's on the agenda which include Bed by the Hour and End Time Ministries. Motion carries 9-0.

**PUBLIC COMMENT:**

Wanda Starling, 925 Forrester Avenue, To get the word out regarding a program helping out women who have gotten out of prison.

Lynne DeShields, 308 South 7<sup>th</sup> Street: Concerns regarding cars parked in her walkway, Thanked certain Council members for the Easter Egg Hunt, Infrastructure on New Walnut and a tree in the rear yard.

Adam Matlawski, End Times Ministry: Discussion regarding the property at 9 Chester Pike.

Keith Hillard, 20 North 10<sup>th</sup> Street: Discussion regarding a Juneteenth event for the Keith Dawson Foundation.

Charmane, 207 Golf Road: Concerns regarding properties on Golf Road.

**NRO:**

Chatyra Seaford, 218 Front Street: Motion to approve a daycare pending all approvals and inspections made by Mr. Thompson; 2<sup>nd</sup> by Ms. Davis. Motion carries 9-0.

Dyrwen Catlett, 821 Summit Street: Motion to disapprove made by Mrs. Johnston; 2<sup>nd</sup> by Mrs. Pratt. Motion carries 9-0.

**ENGINEERS'S REPORT:**

See Attached.

Motion made by Ms. Hill; 2<sup>nd</sup> by Ms. Davis to award a contract to Eagle Contracting and Landscaping for the infrastructure improvements to 13<sup>th</sup> Street for a contract price not to exceed \$620,775 contingent upon receipt of Delaware County Office of Housing and Community Development's approval to make an award. Motion carries 9-0.

Motion to accept the Engineer's Report made by Mr. Thompson; 2<sup>nd</sup> by Mrs. Williams. Motion carries 9-0.

**MAYOR'S REPORT:**

Mayor Burrell reported on the Easter Egg Hunt, Parks, April 23<sup>rd</sup> Clean up, Thank from the PWMS and Sexual Assault Awareness Month.

Motion to accept the Mayor's Report made by Ms. Davis; 2<sup>nd</sup> by Mr. Robinson. Motion carries 9-0.

**Approval of March 16, 2022 – Council Meeting Minutes:**

Motion made by Ms. Hill; 2<sup>nd</sup> by Mrs. Johnston. Motion carries 9-0.

New Council Members introduced themselves. Council President read a thank you/donation letter from Lucille Pratt.

**NEW BUSINESS:**

- a. **Paid Bills – April 2022:** Motion made by Ms. Davis; 2<sup>nd</sup> by Mr. Thompson to pay the bills for the month of April 2022. Motion carries 9-0.
- b. **Appointment of Council Committees:** Read by Council President – See attached.
- c. Motion made by Mr. Thompson to have two public comments during the public meeting. There was no 2<sup>nd</sup>. Motion fails.

**COMMUNICATIONS & REPORTS:**

- a. Fire Chiefs Report: No Report.
- b. Tax Collectors Report: See attached.  
Solicitors Report: Motion made by Ms. Davis; 2<sup>nd</sup> by Mrs. Williams for the Solicitor to draft and advertise an Ordinance regarding Liquid Fuels funds. Motion carries 9-0.  
Motion made by Mrs. Williams; 2<sup>nd</sup> by Mr. Robinson to authorize Solicitor to enter his appearance into the Zoning appeal for End Time Ministries. Motion carries 9-0.
- c. Police Chiefs Report: Monthly Crime Report.
- d. Managers Report: Monthly Report. Motion made by Mr. Thompson; 2<sup>nd</sup> by Ms. Davis to approve the expense of \$15,261 for new doors for recreation center. Motion carries 9-0.

Council recessed in Executive Session for potential litigation and personnel.

Motion to approve all Communications and Reports made by Ms. Davis; 2<sup>nd</sup> by Ms. Hill. Motion carries 9-0.

**ADJOURNMENT**

Motion to adjourn made by Ms. Davis; 2<sup>nd</sup> by Mr. Robinson. Motion carries 9-0.

Respectfully Submitted,

Mark Possenti  
Manager/Secretary  
Borough of Darby

# MEMORANDUM

CIVIL COLLABORATIVE CONCEPTS, LLC

2205 Parkview Drive  
Haverford, PA 19041  
(610) 496-0042

**DATE:** 18 April 2022  
**TO:** Darby Borough Council  
**FROM:** Eileen W. Mulvena, P.E.  
**RE:** Engineer's Report Thru April 18, 2022

**Current Month Activity:**

**Ordinary Street and Sewer Maintenance**

A to U dye tested the voids on Main St between 12<sup>th</sup> and 13<sup>th</sup> and the dye appeared in the sanitary sewer. The sanitary sewer was televised and the video has been received. Once it has been viewed, we will recommend a course of action.

**Liquid Fuels**

An ordinance must be passed by Borough Council that has the Borough adopt Londonderry Lane, Coventry Avenue, Shetland Road, and Glen Cove Road. If the Borough adopts these streets, than they can receive additional liquid fuels funds for the mileage of these streets.

**Grants**

CFA Local Share Grant (Statewide): The Borough's application for grant funding to replace the sanitary sewer main and street laterals on North 2<sup>nd</sup> St. was submitted to DCED on 3/15/22.

2021 CDBG: The Borough has been awarded grant funds in the amount of \$238,299.00 to make sanitary sewer improvements on 13<sup>th</sup> Street from Main Street to the Darby Creek. Bids were opened on 4/14/22 at 9AM. One bid was received. We are negotiating with the bidder, Eagle Contracting, to reduce their pricing to meet the funding available. If successful, a recommendation for award will be prepared for Council's consideration at the April meeting. Otherwise, bids should be rejected, and we will ask for authorization to rebid.

