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Upper Darby Township Council
December 16th, 2020

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MINUTES FOR DECEMBER 16, 2020 COUNCIL MEETING

The video of this meeting can be viewed in its entirety on youtube.com/upperdarby.org

Pledge of Allegiance to the flag of the United States of America
Moment of Silence for those that have been lost

Opening of Meeting

Roll Call

Hafiz Tunis Jr. (HT), Bob Gwin (RG), Michelle Billups (MB), Matt Silva (MS), Danyelle Blackwell (DB),
Brian K. Burke (BB), Sheikh Siddique (SS), Donald P. Bonnet (DPB), Thomas P. Wagner (TW), Laura A. Wentz (LW)

Lisa Faraglia (LF), excused

Present at the Meeting

Barbarann Keffer, Mayor
Vincent A. Rongione Esq., CAO
Sean P. Kilkenny, Esquire
Courtney N. Richardson, Esquire
Alison Dobbins, Director of Special Projects
Alexis Cicchitti, Chief Municipal Clerk
David Haman, Treasurer

Rules for Meeting Decorum

“Upper Darby Township Council and Residents will maintain professional respect for each other. Council encourages free speech, however, civility is required which would prohibit threats, profanity, scandalous, impertinent and redundant comment or any comment the discernible purpose of which is to disrupt or prevent the conduct of the business of the meeting”

Approval of the Minutes for November 2020

Approval of the Minutes from the Committee Meeting of 11-11-20	DB/SS
Approval of the Minutes from the Special Meeting of 11-11-20	MS/SS
Approval of the Minutes from the Special Meeting of 11-18-20	RG/DB
Approval of the Minutes from the Regular Meeting of 11-18-20	RG/SS

Ten in favor, one excused (LF) The Minutes are approved.

Public Forum

Stephen Nitz of 7102 Llanfair Road complained about 69th Street area littered with trash. He refers to NYC Enforcement Routing Program as an example to follow.

*See attached.

President of Council, Laura A. Wentz

Motion for Council to approve the advertisement for the 2021 schedule of Council and Committee meeting dates

MS/DB: Moved and seconded. Ten in favor, one excused, (LF). Motion approved.

The Honorable Mayor Barbarann Keffer

Good evening everyone,

As a quick reminder, the trash and recycling calendars that you received last year post collections through the end of January. We will be sending out the 2021 trash and recycling schedule notice in January. The current schedule is also available on our township website, www.upperdarby.org. The next two weeks, collections will be on a holiday schedule for Christmas and New Year.

This afternoon the first storm of 2020 hit our region. I want to thank our Township staff, especially the Public Works, Police and Fire Departments for all that they are doing to keep our community safe. Expect the snow to continue through tomorrow morning. I am asking residents to do their part by staying off the roadways and avoiding non-essential travel during this storm. Please do not park at street corners, in fire lanes, or in front of fire hydrants. We have 20 Public Works teams scheduled to be out on the road tonight to keep on top of the snow removal process.

Tonight, Council will be voting on the 2021 millage rate. I'm pleased to announce that my administration led by CAO Vincent Rongione, Director of Special Projects Alison Dobbins and Finance Director Gary Merron, working with our department heads, have crafted a budget for 2021 that is revenue-neutral and has held the line on fees. 2021 is the first year we will all be working with the results of the court-mandated county reassessment, so the actual millage rate has gone down and applied to your new assessment. Individual property assessments will determine individual property taxes but we are keeping the budget at the same level as last year.

I will be asking Council to support my appointments to vacancies on various boards, commissions and committees. Thank you to everyone who has served on these advisory boards and commissions this year and to everyone who sent letters of interest. We had an overwhelming number of responses and it was great to hear from so many residents who are interested in serving our community. The Planning Committee and the Recreation Committee started this year with the goal of becoming full-fledged Commissions in 2021. That is why there are no set terms for those two committees. Congratulations to all of the appointees, each of whom brings new energy, experience and skills to these boards, commissions and committees. Upon the recommendation of our Township Solicitor, appointments to these advisory boards, commissions and committees are done by Resolution.

Motion to approve Resolution No. 59-20: DB/RG

Appointments

Resolution No. 59-20, a Resolution appointing members to the Zoning Hearing Board, Historical Commission, Library Board, Planning Committee and Recreation Committee; providing terms; repealing all inconsistent Resolution or parts thereof; providing a severability clause; and an effective date

Debra Woodard is appointed to serve as the Alternate Member on the Upper Darby Township Zoning Hearing Board for a term expiring December 31, 2022; and

Allan Rubin and Stanley Houston-Smith, a representative of the Smith family, are appointed to serve on the Upper Darby Township Historical Commission for three-year terms, respectively, expiring December 31, 2023; and

Mercedes Powers and Nathan Schmalhofer are appointed to serve on the Upper Darby Township Historical for a term expiring December 31, 2021; and

John Mullen and Gina Amoroso are appointed to serve on the Upper Darby Township Library Board for three-year terms, respectively, expiring December 31, 2023; and

Kerry Robinson is appointed to serve on the Upper Darby Township Library Board for a term expiring December 31, 2021; and

Steve Bertil and Cassandra Hayes are appointed to serve on the Upper Darby Township Planning Committee at the pleasure of the Mayor during her term of office; and

Marc Manfre is appointed to serve on the Upper Darby Township Recreation Committee at the pleasure of the Mayor during her term of office.

Solicitor Kilkenny gave a brief on **Resolution No. 59-20**

Moved and seconded: Ten in favor, one excused (LF). Resolution No. 59-20 is approved.

