

**BOROUGH OF DARBY**  
**BOROUGH COUNCIL MEETING**  
**October 16, 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, Tracy Holmes-Williams, Cheryl Butts, Alfred Robinson & Edna Stockley. Also present was Borough Manager Mark Possenti & Borough Solicitor Charles Gibbs. Mayor Burrell, Janice Davis, Omar Thompson, Jennifer Parks, Chief Gabe & Borough Engineer Mulvena were absent.

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

Pledge of Allegiance

**PUBLIC COMMENT:**

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

**NRO:**

Carlos Barriga, 4 Chester Pike: To operate a Pizza Shop with delivery and take out only. 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 Mr. Robinson; 2<sup>nd</sup> by Ms. Williams. Motion carries 6-0.

Dollar Tree, 52 Chester Pike: To operate a retail variety store – general merchandise. 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. Williams; 2<sup>nd</sup> by Ms. Hill. Motion carries 6-0.

Diane Barr, 217 Fern Street: To operate a day care. Motion to table made by Ms. Pratt; 2<sup>nd</sup> by Ms. Williams. Motion carries 6-0.

Maimovna Kane, 852 Main Street: To operate a gift shoppe and clothing. 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 Ms. Williams. Motion carries 6-0.

**ENGINEERS'S REPORT:**

See Attached.

Motion made by Ms. Williams; 2<sup>nd</sup> by Ms. Hill to authorize the Borough Engineer to prepare and advertise the bids for Ordinary Street and Sewer Maintenance for the years 2026-2027. Motion carries 6-0.

Motion made by Ms. Stockley; 2<sup>nd</sup> by Ms. Hill to to authorize the Engineer to prepare and submit the 2024 Local Share Statewide Grant Application. Motion carries 6-0.

**MAYOR'S REPORT:**

See attached.

Approval of September 18, 2024 – Council Meeting Minutes, October 2, 2024 Special Council Meeting Minutes, Engineer's, Mayors, Ordinance/Zoning, Community Relations, Finance, Public Safety, Municipal Service, Library, Recreation Center Reports and Minutes made by Mr. Robinson; 2<sup>nd</sup> by Ms. Williams. Motion carries 6-0.

**NEW BUSINESS:**

- a. **Paid Bills – October 2024:** Motion made by Ms. Williams; 2<sup>nd</sup> by Ms. Hill to pay the bills for the month of October 2024. Motion carries 6-0.
- b. **Resolution 2024-016 (Sale of Tax Claim):** Motion to approve Resolution 2024-016 made by Ms. Williams; 2<sup>nd</sup> by Mr. Robinson. Motion carries 6-0.
- c. **Resolution 2024-017 (Local Shares Account Grant Application):** Motion to approve Resolution 2024-017 made by Ms. Williams; 2<sup>nd</sup> by Mr. Robinson. Motion carries 6-0.
- d. **Motion to Approve 1325 Park Lane & 1137 Chestnut Street Handicap Parking:** Motion made by Ms. Hill; 2<sup>nd</sup> by Ms. Williams. Motion carries 6-0.
- e. **Approval to purchase additional handheld parking machine device:** Motion made by Mr. Robinson; 2<sup>nd</sup> by Ms. Williams. Motion carries 6-0.
- f. **Motion to hire Pauline Fittimon as a Crossing Guard at \$15.00/hour:** Motion made by Ms. Hill; 2<sup>nd</sup> by Ms. Williams. Motion carries 6-0.
- g. **Motion to hire Darlene Anderson as a Crossing Guard at \$15.00/hour:** Motion made by Ms. Williams; 2<sup>nd</sup> by Ms. Stockley. Motion carries 6-0.

**COMMUNICATIONS & REPORTS:**

- a. Fire Chiefs Report: See attached.
- b. Tax Collectors Report: See attached. Motion to transfer \$21,068.82 from the Tax Fund to the Sewer Fund made by Ms. Williams; 2<sup>nd</sup> by Mr. Robinson. Motion carries 6-0.
- c. Solicitors Report:
  - a. Motion to authorize the Borough Manager to enter into a MOU with the Darby Library pending Solicitor approval made by Ms. Williams; 2<sup>nd</sup> by Ms. Hill. Motion carries 6-0.
- d. Police Chiefs Report: See attached.
  - a. Motion made by Ms. Hill; 2<sup>nd</sup> by Mr. Robinson to accept the resignation of Jesse Lites as turnkey. Motion carries 6-0.
  - b. Motion made by Mr. Robinson; 2<sup>nd</sup> by Ms. Williams to accept the resignation of Patrick Gaffney as a Part Time Police Officer. Motion carries 6-0.
  - c. Motion made by Ms. Williams; 2<sup>nd</sup> by Ms. Hill to accept the resignation of Austin Mahle as a Part Time Police Officer. Motion carries 6-0.

e. Managers Report: See attached.

1. Motion made by Ms. Hill; 2<sup>nd</sup> by Ms. Williams to approve the October 19<sup>th</sup> events permit. Motion carries 6-0.

