

BOROUGH OF DARBY
BOROUGH COUNCIL MEETING
June 15, 2022

The Darby Borough Council met in Borough Council Chambers on the above date with the following members present: President Rudolph Taylor, III, Ms. Hill, Ms. Johnston, Ms. Davis, Mr. Robinson, Mr. Thompson, Mrs. Pratt. Also present was Mayor Burrell, Borough Manager Mark Possenti, Police Chief Joseph Gabe, Borough Solicitor Charles Gibbs & Borough Engineer Eileen Mulvena. Vice President Tracy Williams and Mrs. Parks were 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; 2nd 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 7-0.

PUBLIC COMMENT:

Ethel Williams, 234 Marks Avenue: Comments regarding trees on wires and Permits for trailers.

Marcella Singleton, 207 S. 5th Street: Comments regarding activities for the Youth.

April Soumaro, 250 Weymouth: Issues and comments regarding speeding, speed bumps, parking and children at play.

Habib Ali, 419 Walnut Street: Rear of South 5th Street parking in alleyway.

Lynne DeShields, 308 South 7th Street: Discussed the activities they would like to do for the kids.

Wanda Sterling, 925 Forrester: Wants to organize a clean up.

NRO:

Ammar Alduais, 437 Main Street: Extend the hours at Darby Quik Mart until 2am. Motion made by Ms. Davis; 2nd by Mr. Thompson. Motion carries 7-0.

Timothy Dopson, 892 Main Street: Operate a Restaurant. Sunday through Saturday 7am – 9pm. Motion to approve pending all inspections made by Ms. Davis; 2nd by Ms. Hill. Motion carries 7-0.

ENGINEERS'S REPORT:

See Attached.

Motion to accept the Engineer's Report made by Mrs. Hill; 2nd by Mr. Thompson. Motion carries 7-0.

MAYOR'S REPORT:

Mayor Burrell gave a presentation of all the accomplishments in the past 6 months that have taken place in the Department and his office.

Motion to accept the Mayor's Report made by Ms. Davis; 2nd by Mr. Thompson. Motion carries 7-0.

Approval of May 18, 2022 – Council Meeting Minutes:

Motion made by Mrs. Hill; 2nd by Mr. Thompson. Motion carries 7-0.

NEW BUSINESS:

- a. **Paid Bills – June 2022:** Motion made by Mrs. Hill; 2nd by Mrs. Pratt to pay the bills for the month of June 2022. Motion carries 7-0.
- b. **Handicap Parking Applications:** Motion made by Mr. Thompson to approve 922 Maple Terrace, 309 S. 5th Street, 219 N. 10th Street, 308 South 7th Street and 321 Marks Ave; 2nd by Mrs. Pratt. Motion carries 7-0.
- c. **Merchant Services Approval:** Motion made by Mrs. Johnston; 2nd by Mr. Thompson to approve the contract to begin the ability to accept credit cards in the Borough. Motion carries 7-0.
- d. **Police Department Policies and Procedures:** Motion made by Mrs. Pratt; 2nd by Mr. Thompson to approve the new procedures. Motion carries 7-0.
- e. **Non Uniform HR Manual:** Motion to approve the new procedures made by Ms. Davis; 2nd by Ms. Hill. Motion carries 7-0.
- f. **Speed Bumps:** Motion made by Ms. Davis; 2nd by Mr. Thompson to approve the purchase of speed bumps. Motion carries 7-0.

COMMUNICATIONS & REPORTS:

- a. Fire Chiefs Report: No Report.
- b. Tax Collectors Report: See attached. Motion to transfer \$116,459.06 from the Tax Fund to the Sewer Fund made by Mr. Thompson; 2nd by Mrs. Johnston. Motion carries 7-0.
- c. Library Report: Monthly Report.
- d. Ordinance/Zoning: See attached.
- e. Finance: Ms. Johnston read the cash balances.
- f. Municipal Services: Monthly Report.

Council recessed into Executive Session (Potential Litigation and Personnel)

- g. Public Safety: No Report.
- h. Community Relations: Currently working on the website.
- i. Recreation Center: Working on the new rental contract which will be ready in June.
- j. Solicitors Report: No Report.
- k. Police Chiefs Report: Monthly Crime Report.
- l. Managers Report: Monthly Report. Motion to repaint the Recreation Center made by Ms. Davis; 2nd by Mr. Thompson. Motion carries 7-0. Motion to have appraisals done for 1000 Main Street and 868 Main made by Ms. Davis; 2nd by Mrs. Johnston. Motion carries 7-0. Motion to extend the Police Contract for 2 years made by Ms. Hill; 2nd by Ms. Davis. Motion carries 7-0. Motion made by Ms. Davis; 2nd by Mr. Thompson to

approve the Full Time hiring of Whitney Beauford, Jeiko Rodriguez and Taylor Mulhern.
Motion carries 7-0.