Mayor Keffer continued with her address:

This past week, we received the fantastic news that we have been awarded \$75,000 through the Pennsylvania Commission on Crime and Delinquency for our Body-Worn-Camera initiative with the Police Department. Funding for the BWCs is also part of our first-year capital improvement program. We believe the BWCs will protect our officers as well as the public and this initiative is part of our overall plan to modernize the police department (and all our township departments, really). I would like to thank State Reps. Margo Davidson and Mike Zabel, State Senator Tim Kearney as well as District Attorney Jack Stollsteimer for their support for our grant application.

Barring something unforeseen, this is the last Council meeting of 2020. There is light at the end of the tunnel as the first shipment of the COVID-vaccine is distributed. Please continue to mask up and keep your distance. Happy Hanukkah, Merry Christmas, Joyous Kwanzaa and Happy New Year!

President of Council, Laura A. Wentz:

RG asked if the Township has declared a snow emergency. CAO Rongione responded that the Township has not declared a local snow emergency. However, the Governor has a snow emergency declaration in place.

LW announced that Council had a snow emergency conference call this morning with Mayor Keffer and CAO Rongione.

LW thanked the Events Committee for their “*amazing*” first virtual job fair. She further thanked Mayor Keffer and Fire Chief Sawyer for their part in this success along with all residents who participated. She thanked all the township employees for their “*amazing*” work this year.

COMMITTEE REPORTS

Finance and Appropriations Committee

Co-chairs: Robert S. Gwin Jr., & Matt Silva

Member: Danyelle Blackwell & Brian K. Burke

Treasurer's Report: Treasurer, David Haman

*See attached

SS asked for the projected collection for the end of this year. Mr. Haman responded that the total revenue is about \$87 million for the calendar year. The expenditures is about 88.6 million dollars. This means we will have 1.6 million dollars more of expenses than revenue.

BB inquired about the significance of the \$9 million. Mr. Haman explained that this is a comparison of what was budgeted to what the Township "actually" incurred. BB asked for confirmation that the Township spent \$9 million less than budgeted. Mr. Haman confirmed. BB asked whether the Township actually has the \$9 million. CAO Rongione said we did not bring in this money. Mr. Haman responded we spent \$9 million less than the Budget Plan, an offset by the lower revenue collected. BB asked if the figure of 1.6 million represented debt. Mr. Haman responded that there is no debt or liability. Mr. Haman further explained that the original plan was to spend more money than collected. However, the "actual" expenses and "actual" revenue is a tighter number than anticipated.

TW asked for confirmation that we will end with a surplus at the end of the year. Mr. Haman agreed. He further explained that we began with \$8.7 million and are projecting to end the year with \$7.8 million in cash. Mr. Merron reiterated that the net operating deficit for the year is a little over \$1 million dollars. However, the original budget projection was a little over \$4 million. Therefore, we now have a little over \$3 million improvement over budget.

LW asked Mr. Merron's opinion about the possibility of using a TRAN if he is not comfortable with the numbers. Mr. Merron said they are keeping a "close eye on it".

CAO Rongione responded that Mr. Merron and Mr. Haman have been doing a great job tracking the numbers and updating accurate information to Mayor Keffer and himself. If a TRAN is needed this information will be presented to Council for a recommendation.

BB asked if they anticipate any big budget items within the last fifteen days of the Budget. Mr. Haman said there is nothing in those numbers that are unexpected.

LW asked that Council wait to ask any other questions until after Mr. Haman's second part of his presentation.

Second Part of the Treasurer's Report: *See attached.

Mr. Haman's second part of his presentation provided an explanation of millage rate.

Motion to approve the Treasurer's Report. RG/MB: Moved and seconded. Ten in favor, one excused (LF). Motion approved.

Public Hearing for Ordinance No. 3086, an Ordinance of the Township of Upper Darby, County of Delaware, and the Commonwealth of Pennsylvania, fixing the tax rate for the Year 2021 and appropriating specific sums estimated to be required for the specific purpose of the Municipal Government

Solicitor Richardson briefed on **Ordinance No. 3086**.

Council President LW convened a Public Hearing.

There were no public comments. Therefore, the Public Hearing was closed.

Motion to approve Ordinance No. 3086: RG/HT Moved and seconded. A roll call vote was taken.

Ten in favor, one excused (LF). Ordinance No. 3086 was approved.

Public Hearing for Ordinance No. 3087, an Ordinance of Upper Darby Township, Delaware County, authorizing the transfer of unencumbered appropriations from certain departments, offices and agencies to other departments, offices and agencies in accordance with Section 909 (D) of the Home Rule Charter

Solicitor Richardson briefed on **Ordinance No. 3087**.

Council President LW convened a Public Hearing.

There were no public comments. Therefore, the Public Hearing was closed.

Motion to approve Ordinance No. 3087: RG/SS: Moved and seconded. A roll call vote was taken. Eight in favor, 1 excused (LF), 2 opposed (DPB) (TW). Ordinance No. 3087 was approved.

*Prior to Solicitor Richardson reading the introduction of **Ordinance No. 3088**, Council President Wentz asked if she would explain the purpose of this Ordinance because Council did not have the opportunity for discussion beforehand.

Solicitor Richardson explained that the purpose of this Ordinance is to include outstanding abatement fees. Currently Ms. Portnoff is limited with collecting outstanding real estate taxes. Therefore, this Ordinance is inclusive of the collection of delinquent real estate taxes and abatement fees.

BB asked for clarification about abatement. CAO Rongione clarified that the abatement is considered a service provided by the Township, such as lawn service and trash removal from abandoned properties. BB asked if this includes snow removal service from sidewalks. CAO Rongione stated that tickets are being issued since it is difficult to abate prior to the snow melting.

RG asked if this includes removal of snow from the alleys. CAO Rongione stated that he was not certain and would get back to RG about this.

