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November 2, 2022

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MINUTES
Committee Meeting
November 2, 2022

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

Opening of Meeting

Roll Call

Andrew Hayman (AH), Danyelle Blackwell (DB), Brian Andruszko (BA), Sheikh M. Siddique, (SS),
Brian K. Burke (BB), Michelle Billups, (MB), Hafiz Tunis Jr. (HT), Laura Wentz (LW)

Lisa Faraglia (LF), via Zoom
Matt Silva (MS), via Zoom
Meaghan Wagner (MW), via Zoom

Present at the Meeting

Barbarann Keffer, Mayor
Chief Municipal Clerk, Alexis Cicchitti
Mike Galante, Township Engineer
Diane Scutti, Controller
Donna Stilwell, Brinker Simpson, Acting Finance Director
Solicitor Courtney Richardson
Solicitor Colleen Marsini
David Haman, Treasurer
Sergeant of Arms, Officer Cristinzio
Sergeant of Arms, Officer Garay

Rules for Meeting Decorum

“Upper Darby residents have the opportunity to speak for three (3) minutes. Residents are prohibited from making threats, using profanity, or acting in a manner that would impede or prevent the conduct of the business of the meeting.” Public Forum should not exceed thirty (30) minutes.”

Council President Burke asked for a Motion to amend the Agenda so that an award could be presented.

Motion to approve: AH/LW

All in favor. The Motion carries.

Presentation of Award to Vincenzo Testa for Italian Heritage Month

Councilwoman Faraglia thanked Mr. Testa for serving Upper Darby Township for many years.
Councilman Tunis, Chair of the Community Engagement Committee presented the award to Vincenzo Testa, retired owner of Brother’s Pizza.

Public Forum

Carl Hemphill, 27 Pilgrim Lane, business owner. He has a machine that recycles yard waste for zero waste but a neighbor is complaining about the noise. He wants to get ahead of the issue & is working toward a solution.
Joanne Nommavong, 133 N, Pennock Avenue, referred to the Home Rule Charter regarding the CAO.
Olivia Taylor, 204 Kent Road, questioned what happened to Firestone on Walnut Street as a new business moved in and is causing parking problems.
Becky Duggan, 129 N. Pennock Avenue, spoke of forfeiture of office for the CAO & the Home Rule Charter
Tyson Combs, 6818 Market Street, wants to get rid of the negative energy at the meetings. He suggested that there be a “light and lively” at the beginning of the meetings.

The Honorable Mayor Barbarann Keffer

Good evening.

I would like to apologize for being late tonight. I was on my back from Lancaster where I attended the 2022 Litter Summit. This event was sponsored and held in partnership with the PA department of environmental protection and the department of transportation, and it helps to bring together communities from across Pennsylvania who recognize that issues like litter are a national issue. I recognize that there are many in Upper Darby who care very deeply about keeping our community clean and litter free, so I was happy to attend this summit and learn more about what others in the state are doing to mitigate litter.

Related to our waste, next week there are two township holidays and our trash and recycling schedules have been altered to accommodate them. There will be no recycling or yard waste collection next week, so please remember to put out your recycling and yard waste this week in preparation. For specific information on your altered trash schedule, please visit our website www.upperdarby.org/trash

We are actively working with our ARPA Administrator from UHY to create a fair and inclusive process for applying to nonprofit and small business grants funded through ARPA to ensure all community needs are met. We will continue to keep the community updated.

As I said, the municipal building will be closed for two holiday's next week. The first will be Tuesday, November 8th for the Pennsylvania General Election. I would like to take the time now to encourage everyone to exercise his or her right to vote. We will also be closed on Friday, November 11th in honor of Veteran's Day. Thank you to all our veterans for your service.

That concludes my message. Thank you.

President of Council, Brian K. Burke

Council President Burke spoke of the Fall Fest on Ferne Blvd, St. Dot's Fair and Trunk or Treat.