Motion to approve all Communications and Reports made by Mrs. Hill; 2nd by Mrs. Pratt.
Motion carries 7-0.

ADJOURNMENT

Motion to adjourn made by Ms. Davis; 2nd by Mrs. Johnston. Motion carries 7-0.

Respectfully Submitted,

Mark Possenti
Manager/Secretary
Borough of Darby

MEMORANDUM

CIVIL COLLABORATIVE CONCEPTS, LLC

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

DATE: 10 June 2022
TO: Darby Borough Council
FROM: Eileen W. Mulvena, P.E.
RE: Engineer's Report Thru June 10, 2022

Current Month Activity:
Ordinary Street and Sewer Maintenance

12th-13th Sts on Main – will schedule lining at the same time as the lining being done under 2021 CDBG to benefit from quantity pricing rate.

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 2nd St. was submitted to DCED on 3/15/22.

2021 CDBG: The Borough has been awarded CDBG grant funds in the amount of \$238,299.00 and \$358,011 from the 2018 PA Small Water & Sewer Grant program to make sanitary sewer improvements on 13th Street from Main Street to the Darby Creek. Bids were opened on 5/11/22 at 9AM. One bid was received. We are working with the contractor to provide the County with pricing in the format they require. The Solicitor's letter documenting that the negotiated bid was completed in accordance with the Borough's procurement practice is also required by the County.

2022 CDBG: The Borough's application to do street improvements on 14th 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 5/11/22, 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 June 30, 2023.

Blight Remediation Grant: The demolition of 304 Marks Ave is nearing completion. The contractor is finishing stabilization and stucco application of 302 Marks Ave and will perform final grading, placement of topsoil, and seeding of the lot known as 304 Marks Ave. The

contractor has received the permit from CSX to use their parking lot at 6th/Main for a staging site for the demolition of 621 Main St.

Code:

129/131/133 Whitely Terrace – The Structural Engineer and the contractor will be performing exploratory demo at two of these properties to determine structural details used during original construction. Depending on the findings of the exploratory effort, we will endeavor to obtain state funding to either stabilize or demolish these units.

MS4 (Municipal Separate Storm Sewer System): CCC with support from the Public Works Department will begin inspecting storm sewer outfalls next week. During each 5 year permit period, all outfalls must be inspected once. They are inspected for condition as well as any presence of a discharge when none should be found.

Act 167 Stormwater Management – An updated Stormwater Management Ordinance must be in place by mid-September. The County has prepared a proposed County-wide ordinance that is currently being reviewed by PA DEP (Department of Environmental Protection) for adequacy. The Borough will then proceed with adoption in accordance with the PA Borough Code.

Trolley Modernization Program – Septa held a virtual informational meeting to introduce key elements of the changes to be made. Trolley cars will be undergoing a change in configuration; stations and entry/discharge platforms will also be modified at many locations throughout the trolley system. The improvements will be phased and further information will continue to be made available. A Guide to the program is available at the following site:
www.dvrpc.org/Reports/15014.pdf

Stormwater Tip:

Water Pollution: Sources of water pollution like industrial wastes from factories have been greatly reduced in recent years. Now, more than 60% of water pollution comes from things like leaking oil from cars, excess fertilizer, and pet waste. We can each do small things to help clean up our water. It starts with realizing that our sanitary and storm sewers are separate – what goes into storm drains flows directly into the environment, untreated.

What's the Problem with Auto Fluids? Auto fluids like oil do not dissolve in water. They last a long time and stick to everything from sand to bird feathers. Oil and other petroleum products are toxic to people, wildlife and plants. One pint of oil can make a slick larger than a football field. Oil that leaks from our cars onto roads and driveways is washed into storm drains, and then usually flows directly into a lake or stream.

Facts and Figures:

- Oil, antifreeze, and brake fluids contain heavy metals that can harm aquatic wildlife. The oil from just one oil change can pollute up to a million gallons of water!
- Used motor oil is the largest single source of oil pollution in our lakes, streams, and rivers. Americans spill 180 million gallons of used oil each year into our waters. This is 16 times the amount spilled by the Exxon Valdez in Alaska (the oil spill that killed at least half a million birds and other wildlife in 1989).
- If we refined the billion gallons of motor oil used every year in the United States, we would save 1.3 million barrels of oil per day, or half the daily output of the Alaskan Pipeline. According to the American Petroleum Institute, it takes 43 gallons of crude oil compared to just one gallon of used oil, to make 2.5 quarts of virgin lubricating oil.

What we can do:

How can we use auto fluids and help keep our waters clean?

