

**BOROUGH OF DARBY  
BOROUGH COUNCIL MEETING  
December 21, 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, Mrs. Rozeta Johnston, Mr. Robinson, Mr. Thompson, Mrs. Pratt and Mrs. Parks. Also present was Borough Manager Mark Possenti, Police Chief Joseph Gabe & Borough Engineer Eileen Mulvena. Borough Solicitor Charles Gibbs, Mayor Darren Burrell and Ms. Janice Davis were absent.

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

Pledge of Allegiance

**PUBLIC COMMENT:**

Paula Richards, 206 Highland Avenue: Mrs. Richards requested that Borough Council delay their vote on the Preliminary Budget. She also raised concerns of why the Borough Solicitor fee is \$70,000. She stated that it should range anywhere from \$35 to \$40K.

Diana Jones, 321 Marks Avenue: Mrs. Jones stated that the Recreation Center should not have membership fees, asked why the NA is not allowed to have meetings at the Recreation Center. She commented that the Day with Santa was an excellent party and thanked the Police Department for the Christmas Baskets.

Joi Hopkins, WPSD Board Member: She just wanted to announce that the School District will be closing on the old bus depot.

**ENGINEERS'S REPORT:**

See Attached.

Motion made by Ms. Hill; 2<sup>nd</sup> by Mrs. Johnston to make the Sanitary Sewer project on 12<sup>th</sup> Street as a priority for the CDBG Grant. Motion carries 8-0. Motion made by Ms. Hill; 2<sup>nd</sup> by Mrs. Williams for the repair of the storm sewer and outfall as the alternate project. Motion carries 8-0.

**MAYOR'S REPORT:**

No Report

**Approval of November 16, 2022 – Council Meeting Minutes, Mayors, Engineers, Library, Ordinance/Zoning, Finance, Municipal Services, Public Safety, Community Relations and Recreation Center Minutes and Reports:**

Motion made by Mr.; Robinson; 2<sup>nd</sup> by Mrs. Johnston to approve the minutes and reports. Motion carries 8-0.

**NEW BUSINESS:**

- a. **Paid Bills – December 2022:** Motion made by Ms. Hill; 2<sup>nd</sup> by Mr. Robinson to pay the bills for the month of December 2022. Motion carries 8-0.
- b. **Approval of the 2023 Final Operating Budget:** Motion made by Mrs. Williams to approve the 2023 Budget with the amendment of line item 404.100 be reduced to \$62,000 and line item 455.500 increased by \$8,000; 2<sup>nd</sup> by Mrs. Johnston. Motion carries 8-0.
- c. **Approval of the 2023 Tax Levy Ordinance #801:** Public Hearing was open. Ms. Richards asked what the increase is. Public Hearing was closed. Motion made by Mrs. Johnston; 2<sup>nd</sup> by Ms. Hill. Motion carries 8-0.
- d. **Approval of Resolution 2022-016 (TAN):** Motion made by Ms. Hill; 2<sup>nd</sup> by Mrs. Pratt. Motion carries 8-0.
- e. **Permission to Advertise Ordinance #802 (Act 57 of 2022):** Motion made by Mrs. Williams; 2<sup>nd</sup> by Mrs. Pratt. Motion carries 8-0.
- f. **Permission to Advertise the 2023 Public Meeting Schedule:** Motion made by Mrs. Williams; 2<sup>nd</sup> by Mrs. Pratt. Motion carries 8-0.
- g. **Approval of one Uniformed Officer into the DROP Program:** Motion made by Ms. Hill; 2<sup>nd</sup> by Mrs. Williams. Motion carries 8-0.
- i. **Approval to hire Gregory Pontious as a Part Time Police Officer:** Motion made by Mrs. Johnston; 2<sup>nd</sup> by Mr. Robinson. Motion carries 8-0.
- j. **Approval to conditionally hire Bryce McElhiney as a Part Time Police Officer:** Motion made by Mrs. Johnston; 2<sup>nd</sup> by Mrs. Williams. Motion carries 8-0.
- k. **Permission to Advertise for cleaning services for the Municipal Complex:** Motion made by Mr. Thompson; 2<sup>nd</sup> by Mrs. Pratt. Motion carries 8-0..
- l. **Approval of the 2023-2025 Trash Re-Bid:** Motion made by Mrs. Johnston; 2<sup>nd</sup> by Mrs. Williams. Motion carries 8-0.

