

ATGLEN BOROUGH COUNCIL

BUSINESS MEETING

MONDAY, FEBRUARY 3, 2020

President Palmer called the meeting of the Atglen Borough Council to order on Monday, February 3, 2020 at 7:00 pm in the Borough Hall. The following members were present.

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

POLICE REPORT – Officer Smith read aloud the January police activity report.

PUBLIC WORKS MANAGER REPORT

Bryan Umble announced the new Ford F350 truck with an adjustable snow plow is being delivered tomorrow. Repairs are being done on the leaf collector and yellow dump truck. The 1960 fire hydrant on Ridge Avenue at Stauffer Drive was leaking and was replaced. Bryan explained the web-based emergency communication system recently installed at PMPS and WEPS.

Erik Lofgren asked for an update on the Applewood development. He was told we have not heard from Chetty in a couple of months.

CHRISTIANA FIRE COMPANY, UPDATE

Erik Logfren summarized the 2019 Christiana Fire Company activity. They placed a high priority on training. Sixteen volunteers received Firefighter 1 certifications. Fund drive notices have been mailed.

Erin Metzler asked about the number of calls in Atglen Borough. Mr. Lofgren said it was a typical year with 20 to 30 calls.

ALLI ZIMMERMAN, COFFEE AND FOOD TRAILER

Alli Zimmerman explained her coffee trailer proposal. Ms. Zimmerman handed out literature with photos of the trailer and a summary of her business model. She has been in touch with the Zoning Officer. She asked Council if she could use the Borough Hall parking lot. Council liked the idea and told her to draft a legal agreement addressing terms, use, location, liability coverage, and the like. The Zoning Officer will have to review and approve the zoning. The Borough Solicitor will have to review and recommend approval of the agreement. Council took no action.

DI-ATGLEN ALLEY WIZARD FAIRE

Erin Metzler provided a summary of activities. The Di-Atglen Alley Wizard Faire is on Saturday, July 25, 10 am to 5 pm. They are planning for 2,000 attendees with lots of free activities and more free stage events. Ms. Metzler asked for the 100 block of Main Street and the 100 block of E Main Street to be closed. She asked for the use of Borough Hall and the Borough Hall parking lot. Everyone agreed. Ms. Metzler requested a \$ 1,250 donation. Glick/Hahn made a motion to contribute \$ 1,250 payable directly to the event vendors with the condition the childrens' activities are free. Ms. Metzler agreed. The motion carried 4 to 0.

PUBLIC COMMENTS

Emily Reid, Glen Run Drive said this past Sunday there was a Penningtonville HOA meeting. Questions about police services were posed. Ms. Andrews responded. The Christiana police shifts are more varied than in the past.

Joe Zimmerman, Valley Avenue had a question about the Park and Recreation Community survey. He asked for the Borough to revisit the deed for the Borough Hall parcel. He said there may have been an error back in Year 2007. Mr. Zimmerman is not certain, but the subdivision plan is guiding him to believe part of the Borough lot is his. Ms. Andrews will address.

COUNCIL ACTION ITEMS

Appointment to the Position of Council, Resolution # 611-20 – George Stewart and Ricky Turner submitted letters of interest. Motion to appoint George Stewart and approve Resolution # 611-20 was made by Hahn/McClay. The vote was as follows: Yes – Hahn, Palmer, McClay No – Glick. The motion carried to appoint George Stewart to Council and approve Resolution # 611-20. Mr. Stewart will complete the paperwork and get sworn in at a future date.

Ratify the Appointment of Peggy Kellar to the Park and Recreation Commission, Resolution # 612-20 – Motion to approve made by Hahn/Glick. All members were in agreement.

Amend the Non-Uniformed Pension Plan Administered by Pennsylvania Municipal Retirement System, Ordinance # 613-20 – Motion to approve made by Hahn/Glick. All members were in agreement.

January 6, 2020 Council Minutes, December Treasurer's Report, Bills of Approval, Department and Advisory Reports – Motion to approve made by Palmer/Hahn. All members were in agreement.

