

Council Meeting Minutes  
Upper Darby Township  
100 Garrett Road  
Upper Darby, PA 19082  
November 19, 2025 7:00 pm

**\*\*The video of this meeting can be viewed in its entirety on [youtube.com/upperdarby.org](https://youtube.com/upperdarby.org)\*\***

President Tunis opened the meeting and led the Pledge of Allegiance, followed by a moment of silence.

President Tunis asked the Council to approve moving the agenda item honoring the Upper Darby High School Marching Royals to before the Public Forum. Council approved.

President Tunis asked the Council to amend the agenda to add a Public Hearing for Ordinance No. 3192.

**Motion by MB, seconded by DB**

**Motion to Amend the Agenda to add a Public Hearing for Ordinance No. 3192**

LW stated that adding the public hearing would violate the Sunshine Act because the agenda posted on the website did not include it.

Solicitor Clarke clarified that the item had been properly advertised and was listed on the agenda, providing sufficient notice for anyone interested in the Ordinance. He further stated that amending the agenda to include the public hearing does not violate the Sunshine Act.

**8 in favor (MB, MM, HT, DB, BA, MS, Dblackwell, Mmcneely), 1 abstained (LW), 1 excused (MW).**

**Motion passes**

**Roll Call:**

Present: Michelle Billups (MB), Marion Minick (MM), Hafiz Tunis (HT), David Bantoe (DB), Brian Andruszko (BA), Laura Wentz (LW), Matt Silva (MS) via Zoom, Danyelle Blackwell (Dblackwell), and Myron McNeely (Mmcneely).

Excused: Meaghan Wagner (MW).

Also present: The Honorable Mayor Ed Brown, Chief Administrative Officer Crandall O. Jones, Solicitors Michael Clarke and Lauren Gallagher, Chief Municipal Clerk Kate Doggett, and Upper Darby Township police officers.

Mayor Brown recognized the Upper Darby High School Marching Royals for earning the USBands Pennsylvania State and National Championships. He acknowledged band director Doug Ballard, Principal Dr. Craig L. Parkinson, and the Upper Darby High School administrative team. He also recognized the parents for their support and dedication.

A commemorative plaque was presented to the Marching Royals, and photos were taken with the Mayor and Council.

### **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. Any person who attends the meeting and makes remarks, disrupts, or otherwise impedes the orderly conduct of the meeting after receiving a verbal warning may be required to leave the meeting at the discretion of the Council President.” Public Forum should not exceed thirty (30) minutes. If a resident chooses to ask questions, they are voluntarily giving up their time for a response. This means that the 3-minute timer will continue to run no matter who is speaking. The timer will be clearly displayed on the screen.

### **Public Forum**

Lee Jordan, 90 Pilgrim Lane, spoke regarding the Mozino property development and outlined her reasons for opposing the project. She requested improved communication between the Council and residents.

Terri McGrath of 5018 Sylvania Road spoke regarding the Mozino property development, outlining her reasons for opposing the project and stressing the importance of preserving open space.

Corretta Kinder, 7032 Clinton Road, expressed concerns regarding street cleaning, the availability of recreational activities, and a legal matter she is currently facing.

Joanne Nammavong inquired about the status of the 2024 audit, listed issues she sees with the agendas, and thanked the administration for the resolution waiving parking fees during meetings.

Michael Law, 308 S. Bishop Avenue, asked why he was asked about his political affiliation during an interview for the 2<sup>nd</sup> District Council position.

LW called a Point of Order, stating that asking a candidate for their political party during an interview is discrimination and a violation of the Administrative Code.

Olivia Taylor reported tires dumped in front of a building on 69th Street, noted damage to the Sears parking lot, and opposed a resident's request for the removal of signs regulating taxicab parking.

Timothy Smith, 818 Shadeland Avenue, asked why recycling had not been collected on his street during the past week, and the CAO explained.

John Vizzarri discussed the cement work permit for his property, which he sold, and two Right to Know Requests he submitted and appealed.

Connie Komm commented on a political group, including its members and policies.

Patricia Lyles expressed concern about safety due to people loitering on Long Lane and suggested forming a committee and serving as a block captain to help beautify the area.

Jean Kosha thanked the administration for increasing library funding, urging that additional increases be considered, and spoke about parking issues she experiences in her neighborhood. Jeannie Moberly discussed the effects of artificial lighting on people. Judy Duggan addressed communication issues related to the past week's trash collection problems and urged improved communication with residents. Steve Komm commented on a political group, including its members and policies.