**COMMUNICATIONS & REPORTS:**

- a. Fire Chiefs Report: See attached.
- b. Tax Collectors Report: See attached. Motion to transfer \$27,719.13 from the Tax Fund to the Sewer Fund made by Mr. Thompson; 2<sup>nd</sup> by Mrs. Pratt. Motion carries 8-0.
- c. Solicitors Report: No Report
- d. Police Chiefs Report: Chief Gabe gave the monthly crime stats report.
- e. Managers Report: Reported on the award received through the Greenways Grant from Delaware County in the amount of \$42,500.

Motion to accept the Fire Chief, Tax Collector, Solicitors, Police Chief and Managers Reports made by Ms. Hill; 2<sup>nd</sup> by Mrs. Williams. Motion carries 8-0.

**ADJOURNMENT**

Motion to adjourn made by Ms. Hill; 2<sup>nd</sup> by Mrs. Williams. Motion carries 8-0.

Respectfully Submitted,

Mark Possenti  
Manager/Secretary  
Borough of Darby

# MEMORANDUM

CIVIL COLLABORATIVE CONCEPTS, LLC

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

**DATE:** 13 December 2022  
**TO:** Darby Borough Council  
**FROM:** Eileen W. Mulvena, P.E.  
**RE:** Engineer's Report Thru December 13, 2022

**Current Month Activity:**  
**Ordinary Street and Sewer Maintenance**

Gargiule will continue to add stone and cold patch to sinkhole at 6<sup>th</sup>/Cedar throughout the winter. We will request authorization to repair sewer in the spring.

**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, then 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. As of December 9, 2022, the applications are still under review.

2021 CDBG: The contractor is working on the replacement of the sanitary sewer main and laterals on 13<sup>th</sup> St. and approximately 30% is completed. There is a storm sewer on this block that requires cleaning and tv to see if there are breaks in the line. If there are breaks, we will request authorization to replace the bad sections and line the sewer after that. This will make the line watertight and ensure the stormwater reaches the Darby Creek.

2022 CDBG: The Borough attended the project kickoff meeting hosted by the County on July 20, 2022. Note that the funding received leaves approximately a 50% shortfall.

2023 CDBG: The Borough will be holding a public hearing before the Council meeting (7:15PM). Council will need to adopt a Resolution at the Council meeting identifying the projects to include in the application.

2022 PA Small Water and Sewer Grant – Application is due 12/21/22. Last month, Council adopted a Resolution authorizing the application for funding for sanitary sewer improvements on 14<sup>th</sup> St and N. 2<sup>nd</sup> St. If we hear we receive the CFA Local Share Grant for N. 2<sup>nd</sup> St, then I would suggest an alternate location of 12<sup>th</sup> St.

PECO Open Space grant: a grant application was submitted on October 27, 2022 for the addition of an accessible route and picnic tables for Powell Park. The project cost was \$20,000 with a grant request of \$10,000.

Blight Remediation Grant: The demolition and site restorations have been completed for 304 Marks Ave. and 621 Main St. We have requested the remaining funds be permitted for the remediation of 129/131/133 Whitely Terrace. This request is being considered at the Commonwealth Financing Authority's January Board meeting. Additional funds in the amount of \$100,000 are required in order to complete this effort. Property owners should be asked if they have homeowner's insurance. Otherwise, we need to identify a funding source. If these properties are not remediated, they will cause the remaining homes in this attached dwelling block to begin deteriorating.

MS4 (Municipal Separate Storm Sewer System): The annual report was submitted by 9/30/22.

Traffic Control on MacDade near Produce Junction: PennDOT provided a letter indicating the location does not meet the warrants for a traffic signal.

901-905 Springfield Road – we are continuing with the application for a 106 permit and a grant to demolish the structure.

Stormwater Tip: Providing public education related to stormwater management is a requirement for the Borough under the permit we have from the PA Department of Environmental Protection. With the Borough's membership in the Eastern Delaware County Stormwater Collaborative, a stormwater information sheet is included with the tax bills sent to each property owner each January. Attached is the insert to be included in the upcoming tax bill release.

## November Chief's Report

Dear Mr. Mayor and Borough Council members,

During the month of November, the company responded to 98 calls for service. There is no other reportable information at this time.