COMMITTEE REPORTS

Finance and Appropriations Committee

Chair: Laura A. Wentz

Members: Matt Silva, Meaghan R. Wagner, Brian Andruszko

Council Vice-President Laura Wentz read the announcement for the Budget Hearing on November 17, 2022 before the re-scheduled Council Meeting.

Resolution No. 45-22, a Resolution authorizing application to the Green Ways, Conserve, Enhance, Connect or Planning Design Grants through the Delaware County Green Ways Grant Program to fund the construction of a skate park in Observatory Hill Park

Solicitor Richardson gave a brief on Resolution No. 45-22

Motion to approve: LW/DB

Moved and seconded. All in favor. Resolution No. 45-22 is approved.

Resolution No. 46-22, a Resolution authorizing application to the Green Ways, Conserve, Enhance, Connect or Planning Design Grants through the Delaware County Green Ways Grant Program to fund the construction of Newtown Square Branch Section 1 and 2

Solicitor Richardson gave a brief on Resolution No. 46-22

Motion to approve: LW/DB

Moved and seconded. All in favor. Resolution No. 46-22 is approved.

Introduction of Ordinance No. 3127, an Ordinance of Upper Darby Township, Delaware County, Pennsylvania, authorizing and approving the acquisition of a fee simple interest in Delaware County Tax Map Parcel No. 16-13-00642-07 for use as Open Space; repealing all inconsistent Ordinances or parts thereof; providing a severability clause and providing an effective date

Solicitor Richardson gave a brief on Ordinance No. 3127

Motion to introduce and advertise: LW/MB

Moved and seconded. A roll call vote was taken.

All in favor. Motion to introduce and advertise Ordinance No. 3127 is approved.

Introduction of Ordinance No. 3128, an Ordinance of Upper Darby Township, Delaware County, Pennsylvania, authorizing and approving the acquisition of a fee simple interest in Delaware County Tax Map Parcel No. 16-07-00504-00 for use as Open Space; repealing all inconsistent Ordinances or parts thereof; providing a severability clause; and providing an effective date

Motion to introduce and advertise: LW/AH

Moved and seconded. A roll call vote was taken.

All in favor. Motion to introduce and advertise Ordinance No. 3128 is approved.

LW stated that the Committee found some discrepancies in the budget and will be meeting with Donna Stilwell to review the discrepancies. She further stated that the Finance Committee would be meeting in the near future.

Public Safety Committee

Chair: Lisa Faraglia

Members: Andrew Hayman, Danyelle Blackwell, Meaghan R. Wagner

Introduction of Ordinance No. 3117, an Ordinance of the Township of the Township of Upper Darby, Delaware County, Pennsylvania, amending Ordinance No. 1589 to provide a definition for trucks and sight hazards; to provide for streets permitted for truck parking; to permit the Director of Parking Enforcement to limit parking in certain areas of the Township designated as a sight hazard or for other safety reasons; providing a severability clause; repealing all inconsistent Ordinances; and providing an effective date.

Solicitor Richardson clarified that LF and the Committee have the ability to amend the Ordinance before it goes to advertising. In response to DB's questions, she also explained that it is more about the "width" of various trucks that would determine parking restrictions.

Solicitor Richardson gave a brief on Ordinance No. 3117

Motion to introduce and advertise: LW/HT

Moved and seconded. All in favor. Motion to introduce and advertise Ordinance No. 3117 is approved.

Public Hearing for Ordinance No. 3126, an Ordinance of the Township of Upper Darby, Delaware County, Pennsylvania, amending Chapter 570-3 "Vehicles and Traffic" titled "Residential Parking Permits" to add and remove street to the Permit Program; provide for subsequent streets to be added and removed to the Program by Resolution; providing a severability clause; repealing all inconsistent Ordinances; and; and providing an effective date

Solicitor Richardson gave a brief on Ordinance No. 3126

Council President Burke convened a Public Hearing

Speakers:

Tyson Combs stated that Parking Enforcement Director, Sekela Coles stated that business owners and workers could obtain parking permits for 69th Street. This will be discussed between the Public Safety & Municipal Services Committees, the Administration and Sekela Coles. LF asked for an explanation as to why tickets are not going to the courts.