Introduction of Ordinance No. 3088, an Ordinance of Upper Darby Township, Delaware County, Pennsylvania, appointing Michelle R. Portnoff as Solicitor for the limited purpose of collecting unpaid municipal claims for delinquent accounts and approving collection procedures, interest assessment, credit card and debit card charges, and fees and costs to be added to the amount collected; repealing all inconsistent Ordinances or parts thereof; providing a severability clause; and an effective date

Solicitor Richardson gave a first reading on **Ordinance No. 3088**.

Motion to advertise Ordinance No. 3088: DB/MB: Moved and seconded. A roll call vote was taken. Ten in favor, one excused (LF). Motion to advertise Ordinance No. 3088 was approved.

Public Safety Committee

Co-Chairs: Brian K. Burke & Danyelle Blackwell

Members: Matt Silva & Hafiz Tunis Jr.

Resolution No. 58-20, a Resolution of the Township of Upper Darby, Delaware County, authorizing applications to the Pennsylvania Department of Transportation for traffic signal improvements for Lansdowne Avenue and Marshall Road, Lansdowne Avenue and Garrett Road/Winding Way, Lansdowne Avenue and Huey Avenue/Keystone Avenue, Lansdowne Avenue and School Lane/School Driveway, Lansdowne Avenue and State Road, Lansdowne Avenue and Cedar Lane, Lansdowne Avenue and Bond Avenue and Lansdowne Avenue and Township Line Road intersections

Solicitor Kilkenny briefed on **Resolution No. 58-20**.

Motion to approve Resolution No. 58-20: DB/RG: Moved and seconded.

LW stated that she did not believe that this Resolution was included in the Committee Meeting. She further explained that this Resolution has to do with realigning the timing on all of the intersection lights similar to the one that was completed on Marshall Road earlier this summer.

BB asked if there is a need for realignment of the signals once DCCC begins their construction and SEPTA upgrades their stations. CAO Rongione said that this project is a continuation of the traffic program on Lansdowne Avenue, the realigning and repaving project. It includes the replacement of all the signals and mast arms.

PennDOT owns the signals. The Township maintains them. Therefore, our Electrical Department may use existing equipment to repurpose traffic signals. CAO Rongione stated that the shorter answer is that we may have to do some adjustments during those other construction processes.

Ten in favor, one excused (LF). Resolution 58-20 was approved.

Solicitor

***See attached.** Solicitor Kilkenny read his report. The Solicitor provided a summary of the various things his office worked on throughout the past year.

Old Business

SS asked Mayor Keffer about the broken sidewalk on Heather Road. Mayor Keffer responded that she shared the pictures with the Code Enforcement Department. Today, a Code Enforcement officer went to the location. Mayor Keffer will get back to SS as soon as she finds out the results of the inspection. SS reported that at 248 Heather Road, there is a hole in the sidewalk that needs to be inspected. Mayor Keffer said that she would add this to her list.

MB reported that the Event Committee's Virtual Job Fair was quite successful. Therefore, they will host another event sometime in the spring. MB encouraged Council to spread the word to other employers for participation.

HT thought this event demonstrated unity with the Administration, Council and the residents by providing opportunity for employment with Upper Darby Township and Delaware County. This is something the Government has not provided in the past.

LW said that in the upcoming job fair she is hoping to include some unions to provide apprenticeship programs along with a lot more employer options.

DB wanted to add that one of the goals for this event was the economic impact, showing employers the interest and the needs of Upper Darby residents.

MS wanted to thank Jess Branas, the technical advisor for this event. MS pointed out that this event provided a means of connection between Council and the residents. It also informed the residents of the resources available to them.

RG thanked Mayor Keffer and the Administration for their participation in the Food Share Program.

LW asked if there was an update with the Food Share Program. CAO Rongione responded that part of the reason the Township was able to provide the boxes of food was the Federal Government Program Department of Agriculture. This program has ended. Therefore, the Township has been working with the Shared Food Program and others to see if food distribution can continue for the current year of 2021. As of right now, the food distribution will continue until the end of January. In the meantime, we are hoping the federal government will offer the "low cost" boxes for us to distribute in 2021.

LW asked if the two locations for distribution, the township building and 69th Street, would be consolidated to one location, at the Township building. CAO Rongione said they are working on the arrangements, with consideration of the weather conditions, by distributing from the garage in the township building. The CAO stated to stay tuned for the details. LW announced that some residents of the 69th Street area were creating a makeshift petition to continue food distribution at the 69th Street Recreational area since the majority of them walk.

SS requested that the food distribution continue at the 69th Street Recreational area.

New Business

DB announced there was a discussion about the homelessness at 69th Street with the Events Committee. MB had spoken to Mayor Keffer about some type of street outreach program to address homelessness. MB reached out to State Representative Davidson and Senator Kearney for assistance with a plan. DB pointed out that her significant other, a SEPTA Police Officer, informed her, that the homelessness has gotten worse since she first brought this to Council's attention. LW reiterated that this subject was brought up in the summer and that it is a continual concern. LW stated that Mayor Keffer and CAO Rongione have been working on this issue. At this time, LW asked CAO Rongione for any updates. CAO Rongione said there are "*active conversations*" with various community non-profit organizations and SEPTA for input. DB said there is a need for a street outreach team. CAO Rongione agreed. The CAO further explained that some of the EMT's and emergency room employees from Crozer Hospital are spearheading this type of street level outreach. It is just not anywhere near the volume we need. LW announced that in 2018, Mayor Keffer and she spoke to the homeless shelter across the street from the Township building about their plans to create sleeping quarters. However, there were some Ordinances that prevented this from occurring. LW then asked if CAO Rongione would look into this. CAO Rongione responded that overnight capacity is certainly an issue. We do not want to create overcrowding, especially with the restrictions of COVID-19. CAO Rongione stated that the County has utilized hotel rooms for rapid housing. Therefore, there are a number of "*short term*" solutions to getting the homeless out from the cold. LW said she would check with Alexis Cicchitti, Chief Municipal Clerk about any Ordinances pertaining to this issue.