- Stop drips. Check for oil leaks regularly and fix them promptly. Keep your car tuned to reduce oil use.
- Use ground cloths or drip pans beneath your vehicle if you have leaks or are doing engine work. Clean up spills immediately. Collect all used oil and other fluids in containers with tight fitting lids. Do not mix different engine fluids.
- Use cat litter to soak up leaked oil, which can then be thrown in the trash once dry.
- Never dispose of oil or other engine fluids down the storm drain, on the ground or into a ditch. Dumping automotive fluids into storm drains has the same result as dumping the materials directly into a waterbody.
- Recycle used motor oil and other car fluids. Many auto supply stores and gas stations will accept used oil.
- Buy recycled (re-refined) motor oil to use in your car.

June 15, 2022

Tax Collector's Report:

- 1- Real Estate Tax Collected for the month of May 2022:
\$197,193.75
- 2- Fire Tax Collected for the month of May 2022:
\$5,219.83
- 3- Library Tax Collected for the month of May 2022:
\$2,609.94

Total Collected in Taxes for the Month of May 2022: \$205,023.52

- 1- Sewer Fees Collected for the month of May 2022:
\$116,459.06
- 2- Trash Fees Collected for the month of May 2022:
\$63,673.60

Total Collected in Fees for the Month of May 2022: \$180,132.66

MOTION NEEDED:

Motion to transfer \$116,459.06 from the Tax Fund to the Sewer Fund.

OT, RS 7-0

Tax Collector's Monthly Report to Taxing Districts

For the month of

May 2022

Darby Borough

A: COLLECTIONS	REAL ESTATE	INTERIM	PER CAPITA	OTHER
		OTHER	OTHER	
1: Balance Collectable- Beginning of Month	<i>Real Estate</i> 1,494,030.61			
2A: Additions: During the Month *				
2B: Deductions: Credits During the Month (Line 17)				
3: Total Collectable	1,494,030.61			
4: Less Face Collections for the Month	197,211.85			
5: Less Deletions from the List *				
6: Less: Exonerations *				
7: Less: Liens/ Non-Lienable Installments *				
8: Balance Collectable - End of Month	1,296,818.76	34,327.56	17,163.78	
B: RECONCILIATION OF CASH COLLECTED				
9: Face Amount of Collections - must agree with line 4	197,211.85	5,220.31	2,610.18	
10: Plus: Penalties				
11: Less: Discounts	18.10	0.48	0.24	
12: Total Cash Collected per Column	197,193.75	5,219.83	2,609.94	
13: Total Cash Collected - (12A+12B+12C+12D)				205,023.52

* Attach any supporting Documentation Required by your Taxing District

Tax Collector's Monthly Report to Taxing Districts

For the month of

May 2022

Darby Borough

A: COLLECTIONS	REAL ESTATE	INTERIM	PER CAPITA	OTHER
		OTHER	OTHER	
1. Balance Collectable- Beginning of Month	<i>Seven</i> 789,131.51	440,640.00		
2A. Additions: During the Month *				
2B: Deductions: Credits During the Month (Line 17)				
3: Total Collectable	789,131.51	440,640.00		
4: Less Face Collections for the Month	116,465.29	63,680.00		
5: Less Deletions from the List *				
6: Less: Exonerations *				
7: Less: Liens/ Non-Lienable Installments *				
8: Balance Collectable - End of Month	672,666.22	376,960.00		
B: RECONCILIATION OF CASH COLLECTED				
9: Face Amount of Collections - must agree with line 4	116,465.29	63,680.00		
10: Plus: Penalties				
11: Less: Discounts	6.23	6.40		
12: Total Cash Collected per Column	116,459.06	63,673.60		
13: Total Cash Collected - (12A+12B+12C+12D)				180,132.66

* Attach any supporting Documentation Required by your Taxing District

Zoning/Ordinance Report
June 15, 2022

Besides the two Non-Residential Occupancy permits that were held earlier tonight I present the following report:

Zoning Hearing Board Meetings were held on Tuesday, May 31, 2022 with the following outcome:

ZH-21-005 – 2 Concord Road:

Application of Advanced Health and Human Services was seeking to use the property for administrative offices for a health care agency. This application was denied.

ZH-22-003 – 121 Ridge Avenue:

Application of Theresa Amore was seeking to use the property as a funeral home. This application was approved.

ZH-22-004 – 6 Chester Pike:

Application of Daniell Smith-Brown was seeking to use the property as a multi-purpose room/studio. This application was denied.

The Code Department is currently on the streets issuing violations, tickets and citations for sanitation, grass and numerous other Code Violations.

Thank you!

**Borough of Darby
Cash Balances @ 4-30-22**

General Fund		\$ 88,153.38
Liquid Fuel Fund		\$ 473,690.26
Tax Fund		\$ 2,337,574.16
Sewer & Trash Delinquent Fund		\$ 130,581.49
ARPA Fund		\$ 560,084.95
Total		\$ 3,590,084.24