Olivia Taylor asked what is going on with the tickets and the courts. She also inquired about the new signs for restriction of trucks and how the courts are backed up.

There was discussion about the status of parking tickets and if they still remain in the Township Building. HT stated that he was in favor of this as residents have been asking for this for years. He added that this is a pilot program. Therefore, things can be added or changed.

Mr. Combs came back to the podium to say that Ms. Coles has been very helpful with the issues and helping with the permits. He stated that a constable stated that no tickets have been sent to the courts and people are being given payment plans illegally. Mr. Combs stated that unbeknownst to him, his vehicle was impounded for a month and he did not get an opportunity to go to court. Therefore, he lost the vehicle and was given a payment plan.

Council President Burke asked him to confirm that he did not get his car back and Mr. Combs did confirm that. Solicitor Marsini stated that she would look into this issue and added that she knows that a great number of tickets have gone to the courts because she has seen them.

Council President Burke stated that he is referring to tickets from 2021 and 2022 that are not getting to district courts. He further stated that Upper Darby has no Ordinance to decriminalize parking tickets, and it appears that people are setting up payment plans with the Township, so it also appears that parking tickets are being decriminalized without an Ordinance.

AH stated that it would be appropriate to have Sekela Coles come to speak on this matter, rather than having everyone hypothesizing.

LW wanted to confirm that she understood correctly, what Mr. Combs said about being able to get a permit at this time and he did confirm that. He added that he did not go to get it yet, but understood that he could.

BB stated that this is ongoing and there will be upcoming discussions.

Council President Burke closed the Public Hearing.

Motion to adopt: LW/HT

Moved and seconded. All in favor. Motion to adopt Ordinance No. 3126 is approved.

Planning, Zoning and Building Code Committee

Chair: Laura A. Wentz

Members: Lisa Faraglia, Meaghan R. Wagner, Andrew Hayman

Nothing for the November 17, 2022 Council Meeting Agenda

Law and Government & Rules and Procedures Committee

Chair: Matt Silva

Members: Meaghan R. Wagner, Laura A. Wentz, Andrew Hayman

Resolution No. 48-22, a Resolution declaring Upper Darby Township's intent to follow the schedules and

procedures for disposition of records as set forth in the Municipal Records Manual and provide for the destruction of certain public records

Solicitor Richardson gave a brief on Resolution No. 48-22.

Motion to approve: HT/MB

Moved and seconded. All in favor. Resolution No. 48-22 is approved.

Nothing for the November 17, 2022 Council Meeting Agenda

Municipal Services, Licensing and Public Works Committee

Chair: Hafiz Tunis Jr

Members: Michelle Billups, Andrew Hayman, Brian Andruszko

Nothing for the November 17, 2022 Council Meeting Agenda

Parks and Recreation Committee

Chair: Matt Silva

Members: Lisa Faraglia, Danyelle Blackwell, Michelle Billups

Council President Burke asked about the plans for the two parks gained through the acquisition of property. Mayor Keffer stated that there would be a series of public meetings in 2023 to go over the plans for all of the parks.

MB stated that there is a lot of progress with the 2nd Ward Playground.

SS asked about adding a tennis court to the 2nd Ward Playground. Mike Galante stated that this would be something to bring up at the public meetings in 2023.

Nothing for the November 17, 2022 Council Meeting Agenda

Public Health and Environmental Affairs Committee

Chair: Danyelle Blackwell

Members: Hafiz Tunis Jr., Sheikh M. Siddique, Matt Silva

Nothing for the November 17, 2022 Council Meeting Agenda

Community Engagement Committee

Chair: Hafiz Tunis Jr.