RG stated there are tenants being evicted which is contributing to homelessness. HT said he would forward information about the Community Action Agency of Delaware County since they provide assistance with utility bills and rent. CAO Rongione further explained that the mortgage and rent assistance is funded by the Township. Mayor Keffer felt this assistance was very important during the COVID outbreak. Therefore, we allocated some of the COVID Relief Funds to go to the Community Action Agency of Delaware County.

SS wanted to know if the property located at 6707 Montgomery Avenue is licensed to operate a home for mentally challenged individuals. Mayor Keffer said she will check with our Code Enforcement Department and that this should be discussed "off-line".

Motion to adjourn: DB/MB: Moved and seconded. All in favor.

Meeting adjourned at 8:34 P.M.

Respectfully submitted,

Alexis Cicchitti

Alexis Cicchitti
Chief Municipal Clerk

AC/cmjg

The video of this meeting can be viewed in its entirety on youtube.com/upperdarby.org

2021 COUNCIL - SCHEDULE OF MEETINGS - 7:00 P.M. LOCAL TIME

JANUARY 27, 2021
FEBRUARY 17, 2021
MARCH 17, 2021
APRIL 21, 2021
MAY 26, 2021
JUNE 16, 2021
JULY 21, 2021
AUGUST 18, 2021
SEPTEMBER 22, 2021
OCTOBER 20, 2021
NOVEMBER 17, 2021
DECEMBER 8 and 15, 2021

2021 COMMITTEE - SCHEDULE OF MEETINGS - ALL MEETINGS ARE SCHEDULED AT 7:00 P.M., LOCAL TIME AND EACH WILL COMMENCE AT THE CONCLUSION OF THE FIRST MEETING TO BE CALLED UNTIL SUCH TIME AS ALL COMMITTEES HAVE HAD AN OPPORTUNITY TO MEET.

JANUARY 13, 2021
FEBRUARY 3, 2021
MARCH 3, 2021
APRIL 7, 2021
MAY 5, 2021
JUNE 2, 2021
JULY 7, 2021
AUGUST 4, 2021
SEPTEMBER 1, 2021
OCTOBER 6, 2021
NOVEMBER 10, 2021
DECEMBER 1, 2021

**UPPER DARBY TOWNSHIP
DELAWARE COUNTY, PENNSYLVANIA**

RESOLUTION NO. 59-20

A RESOLUTION OF UPPER DARBY TOWNSHIP, DELAWARE COUNTY, APPOINTING MEMBERS TO THE ZONING HEARING BOARD, HISTORICAL COMMISSION, LIBRARY BOARD, PLANNING COMMITTEE, AND RECREATION COMMITTEE; PROVIDING TERMS; REPEALING ALL INCONSISTENT RESOLUTIONS OR PARTS THEREOF; PROVIDING A SEVERABILITY CLAUSE; AND AN EFFECTIVE DATE

WHEREAS, Section 403 of the Home Rule Charter of Upper Darby Township (“Home Rule Charter”) provides that the Mayor appoints, with the approval of Council, all members of authorities, boards, and commissions; and

WHEREAS, the Mayor intends to fill immediately vacancies on the Zoning Hearing Board, Historical Commission, Library Board, Planning Committee, and Recreation Committee;

NOW, THEREFORE, BE IT RESOLVED by the Upper Darby Township Council that

Debra Woodard is appointed to serve as the Alternate Member on the Upper Darby Township Zoning Hearing Board for a term expiring December 31, 2022; and

Allan Rubin and Stanley Houston-Smith, a representative of the Smith family, are appointed to serve on the Upper Darby Township Historical Commission for three-year terms, respectively, expiring December 31, 2023; and

Mercedes Powers and Nathan Schmalhofer are appointed to serve on the Upper Darby Township Historical for a term expiring December 31, 2021; and

John Mullen and Gina Amoroso are appointed to serve on the Upper Darby Township Library Board for three-year terms, respectively, expiring December 31, 2023; and

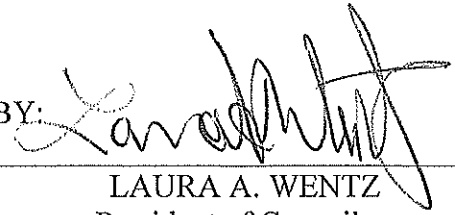
Kerry Robinson is appointed to serve on the Upper Darby Township Library Board for a term expiring December 31, 2021; and

Steve Bertil and Cassandra Hayes are appointed to serve on the Upper Darby Township Planning Committee at the pleasure of the Mayor during her term of office; and

Marc Manfre is appointed to serve on the Upper Darby Township Recreation Committee at the pleasure of the Mayor during her term of office.

This Resolution shall be effective immediately.

