

**BOROUGH OF DARBY**  
**BOROUGH COUNCIL MEETING**  
**March 19, 2025**

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

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

Pledge of Allegiance

Mayor Burrell honored Ms. Ethel Williams, Lynne DeShields and all the Councilwomen for Women's History Month with flowers and a certificate.

**PUBLIC COMMENT:**

Ethel Williams, Marks Avenue: Asked about vehicles on Marks Avenue.

Paula Richards, 206 Highland Avenue: Thanks to the Police Department tagging all the vehicles on Chester Pike. The business in that location are parking in all the residential neighborhoods, Complaints about 901 Quarry Street parking and trash and 10 Quarry Street.

**NRO:**

Kurtavious Ball, 526 Main Street: To operate a Beauty Supply Shop. 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 Mrs. Parks; 2<sup>nd</sup> by Ms. Davis. Motion carries 8-0.

**ENGINEERS' REPORT:**

See Attached.

Motion to adopt Resolution 2025-002 for the application to County Council for County Aid monies for 2025 made by Mrs. Parks; 2<sup>nd</sup> by Mr. Thompson. Motion carries 8-0.

Motion to authorize the Borough Engineer to prepare and advertise bids to demolish 225 N. 10<sup>th</sup> Street and for the stabilization of the properties on either side made by MR. Robinson; 2<sup>nd</sup> by Mrs. Williams. Motion carries 8-0.

Motion to retain architectural and structural engineering services to support the demolition of 225 N. 10<sup>th</sup> St and the stabilization of 223 & 227 N. 10<sup>th</sup> St made by Ms. Davis; Mrs. Parks. Motion carries 8-0.

Motion to retain H. Gilroy Damon Associates, Inc. to perform a site survey to develop existing contours and to create a plan showing grading changes for the development of the site as a

playground with an initial estimate for these services is \$7,500 made by Mrs. Parks; 2<sup>nd</sup> by Mr. Thompson. Motion carries 8-0.

**MAYOR'S REPORT:**

No Report

Approval of February 19, 2025 – Council Meeting Minutes, Engineer's, Mayors, Ordinance/Zoning, Community Relations, Finance, Public Safety, Municipal Services, Library & Recreation Reports and Minutes made by Mrs. Parks; 2<sup>nd</sup> by Mr. Thompson. Motion carries 8-0.

**NEW BUSINESS:**

- a. **Paid Bills – March 2025:** Motion made by Mr. Thompson; 2<sup>nd</sup> by Mrs. Parks to pay the bills for the month of March 2025. Motion carries 8-0.
- b. **Motion to authorize the sale of four items on Muni-bid for Public Works including a Plow, Wood Chipper, 2005 F-350 and 2003 Street Sweeper:** Motion made by Mrs. Parks; 2<sup>nd</sup> by Mrs. Williams. Motion carries 8-0.
- c. **PSAB Conference Voting Delegate:** Motion to make Council President Pratt as delegate and Jennifer Parks as alternate made by Ms. Davis; 2<sup>nd</sup> by Mr. Thompson. Motion carries 8-0.
- d. **Resolution 2025-003 (UTV & Trailer):** Motion to approve Resolution 2025-003 made by Ms. Davis; 2<sup>nd</sup> by Mrs. Williams. Motion carries 8-0.
- e. **Declaration of a Public Health Emergency:** Motion made by Mr. Thompson; 2<sup>nd</sup> by Ms. Butts. Motion carries 8-0.
- f. **Motion to hire Syreeta Bullock for Parking Enforcement at \$15.00/hour:** Motion to hire made by Mrs. Parks; 2<sup>nd</sup> by Ms. Butts. Motion carries 8-0.
- g. **Appointed Commissions:**

**Planning Commission:**

Motion to reappoint Ronald Marmon to a 2 year term made by Mr. Robinson; 2<sup>nd</sup> by Mrs. Parks. Motion carries 8-0.

Motion to reappoint Veronica Williams to a 2 year term made by Mrs. Parks; 2<sup>nd</sup> by Ms. Davis. Motion carries 8-0.