Members: Danyelle Blackwell, Laura A. Wentz, Michelle Billups

Chair Tunis stated that they would be highlighting awards on the 17th and he would like to thank Council for responding to community events. He also reminded Council members of funds allotted for community events that need to be utilized.

Nothing for the November 17, 2022 Council Meeting Agenda

Cultural Competency Committee

Chair: Michelle Billups

Members: Matt Silva, Danyelle Blackwell, Sheikh M. Siddique

Nothing for the November 17, 2022 Council Meeting Agenda

Community Development Committee

Chair: Sheikh M. Siddique

Members: Hafiz Tunis Jr., Brian Andruszko, Laura A. Wentz

SS stated that a new laundromat opened up on 69th Street.

HT added that a Five Below store would open up on 69th Street.

Nothing for the November 17, 2022 Council Meeting Agenda

Mayor Keffer added that the construction on 69th Street from Walnut down to Marshall has been repaired under the direction of Township Engineer, Mike Galante. She stated that the roadway is much smoother. The Mayor added that the fix is not a permanent solution and that they are working on a whole streetscaping stormwater project for that area.

Solicitor

Solicitor Richardson stated that they have been very busy working on various Ordinances

Old Business

AH had a Halloween animal show for kids at the Watkins Center. He added that the Operation Warm Fundraiser has concluded and they were able to raise over \$2000, which was approximately 100 winter coats for the children. He thanked everyone who participated and contributed. He also stated that he is hoping to reserve 25 winter coats for children from Bywood Elementary School. LW thanked everyone who supported various Trunk or Treats throughout the Township. MB stated that a smoke shop was approved for 69th Street but she believes that it should not have been. She would like to know what the next step should be, as it is clear that they violated the Ordinance. HT stated that they have spoken to the Solicitors who are working on it. BB asked if they need to have the Kilkenny Law Firm represent Council to go against the Zoning Board. HT replied that he hoped that it would not come to that point. Solicitor Richardson stated that they did look into it. She believes that the Ordinance is strong as it is 20% and 500 feet, which is considered reasonable. However, her understanding is that it did not meet those requirements and the records were requested. Council does have the right to put it on the next Agenda for it to be appealed.

New Business

Motion to hire a Special Solicitor for the purpose of conflict counsel when it comes to the CAO's office

Motion to approve: BA/MW

AH asked who the Special Counsel was. BB replied that there is none at this time. AH asked about the wording of the Motion and wanted to know if a person was being hired, or a position. BB stated that when it comes to the CAO's office, the Kilkenny Firm, in the past 6 to 9 months, has had a conflict when it comes to the investigation. He added that information has come forward that the CAO has handpicked six Council members to sue, and to pay for that law firm, he used taxpayer's money. AH stated that his understanding is that that lawsuit was taken by the Administration, which they do have a right to do. BB stated that the CAO is suing six Council people and is asking for damages. Discussion continued amongst Council members regarding the need to hire Special Counsel.

Solicitor Richardson clarified that the Kilkenny Firm does not have a conflict when it relates to the office of the CAO. She also read the order from Judge Angelos, dated August 30, 2022.

Solicitor Richardson stated that her office has consistently stated that in the Charter, there is no ability for Council to remove Mr. Rongione or any CAO under the Charter. It does allow specifically for the Mayor to remove any CAO with the approval of Council.

Council President Burke stated that Mr. Rongione hand-picked members of Council to sue and used taxpayers money to pay the law firm. BB asked what Solicitor Richardson's position was on the Mayor's approval of using taxpayer's money.

Solicitor Richardson stated that their firm does not take a position on that.

Solicitor Marsini stated that they have not had an opportunity to look at it and asked for the opportunity to give an opinion at the next meeting in writing.

Council President Burke asked Council to submit any engagement letters from other Solicitors that they would like to entertain for Conflict Counsel.