On this 16th day of December, 2020


BY: 

LAURA A. WENTZ
President of Council

ATTEST: 
MICHELLE BILLUPS
Secretary of Council

BY: 

BARBARANN KEFFER
Mayor

ATTEST: 
VINCENT A. RONGIONE, ESQ.
Chief Administrative Officer

Summary of Treasurer's Report to Upper Darby Township Council
As of Nov 30, 2020

2020 Original Operating Budget	Revenue	Expenses
General Fund	81,107,178	82,305,280
Sewer Fund	10,423,418	10,429,416
Highway	2,195,820	2,195,820
Sinking Fund	-	3,009,041
Total Operating Budget	\$ 93,726,416	\$ 97,939,557

Operating Revenue Summary

November 2020 Operating Revenue	1,548,147
Revenue Collected YTD	85,835,479
Projected Actual 2020 Operating Revenue	<u>87,018,057</u>
Anticipated Revenue through December 2020	1,182,578

Expenditure Summary

November 2020 Expenses	6,084,219
YTD Expenditures Plus Encumbrances	86,441,252
Projected Actual 2020 Operating Expenses	<u>88,647,807</u>
Anticipated Expenditures through December 2020	2,206,555

Revenue vs. Expense Analysis

Compared to 2020 Budget	
Projected Actual Revenue Collected Above (Below) 2020 Budget	(6,708,359)
Projected Actual Spending Below (Over) 2020 Budget	<u>9,291,750</u>
Projected EOY Actual 2020 Budget Surplus (Deficit)	<u>\$ 2,583,391</u>

General Fund Bank Accounts Analysis

Beginning of Year Bank Balances	8,713,565
Current Bank Balances, as of Nov 30, 2020	8,860,276
Projected Revenue Thru EOY 2020	1,182,578
Projected Expenses Thru EOY 2020	<u>2,206,555</u>
Projected Cash Balance, December 31, 2020	<u>\$ 7,836,299</u>

Worst-Case Scenario

Cash Available for Disbursement as of November 30, 2020	8,860,276
Anticipated Expenditures December 2020	<u>(4,413,110)</u>
Projected Ending Cash Reserves	<u>\$ 4,447,166</u>

Estimated Revenue, January 2021	1,035,166
Estimated Expenses, January 2021	<u>(2,118,118)</u>
Estimated Cash Need to Cover January 2021	<u>(1,082,952)</u>
Estimated Cash Position, January 31, 2021	6,753,347
Estimated Worst-Case Cash Position, January 31, 2021	<u>\$ 3,364,214</u>

Treasurer's Report to Upper Darby Township Council

Presented December 16, 2020

For Month-Ended November 30, 2020

This report includes two parts:

1. A basic explanation of "Mils" for the benefit of UD taxpayers, and
2. Report of the Township's financial position projected through year-end

In 2019, the Township's total operating expense budget for 2020 was set at \$97,939,557. This budget includes a spending plan for 4 governmental funds named the General Fund, Sewer Fund, Highway Fund, and Sinking Fund. This report summarizes the Township's financial condition year-to-date November 30, 2020 and projects our current financial position through the end of the year. The analysis includes both the most probable outcome as well as a "worst-case" analysis. The worst-case scenario assumes we receive no revenue in December and incur twice the expected expenditures. Under both the expected and worst-case projections the Township's financial condition looks very good.

The purpose of the Treasurer's report is to make subjective projections based on trend analysis to provide an opinion on the Township's solvency, whether we can pay our bills through the end of the year.

It is projected that our total actual 2020 revenue will be about \$87,018,057 against the \$93,726,416 revenue budget. We expect to collect \$1,182,578 and spend \$2,206,555 through the remainder of the year. Total actual expenditures project to \$88,647,807 compared with the \$97,939,557 original spending plan. Hence, we collect about \$1,629,750 less than we are expected to receive through 2020 but will spend about \$9,291,750 less than the original budget across all 4 Funds. I included a chart of Projected Annual Revenues and Expenses by Fund Through Dec 31, 2020.

Looking at our cash position, the Township's current cash reserve as of December 10th, 2020 stood at \$9,279,503. The month-ended November 30, 2020 was \$8,860,276. This analysis uses the November month-end value as its foundation. Netting the expected revenue against expenses for December, we look to spend

\$1,023,977 more than we will receive. This should take us into January 2021 with a cash reserve of about \$7,836,299, \$877,266 below our beginning-of-the-year cash reserve.

Projected 2020 Actual Revenues and Expenses Through Dec 31, 2020

Fund	Estimated YE Expenditures	Estimated YE Revenues
General Fund	\$79,194,030	\$75,584,485
Sewer Fund	\$ 7,868,387	\$ 8,734,329
Highway Fund	\$ 1,585,390	\$ 2,699,243
Sinking Fund	\$ 3,009,041	\$ 0
Total	\$88,647,807	\$87,018,057

MILLAGE RATE AND HOW TO UNDERSTAND ITS IMPACT ON YOUR TAXES

The millage rate is a universally used factor that determines how much property tax is levied on the property owner. The rate is determined as part of the budget process each year.

$$\text{Millage Rate} = (\text{Tax Revenue Budget} / \text{Value of Taxable Property}) \times 1000$$

Tax Revenue Budget

The Tax Revenue Budget, or revenue needed to run the township, proposed by the Township Administration, and passed by a vote of the Township Council. The Tax Revenue Budget for 2021 is \$56,539,696.

Value of Taxable Property

Delaware County assesses property value. The derived value of a parcel of property is determined one of three ways:

1. Delaware County assesses the value of the property and sends the owner a letter stating the assessed value, or
2. You purchase the property, and your purchase price becomes the new assessed value, or
3. You convert the property into a non-taxable parcel.

All Upper Darby Township property owners received a letter stating their assessed value as of July 1, 2020. The total Value of Taxable Property in the township for 2021 is \$4,325,580,883, up from \$2,644,946,050 in 2020. There has not been a county-wide assessment for at least a decade, while real estate values have increased in Upper Darby Township.

Determining the Millage Rate

The "millage" is determined by dividing the Tax Revenue Budget by the Value of Taxable Property. This gives the rate per dollar of property value. The "millage rate" is simply an easy way to express the millage and is expressed by multiplying the millage by 1,000.

The 2021 Millage is $\$56,539,696 / \$4,325,580,883 = .01307007$.

The 2021 Millage Rate is $.01307007 \times 1000 = 13.07$.

Example: A property assessed at \$100,000 has property taxes of $.01307007 \times 100,000$, or \$1,307.

