

## ATGLEN BOROUGH COUNCIL

### BUSINESS MEETING

MONDAY, NOVEMBER 4, 2019

President Palmer called the meeting of the Atglen Borough Council to order on Monday, November 4, 2019 at 7:00 pm in the Borough Hall. The following members were present:

Charles Palmer Jr.	Brian Hahn	Denim Kurtzhals (arrived at 7:01 pm)
Melissa McClay	Josh Glick	Mayor George Stewart

Councilman Denim Kurtzhals arrived at 7:01 pm before the Police Report was given.

**POLICE REPORT** – Officer Mains read aloud the October police activity report and discussed the trunk or treat event.

**PUBLIC WORKS MANAGER REPORT** – Bryan Umble summarized the Water and Sewer report. Mr. Umble said he is wrapping up the new truck project and will be placing an order for a Year 2020 truck with New Holland Ford. The water main break last month at Israel Mill Road and 752 Valley Avenue was the result of inaccurate mapping. The map had the water main in the roadway, not in the grass. Leaf collection is underway.

### PUBLIC COMMENTS

Michele Neckermann, Ashley Wright, and Leo Scaccia presented the Year 2020 budget request for the Christiana Community Ambulance Association (CCAA). They discussed the number of calls, insurance reimbursements, the collection changes, their community involvement, the membership drive, paid workforce, and operating expenses. Council said later in the agenda under the 2020 Budget they will discuss the Borough's contribution to CCAA

### COUNCIL ACTION ITEMS

Approve the Deed of Dedication from B.K. Campbell Inc. for Willow Lane, Hunt Manor, Resolution # 604-19 – Motion to approve made by Hahn/Glick. Ms. Andrews said the Resolution incorporates the Final Subdivision Plan. Note 20 of the Plan provides for no parking on either side of Willow Lane. All members were in agreement.

Approve the Dedication of Water and Sanitary Sewer Lines and Deeds of Dedication from B.K. Campbell Inc. for Sanitary Sewer Easements, Hunt Manor, Resolution # 605-19 – Motion to approve made by Kurtzhals/McClay. A discussion was held about the Lowman parcel and the recently installed tie-in stub to the public water and public sewer system. Ms. Andrews said the Lowmans are not interested in connecting to the public water and sewer systems. She needs to review the past Council minutes and Planning Commission minutes. All members were in agreement to approve the Resolution.

Approve the Payment of Invoice # 5 to Fidelity Contracting LLC, in the Amount of \$ 69,418.87 for the Well #4 Nitrate Removal System and Ridge Avenue Water Main Project Subject to the Approval of Chester County Department of Community Development - Motion to approve made by Kurtzhals/Hahn. Mr. Palmer asked if the County grant payment has been received. Ms. Andrews said the payment is expected tomorrow. If Council approves this payment Ms. Andrews will hold the Borough's check until she confirms the County deposit. All members were in agreement.

Approve the Time Extension Change Order, Change Order # 2, Project: Well #4 Nitrate Removal System and Ridge Avenue Water Main Replacement Subject to the Executed Document from the Contractor and Borough Engineer– Motion to approve made by Kurtzhals/Glick. Ms. Andrews said the extension is until November 30. The remaining items are the construction punchlist and staff training. All members were in agreement.

Approve the 2019 CRP Grant Contract and Authorize the Council President to Execute the Documents – Motion to approve made by Hahn/Kurtzhals. The Borough received a \$ 300,000 Chester County grant to fund and install security features at the Church Road Water Plant and West End Pump Station. All members were in agreement.

Declare the Water Leak Repair at 752 Valley Avenue and Costs Associated with Said Repair to be an Emergency as Defined by Act 99 of 2018, Resolution # 602-19 – Motion to approve made by McClay/Glick. All members were in agreement.