### **The Honorable Mayor Ed Brown**

Mayor Brown invited Superintendent Bernhardt to give a safety briefing to the residents. Superintendent Bernhardt briefed residents on recent community safety issues, the police response and outcomes, and traffic enforcement results in the township. He noted that seven ICE incidents occurred, but no one is known to have been taken into custody. He added that crime, including violent crime, has decreased. MB thanked Superintendent Bernhardt for the safety update and for keeping everyone safe. Mayor Brown commended the Superintendent for his leadership and the entire police department for their work. DB thanked Superintendent Bernhardt. HT stated the Council is grateful to Superintendent Bernhardt for his leadership. Mayor Brown spoke about the upcoming Thanksgiving holiday and urged people to volunteer to help those in need. He thanked CAO Jones for leading a thorough and inclusive budget process and expressed appreciation to the Council for their input. He also discussed recent events he attended.

### **Approval of Minutes**

**Motion by Dblackwell, seconded by MB**

**Motion for Council to Approve the November 5, 2025, Committee Meeting Minutes**

LW asked why the Budget Hearing minutes are not on the agenda.

**All in favor**

**Motion passes.**

### **CPSM Fire and EMS Assessment Presentation**

CAO Jones stated that in late 2024, the Council approved this assessment, which will be made available to both the IAFF and volunteer associations.

Joe Pozzo gave a presentation on the key findings of CPSM's (Center for Public Safety Management) EMS and Fire Assessment in Upper Darby. The conclusions included Fire and EMS demand, community risk, and operational and financial recommendations.

HT thanked CPSM for the study and encouraged Council members to consider the investment and to evaluate the value of future studies.

LW stated that the PowerPoint in the packet is not the one presented and asked for an updated version. She inquired about the difference between BLS (Basic Life Support) and ALS (Advanced Life Support). She discussed the agreement with Darby for services.

DB inquired whether Upper Darby Township incurs expenses for providing services to Darby because it does not have a contract. Joe Pozzo explained mutual and automatic aid.

BA asked whether CPSM had researched the cost of purchasing fire stations from the volunteer company.

Dblackwell inquired about the findings of the misalignment between the Upper Darby Fire Chief's office and the volunteer companies.

MM asked whether the misalignment findings are unique to Upper Darby Township.

LW clarified that Upper Darby Township does not have a mutual aid agreement with Darby Township and stated the need for the township to enter into a contract with Darby Township.

She asked whether the East Lansdowne Fire Department had reached out to Upper Darby Township after its closure.

CAO Jones said that the Assistant Fire Chief position is proposed in the budget and that the study was conducted because the volunteer associations did not trust the prior study, which they believed did not adequately include them. All agreed to and participated in this study.

Mayor Brown thanked Mr. Pozzo and CPSM for the study.

**Resolution No. 37-25: Zoning Hearing Board Appointments**

**Motion by Mmcneely, seconded by DB**

**Motion to Approve Resolution No. 37-25, to reappoint Steve Bertil and appoint Alfonso Zamora to the Zoning Hearing Board.**

**All in favor**

**Motion passes.**

**Chief Administrative Officer, Crandall O. Jones**

**Resolution No: 38-25:** Authorize Application to the Pennsylvania Department of Community and Economic Development Local Share Account (LSA) Grant for Collenbrook Creek Gabion Retaining Wall Reconstruction Phase-II

**Motion by Dblackwell, seconded by BA**

**Motion to obtain a Local Share Account (LSA) Grant from the Pennsylvania Department of Community and Economic Development for the Collenbrook Creek Gabion Retaining Wall reconstruction project.**

**All in favor**

**Motion passes.**

**Ordinance No. 3192: Parking Lease Agreement with Blue Devil Realty, LLC**

**Motion by MB, seconded by**

**Motion to Open a Public Hearing on Ordinance No. 3192**

Resident John DeMasi objected to holding a Public Hearing, stating that it violated the Sunshine Act because it was not included on the agenda, and elaborated on his objection.

Solicitor Clark responded that it was not a violation of the Sunshine Act and elaborated on his position.

Judy Duggan stated her objection to holding a Public Hearing.

HT asked Solicitor Clarke for his guidance, to which he advised that it was not a Sunshine Act violation; however, Council could decide to move forward or table the Ordinance.

BA asked whether there was urgency on the part of Blue Devil Realty to pass the Ordinance, or whether it could be tabled until December.

President Tunis said the District 1 council member was not present, but he was fine with moving forward or tabling the Ordinance.

Mayor Brown asked about the ramifications of tabling the Ordinance until December.

Solicitor Gallagher reiterated that moving forward did not constitute a Sunshine Act violation.

**Motion by BA, seconded by LW**

**Motion to Table Ordinance No. 3192 : Parking Lease Agreement with Blue Devil Realty, LLC, until December 17, 2025.**

**Roll Call Vote: 7 in favor (MB, HT, BA, LW, MS, Dblackwell, Mmcneely), 2 opposed (MM, DB), 1 excused (MW).**

**Motion passes.**

**Resolution No. 40-25: Adopt the Budget for the 2026 Fiscal Year**

**Motion by MB, seconded by MM**

**Motion to Adopt the Budget for the 2026 Fiscal Year**

HT thanked the administration for providing detailed responses to his questions and followed up with the following: Can Council be provided with projected savings amounts for each of the health cost changes proposed, and can the L&I revenue forecast be provided once the fee corrections and policy changes are in place? He also inquired about the new benefits allocation system and the midpoint amount.