Will My Property Taxes Go Up?

It depends. The millage rate for the 2020 budget was 21.38. Generally, if the millage rate decreases then the amount of tax per \$1 of property value also decreases; however, if your New Assessment rose dramatically over last year's assessed value, you could see your individual property taxes go up.

To determine if your taxes will go up or down, take the following steps:

1. Identify how much you paid in property taxes for 2020,
2. Look at the letter you received from Delaware County to obtain the New Assessment,
3. Multiply the New Assessment by $.01307007$ to get your 2021 tax assessment and compare to your 2020 property taxes.

ORDINANCE NO. 3086

ANNUAL BUDGET FOR THE TOWNSHIP OF UPPER DARBY FOR THE YEAR 2021

TAX LEVY AND APPROPRIATION ORDINANCE

AN ORDINANCE OF UPPER DARBY TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA FIXING THE TAX RATE FOR THE YEAR 2021 AND APPROPRIATING SPECIFIC SUMS ESTIMATED TO BE REQUIRED FOR THE SPECIFIC PURPOSE OF THE MUNICIPAL GOVERNMENT

WHEREAS, pursuant to Section 902 of the Home Rule Charter of the Township of Upper Darby, the Mayor submitted to Township Council ("Council") a proposed budget and accompanying message for fiscal year 2021; and

WHEREAS, the budget provides a complete financial plan for Township funds and activities for the ensuing fiscal year; and

WHEREAS, pursuant to Section 906(A) of the Home Rule Charter, Council published a general summary of the budget and notice stating the times and places where copies of the budget and budget message were available for inspection by the public; and

WHEREAS, two (2) public hearings were held on the budget; and

WHEREAS, following public hearings and after due consideration, the budget was adopted by Council, without amendment, by Resolution 55-20; and

WHEREAS, in furtherance of funding the 2021 budget, Council may establish a tax on all real property improved or unimproved within the Township subject to taxation for the calendar year 2021 on each dollar of assessed valuation,

NOW, THEREFORE BE IT ORDAINED AS FOLLOWS:

Section 1. That a tax be and the same is hereby levied on all property and occupations within the said Township subject to taxation for the Township purposes for the fiscal year 2021, as follows:

Tax rate for general fund purposes, the sum of 12.44 Mills on each thousand dollars of assessed valuation. For debt purposes, 0.63 Mills on each thousand dollars of assessed valuation.

The same being summarized in tabular form as follows:

	MILLS ON EACH THOUSAND DOLLARS OF ASSESSED VALUATION
Tax rate for General Fund Purposes	12.44
Tax rate for Debt Purposes	<u>0.63</u>
TOTAL TAX RATE	<u>13.07</u>

Section 2. That for the expenses for the fiscal year 2021 the following amounts are hereby appropriated from the revenue available for the current year for the specific purposes set forth below, which are more fully itemized in the Budget Form.

GENERAL FUND
SUMMARY OF ESTIMATED RECEIPTS

Tax Receipts	\$ 56,203,973.00
Other Revenue	17,231,460.00
Grants	<u>2,940,000.00</u>
TOTAL ESTIMATED GENERAL FUND RECEIPTS	\$ <u>76,375,433.00</u>

SUMMARY OF APPROPRIATIONS
OPERATION AND MAINTENANCE

General Government:

Administration	\$ 2,291,051.00
Treasurer	8,274.00
Administrative Services	<u>1,492,689.00</u>
TOTAL	\$ <u>3,792,014.00</u>

Protection to Persons and Property:

Police	\$ 29,597,744.00
Fire	15,411,576.00
Licenses and Inspections	<u>1,434,970.00</u>
TOTAL	\$ <u>46,444,290.00</u>

Public Works:

Public Works	\$ 2,682,544.00
Sanitation	<u>6,657,637.00</u>
TOTAL	\$ <u>9,340,181.00</u>

Health Services:

\$ 622,793.00

GENERAL FUND
SUMMARY OF APPROPRIATIONS (continued)
OPERATIONS & MAINTENANCE

<u>Electrical:</u>	TOTAL	\$ <u>870,745.00</u>
<u>Parking Meter:</u>	TOTAL	\$ <u>497,942.00</u>
<u>Leisure Services:</u>		
General Recreation		\$ 665,133.00
Parks		<u>1,592,757.00</u>
	TOTAL	\$ <u>2,257,890.00</u>
<u>Library:</u>	TOTAL	\$ <u>1,472,224.00</u>
<u>COSA:</u>	TOTAL	\$ <u>375,510.00</u>
<u>HUD:</u>	TOTAL	\$ <u>1,785,790.00</u>
<u>Miscellaneous:</u>		
Workers Compensation and Unemployment		\$ 1,500,000.00
Volunteer Fire Relief Allocation		200,000.00
Insurance (Life, Health, Property, Casualty)		8,125,000.00
Pension		2,000,610.00
Contingency		<u>350,000.00</u>
	TOTAL	\$ <u>12,175,610.00</u>
TOTAL APPROPRIATIONS FROM GENERAL FUND		\$ <u>79,634,989.00</u>

SEWER FUND
SUMMARY OF ESTIMATED RECEIPTS

Sewer Rents	\$ 8,400,000.00
Other Revenue Receipts	25,000.00
Reimbursements	<u>1,875,000.00</u>
TOTAL ESTIMATED RECEIPTS	\$ <u>10,300,000.00</u>

SUMMARY OF APPROPRIATIONS

Operation and Maintenance	\$ 1,057,306.00
Authority Rentals	<u>6,650,000.00</u>
TOTAL APPROPRIATIONS FROM SEWER FUND	\$ <u>7,707,306.00</u>