Motion to reappoint Rhita Cordell to a 3 year term made by Mrs. Parks; 2<sup>nd</sup> by Mr. Thompson. Motion carries 8-0.

Motion to appoint Elaine Beckford to a 3 year term made by Ms. Davis; 2<sup>nd</sup> by Mr. Thompson. Motion carries 8-0.

Motion to appoint Cheryl Butts as the Council Liason to the Planning Commission made by Mrs. Parks; 2<sup>nd</sup> by Ms. Davis. Motion carries 8-0.

**Civil Service Commission:**

Motion to remove Fred Hill from the Civil Service Commission made by Mr. Thompson; 2<sup>nd</sup> by Ms. Butts. Motion carries 7-1. Ms. Stockley voted No.

Motion to appoint Jacob Vernell to a 2 year term made by Ms. Davis; 2<sup>nd</sup> by Mr. Thompson. Motion carries 8-0.

**Zoning Hearing Board:**

Motion made by Mr. Thompson; 2<sup>nd</sup> by Ms. Davis to remove Paula Brown as an Alternate member from the Zoning Hearing Board. Motion carries 7-1. Ms. Stockley voted No.

Motion to appoint Diana Jones-Alexander as an Alternate Member of the Zoning Hearing Board made by Mr. Robinson; 2<sup>nd</sup> by Mrs. Parks. Motion carries 7-1. Ms. Stockley voted No.

### **COMMUNICATIONS & REPORTS:**

- a. Fire Chiefs Report: See attached.
- b. Tax Collectors Report: See attached. Motion to transfer \$154,143.94 from the Tax Fund to the Sewer Fund made by Mr. Thompson; 2<sup>nd</sup> by Mrs. Parks. Motion carries 8-0.
- c. Solicitors Report:
  - 1. Motion to approve \$15,500 to be lodged in the Court of Delaware County for the purchase of 28 South 5<sup>th</sup> Street made by Ms. Davis; 2<sup>nd</sup> by Mr. Thompson. Motion carries 7-1. Ms. Stockley voted No.
  - 2. Motion to reject all bids for 868 Mains Street, return all deposits, and readvertise made by Mrs. Parks; 2<sup>nd</sup> by Mr. Thompson. Motion carries 8-0.
  - 3. Motion made by Ms. Davis; 2<sup>nd</sup> by Ms. Butts for the Borough Manager to sell personal property owned by the Borough that does not exceed \$2,000. Motion carries 7-1. Ms. Stockley voted No.
- d. Police Chiefs Report: See attached.
- e. Managers Report: Motion made by Ms. Davis; 2<sup>nd</sup> by Mrs. Parks to approve the permit for Mr. Softee.

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

### **ADJOURNMENT**

Motion to adjourn made by Ms. Davis; 2<sup>nd</sup> by Mr. Thompson. 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:** 11 March 2025  
**TO:** Darby Borough Council  
**FROM:** Eileen W. Mulvena, P.E.  
**RE:** Engineer's Report Thru March 10, 2025

## Current Month Activity:

### Ordinary Street and Sewer Maintenance

**Chapter 94.** The 2024 Chapter 94 report was submitted to DCJA.

#### 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.

**Motion: Adopt Resolution for the application to County Council for County Aid monies for 2025.**

#### Grants

##### **Delaware County Blight Remediation –**

**Motion:** Authorize the Engineer to prepare and advertise bids to demolish 225 N. 10<sup>th</sup> St and for the stabilization of the properties on either side.

**Motion:** Retain architectural and structural engineering services to support the demolition of 225 N. 10<sup>th</sup> St. and the stabilization of 223 and 227 N. 10<sup>th</sup> St.

CFA 2022 Local Share Grant (Statewide): Eagle Contracting completed this project on N. 2<sup>nd</sup> St. and the final payment has been made.

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: The Borough received an award to accomplish sanitary sewer improvements on N. 3<sup>rd</sup> St. in the amount of \$350,000.

2024 Local Shares Statewide Grant: Applications were submitted for Improvements to the Community Center and the Infrastructure Improvements on Brandford Ave. on November 28, 2024.

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:** It is understood the Borough has acquired both properties, 28 and 30 S. 5<sup>th</sup> St. We will close out this grant upon receipt of invoices and canceled checks.

