

Council Committee Meeting Minutes  
Upper Darby Township  
100 Garrett Road  
Upper Darby, PA 19082  
December 3, 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.

**Roll Call:**

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

Also present: Chief Administrative Officer Crandall O. Jones, Solicitors Michael Clarke and Lauren Gallagher, Chief Municipal Clerk Kate Doggett, and Upper Darby Township Police Officers.

Excused: The Honorable Mayor Ed Brown.

**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**

Connie Komm discussed a political group and its members, policies, and practices.

Peggy Kowalski, Chair of the Environmental Advisory Committee, spoke in support of Resolution 42-25 and urged Council to approve the appointments.

Olivia Taylor asked whether the Township plans to remove the commercial vehicle parking restriction signs in response to a resident’s prior request.

Lee Jordan of 90 Pilgram Lane commented on the Pilgram Garden Civic Association’s 11/30/25 tree lighting event and thanked the Garrettford Fire Department, Upper Darby Police, and the Recreation Department for their assistance. She also expressed support for the appointments in

Resolution 42-25. She asked how to find the line-item details for Ordinance 3196, the transfer of unencumbered 2025 appropriations.

Bonnie Hallam of 4119 Woodland Avenue spoke in support of Resolution 42-25 and urged Council to approve the appointments. She announced that Tree Tenders of Upper Darby has trees and shrubs free of charge and is currently taking orders for spring planting.

Becky Duggan commented on the political affiliation within the Upper Darby Council. She commented on the importance of keeping open space and opposes the development of the Mozino tract.

Judy Duggan requested a copy of the budget and that the lease be included with Ordinance No. 3192.

Joanne Nammavong asked about the status of the audit and whether any fees remain due. She also stated that the ordinance reallocating funds from General Government should include more detail.

Richard A. Blye cited scripture and spoke about Mayor Brown's comments at a public event.

### **Approval of Minutes**

**Motion by LW, seconded by Dblackwell**

**Motion to Approve the November 5, 2025, and November 19, 2025, FY2026 Budget Public Hearing Minutes.**

**All in favor**

**Motion passes.**

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

No report.

### **Resolution No. 43-25: Planning Commission Appointment**

**Motion by Dblackwell, seconded by MB**

**Motion to Introduce Resolution No. 43-25 and Place on the next meeting agenda for a vote.**

**All in favor**

**Motion passes**

### **Resolution No. 42-25: Environmental Advisory Committee Appointments**

**Motion by LW, seconded by Dblackwell**

**Motion to Introduce Resolution No. 42-25 and Place on the next meeting agenda for a vote.**

**All in favor**

**Motion passes**

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

President Tunis announced that the next Council meeting will be held on 12/17/2025 and encouraged newly elected council members to reach out to their predecessors during this transition period.

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

**Resolution No. 31-25:** To approve the destruction of certain public records.

CAO Jones introduced Resolution No. 31-25

**Motion by Mmcneely, seconded by DB**

**Motion to Introduce Resolution No. 31-25 and Place on the next meeting agenda for a vote.**

MW asked where public records slated for destruction will be preserved and how they may be accessed if needed.

LW asked whether digital copies exist for records slated for destruction.

**Roll Call Vote: 9 in favor (MB, MM, HT, DB, JM, BA, MS, Dblackwell, Mmcneely), 2 opposed (MW, LW)**

**Motion passes**

**Resolution No. 44-25:** Authorizing Execution of the Master Equipment Lease Purchase Agreement for Fire Department Airpaks

CAO Jones introduced Resolution No. 44-25, which will authorize the execution of the Master Equipment Lease Purchase Agreement between Community First National Bank and Upper Darby Township.

**Motion by Dblackwell, seconded by MB**

**Motion to Introduce Resolution No. 44-25 and Place on the next meeting agenda for a vote.**

HT asked whether leasing rather than purchasing is a common practice among other municipalities and what benefits leasing offers over buying. He also asked where the funds will come from.

LW inquired about the payment schedule and total cost.

DB asked about the lease term.

MS asked if the township would own the devices at the end of the lease.