Motion to accept the Fire Chief, Tax Collector, Police Chief and Managers Reports made by Ms. Hill; 2<sup>nd</sup> by Ms. Williams. Motion carries 6-0.

**ADJOURNMENT**

Motion to adjourn made by Ms. Hill; 2<sup>nd</sup> by Ms. Williams. Motion carries 6-0.

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

## Current Month Activity:

### Ordinary Street and Sewer Maintenance

Ordinary Street and Sewer Maintenance contracts expire at the end of the year (although there is the opportunity to extend for 3 months). **Motion: authorize the Engineer to prepare and advertise bids for Ordinary Street and Sewer Maintenance for the years 2026-2027.**

### 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.

Once the 2024 Paving Program contracts are executed, a Project Approval to use Liquid Fuels monies will be submitted to PennDOT. The work will be able to begin once we have PennDOT approval.

### 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.

**2024 Local Shares Statewide Grant:** Applications are due November 30. Suggested projects include: HVAC replacement at the Community Center and infrastructure improvements on Chestnut St. A Resolution is required to be passed by Council for this grant. This can be done at the November Council meeting. **Motion: authorize the Engineer to prepare and submit the grant application.**

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 had 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:** Contract preparation is in progress for the infrastructure improvements on 14<sup>th</sup> St.

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 will move forward if the new owner does not submit the required paperwork to rehabilitate the property.

MS4 (Municipal Separate Storm Sewer System): The annual report was submitted on 9/28/24.

**Stormwater Tip:**

The Borough collects leaves that are raked to the curb during October and November. There is no set schedule by location. We encourage all residents to participate in this program as raking or blowing leaves into the street leaches nutrients into stormwater runoff and contribute to pollution in our waters. Leaf litter can also plug storm drains and increase flooding issues.

Lucille Pratt <lpratt19023@yahoo.com>

10/16/2024 6:10 PM

## Fw: Mayors Report

To MARK POSSENTI <markpossent@comcast.net>

### Mayors Report

October 6th through October 12th was fire prevention week. Residents should be mindful of a few tips that could save a life.

1. Smoke Detectors should be installed on every floor, including basement, bedroom, or sleeping area.
2. Practice a fire escape plan, this can be very simple but its important to include any children in the escape plan.
3. Try to use flameless candles.
4. Keep Matches or lighters out of reach of children.
5. Use Space Heaters Safely.

These Tips are important and could save a loved one.

As we approach the winter months be mindful of your surroundings and report any suspicious activity to the police department.

Thank you for being a supportive member of the Darby Community as always I am available by email and phone.

Thank you,

Mayor Darren Burrell

## September Chief's Report

Dear Mr. Mayor and Borough Council members,

During the month of August, the company responded to 62 calls for service. There were no working fires in Darby Borough.

October is Fire Prevention Month, don't forget to change the batteries in your smoke and carbon monoxide detectors!

\*\*\*\*\*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! We will also be providing fire prevention to any schools that reach out and wish to have us for fire safety.

\*\*\*\*\*

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

September 2024

## Darby Borough

	REAL ESTATE		INTERIM		PER CAPITA		OTHER	
	REAL ESTATE	OTHER	FIRE	OTHER	PER CAPITA	OTHER	PER CAPITA	OTHER
<b>A: COLLECTIONS</b>								
1: Balance Collectable- Beginning of Month	926,533.11		19,064.62		547,202.78			
2A: Additions: During the Month *								
2B: Deductions: Credits During the Month (Line 17)								
3: Total Collectable	926,533.11		19,064.62		547,202.78			
4: Less Face Collections for the Month	42,026.93		863.63		19,153.42			
5: Less Deletions from the List *								
6: Less: Exonerations *								
7: Less: Liens/ Non-Lienable Installments *								
8: Balance Collectable - End of Month	884,506.18		18,200.99		528,049.36			
<b>B: RECONCILIATION OF CASH COLLECTED</b>								
9: Face Amount of Collections - must agree with line 4	42,026.93		863.63		19,153.42			
10: Plus: Penalties	-4,202.73		-86.41		-1,915.40			
11: Less: Discounts								
12: Total Cash Collected per Column	46,229.66		950.04		21,068.82			
13: Total Cash Collected - (12A+12B+12C+12D)								68,248.52