HT stated that he believes that this Motion is a violation of the Home Rule Charter and he will vote against it.

DB asked the Solicitor to read Section 803 F of the Home Rule Charter. (Personnel)

MW reiterated her previous statements for clarification. She stated that she never stated that Mr. Kilkenny stated that he had a conflict as to the office. He said that he had a conflict as to the removal of Mr. Rongione.

Therefore, MW stated that she believes that as long as Mr. Rongione remains in that office, there is a conflict for the entire office.

MW made a Motion to call the question. BA seconded.

BA requested a deadline for Council's recommendations for Special Counsel. Council President Burke stated that the deadline would be by noon on November 12, 2022. Recommendations could be sent to Council President, Vice President and Council Secretary.

Moved and seconded. A roll call vote was taken to stop the discussion. All in favor.

Council President Burke stated that the Motion is on the floor to hire a Special Solicitor for the purpose of Conflict Counsel when it comes to the CAO's office

Moved and seconded. A roll call vote was taken.

6 in favor, (BA, LF, MS, BB, MW, LW) 4 opposed, (DB, SS, MB, HT) 1 abstention (AH)

The Motion is approved.

LW stated that Archer Epler VFW and American Legion Post on Marshall Road is having a Veteran's Day celebration on November 11 at 7 p.m. All are welcome.

DB stated that on November 12 at 1 p.m., there will be a distribution of gloves, hats and socks at the 69th Street Terminal and she is asking Council members to participate.

MB stated that they are still working on the non-profits and hope to have the website up and running for people to apply within the next few weeks.

Adjournment

Motion to adjourn: HT/MB All in favor. The meeting adjourned at 9:17 p.m.

Respectfully submitted,

Alexis Cicchitti

Alexis Cicchitti

Chief Municipal Clerk

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

Upper Darby Township
Delaware County, Pennsylvania

RESOLUTION NO. 45-22

**A RESOLUTION AUTHORIZING APPLICATION TO THE GREENWAYS,
CONSERVE, ENHANCE, CONNECT OR PLANNING DESIGN GRANTS THROUGH
THE DELAWARE COUNTY GREEN WAYS GRANT PROGRAM TO FUND THE
CONSTRUCTION OF A SKATE PARK IN OBSERVATORY HILL PARK**

WHEREAS Delaware County has established the Delco Green Ways Grant Program to be utilized by the municipalities of Delaware County and

WHEREAS, The Delco Green Ways Conserve, enhance Connect or Planning and design grants may be used by the municipality for the improvement or acquisition of recreation land or planning services for such activities

WHEREAS, Upper Darby Township, desires to participate in the DELCO Green Ways Grant Program to fund the construction of a skate park in Observatory Hill Park

WHEREAS, Upper Darby Township will have available any and all funding needed to complete this Project.

NOW THEREFORE, BE IT RESOLVED THAT:

1. Township is hereby authorized to apply for, execute, and submit an application to The Delaware County Municipal Grant Program Assistance
2. Mayor Barbarann Keffer, or her designee, is authorized to execute all documents and agreements needed to facilitate and assist in obtaining the requested grant.
3. The Township is authorized to provide such assurances, certificates, application fees, and supplemental data or revised data that may be requested in connection with the application with the Delaware County Planning Department.

ADOPTED and RESOLVED this 2nd day of November, 2022

BY: 

BRIAN K. BURKE
PRESIDENT OF COUNCIL

ATTEST: 

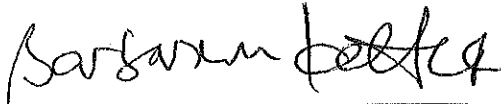
MICHELLE BILLUPS
SECRETARY OF COUNCIL

Resolution No. 45-22 is hereby approved this 2nd day of November, 2022

ATTEST:


ALEXIS CICHITTI
CHIEF MUNICIPAL CLERK

BY:



