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Upper Darby Township Committee Meeting
February 5th, 2020

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COMMITTEE MEETING MINUTES FOR FEBRUARY 5, 2020

Attendance of Council

Robert S. Gwin Jr., Brian K. Burke, Danyelle Blackwell, Michelle Billups, Sheikh Siddique, Lisa Faraglia, Matt Silva, Thomas P. Wagner, Laura A. Wentz

Donald P. Bonnett, excused

Attendance of Department Heads

Scott Alberts
Chris McSween

Present at the Meeting

Barbarann Keffer, Mayor
Vincent A. Rongione Esq., CAO
Sean P. Kilkenny, Esquire
Courtney N. Richardson, Esquire
Alexis Cicchitti, Acting Chief Municipal Clerk
Sergeant of Arms, Stephen Ford

Council President, Laura Wentz

Council President Wentz announced that we are trying something new. "We are providing Resolutions and Ordinances in writing so that Council Members have an opportunity to adjust the wording of them before having to vote on it. The Resolutions & Ordinances will be read as changed from the Committee Meeting. This new process gives us, as a Legislative Body, a voice in the Legislation we are creating. They are not necessarily being changed; it's the aspect of making sure that everyone on Council has a voice in that legislation".

The Public Comment sign-in sheet for the Special Meeting will be placed on the table after the Law and Government & Rules and Procedures Committee report is finished.

There was an Executive Session prior to the Committee Meeting on personnel issues. There were also interviews for appointments that will be made at the Special Meeting, which during the interview process became Executive Sessions because of the number of Council members that attended. Ms. Wentz joined via cellphone on speaker phone.

Mayor Barbarann Keffer

Announcements

Mayor Keffer stated that there will be training offered to Council members through DCED on budgeting. Information will be provided to Council.

The Township is partnering with the Campaign for Working Families and the United Way to offer free tax prep sessions. The first one is on Tuesday, February 18th. The second one is on Thursday, March 19th and the last one is on Monday, April 6th. The sessions are from 3-7 p.m. in the Council Meeting Room.

Upper Darby Township is officially a member of the Pennsylvania Municipal League which gives access to trainings at discounted rates. It also qualifies the Township for discounts when looking for new software and also legal services for labor law among other things.

The first day of the Listening Tour is Thursday, February 20th, 2020 at 11 a.m. at the Watkins Senior Center. The 7th District Listening Tour is on Monday, February 24th, 2020 at 7 p.m. and the 4th District Listening Tour is on Sunday, March 1st, 2020 at 3 p.m. at the Highland Park Fire Company.

Mayor Keffer thanked everyone for coming out on Martin Luther King Day for the clean-up at Sellers Hall. There was a great turnout and a lot of work was completed.

COMMITTEE REPORTS

PUBLIC SAFETY COMMITTEE:

Brian K. Burke, Chairman

Members: Danyelle Blackwell, Matt Silva

Councilman Wagner requests that the Safety Committee consider the use of illuminated stop signs with blinking lights around them at Drexel & Bond Avenues. He asks the Committee to consider the cost and anticipated effectiveness of such signs and to reach out to the appropriate departments for input.

Councilman Gwin received a request from a resident regarding traffic issues on Owen Avenue of cars speeding down the street. Delineators were placed on the street to help with this issue. However, many of them have been knocked down and not replaced. Councilman Gwin requests that inventory is checked to see if there are delineators that can replace the missing ones.

A resident of New Street is requesting that the Township consider parking permits for residents. Parking is especially difficult when people are parking their vehicles on residential streets and then taking public transportation.

Councilman Siddique requests lights be installed at Cardington Field and that there should be more police patrols in that area.

Interim Superintendent Timothy Bernhardt was not present but left information about the Citizens Police Academy available for Council members only beginning on Thursday, February 6, 2020 for 5 consecutive weeks.

Chairman Brian Burke read the report from Director of Parking Enforcement, Sekela Coles, PhD, that for the month of January, there were 1171 parking tickets written by our Parking Enforcement ticket writers. The meter technicians collected \$47,000 from the meters. There was \$2844 from the rental of parking meters, \$1257 from parking cards and \$15,849 was collected from the Township parking lots.

