

**BOROUGH OF DARBY**  
**BOROUGH COUNCIL MEETING**  
**September 18, 2024**

The Darby Borough Council met in Borough Council Chambers on the above date with the following members present: President Lucille Pratt, Vice President Darlene Hill, Alfred Robinson, Janice Davis, Edna Stockley & Jennifer Parks. Also present was Mayor Darren Burrell, Borough Manager Mark Possenti, Police Chief Joseph Gabe, Borough Solicitor Charles Gibbs & Borough Engineer Eileen Mulvena. Mrs. Tracy Williams, Mrs. Cheryl Butts & Mr. Omar Thompson were absent.

President Pratt called the meeting to Order at 7:00 p.m. followed by Roll Call.

Pledge of Allegiance

Mayor Burrell, President Pratt and Vice President Hill presented Patricia Minogue with an award for her heroic services to Darby Borough.

Motion made by Ms. Davis; 2<sup>nd</sup> by Ms. Stockley to promote Cpl. Donald Townes to Sergeant. Motion carries 5-0. Mayor Burrell swore in Sgt. Townes.

Motion made by Ms. Davis; 2<sup>nd</sup> by Ms. Stockley to promote Cpl. Brian Evans to Sergeant. Motion carries 5-0. Mayor Burrell swore in Sgt. Evans.

**PUBLIC COMMENT:**

Verona Coleman, 1005 Mulberry Street: Comments regarding the fence behind her house. Would like to see it moved. She believes it is a fire hazard.

John & John Haigis, 1006 Main Street: Wanted to inform everyone that OcTrolley Fest will be held on October 19<sup>th</sup>.

Lynell & Sabrina, 861 Main Street: Would like to partner with Darby Borough and host a Designer Bag Bingo on November 30<sup>th</sup> at the Recreation Center.

Linda Schmids, 15 Golf Road: Would like to get clarity on the fire lane and parking on the unit block of Golf Road.

**NRO:**

Damon Neal, 300 N. MacDade Blvd: To operate a Auto Body and Mechanical Repairs, Vehicle Auto Tags, Safety and Emissions Inspections. Motion to approve pending final inspection, all proper paperwork is filed in the Code Office, if any work needs to be done all proper permits are applied for in a timely matter and if business operates outside of their NRO a Cease and Desist will be issued immediately and will not be able to operate until a hearing is held in front of the Ordinance Committee made by Ms. Hill; 2<sup>nd</sup> by Mr. Robinson. Motion carries 5-0.

**ENGINEERS'S REPORT:**

See Attached.

**MAYOR'S REPORT:**

No Report.

Approval of August 21, 2024 – Council Meeting Minutes, Engineer's, Mayors, Ordinance/Zoning, Community Relations, Finance, Public Safety, Municipal Service, Library, Recreation Center Reports and Minutes made by Ms. Davis; 2<sup>nd</sup> by Mrs. Parks. Motion carries 5-0.

**NEW BUSINESS:**

- a. **Paid Bills – September 2024:** Motion made by Ms. Hill; 2<sup>nd</sup> by Mrs. Parks to pay the bills for the month of September 2024. Motion carries 5-0.
- b. **Motion to hire Henry McFadden as a Crossing Guard pending Child clearance at \$15.00/hour:** Motion made by Mrs. Parks; 2<sup>nd</sup> by Ms. Davis. Motion carries 5-0.
- c. **Approval of Handicap Parking for 209 North 7<sup>th</sup> Street:** Motion made by Ms. Hill; 2<sup>nd</sup> by Mrs. Parks. Motion carries 5-0.
- d. **Resolution 2024-015 (JAG Grant):** Motion to approve Resolution 2024-015 made by Ms. Davis; 2<sup>nd</sup> by Mrs. Parks. Motion carries 5-0.
- e. **Motion to authorize the Borough Manager to send a letter to the Civil Service Commission to meet and begin the process of Full Time Police Testing:** Motion made by Mrs. Parks; 2<sup>nd</sup> by Ms. Stockley. Motion carries 5-0.