BARBARANN KEFFER
MAYOR

Upper Darby Township
Delaware County, Pennsylvania

RESOLUTION NO. 46-22

A RESOLUTION AUTHORIZING APPLICATION TO THE GREENWAYS, CONSERVE, ENHANCE, CONNECT OR PLANNING DESIGN GRANTS THROUGH THE DELAWARE COUNTY GREEN WAYS GRANT PROGRAM TO FUND THE CONSTRUCTION OF NEWTOWN SQUARE BRANCH SECTION 1 AND 2

WHEREAS, Delaware County has established the Delco Green Ways grant program to be utilized by the municipalities of Delaware County and

WHEREAS, The Delco Green Ways Conserve, enhance Connect or Planning and design grants may be used by the municipality for the improvement or acquisition of recreation land or planning services for such activities

WHEREAS, Upper Darby Township, desires to participate in the DELCO Green Ways Grant Program to fund the construction of Newtown Square Branch Sections 1 and 2


WHEREAS, Upper Darby Township will have available any and all funding needed to complete this project.

NOW THEREFORE, BE IT RESOLVED THAT:

1. Township is hereby authorized to apply for, execute, and submit an application to The Delaware County Grant Program Assistance
2. Mayor Barbarann Keffer, or her designee, is authorized to execute all documents and agreements needed to facilitate and assist in obtaining the requested grant.
3. The Township is authorized to provide such assurances, certificates, application fees, and supplemental data or revised data that may be requested in connection with the application with the Delaware County Planning Department.

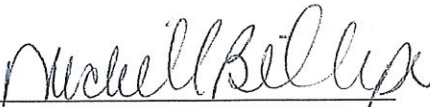
ADOPTED and RESOLVED this 2nd day of November, 2022

BY: _____



BRIAN K. BURKE
PRESIDENT OF COUNCIL

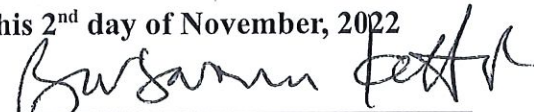
ATTEST: _____



MICHELLE BILLUPS
SECRETARY OF COUNCIL

Resolution No. 46-22 is hereby approved this 2nd day of November, 2022

BY: _____



BARBARANN KEFFER
MAYOR

ATTEST: _____



ALEXIS CICCCHITTI
CHIEF MUNICIPAL CLERK

**UPPER DARBY TOWNSHIP
DELAWARE COUNTY, PENNSYLVANIA**

ORDINANCE NO. 3126

AN ORDINANCE OF THE TOWNSHIP OF UPPER DARBY, DELAWARE COUNTY, PENNSYLVANIA, AMENDING CHAPTER 570-3 “VEHICLES AND TRAFFIC” TITLED “RESIDENTIAL PARKING PERMITS” TO ADD AND REMOVE STREETS TO THE PERMIT PROGRAM; PROVIDE FOR SUBSEQUENT STREETS TO BE ADDED AND REMOVED TO THE PROGRAM BY RESOLUTION; PROVIDING A SEVERABILITY CLAUSE; REPEALING ALL INCONSISTENT ORDINANCES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, in Ordinance 3114, Council created a Residential Parking Permit Program (“Permit Parking Program”) to reduce the parking strain in certain areas within the Township, such as the 69th street transportation center, around schools, college partnership sites, Delaware County Memorial Hospital, that attract commuters seeking parking in nearby areas which are predominantly residential in nature; and,

WHEREAS, Council also designated certain streets to be a part of the Permit Parking Program; and,

WHEREAS, Council now desires to remove streets from the program and add additional streets, and further desires that additional streets be added to the Permit Parking Program by Resolution; and,

NOW THEREFORE, be it **ENACTED AND ORDAINED** by the Council of Upper Darby Township, County of Delaware, Commonwealth of Pennsylvania and it is hereby **ENACTED AND ORDAINED** by the authority of the same:

SECTION 1. Amending Chapter 570-3, “Designation of Parking Permit Areas” of the Upper Darby Township Code of Ordinances to remove the 200 and 300 blocks of Wembly, 200 and 300 blocks of Bayard, Unit block of North Keystone, 500 block of Argyle, Unit block of Springton, and 200 block of LeCarra from the Permit Parking Program.