\* Attach any supporting Documentation Required by your Taxing District



# Tax Collector's Monthly Report to Taxing Districts

For the month of

September 2024

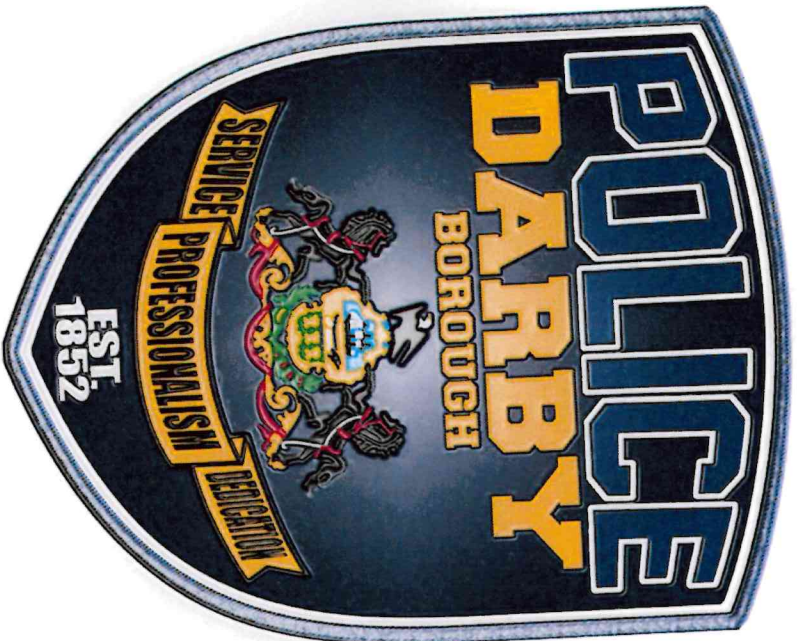
## Darby Borough

REAL ESTATE      INTERIM      PER CAPITA      OTHER

	SEWER	TRASH	OTHER	OTHER
<b>A: COLLECTIONS</b>				
1. Balance Collectable- Beginning of Month	547,202.78	338,515.00		
2A: Additions: During the Month *				
2B: Deductions: Credits During the Month (Line 17)				
3: Total Collectable	547,202.78	338,515.00		
4: Less Face Collections for the Month	19,153.42	15,010.00		
5: Less Deletions from the List *				
6: Less: Exonerations *				
7: Less: Liens/ Non-Lienable Installments *				
8: Balance Collectable - End of Month	528,049.36	323,505.00		
<b>B: RECONCILIATION OF CASH COLLECTED</b>				
9: Face Amount of Collections - must agree with line 4	19,153.42	15,010.00		
10: Plus: Penalties	-1,915.40	-1,501.00		
11: Less: Discounts				
12: Total Cash Collected per Column	21,068.82	16,511.00		
13: Total Cash Collected - (12A+12B+12C+12D)				37,579.82

\* Attach any supporting Documentation Required by your Taxing District





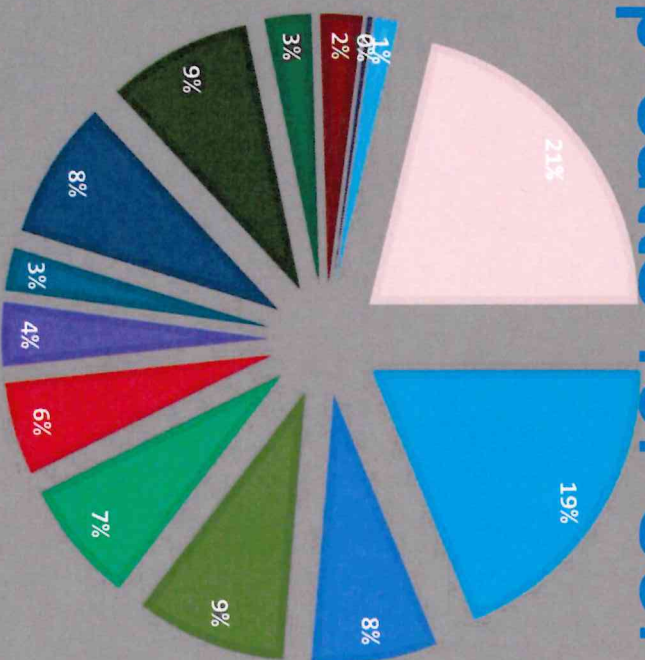
September 2024 Calls for Service

# September 2024 & YTD Statistics

- September 2024 calls for service: 1,402
- 2024 total calls for service totals: 11,127

# Top calls for service

- Area/Building Check (264)
- Medical Emergency (106)
- Traffic & Parking Problems (127)
- Suspicious Person/Circumstance(s) (103)
- Disturbances-Domestic (78)
- Disturbances/Fights/Disputes (54)
- Mental Health (36)



- Public Service/Police Information (117)
- Crossing Guard Info/ Duties (122)
- Abandoned Vehicle (39)
- Motor Vehicle Accidents (35)
- 911 Hang up (4)
- Alarms (20)
- All other calls (297)

- Area/Building check
- Medical Emergency
- Traffic & Parking
- Suspicious Conditions
- Domestic Disturbance
- Disturbance/Fights
- Mental Health
- Police Information
- Crossing Guard Duties
- Abandoned Vehicles
- Accidents
- 911 Hang Up
- Alarms
- Other calls

Top calls for service account for 76.31 % of September 2024 calls.

***Monthly Manager's Report***  
***October 16, 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:**

**10/26/2024 – 2PM – 6PM**

Joar Dahn – Use of New Walnut Street (Rally)

Thank you.