**All in favor**

**Motion passes**

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

CAO Jones requested Council to approve the re-introduction of Ordinance No. 3192, which was tabled to a date certain of December 17, 2025, with a public hearing and action scheduled for December 17, 2025, for the Council to approve the amendment to Chapter 520 of the Upper Darby Township Code of Ordinances to provide for the installation of electronic parking meters on property located at 4221 Ferne Boulevard, Drexel Hill pursuant to a parking lease agreement with Blue Devil Realty, LLC.

**Motion by Dblackwell, seconded by DB**

**Motion to Re-Introduce Ordinance No. 3192 and Place on the next meeting agenda for a public hearing and a vote.**

**Roll Call Vote: 11 in favor (MB, MM, MW, HT, DB, JM, BA, LW, MS, Dblackwell, Mmcneely), 0 opposed.**

**Motion passes**

**Ordinance No. 3195:** Amending the Fee Schedule for the 2026 Fiscal Year

CAO Jones requested that Council approve the introduction and advertisement of Ordinance No. 3195, with a public hearing and action scheduled for December 17, 2025, to amend Chapter 290 of the Upper Darby Township Code of Ordinances and to approve the Fee Schedule for the 2026 Fiscal Year.

**Motion by Mmcneely, seconded by MB**

**Motion to Introduce and Advertise Ordinance No. 3195 and Place on the next meeting agenda for a public hearing and a vote.**

LW noted that some previous fees are not listed in the fee schedule and asked for clarification on the abatement law.

**Roll Call Vote: 8 in favor (MB, MM, HT, DB, JM, MS, Dblackwell, Mmcneely), 3 opposed (MW, BA, LW).**

**Motion passes**

**Ordinance No. 3196:** Transfer of Unencumbered 2025 Appropriations

CAO Jones requested that Council approve the introduction and advertisement of Ordinance No. 3196, with a public hearing and action scheduled for December 17, 2025, to approve the Transfer of Unencumbered 2025 Appropriations.

**Motion by BA, seconded by MB**

**Motion to Introduce and Advertise Ordinance No. 3196 and Place on the next meeting agenda for a public hearing and a vote.**

MB asked for clarification regarding \$8.1 million in "General Government".

DB asked if this is a projection.

LW noted that the \$8.1 million is not from a single "General Government" line item and requested more detail on the specific line items within "General Government" from which funds are being transferred.

Diane Scutti provided additional details regarding the transferred funds.

Dblackwell asked for clarification about the amount of money within "General Government."

MW expressed appreciation for Diane Scutti's work and addressed CAO Jones about transparency.

**Roll Call Vote: 9 in favor (MB, MM, HT, DB, JM, BA, MS, Dblackwell, Mmcneely), 2 opposed (MW, LW).**

**Motion passes**

**Solicitor**

Solicitor Clarke announced that the appeal period for the Earned Income Tax Ordinance has expired, and no challenges were filed; therefore, the ordinance is valid and enforceable in the township. Solicitor Clarke also stated that asking a council seat candidate about their political affiliation does not violate the administrative code, which would only apply to employees.

**Old Business**

HT asked if the Acting Finance Director may sign the Fire Department lease agreement in Resolution No. 44-25.

LW asked whether the signatures on the Resolution No. 44-25 lease agreement can be made by the officeholder rather than by a specific individual.

MW thanked everyone for their support and understanding during her recent medical issues, expressed regret at not being present, and stated she expects to attend the next meeting.

**New Business**

BA requested that the administration provide a list of streets and their scheduled leaf pickup dates.

LW thanked everyone who contributed to local non-profits supporting those in need.

DB thanked Solicitor Clarke for clarifying the law on asking for a candidate’s political affiliation and noted that he was not the one who asked.

Dblackwell announced a flea market at Highland Park Elementary School on 12/13/25 from 12:00–2:00, as well as another event at Upper Darby High School, and encouraged residents to support the township by shopping locally.

**Motion by MB, seconded by DB**

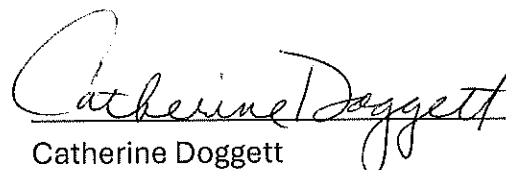
**Motion to Adjourn**

**All in favor**

**Motion passes**

**The meeting adjourned at 8:23 PM**

Respectfully submitted,



Catherine Doggett  
Chief Municipal Clerk