HIGHWAY AID FUND
SUMMARY OF ESTIMATED RECEIPTS

Reimbursements	\$ 600,000.00
Liquid Fuels Tax	<u>1,806,160.00</u>
TOTAL ESTIMATED RECEIPTS	\$ <u>2,406,160.00</u>

SUMMARY OF APPROPRIATIONS

TOTAL APPROPRIATIONS FROM HIGHWAY AID FUND	\$ <u>1,676,572.00</u>
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SINKING FUND
SUMMARY OF ESTIMATED RECEIPTS

Real Estate Taxes	\$ <u>2,711,027.00</u>
TOTAL ESTIMATED RECEIPTS	\$ <u>2,711,027.00</u>

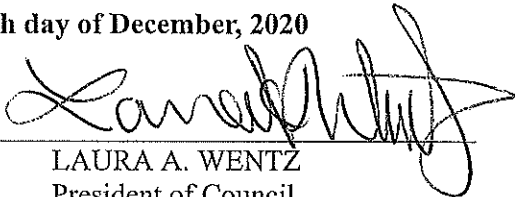
SUMMARY OF APPROPRIATIONS

Interest to be Paid	\$ 831,027.00
Principal to be Paid	<u>1,880,000.00</u>
TOTAL APPROPRIATIONS FROM SINKING FUND	\$ <u>2,711,027.00</u>

Section 4. In the event that any section, sentence, clause, or word of this Ordinance shall be declared illegal, invalid or unconstitutional by any Court of competent jurisdiction, such declaration shall not prevent, preclude or otherwise foreclose the validity of the remaining portions of this Ordinance.

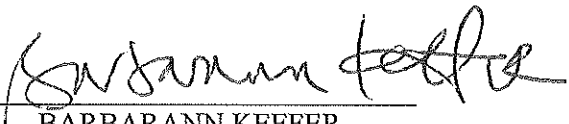
Section 5. All ordinances or resolutions or parts thereof inconsistent herewith or in conflict with any of the specific terms enacted hereby, to the extent of said inconsistencies or conflicts, are hereby specially repealed.

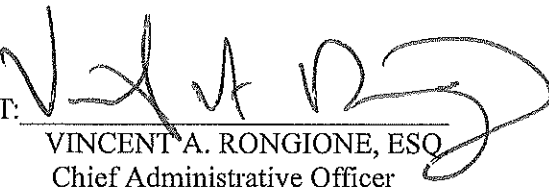
ENACTED and ORDAINED this 16th day of December, 2020

BY: 
LAURA A. WENTZ
President of Council

ATTEST: 
MICHELLE BILLUPS
Secretary of Council

Ordinance No. 3086 is approved this 16th day of December, 2020

BY: 
BARBARANN KEFFER
Mayor

ATTEST: 
VINCENT A. RONGIONE, ESQ
Chief Administrative Officer

ORDINANCE NO 3087

**UPPER DARBY TOWNSHIP
DELAWARE COUNTY, PENNSYLVANIA**

AN ORDINANCE OF UPPER DARBY TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, AUTHORIZING THAT PART OF CERTAIN UNENCUMBERED APPROPRIATIONS ALLOCATED BY THE 2020 OPERATING BUDGET, THE CAPITAL BUDGET SERIES 2009, AND THE CAPITAL BUDGET SERIES 2016 AND 2017 BE TRANSFERRED FROM VARIOUS DEPARTMENTS AND AGENCIES TO OTHER DEPARTMENTS AND AGENCIES WITHIN THE TOWNSHIP AND REPEALING ALL ORDINANCES AND RESOLUTIONS INCONSISTENT HEREWITH.

WHEREAS, there exists a certain unencumbered appropriation allocated by the Capital Budget Series 2009; and

WHEREAS, there also exists a certain unencumbered appropriation allocated by the Capital Budget Series 2016 and 2017; and

WHEREAS, there also exists a certain unencumbered appropriation allocated by the 2020 Operating Budget; and

WHEREAS, pursuant to Section 909(D)(1) of the Home Rule Charter of Upper Darby Township, the Mayor has requested that parts of that certain unencumbered appropriations be transferred from various departments, offices and agencies to other departments, offices and agencies within the Township.

NOW, THEREFORE, be it **ORDAINED** by the Upper Darby Township Council as follows:

SECTION 1. A certain portion of the unencumbered appropriation allocated by the Capital Budget Series 2009 shall be transferred from various departments, offices and agencies to other departments, offices and agencies within the Township as follows:

<u>Department</u>	<u>Appropriations Transferred From</u>
Fire	\$ 1,707.41
Total	\$ 1,707.41

<u>Department</u>	<u>Appropriations Transferred To</u>
Administrative Services	\$ 1,707.41

Total \$ 1,707.41

SECTION 2. A certain portion of the unencumbered appropriation allocated by the Capital Budget Series 2016 and 2017 shall be transferred from various departments, officers and agencies to other departments, offices and agencies within the Township and a portion of these funds will be sequestered for the specific purpose of reducing the unfunded Other Post Employment Benefit (“OPEB”) liability, as follows:

<u>Department</u>	<u>Appropriations Transferred From</u>
Council	\$34,302.82
Administrative Services	\$81,632.08
Public Works	\$100,678.59
Total	\$216,613.49

<u>Department</u>	<u>Appropriations Transferred To</u>
Fire	\$3,550.00
(OPEB Liability)	\$213,063.49
Total	\$216,613.49

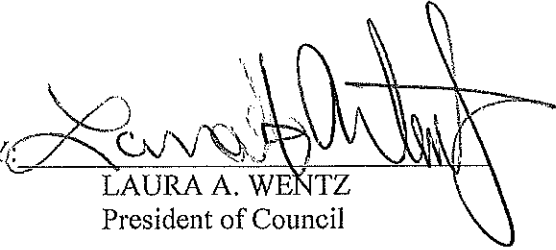
SECTION 3. A certain portion of the unencumbered appropriation allocated by the 2020 Operating Budget shall be transferred from various departments, officers and agencies to other departments, offices and agencies within the Township as follows:

<u>Department</u>	<u>Appropriations Transferred From</u>
Sewer	\$988,500.00
Total	\$988,500.00

<u>Department</u>	<u>Appropriations Transferred To</u>
CAO	\$95,000.00
Fire	\$582,000.00
Public Works	\$311,500.00
Total	\$988,500.00

SECTION 4. All Ordinances and parts of Ordinances inconsistent herewith are hereby repealed.