2022 CDBG: The Borough's application to do street improvements on 14<sup>th</sup> St between Main St. and the Darby Creek was submitted on January 7, 2022. The Borough received notice that County Council approved funding of this project.

2018 PA Small Water and Sewer Grant – this project is also being funded by the 2021 CDBG program; bids were received on 4/14/22, and with the Solicitor's approval, we are negotiating with the single bidder, Eagle Contracting. The Borough received an extension to the grant performance period through October 31, 2022.

Blight Remediation Grant: The demolition of 304 Marks Ave is ongoing. The contractor is working with CSX to obtain a permit to use the parking lot at 6<sup>th</sup>/Main for a staging site for the

demolition of 621 Main St. The Borough has requested consideration by the CFA to add the exterior stabilization of 141 Whitely Terrace to the grant scope of work.

Stormwater Tip:

**Spring Yard Care Tips for Water Quality**

When you are thinking about spring projects, consider some tips to enhance water quality and manage stormwater.

Spring has just arrived, which means thousands of Pennsylvanians will soon stroll outside to work in their yards. Individually, most yards in PA are less than ½ acre, but added together they cover nearly 1 ½ million acres and produce large amounts of stormwater. Managing this stormwater where it's created, on each individual yard, is the goal of these early season yard care tips.

Cleanup

Collect and properly dispose any stray trash winter winds may have left behind. Mulch or compost fallen leaves and garden cuttings you missed in the fall so they don't get washed away during a spring storm and end up in a stream or lake where they can lower oxygen levels.

Patch Grass

Inspect for bare spots in your lawn and landscape beds, especially if they are located on a hillside. A thick lawn produces less runoff than a thin lawn with exposed soil. Reseed grass in mid-spring, when the threat of hard frost is past but it's still too early for most weeds to grow. Add a layer of mulch to bare planting beds anytime, and consider planting them permanently with native meadow plants or groundcover before summer heat arrives.

April 20, 2022

Tax Collector's Report:

1- Real Estate Tax Collected for the month of March 2022:  
\$1,582,641.19

2- Fire Tax Collected for the month of March 2022:  
\$41,893.15

3- Library Tax Collected for the month of March 2022:  
\$20,946.98

Total Collected in Taxes for the Month of March 2022: \$1,645,481.32

1- Sewer Fees Collected for the month of March 2022:  
\$1,173,442.81

2- Trash Fees Collected for the month of March 2022:  
\$484,512.00

Total Collected in Fees for the Month of March 2022: \$1,657,954.81

MOTION NEEDED:

**Motion to transfer \$1,173,442.81 from the Tax Fund to the Sewer Fund.**

JD, OT 9-0

# Tax Collector's Monthly Report to Taxing Districts

For the month of

March 2022

## Darby Borough

REAL ESTATE INTERIM PER CAPITA OTHER

	REAL ESTATE	INTERIM	PER CAPITA	OTHER
<b>A: COLLECTIONS</b>				
1: Balance Collectable- Beginning of Month	<i>Real Estate</i>	<i>Fire</i>	<i>Library</i>	
2A: Additions: During the Month *	3,359,029.37	88,915.40	44,458.14	
2B: Deductions: Credits During the Month (Line 17)				0.23
3: Total Collectable	3,359,029.37	88,915.40	44,457.91	
4: Less Face Collections for the Month	1,614,939.99	42,748.35	21,374.37	
5: Less Deletions from the List *				
6: Less: Exonerations *				
7: Less: Liens/ Non-Lienable Installments *				
8: Balance Collectable - End of Month	1,744,089.38	46,167.05	23,083.54	
<b>B: RECONCILIATION OF CASH COLLECTED</b>				
9: Face Amount of Collections - must agree with line 4	1,614,939.99	42,748.35	21,374.37	
10: Plus: Penalties				
11: Less: Discounts	32,298.62	854.89	427.05	
12: Total Cash Collected per Column	1,582,641.19	41,893.15	20,946.98	
13: Total Cash Collected - (12A+12B+12C+12D)				1,645,481.32

\* Attach any supporting Documentation Required by your Taxing District





# Tax Collector's Monthly Report to Taxing Districts

For the month of

March 2022

## Darby Borough

REAL ESTATE      INTERIM      PER CAPITA      OTHER

A: COLLECTIONS	REAL ESTATE	INTERIM	PER CAPITA	OTHER
1. Balance Collectable- Beginning of Month	<i>Sewer</i> 2,114,465.17	<i>Trash</i> 1,011,520.00		
2A: Additions: During the Month *				
2B: Deductions: Credits During the Month (Line 17)		320.00		
3: Total Collectable	2,114,465.17	1,011,200.00		
4: Less Face Collections for the Month	1,197,390.78	494,400.00		
5: Less Deletions from the List *				
6: Less: Exonerations *				
7: Less: Liens/ Non-Lienable Installments *				
8: Balance Collectable - End of Month	917,074.39	516,800.00		
<b>B: RECONCILIATION OF CASH COLLECTED</b>				
9: Face Amount of Collections - must agree with line 4	1,197,390.78	494,400.00		
10: Plus: Penalties				
11: Less: Discounts	23,947.66	9,888.00		
12: Total Cash Collected per Column	1,173,442.81	484,512.00		
13: Total Cash Collected - (12A+12B+12C+12D)				1,667,954.81

\* Attach any supporting Documentation Required by your Taxing District