LEISURE SERVICES COMMITTEE:

Lisa Faraglia, Chairwoman

Members: Matt Silva, Danyelle Blackwell

Nothing for the February 19, 2020 Council Meeting

MUNICIPAL SERVICES, LICENSING AND PUBLIC WORKS COMMITTEE

Brian K. Burke, Chairman

Members: Sheikh M. Siddique, Thomas P. Wagner

Ordinance No. 3067, an Ordinance of Upper Darby Township, Delaware County, Pennsylvania amending the Code of Ordinances of Upper Darby Township, Ordinance 2987 to require permits for opening and requiring restoration of newly paved streets and Sidewalks; repealing all Ordinances, Resolutions and parts thereof inconsistent herewith, and providing a severability clause and effective date

Solicitor Kilkenny gave a synopsis of proposed Ordinance No. 3067.

The first reading of Ordinance No. 3067 will be at the Special Meeting following this Committee Meeting where this Ordinance will be introduced.

Council President Wentz mentioned Councilman Bonnett's concerns and verified that the 100 feet was the "at least length of the road long ways".

LAW AND GOVERNMENT & RULES AND PROCEDURES COMMITTEE:

Michelle Billups, Chairwoman

Members: Danyelle Blackwell, Matt Silva

Councilwoman Blackwell stated that the Committee is working on an initiative of having a suggestion box in different languages.

Council President Wentz thanked Councilwoman Faraglia for that idea from the last Committee Meeting. The Committee met and decided that the comment box would be the best way to get comments from the public during meetings after the Public Comment section has taken place. Hopefully, this will be available for the February 19, 2020 Council meeting.

The Committee is also working on a social media policy.

Council President stated that there will be an expo held on February 19th, 2020 to celebrate Black History Month and Veterans. They are reaching out to the public for exhibitors. There will also be awards given to people who have done outstanding work in the community.

The Marine Corps League and the UDPD will also be giving out awards at the meeting.

Ordinance No. 3065, an Ordinance of Upper Darby Township, Delaware County, Pennsylvania, amending Ordinance No. 2507 commonly known as the Upper Darby Township Administrative Code, to clarify the Mayor's power and responsibilities set forth in Article III and repealing any Ordinances or Resolutions inconsistent herewith

Solicitor Kilkenny gave a synopsis of proposed Ordinance No. 3065. He explained that there is documentation that the Mayor does have the authority to appoint but it is not clearly written that the Mayor has the authority to remove members from a board or commission. This Ordinance will clarify that.

Councilman Wagner questioned the language of the Ordinance because he believed that it suggested that the Mayor could appoint or remove members of a board of commission, with or without cause except for an illegal reason, such as age, race or religion.

He suggested adding the phrase "with the approval of Council". Other Council members agreed.

The first reading of Ordinance No. 3065 will be at the Special Meeting following this Committee Meeting where this Ordinance will be introduced.

The Public Comment sign-up sheet for the Special Meeting was placed on the table along with the Agenda.

PLANNING, ZONING AND BUILDING CODE COMMITTEE:

Robert S. Gwin Jr., Chairman

Members: Michelle Billups, Donald P. Bonnett

Head of License & Inspections: Chris McSween

Ordinance No. 3066, an Ordinance of the Township of Upper Darby, Delaware County, Pennsylvania, amending the Upper Darby Township Administrative Code to designate the Division of Property Maintenance as part of the Department of Licenses and Inspections and designate the Director of Licenses and Inspections as the Supervisor of the Department of Public Health; repealing all inconsistent ordinances or parts thereof; providing a severability clause; and providing an effective date

CAO Vincent A. Rongione explained the need for this proposed Ordinance to amend the Administrative Code to create more efficiency and power behind our Township inspections. Currently, the Department of L&I is endowed with police power when it comes to the enforcement of violations and citations. That power does not rest in the Department of Health. So, the effort is to bring the Departments that conduct inspections and issue citations and violations under one umbrella providing both more power and authority for the Health Department as well as streamlined operations and efficiency when it comes to both internal operation of the Department and external execution on policy and procedure.