**Delco Greenways Grant Round 4:**

**Motion:** Retain H. Gilroy Damon Associates, Inc. to perform a site survey to develop existing contours and to create a plan showing grading changes for the development of the site as a playground. Initial estimate for these services is \$7,500.

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:** Sanitary Sewer Improvements on 14<sup>th</sup> St. has begun.

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.

2025 CDBG: Grant applications were submitted on January 3, 2025 for two projects: priority: improvements to Powell Park and alternate: infrastructure improvements on Berbro St.

### 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 moving forward since the new owner did 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:**

As we approach spring, the following six tips are provided:

1. Only rain belongs in the storm sewers
2. Use lawn chemicals sparingly
3. Avoid overwatering your lawn
4. Wash your car over grass or gravel or at a car wash facility
5. Pick up pet waste
6. Plant low-maintenance grasses and plants

## February Chief's Report

Dear Mr. Mayor and Borough Council members,

During the month of January, the fire company responded to 75 calls for service. There were (2) working fires in Darby Borough.

On February 4<sup>th</sup>, around 1630hrs, Co 4 was dispatched to the 100 block of N. Front Street, in Darby for a reported house fire. Engine 4 arrived as the 1st engine and performed fire suppression in the 2-story twin, with fire located on the second floor and cockloft. Company 4 operated for 1.5 hours before the fire was placed under control and returned available. Chief 4 held the Darby Command. \*\*\*\*NO FF INJURIES REPORTED\*\*\*\*

On February 20<sup>th</sup>, around 1740hrs, Co 4 was dispatched to the Unit block of Greenway Ave in Darby for a reported house fire with entrapment. Engine 4 arrived as the first engine and performed fire suppression on the second floor of the home which had fire in the middle bedroom and entire cockloft. Engine 4 held the fire to the dispatched address and all searches for occupants proved negative. Company 4 would operate for 2.5 hours before the fire was placed under control and returned available. Chief 4 held the Darby Command. \*\*\*\*NO FF INJURIES REPORTED\*\*\*\*

As a reminder, daylight savings time has come, please remember to change you smoke detector and carbon monoxide detector batteries!

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

No events scheduled at this time

\*\*\*\*\*

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

February 2025

**Darby Borough**

REAL ESTATE      INTERIM      PER CAPITA      OTHER

A: COLLECTIONS	REAL ESTATE	INTERIM	PER CAPITA	OTHER
1. Balance Collectable - Beginning of Month	4,472,776.72	208,363.46	2,698,040.64	
2A: Additions: During the Month *				
2B: Deductions: Credits During the Month (Line 17)			1,314.00	
3: Total Collectable	4,472,776.72	208,363.46	2,696,726.64	
4: Less Face Collections for the Month	372,600.10	17,357.21	157,289.68	
5: Less Deletions from the List *				
6: Less: Exonerations *				
7: Less: Liens/ Non-Lienable Installments *				
8: Balance Collectable - End of Month	4,100,176.62	191,006.25	2,539,436.96	
<b>B: RECONCILIATION OF CASH COLLECTED</b>				
9: Face Amount of Collections - must agree with line 4	372,600.10	17,357.21	157,289.68	
10: Plus: Penalties				
11: Less: Discounts	7,451.90	347.02	3,145.74	
12: Total Cash Collected per Column	365,148.20	17,010.19	154,143.94	
13: Total Cash Collected - (12A+12B+12C+12D)				536,302.33