Advertise the 2020 Budget and Tax Millage Ordinance – Ms. Andrews reviewed the proposed budget. There is no change in the real estate millage rate, sewer fee, and water fee. The trash fee is adjusted upward due to the increased costs in the new trash and recycling contract. Ms. Andrews reviewed the contributions to the ambulance, fire company, and library. Adjustments were made in the contributions. Motion to approve made by Hahn/Kurtzhals. All members were in agreement.

Update the Sewer, Trash, and Water Services Quarterly Fee Schedule, Resolution 603-19 – Motion to approve made by Hahn/Kurtzhals. The Resolution as presented calls for a \$ 9 per quarter trash fee increase, a \$ 5 increase in the delinquent posting fee, a \$ 10 increase in the work hours disconnection charge, and a new disconnection fee for after work hours. A discussion was held. Council decided to raise the trash fee to \$ 10 per quarter and keep it at this rate for 3 years. The proposed after work hours disconnection fee is to be deleted. A vote was called for the revised fees. All members were in agreement with the revised fees.

October 7, 2019 Council Minutes, Bills of Approval, Treasurer's Report, Department and Advisory Reports - Motion to approve made by Palmer/ Kurtzhals. All members were in agreement.

### **COUNCIL DISCUSSION ITEMS**

Applewood-Chetty Development - Revised engineering plans have been submitted and are being reviewed by the Borough's Engineers. The Solicitor is working on the legal documents. Mr. Chetty has asked for a special meeting with Borough Council to be held November 25 or November 26. Council said they will try to meet with Mr. Chetty only if he has satisfied the issues of the Borough Engineers and Borough Solicitor.

Zoning Language Changes Update - Ms. Andrews reviewed with Council the draft language changes for fencing and the times for outdoor dining. Council discussed music for outdoor dining and agreed to permit during the times of outdoor dining. Kevin Myers, the County Urban Planner, is developing an errata sheet with additional suggested changes.

Phone, Internet Service, and Technology, Borough Hall, Update - We are ready to move the internet and fax line to Comcast. The landline phones will be transferred to a voice over ip system with a regional vendor. The final phase of the technology upgrade is to replace the computer server and update the accounting, budgeting, and utilities software.

PMRS Pension Plans - PMRS is revising our documents to comply with the Internal Revenue Service (IRS) Code. The employer contribution for the Cash Benefit (CB) plan is not IRS compliant because it is too low for one employee. PMRS said the typical municipal contribution rate is 5%. Council favored the 5% contribution. To attain 5% for all CB employees the percentage needs to increase by 1%. The contribution formula will be amended to read \$ 625 per quarter plus 2.5% of the employee's wages per employee.

### **PARK AND RECREATION COMMISSION, UPDATE**

Denim Kurtzhals reviewed the 5k walk/run and the upcoming plans for the holiday lighting contest. The Commission is working on next year's events. Mr. Kurtzhals said there will be a vacancy with Sandy Hodorovich finishing her term on December 31.

### **MANAGER'S COMMENTS**

Ms. Andrews said the graffiti on the Route 41 underpass off of Swan Road has been removed. A resident offered to paint a mural. Council is concerned the mural will be vandalized. Council said to leave as is.

Ms. Andrews discussed the current practice of no hunting on Borough owned parcels. She said hunters were spotted on the Church Road Water Plant property. Ms. Andrews asked Council if they want to continue the no hunting policy. Council said yes.

Ms. Andrews said last week there were lots of questions about rescheduling Halloween trick or treat due to the inclement weather forecast. The Borough did not postpone trick or treat. Council said this is a decision for the Atglen families to address, not the Borough.

Ms. Andrews read aloud her report and responded to questions.

**VISITORS COMMENTS** – There were no comments.

**MAYOR'S COMMENTS** - – There were no comments.

**COUNCIL MEMBER COMMENTS** – Mr. Palmer provided an update on the COG.

**ADJOURNMENT**

Motion to adjourn made by Glick/Kurtzhals. Meeting adjourned at 9:48 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Caren D. Andrews', written in a cursive style.

Caren D. Andrews  
Borough Manager/Secretary