

ATGLEN BOROUGH COUNCIL

BUSINESS MEETING

MONDAY, JUNE 1, 2020

President Palmer called the meeting of the Atglen Borough Council to order on Monday, June 1, 2020 at 7:15 pm, live stream, Zoom video conferencing platform. The meeting started late due to a technical issue. The meeting place change was posted in the Daily Local newspaper, on the Borough's website, and on the front door at Borough Hall. The Borough is in a State of Emergency due to COVID-19.

The following members were present:

Charles H. Palmer Jr.	Joshua Glick	George Stewart
Melissa McClay	Brian Hahn	Mayor Darren Hodorovich

FY 2019 AUDIT PRESENTATION BY BOROUGH AUDITOR – Tim Sawyer, from the auditing firm Barbacane Thorton, summarized the 2019 audit. He stated there were no findings. Mr. Sawyer responded to questions.

COMMUNITY DAY UPDATE – Lillian Thompson said the planning of the 8th Annual Community Day is underway. The date is September 19. The Committee recognizes the event can only move forward if we are in the green phase of reopening. Some traditional activities have been cancelled due to COVID-19. This year the focus is on having people come out, practice social distancing, mingle, enjoy the music, check out the car show, and have a bite to eat. The fundraising component is being put on hold for this year. The Community Day Committee will make the decision to hold the event by August 1.

The Committee is seeking support from the Borough on road closures and sponsoring the music and entertainment. A motion was made by Glick/Hahn to contribute \$ 1800 to the following events – Music by Matt Holub \$ 450, Animal or Reptile Show \$ 500, Mystery Circus Arts \$ 450, Porta Potties \$ 200, COVID-19 Safety Items such as signage and sanitizer \$ 200. All members were in agreement.

A motion was made by Hahn/McClay to close the same local roads as last year – Ridge Avenue from Main Street to Norwood Street and a portion of Chester Street. All members were in agreement.

REFINANCE SEWER LOAN, PFM PRESENTATION – Jamie Schlesinger explained there may be an opportunity to save \$ 80,000 by refinancing the 2016 Sewer Loan. The payback period would remain at its current position of 15 years. There is no cost to the Borough for PFM services should the Borough not accept the bank quote. A motion was made by Glick/Hahn to direct

PFM to obtain bank quotes. All members were in agreement. Mr. Schlesinger will report back to Council at the July meeting.

PUBLIC COMMENTS

Emily Reid, Glen Run Drive, asked if voting is tomorrow at the Penningtonville Presbyterian Church. The answer was yes.

COUNCIL ACTION ITEMS

Extend COVID-19 Emergency Declaration, Resolution # 616-20 – The current Emergency Declaration expires later this month. There was a discussion on establishing an ending date for the extension. Glick/Hahn made a motion to approve this Resolution with an ending date or revisit no later than August 5, 2020. All members were in agreement.

May 4 2020 Council minutes, Treasurer's Report, Bills of Approval, Department and Advisory Reports – Motion to approve made by Palmer/McClay. All members were in agreement.

COUNCIL DISCUSSION ITEMS

Vacancy on Park and Recreation Commission – Ms. Andrews said there are two vacancies. Ellen Brown expressed an interest in serving. Ms. Brown introduced herself to Council. Hahn/McClay made a motion to appoint Ellen Brown to the Park and Recreation Commission with her term expiring on December 31, 2020. All members were in agreement.

MetLife/Brighthouse Financial 457 (b) Plan - Ms. Andrews said the plan documents have to be amended again before the end of the year to remain in compliance with the IRS. Due to the plan expenses, due to the minimal level of employee participation, due to inadequate records and information from MetLife/Brighthouse, and due to other retirement savings opportunities Ms. Andrews recommended this plan be terminated. There is no cost to the Borough for plan termination. MetLife/Brighthouse will work directly with the participants on closing their accounts. Ms. Andrews asked Council to authorize her as the administrator on the account. It currently reads P. Gail Murphy. A motion was made by Glick/McClay to terminate the plan and designate Caren Andrews as the administrator. All members were in agreement.

Fraud Protection – In March the Borough had fraud on one of our bank accounts. Quick action was taken by members of Council and the Manager to prevent a financial loss. Ms. Andrews heard other municipalities experienced similar fraud actions. Ms. Andrews examined adding bank fraud protection via Fulton Bank and an insurance product via PIRMA. After comparing the products, benefits, and costs a motion was made by Hahn/Glick to add \$ 500,000 crime coverage to our insurance policy at a current annual cost of \$ 1000. All members were in agreement.

COVID-19, Entering Yellow Phase, In Person Public Meetings and Borough Hall Operations – Council agreed to hold in person public meetings starting in July. Visitors will be restricted to the Borough Hall vestibule. Staff will interact with the public through the glass door.

High Grass Violators – Ms. Andrews said we are down to one high grass issue. She explained the Borough can move to cut the grass and invoice the property owner.

Announcements:

- Bulk Trash Collection Resumes June 3
- Applewood/Chetty Development – PA DEP Application Package for the Water Booster Station Mailed on May 21

PARK AND RECREATION COMMISSION, UPDATE – Emily Reid discussed last month’s meeting. The Commission met by Zoom.

MASTER PARK STUDY COMMITTEE, UPDATE – Darren Hodorovich reviewed the draft concept plans for the four park parcels prepared by SALT Design. The next phase is to conduct a second public meeting. Mr. Hahn had questions about the type of ball fields and the type of playgrounds. Mr. Palmer asked about volleyball and tennis courts.

VISITORS COMMENTS – There were no comments.

MAYOR’S COMMENTS - Mayor Hodorovich said the Atglen real estate market is strong. He spoke to Joe Zimmerman about attracting new small businesses. The Mayor is interested in serving in a volunteer capacity as the new business liaison. The High School Senior Caravan is scheduled for this Friday. The Mayor met with Dwayne Walton at The Point. They are working together with other Mayors on addressing the issues of racial equality.

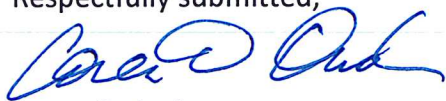
JUNIOR COUNCILPERSON COMMENTS – Sydney Burkhardt said the school year is over. A Light Up the Night event was held. Graduation is scheduled for July 31 with prom the next day.

COUNCIL MEMBER COMMENTS – Charlie Palmer asked if the Borough staff is posting information on the Borough Hall outdoor bulletin board. Ms. Andrews said sometimes. It is not easy to view from the sidewalk.

ADJOURNMENT

Motion to adjourn made by Glick /Hahn. Meeting adjourned at 9:00 pm.

Respectfully submitted,



Caren D. Andrews

Borough Manager/Secretary