SECTION 2. Amending Chapter 570-3, “Designation of Parking Permit Areas” of the Upper Darby Township Code of Ordinances to add the 200 block of Shirley and the 100 block of Hampden from the Permit Parking Program.

SECTION 3. Streets shall be added and removed from the Permit Parking Program by Resolution.

SECTION 4. SEVERABILITY

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. REPEALER

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.

SECTION 6. EFFECTIVE DATE

This Ordinance shall take effect and be in force from and after its approval as required by the law.


ENACTED and ORDAINED this 2nd day of November, 2022.

BY: 
BRIAN K. BURKE
President of Council

ATTEST: 
MICHELLE BILLUPS
Secretary of Council

APPROVED this 2nd day of November, 2022

BY: 
BARBARANN KEFFER
Mayor

ATTEST: 
ALEXIS CICHITTI
Chief Municipal Clerk

**UPPER DARBY TOWNSHIP
DELAWARE COUNTY, PENNSYLVANIA**

RESOLUTION NO. 48-22

**A RESOLUTION DECLARING UPPER DARBY TOWNSHIP'S INTENT TO FOLLOW
THE SCHEDULES AND PROCEDURES FOR DISPOSITION OF RECORDS AS SET
FORTH IN THE MUNICIPAL RECORDS MANUAL AND PROVIDE FOR THE
DESTRUCTION OF CERTAIN PUBLIC RECORDS**

WHEREAS, recognition of the need for a workable local records management program in Pennsylvania led to the passage of the Municipal Records Act of 1968, and the creation of the Commonwealth's Local Government Records Committee;

WHEREAS, the Committee's responsibility is to develop records retention and disposition schedules for each municipal office;

WHEREAS, Municipal officers are authorized by the Municipal Records Act, 53 Pa.C.S. §1381 *et. seq.*, to dispose of records in accordance with schedules and guidelines that have been approved by the Committee;

WHEREAS, the Committee established a retention and disposition schedule for records of Pennsylvania municipal governments in the Municipal Records Manual created on December 16, 2008 (as amended July 23, 2009, March 28, 2019);

WHEREAS, the goal of the establishment of records disposition procedures for the use of the Township will help ensure the preservation of records of permanent value and encourage the destruction of nonessential records when appropriate; and

WHEREAS, Upper Darby Township (the "Township") intends to follow the schedules and procedures for the disposition of records as set forth in the Municipal Records Manual; and

WHEREAS, the Township desires to dispose of records according to statutory requirements; and

WHEREAS, in accordance with Act 428 of 1968, each individual act of disposition shall be approved by resolution of the governing body of the municipality;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of Upper Darby Township, Delaware County, Pennsylvania, in accordance with the above-cited Municipal Records manual, hereby authorizes the disposition of the following public records:

1. Administrative correspondence no longer of value prior to 2014. 4 boxes.
2. Residential building permits and rental license applications prior to 2016, 18 boxes.
3. Tax, trash and sewer bills prior to 2014, 3 boxes.

ADOPTED and **RESOLVED** by the Upper Darby Township Council this 2nd day of November, 2022.

BY: 
BRIAN BURKE
PRESIDENT OF COUNCIL

ATTEST: 
MICHELLE BILLUPS
SECRETARY OF COUNCIL

Resolution No. 48-22 is hereby approved this 2nd day of November, 2022

BY: 
BARBARANN KEFFER,
MAYOR

ATTEST: 
ALEXIS CICCITTI
CHIEF MUNICIPAL CLERK