\* Attach any supporting Documentation Required by your Taxing District



# Tax Collector's Monthly Report to Taxing Districts

For the month of

February 2025

**Darby Borough**

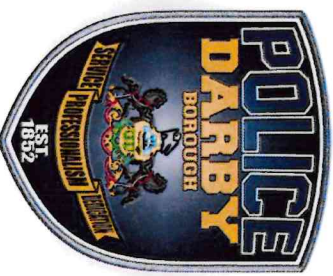
A: COLLECTIONS	REAL ESTATE	INTERIM	PER CAPITA	OTHER
	SEWER	TRASH	OTHER	OTHER
1: Balance Collectable - Beginning of Month	2,698,040.64	1,457,480.00		
2A: Additions: During the Month *				
2B: Deductions: Credits During the Month (Line 17)	1,314.00			
3: Total Collectable	2,696,726.64	1,457,480.00		
4: Less Face Collections for the Month	157,289.68	78,020.00		
5: Less Deletions from the List *				
6: Less: Exonerations *				
7: Less: Liens/ Non-Lienable Installments *				
8: Balance Collectable - End of Month	2,539,436.96	1,379,460.00		
<b>B: RECONCILIATION OF CASH COLLECTED</b>				
9: Face Amount of Collections - must agree with line 4	157,289.68	78,020.00		
10: Plus: Penalties				
11: Less: Discounts	3,145.74	1,560.40		
12: Total Cash Collected per Column	154,143.94	76,459.60		
13: Total Cash Collected - (12A+12B+12C+12D)				230,603.54

\* Attach any supporting Documentation Required by your Taxing District



# February 2025

Month in review



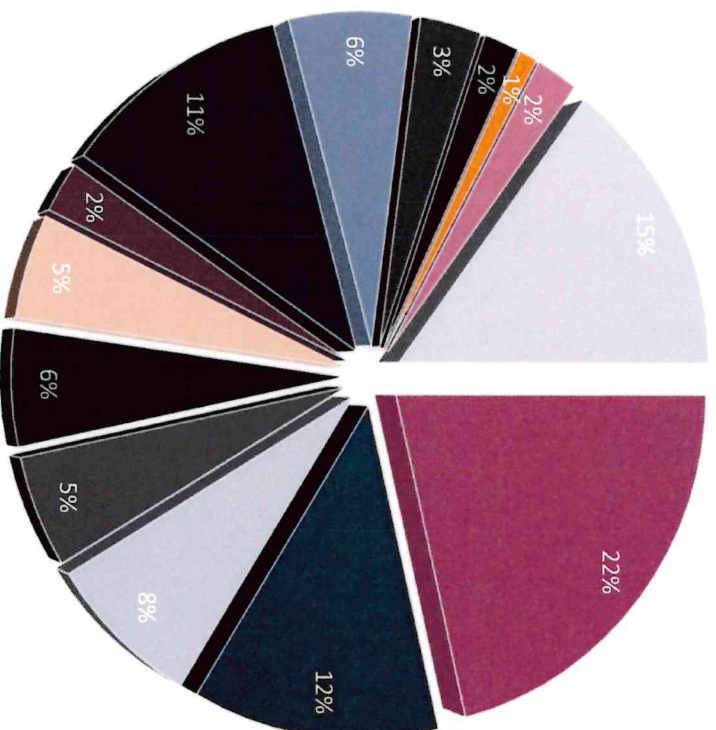
**February 2025**



Total Calls for service February 2025: **1,281**

# Top calls for service

- Area/Building Check (275)
- Medical Emergency (158)
- Traffic & Parking Problems (97)
- Suspicious Person/Circumstance(s) (68)
- Disturbances-Domestic (71)
- Disturbances/Fights/Disputes (63)
- Mental Health (31)



- Area/Building check
- Disturbance/Fights
- Accidents

- Medical Emergency
- Mental Health
- 911 Hang Up

- Traffic & Parking
- Police Information
- Alarms

- Suspicious Conditions
- Crossing Guard Duties
- Other calls

- Domestic Disturbance
- Abandoned Vehicles

- Public Service/Police Information (145)
- Crossing Guard Info/ Duties (79)
- Abandoned Vehicle (40)
- Motor Vehicle Accidents (23)
- 911 Hang up (12)
- Alarms (28)
- All other calls (191)

Top calls for service account for 85% of February 2025 calls.

Darby Borough Police  
&  
William Penn School District  
partnership with  
Alert Bus Program

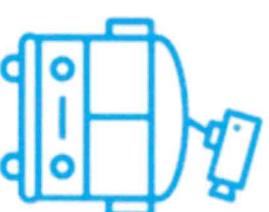
\*started on 1/8/2025\*

*February 2025*

142

Violations for 2025 to date:

307



**BUSPATROL**