**COMMUNICATIONS & REPORTS:**

- a. Fire Chiefs Report: See attached.
- b. Tax Collectors Report: See attached. Motion to transfer \$4,437.78 from the Tax Fund to the Sewer Fund made by Ms. Hill; 2<sup>nd</sup> by Mrs. Parks. Motion carries 5-0.
- c. Solicitors Report:
  - a. Motion to authorize the Borough Solicitor to draft an Ordinance adopting Londonderry Lane, Coventry Avenue, Shetland Road and Glen Cove Road to receive additional Liquid Fuels Funds made by Ms. Davis; 2<sup>nd</sup> by Mrs. Parks. Motion carries 5-0.
  - b. Motion to authorize the Borough Solicitor to draft an Ordinance updating the Zoning Code to be in conjunction with the Municipal Planning Code made by Ms. Davis; 2<sup>nd</sup> by Mrs. Parks. Motion carries 5-0.
- d. Police Chiefs Report: See attached.
- e. Managers Report: See attached.
  1. Motion made by Ms. Davis; 2<sup>nd</sup> by Ms. Hill for permission to advertise a Special Meeting to be held on October 2<sup>nd</sup> at 7:00pm. Motion carries 5-0.

Motion to accept the Fire Chief, Tax Collector, Police Chief and Managers Reports made by Ms. Davis; 2<sup>nd</sup> by Ms. Hill. Motion carries 5-0.

**ADJOURNMENT**

Motion to adjourn made by Ms. Davis; 2<sup>nd</sup> by Ms. Hill. Motion carries 5-0.

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 September 2024  
**TO:** Darby Borough Council  
**FROM:** Eileen W. Mulvena, P.E.  
**RE:** Engineer's Report Thru September 10, 2024

## Current Month Activity:

### Ordinary Street and Sewer Maintenance

Inlet replacements at 9<sup>th</sup>/Main St. and Ridge/Main Sts. were completed.

**Per Council's authorization, a paving program for Brandford Rd and S. 5<sup>th</sup> St. will be bid. PennDOT requires paving programs be completed prior to 10/31 each year. We will not be able to make an award at the October Council meeting and meet the 10/31 deadline. Please either schedule a special meeting to make an award, or do not adjourn this meeting so we can meet to make an award.**

### 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

COVID 19 ARPA Capital Projects Fund Multipurpose Community Facilities Program – the grant application was submitted. Recent news indicates 599 applications from 65 counties for a total request in excess of \$860M.

Delaware County Blight Remediation –. A grant application was prepared and submitted for the demolition of 225 N. 10<sup>th</sup> St and for the stabilization of the properties on either side. These funds will supplement the remaining funds from the Borough's state Blight Remediation grant. This application is on hold for 30 days.

**CFA 2022 Local Share Grant (Statewide):** Eagle Contracting completed this project on N. 2<sup>nd</sup> St.

2022 PA Small Water and Sewer Grant – The Borough received the executed contract under this grant in the amount of \$498,116 which enables sanitary sewer work to be done on 14<sup>th</sup> St and 12<sup>th</sup> St. It also funds a portion of N. 2<sup>nd</sup> St.

PECO Open Space grant: a grant application was submitted on November 10, 2023 for passive recreation furniture in the open space area on the north side of 7<sup>th</sup> St. We received notice of a \$2,000 grant award. I will work with Mark to use the grant proceeds and the \$2,000 Borough match most effectively.

2023 Local Shares Statewide Grant: An application was submitted on November 30, 2023 grant funding to accomplish sanitary sewer improvements on N. 3<sup>rd</sup> St. up to the maximum grant funding amount of \$1,000,000.

Delco Greenways Grant Round 1: A meeting was held with the County to discuss next steps. We are working to review the requirements for this grant to determine the Borough's next actions. This is for the acquisition of multiple properties abutting Cobbs Creek.

Delco Greenways Grant Round 3: The Borough is handling the acquisition of the properties known as 28/30 S. 5<sup>th</sup> St.

Delco Greenways Grant Round 4: The Borough received this grant for a value up to \$250,000 for the construction of a playground for children 5-12 years of age on the lots known as 28/30 S. 5<sup>th</sup> St.

**2023 Community Project Fund Grant:** Mark and I have a kick-off meeting for this grant on Monday, September 16 for the replacement of the sanitary sewer main and street laterals on Fern St. between 4<sup>th</sup> Street and Damon's Lane. The grant is for \$657,026.

**2022 CDBG:** The bid will be opened on September 16 for infrastructure improvements on 14<sup>th</sup> St. Council will be able to make an award at the September meeting.

**2023 CDBG:** The Borough has received the Notices to Proceed for the following: Priority project was Sanitary Sewer Improvements to 12<sup>th</sup> St; Alternate project was storm sewer improvements on New Walnut St.