COUNCIL DISCUSSION ITEMS

CDBG or CRP Grant, Potential Projects – A discussion was held on pursuing grant funding for some of the revitalization projects listed in the Borough’s Comprehensive Plan. It was agreed to file a CRP grant application for the completion of the Ridge Avenue water line replacement from High Street to Israel Mill Road. For the CDBG application Council favors the reconstruction and paving of Tee Alley and Mifflin Street. Ms. Andrews said we may need to consult with an engineering firm that specializes in CDBG funding and asked for permission to hire said firm. Council said yes.

Treasurer’s Surety Bond – Ms. Andrews said the value of the surety bond has remained at \$ 100,000 for at least the last nine years. Our fiscal health has improved dramatically. Council reviewed the quote received from the insurance broker. It was agreed to increase the limit to \$ 1 million and revisit in the Fall as part of the budget process.

Retiring Office Equipment and Miscellaneous Items – Ms. Andrews said the Borough Hall, first and second floors, have loads of obsolete and retired office equipment, technology, and furniture. Ms. Andrews read aloud the list and recommended disposal. Paper files is not on the list. Council agreed.

Office Technology – The last phase of the upgrade project is the file server, Manager’s computer, and financial and utility software. Funds are in the budget. We are moving to a hosted environment for financial and utility software.

Ken Umble, Valley Avenue Parcel, Harvest Season 2021, Lease \$ 750 - Glick/Hahn made the motion to approve. All members were in agreement.

Water Disconnections, Delinquent Utility Accounts – Ms. Andrews reviewed the process for collections on delinquent utility accounts.

Zoning Language Changes, Update – Ms. Andrews presented a memo on suggested language changes for front yard fences and wall heights, fences and walls that impact alley properties, shed sizes, and outdoor dining. Ms. Andrews said there are unresolved issues with the outdoor dining; and, it is not ready for Planning Commission review. The Zoning Officer supports the proposed language changes for the fence and wall heights, fences and walls that impact alleys, and shed sizes. It was agreed to forward to the Planning Commission the memo minus the outdoor dining.

Council Member Appointment to Master Parks Study Committee – George Stewart agreed to serve on the Master Parks Study Committee.

Refugee Resettlement - Chester County has asked the municipalities to decide if they will accept refugee resettlements per President Trump's Executive Order 13888. More information is needed before Council can make a decision.

MANAGER'S COMMENTS

Ms. Andrews announced the Park and Recreation Community Survey is circulating on-line with the last day to respond being February 5. So far, the consultant has received 157 responses.

The stormwater management system at 710 Valley Avenue is not working per the approved plan. The Borough Engineer and Solicitor are working with the builder and property owners.

Bids for the security features at the West End Pump Station and Church Road Water Plant will be opened on February 26.

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

VISITORS COMMENTS

Kayla Hancock, Ridge Avenue thanked Council for responding to her concerns about fences and alleys.

George Stewart, Lower Valley Road thanked Council for the purchase of the new Ford truck and snow plow.

JUNIOR COUNCILPERSON'S COMMENTS

Sydney Burkhardt discussed the college application process. Ms. Burkhardt said this afternoon she participated along with one other teenager in a park and recreation interview with SALT Design Studio.

MAYOR'S COMMENTS

Mayor Hodorovich discussed his attendance at the Christiana Ambulance banquet, his presentation to Cub Scout Pak 20, and his Facebook page. He gave an update on the Little Library Take a Book Give a Book project, reestablishing a community parade, native tree initiative, and the gateway signs.

COUNCIL MEMBER COMMENTS

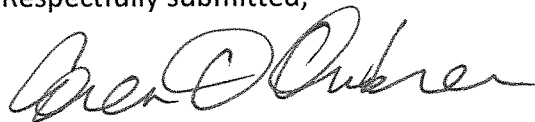
Mr. Glick congratulated George Stewart on his Council appointment.

Mr. Palmer gave an update on the recent Western Chester County Council of Government meeting. He offered to host a meeting here in Atglen Borough.

ADJOURNMENT

Motion to adjourn made by Hahn/Glick. Meeting adjourned at 9:10 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Caren D. Andrews". The signature is fluid and cursive, with the first name "Caren" being the most prominent.

Caren D. Andrews

Borough Manager/Secretary