Director of L&I, Christopher McSween stated that this is an effort to increase the uniformity of things through quantifying and qualifying measures as it pertains to code enforcement and just making sure that Upper Darby is a place where people want to do business and live.

Councilman Wagner stated that he believed that there is nothing more important than this function in Upper Darby Township right now and that he is happy that Council is updating this because property maintenance in Upper Darby Township is critical. He further urged the Department of L&I to be as diligent as possible in citing violations and urged the courts to back them up.

SOME AUDIO LOST AS TAPE WAS CHANGED

CAO Rongione stated that he agreed with the Councilman Wagner and that Property Maintenance is a critical priority of the new Administration; having the Property Maintenance people reporting to the Director of L&I and having that power and authority of that department behind them is absolutely part of the plan to bring Property Maintenance up to code and bolster enforcement.

He further stated that the new Administration is committed to a better tracking system for violations and also to track inspections.

The first reading of Ordinance No. 3066 will be at the Special Meeting following this Committee Meeting where this Ordinance will be introduced.

Resolution No. 03-20, a Resolution of the Township of Upper Darby, Delaware County, appointing two members of the Zoning Hearing Board; and providing an effective date

Solicitor Kilkenny gave a synopsis of proposed Resolution No. 03-20.

Mayor Keffer stated that there were many resumes and letters of interest received for the Planning Commission and the Recreation Commission. While reviewing the resumes and letters, Mayor Keffer contact some individuals to ask if they would be interested in serving on the Zoning Hearing Board.

This Resolution will be voted on at the Special Meeting which will follow this Committee Meeting and if adopted, the appointments will also be made.

Council President Wentz thanked State Representative Margo Davidson for attending tonight's meeting.

PUBLIC HEALTH AND ENVIRONMENTAL AFFAIRS COMMITTEE:

Matt Silva, Chairman

Members: Michelle Billups, Sheikh M. Siddique

Councilwoman Billups asked about the issue of the drain issues on the 600 block of Copley Road. A report was put in already but she is asking that the Committee follow up.

CAO Rongione stated that the Township's understanding is that it is not a sewer related issue but a trench draining issue in the alleyway which is private property and the question is who is responsible for the situation and who is responsible for the obstructions in the alleyways. The Administration is aware of the issue and Public Works is reviewing it. The CAO will speak to Mr. McSween to make sure that there are not any code violations that might be leading to the issue but fundamentally, the problem is on private property in the alley so the Township is somewhat limited in their ability to respond to it.

Councilman Silva asked for a time frame for the situation and CAO Rongione reiterated that L&I will check for any code violations that might be leading to the issue.

Councilwoman Billups asked that the residents be informed of the findings so that they know what the next step would be.

Councilman Silva stated that he reached out to Keep PA Beautiful about a grant to work on the dumping issue that was discussed at the last Committee Meeting and is please that the Administration has already reached out to them but if there is anything that the Committee can do to help, they would be happy to do so.

Councilman Siddique stated that there is a dumping issue on Marshall Road and Old Church Lane. He asked if it is the responsibility of the Township of the State.

Council President Wentz suggested filling out the Agenda Request Form with all of the pertinent information.

CAO Rongione agreed and further suggested that pictures be taken and submitted with the form.

FINANCE AND APPROPRIATIONS COMMITTEE:

Robert S. Gwin Jr., Chairman

Members: Michelle Billups, Brian K. Burke

Resolution No. 02-20, a Resolution of the Township of Upper Darby, Delaware County, Pennsylvania, confirming John McMullan, Director of Finance, as Tax Collector by Chief Administrative Officer, Vincent A. Rongione, pursuant to Section 504 of the Home Rule Charter

Solicitor Kilkenny gave a synopsis of proposed Resolution No. 02-20.

This Resolution will be voted on at the Special Meeting which will follow this Committee Meeting and if adopted, the appointments will also be made.

Chairman Gwin stated that the Committee along with the Administration is reviewing information to determine if any changes need to be made in the budget.

Old Business

New Business

Councilwoman Blackwell asked that a Motion be added to the February 19, 2020 Council Meeting Agenda for Earth Day.

Adjournment