**2024 CDBG:** The pre-bid meeting with Delaware County OHCD was held on August 12, 2024 for the two projects awarded to the Borough: priority application addressing the reconstruction and resurfacing of N. 2<sup>nd</sup> St. following the sewer replacement project and the alternate project addressing the development of the lot at Ridge and MacDade as a passive and light recreation area.

#### **Blight Remediation Grant:**

The CFA Board approved the Borough's request to use the remaining grant funds for the demolition of 225 N. Tenth St. and the stabilization of the adjacent properties. This project is on hold as the property was sold recently.

MS4 (Municipal Separate Storm Sewer System): The annual report will be submitted by 9/30/24.

**Stormwater Tip:**

As we approach fall, we repeat this tip. Do not blow or rake leaves, grass clippings, brush, and tree branches into the street. These will leach nutrients into stormwater runoff and contribute to pollution in our waters. Leaf litter can also plug storm drains and increase flooding issues.

## August Chief's Report

Dear Mr. Mayor and Borough Council members,

During the month of August, the company responded to 68 calls for service. There were no working fires in Darby Borough.

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

A fire prevention open house is being scheduled for October. Please keep an eye on the fire company social media outlets for the date announcement!

\*\*\*\*\*

Be Safe and Stay Healthy!



Vincent Lanni

Fire Chief

Darby Fire Co. #1

# Tax Collector's Monthly Report to Taxing Districts

For the month of August 2024

**Darby Borough**

REAL ESTATE      INTERIM      PER CAPITA      OTHER  
 \_\_\_\_\_

A: COLLECTIONS	<i>REAL ESTATE</i>	<i>FIRE</i>	<i>LIBRARY</i>	OTHER
1. Balance Collectable- Beginning of Month	3,907,684.76	200,741.56	80,296.56	
2A: Additions: During the Month *				
2B: Deductions: Credits During the Month (Line 17)	-89.94	-4.62	-1.84	
3: Total Collectable	3,907,774.70	200,746.18	80,298.40	
4: Less Face Collections for the Month	10,332.57	530.79	212.33	
5: Less Deletions from the List *				
6: Less: Exonerations *				
7: Less: Liens/ Non-Lienable Installments *				
8: Balance Collectable - End of Month	3,897,442.13	200,215.39	80,086.07	
<b>B: RECONCILIATION OF CASH COLLECTED</b>				
9: Face Amount of Collections - must agree with line 4	10,332.57	530.79	212.33	
10: Plus: Penalties	-1,033.26	-53.08	-21.23	
11: Less: Discounts				
12: Total Cash Collected per Column	11,365.83	583.87	233.56	
13: Total Cash Collected - (12A+12B+12C+12D)				12,183.26

\* Attach any supporting Documentation Required by your Taxing District



# Tax Collector's Monthly Report to Taxing Districts

For the month of August 2024

**Darby Borough**

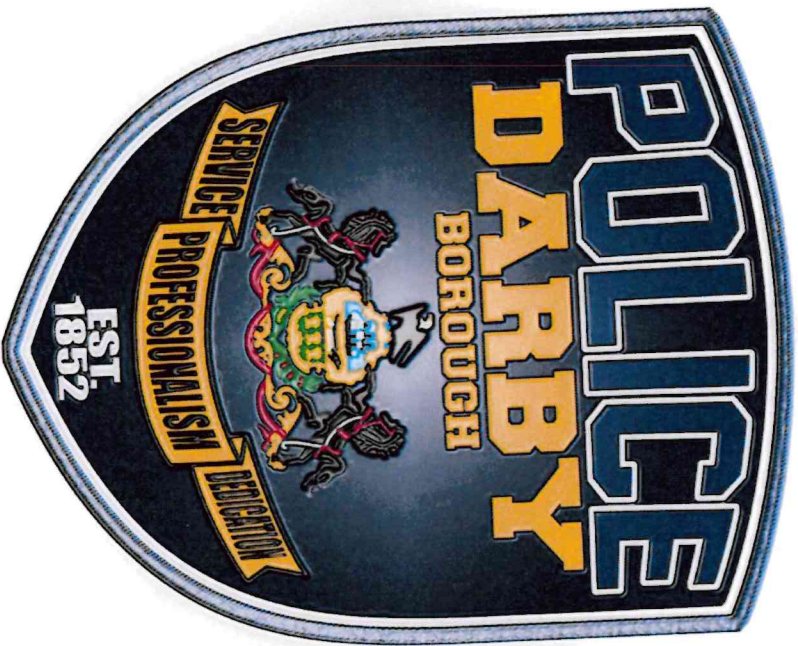
REAL ESTATE      INTERIM      PER CAPITA      OTHER