BA asked whether the Township anticipates using Fund Balance revenue or a TRAN loan. He said he appreciates the answers to his questions and supports the administration's goals; however, he believes the budget is not conservative enough and does not support passing this budget.

MB asked what measurable outcomes residents can expect from the budget's proposed spending and how the administration is improving efficiency and reducing duplication across departments. Councilor D. Blackwell inquired about which departments are experiencing budget increases and the factors driving them. She asked whether any fiscal year budget increases are tied to unfunded mandates or state-level policy changes. She further requested information on efforts to attract

businesses and expand the tax base and asked how the township plans to address any structural revenue gap, with or without raising property taxes.

LW spoke about the Deputy CAO position created under Mayor Barbara Keffer and expressed concern about township expenses and service cuts, including the calendar/newsletter, the proposed Upper Darby Township cable channel, and funding for the Shade Tree Commission. DB asked what non-tax revenue stream would be used to cover the increasing professional fees currently being incurred.

MM inquired about the vacant Director of Finance position, asking whether filling it would be a priority in 2026 and what qualifications or capabilities the individual would be expected to bring. Mmcneely asked about creating new jobs within the township that could generate additional revenue.

BA asked whether the school district plans to seek any EIT funds and whether there is a plan in place if they do.

LW stated that the Finance Director position is required by the Home Rule Charter and Administrative Code, and not having the position constitutes a violation. She asked whether the Small Business Hub is still planned.

Mayor Brown stated he supports the Shade Tree Commission, Tree Tenders, and the Environmental Advisory Board, and noted that aggressive efforts have been underway to fill the Finance Director position.

HT thanked CAO Jones for providing detailed responses to the questions posed.

**Roll Call Vote: 7 in favor (MB, MM, HT, DB, MS, Dblackwell, Mmcneely), 2 opposed (BA, LW), 1 excused (MW).**

**Motion passes.**

#### **Resolution No. 39-25: Waiving of Parking Fees**

**Motion by LW, seconded by Dblackwell**

**Motion to approve Resolution No. 39-25, waiving parking fees in the Township Hall Parking Lot after 5:00 PM on evenings when official public meetings are held.**

LW proposed amending the resolution to include the Shade Tree Commission and Environmental Advisory Committee meetings in the parking fee waiver.

**Motion by LW, seconded by MB**

**Motion to amend the resolution to include the Shade Tree Commission and Environmental Advisory Committee meetings in the parking fee waiver.**

**All in favor**

**Motion to Amend passes**

**Motion to approve Resolution No. 39-25, waiving parking fees in the Township Hall Parking Lot after 5:00 PM on evenings when official public meetings are held, with Amendment**

**All in favor**

**Motion passes.**

**President of Council, Hafiz Tunis, Jr.**

**Motion by MB, seconded by Dblackwell**

**Motion to approve and advertise the 2026 Council meeting schedule.**

**All in favor**

**Motion passes.**

**Nominations to Fill the 2nd District Council Vacancy.**

**Motion by LW, seconded by MB**

**Motion to Open Nominations for the 2nd District Council position.**

MM nominated Jonathan McMahon

No other nominations.

**Motion by LW, seconded by MB**

**Motion to Close Nominations for the 2nd District Council position.**

**A request for the Council to approve the Appointment of Jonathan McMahon as the 2nd District Council member.**

**All in favor**

**Motion by LW, seconded by Mmcneely**

**Motion to Approve Resolution No. 41-25, Appointing Jonathan McMahon as the 2nd District Council Member.**

**All in favor**

**Motion passes.**

**Solicitor**

No report

Mayor Brown thanked the Solicitors for their thorough and responsive guidance.

**Old Business**

LW thanked everyone who participated in Veterans' Day events.

**New Business**

BA asked about the weight restrictions for trash cans and what to expect going forward for cans that exceed the limit.

Blackwell announced that an indoor flea market will be held on 12/13/25 from 10:00 a.m. to 2:00 p.m. at Highland Elementary School, inviting community members to attend and vendors to participate.

LW announced that the Upper Darby Marine Corps League will be collecting toys and adopting families for the holidays and encouraged anyone needing assistance to reach out to them. She expressed concerns about trash can lids and wildlife.

Mayor Brown discussed the problems with trash cans and lids.

**Motion by Dblackwell, seconded by Mmcneely**

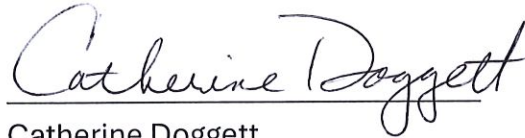
**Motion to Adjourn**

**All in favor**

**Motion passes**

Meeting adjourned at 10:15 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Catherine Doggett". The signature is written in black ink and is positioned above a horizontal line.

Catherine Doggett

Chief Municipal Clerk