ENACTED and ORDAINED this 16th day of December, 2020

BY: 
LAURA A. WENTZ
President of Council

ATTEST: 
MICHELLE BILLUPS
Secretary of Council

Ordinance No. 3087 approved this 16th day of December, 2020

BY: 
BARBARANN KEFFER
Mayor

ATTEST: 
VINCENT A. RONGIONE, ESQ.
Chief Administrative Officer

UPPER DARBY TOWNSHIP
DELAWARE COUNTY, PENNSYLVANIA

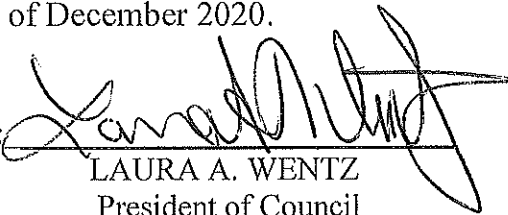
RESOLUTION NO. 58-20

A RESOLUTION OF THE TOWNSHIP OF UPPER DARBY, DELAWARE COUNTY, AUTHORIZING APPLICATIONS TO THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION FOR TRAFFIC SIGNAL IMPROVEMENTS FOR LANSDOWNE AVENUE AND MARSHALL ROAD, LANSDOWNE AVENUE AND GARRETT ROAD/WINDING WAY, LANSDOWNE AVENUE AND HUEY AVENUE /KEYSTONE AVENUE, LANSDOWNE AVENUE AND SCHOOL LANE/SCHOOL DRIVEWAY, LANSDOWNE AVENUE AND STATE ROAD, LANSDOWNE AVENUE AND CEDAR LANE, LANSDOWNE AVENUE AND BOND AVENUE, AND LANSDOWNE AVENUE AND TOWNSHIP LINE ROAD INTERSECTIONS

BE IT RESOLVED, by the authority of the Township Council of Upper Darby Township, Delaware County, and it is hereby resolved by authority of the same, that Vincent A. Rongione, Chief Administrative Officer of Upper Darby Township is authorized and directed to submit the attached Applications for Traffic Signal Approval to the Pennsylvania Department of Transportation, and to sign this Application on behalf of Upper Darby Township.

ADOPTED and RESOLVED this 16th day of December 2020.

BY:


LAURA A. WENTZ
President of Council

ATTEST:


MICHELLE BILLUPS
Secretary of Council

Resolution No. 58-20 is hereby approved this 16th day of December, 2020

BY:


BARBARANN KEFFER
Mayor

ATTEST:


VINCENT A. RONGIONE, ESQ.
Chief Administrative Officer

2020 Ordinances

Ordinance 3066- Moving Public Health & Property Maintenance into Licenses and Inspection

Ordinance 3067-require permits and restoration of newly paved streets when streets are opened

Ordinance 3069- ordinance to allow Council to participate in meetings remotely

Ordinance 3070- Requiring Sewer Lateral Inspections in connection with transfer of property

Ordinance 3071- Parking Fines

Ordinance 3073- Food Inspection

Ordinance 3080- ordinance permitting the keeping of honey bee hives

Ordinance 3081- Marijuana Ordinance regulating small amounts of marijuana

Ordinance 3082- codification of Township's ordinances into eCode

Ordinance 3085- Settled Lawsuit regarding Francis Catania's removal from Pension Board and Civil Service Board

Ordinance 3086- Fixing the tax rate for 2021

Ordinance 3087- Appropriations for Capital Budgets 2009, 2016, and 2017 and 2020 Operating Budget

Ordinance 3088- appoint solicitor for municipal claims and fees

2020 Resolutions

Resolution 03-20, Resolution 04-20 & Res 59-20- Appointments for Boards and Commissions

Resolution 07-20; Ordinance 3068- Tax Collection Appointment, Appoint Portnoff as tax collector for delinquent real estate taxes, sewer, and trash

Resolution 24-20- business privilege tax collection regulations regulations

Resolution 28-20- JAG Grant Request distribution of Funds from Justice Department

Resolution 29-20- Resolution in support of Citizens Commission for Legislative and Congressional Redistricting

Resolution 31-20- Resolution to recommend Kevin Colgan as new Emergency Management Coordinator

Resolution 33-20- Appointment of [Internal] Tax Collector appoint Director of Finance, Gary Merron, as tax collector

Resolution 34-20- Certifying Officer for HUD

Resolution 35-20- in Support of U.S. Postal Service

Resolution 41-20- Resolution establishing the Minimum Municipal Obligation (MMO) for fire, police, and civil service pensions

Resolution 58-20 Penn Dot traffic signals

Resolution No. 36-20- Millbourne Fire Agreement complete fire agreement
between Millbourne and Township

Resolution 44-20-Resolution for Escrow requirements for Land Development

Miscellaneous Matters

Changing advertisement to weekly circulation paper instead of daily circulation

Completed Right to Know training and Sunshine Law training

Facilitated the sale (advertising) of two fire trucks: 2004 Seagraves Aerial and
2001 American LaFrance 1500 GPM pumper

Landowner curative amendment hearing and Settled curative amendment regarding
359 Owen Avenue