OTHER      OTHER      OTHER      OTHER

A: COLLECTIONS	SEWER	TRASH		
1. Balance Collectable- Beginning of Month	2,769,437.32	1,380,515.10		
2A: Additions: During the Month *				
2B: Deductions: Credits During the Month (Line 17)	3,410.78			
3: Total Collectable	2,766,026.54	1,380,515.10		
4: Less Face Collections for the Month	4,034.35	3,555.00		
5: Less Deletions from the List *				
6: Less: Exonerations *				
7: Less: Liens/ Non-Lienable Installments *				
8: Balance Collectable - End of Month	2,761,992.19	1,376,960.10		
<b>B: RECONCILIATION OF CASH COLLECTED</b>				
9: Face Amount of Collections - must agree with line 4	4,034.35	3,555.00		
10: Plus: Penalties	-403.43	-355.50		
11: Less: Discounts				
12: Total Cash Collected per Column	4,437.78	3,910.50		
13: Total Cash Collected - (12A+12B+12C+12D)				8,348.28

\* Attach any supporting Documentation Required by your Taxing District





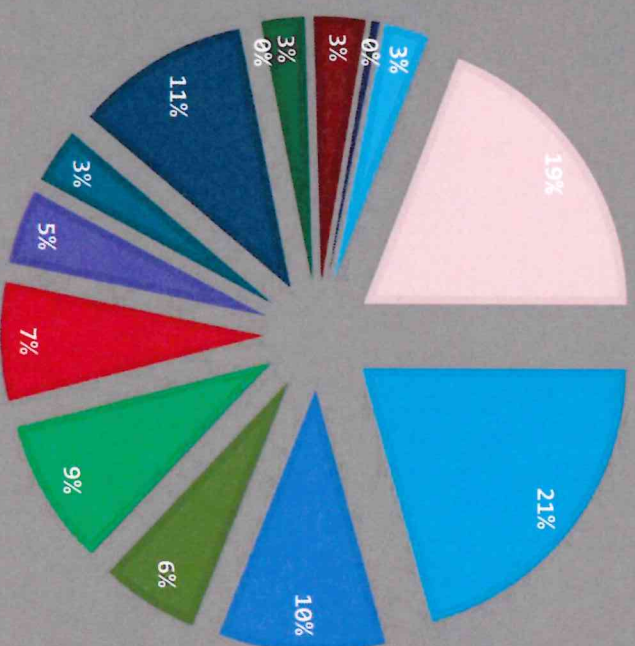
August 2024 Calls for Service

# August 2024 & YTD Statistics

- August 2024 calls for service: 1,050
- 2024 total calls for service totals: 9,725

# Top calls for service

- Area/Building Check (184)
- Medical Emergency (112)
- Traffic & Parking Problems (66)
- Suspicious Person/Circumstance(s) (98)
- Disturbances-Domestic (79)
- Disturbances/Fights/Disputes (50)
- Mental Health (37)



- Area/Building check
- Domestic Disturbance
- Crossing Guard Duties
- Alarms
- Medical Emergency
- Disturbance/Fights
- Abandoned Vehicles
- Other calls

Top calls for service account for 74.15 % of August 2024 calls.

- Public Service/Police Information (117)
- Crossing Guard Info/ Duties (0)
- Abandoned Vehicle (29)
- Motor Vehicle Accidents (34)
- 911 Hang up (5)
- Alarms (30)
- All other calls (209)

- Traffic & Parking
- Mental Health
- Accidents
- Suspicious Conditions
- Police Information
- 911 Hang Up

**Monthly Manager's Report**  
**September 18, 2024**  
**Darby Borough**

The Borough of Darby is currently accepting applications for Hometown Heroes. The Hometown Heroes Banner Program was created for Darby residents to pay tribute & honor family members that are active military service personnel, veterans, or sacrificed their life while serving. Applications can be found at Borough Hall, Borough website, facebook and with Council members. Cost for each banner is \$125.

**Events Permit Applied for and need approval:**

**9/20/2024 – 3PM – 9PM**

Rukya Murray – Use of Helen R. Thomas Soccer Field (Birthday Party)

**10/6/2024 through 11/20/2024 – 9AM – 12PM**

Craig Bundy – Use of Helen R. Thomas Soccer Field (Youth Flag Football – EVERY SUNDAY)

Thank you.