\*\*\*\*\*FUTURE EVENTS\*\*\*\*\*

Annual Santa escort through Darby and Colwyn will be Saturday, 12/17/2022 starting at 10 am. If both towns are not complete on Saturday the escort will continue and finish on Sunday, 12/18/2022.

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Be Safe and Stay Healthy!

Vincent Lanni

Fire Chief

Darby Fire Co. #1

December 21, 2022

Tax Collector's Report:

1- Real Estate Tax Collected for the month of November 2022:  
\$25,831.19

2- Fire Tax Collected for the month of November 2022:  
\$683.81

3- Library Tax Collected for the month of November 2022:  
\$341.92

Total Collected in Taxes for the Month of November 2022: \$26,856.92

1- Sewer Fees Collected for the month of November 2022:  
\$27,719.13

2- Trash Fees Collected for the month of November 2022:  
\$8,096.00

Total Collected in Fees for the Month of November 2022: \$35,815.13

MOTION NEEDED:

**Motion to transfer \$27,719.13 from the Tax Fund to the Sewer Fund.** OT, LP  
8-0

# Tax Collector's Monthly Report to Taxing Districts

For the month of

November 2022

Darby Borough

REAL ESTATE

INTERIM

PER CAPITA

OTHER

A: COLLECTIONS	REAL ESTATE	INTERIM	PER CAPITA	OTHER
1: Balance Collectable - Beginning of Month	965,391.21	25,554.58	12,777.19	
2A: Additions: During the Month *				
2B: Deductions: Credits During the Month (Line 17)				
3: Total Collectable	965,391.21	25,554.58	12,777.19	
4: Less Face Collections for the Month	23,482.86	621.64	310.82	
5: Less Deletions from the List *				
6: Less: Exonerations *				
7: Less: Liens/ Non-Lienable Installments *				
8: Balance Collectable - End of Month	941,908.35	24,932.94	12,466.37	
<b>B: RECONCILIATION OF CASH COLLECTED</b>				
9: Face Amount of Collections - must agree with line 4	23,482.86	621.64	310.82	
10: Plus: Penalties	2,348.33	62.17	31.10	
11: Less: Discounts				
12: Total Cash Collected per Column	25,831.19	683.81	341.92	
13: Total Cash Collected - (12A+12B+12C+12D)				26,856.92

\* Attach any supporting Documentation Required by your Taxing District



## C: PAYMENT OF TAXES

14: Amount Remitted During the Month \*

Date	Transaction #	Amount	
11/23/2022	M080101000	62,672.05	<b>TOTAL OF ALL TAXES</b>
		Total	62,672.05

15: Amount Paid with this Report Applicable to this Reporting Month

16: Total Remitted This Month

17: List, Other Adjustments \*

Parcel #	Name	Amount	
	Total		

18: Interest Earnings (if applicable) \$ \_\_\_\_\_

Taxing District Use (Optional)	
Carryover from Previous Month	\$ _____
Amount Collected this Month	\$ _____
Less Amount Paid this Month	\$ _____
Ending Balance	\$ _____

I verify this is a complete and accurate reporting of the balance collectable, Taxes Collected and Remitted for the month  Received by: _____ Title _____ Date _____ I acknowledge receipt of this report	Tax Collector _____ Date _____
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# Tax Collector's Monthly Report to Taxing Districts

For the month of

November 2022

**Darby Borough**

REAL ESTATE

INTERIM

PER CAPITA

OTHER

A: COLLECTIONS	REAL ESTATE	INTERIM	PER CAPITA	OTHER
1: Balance Collectable- Beginning of Month	436,119.84	259,520.00		
2A: Additions: During the Month *				
2B: Deductions: Credits During the Month (Line 17)				
3: Total Collectable	436,119.84	259,520.00		
4: Less Face Collections for the Month	25,199.23	7,360.00		
5: Less Deletions from the List *				
6: Less: Exonerations *				
7: Less: Liens/ Non-Lienable Installments *				
8: Balance Collectable - End of Month	410,920.61	252,160.00		
<b>B: RECONCILIATION OF CASH COLLECTED</b>				
9: Face Amount of Collections - must agree with line 4	25,199.23	7,360.00		
10: Plus: Penalties	2,519.90	736.00		
11: Less: Discounts				
12: Total Cash Collected per Column	27,719.13	8,096.00		
13: Total Cash Collected - (12A+12B+12C+12D)				35,815.13

\* Attach any supporting Documentation Required by your Taxing District

