

ATGLEN BOROUGH COUNCIL

BUSINESS MEETING

MONDAY, OCTOBER 2, 2017

President Charles Palmer Jr. called the meeting of the Atglen Borough Council to order on Monday, October 2, 2017 at 7:00 pm in the Borough Hall. The following members were present:

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| Charles Palmer Jr. | Denim Kurtzhals | James Chapman |
| Josh Glick | Brian Hahn | Mayor Brian Wenzka |

SWEAR IN JUNIOR COUNCIL PERSON KRISTEN REECE

Mayor Wenzka swore in Kristen Reece to the position of Junior Council Person.

ANNOUNCEMENT OF EXECUTIVE SESSION

President Palmer announced there will be an Executive Session at the end of the agenda to discuss personnel.

PUBLIC COMMENTS - There were none.

COUNCIL ACTION ITEMS

Master Agreement for Utility Casting Adjustments with PennDot, Resolution # 555-17 – Ms. Andrews explained this agreement allows the Borough to piggyback on PennDot’s contract for repairing the Borough owned sewer manholes and water boxes when PennDot is performing road maintenance on State highways. Motion to approve made by Glick/Chapman. All members were in agreement.

September 11, 2017 Council Minutes, Bills of Approval, Department and Advisory Reports - Motion to approve made by Chapman/Hahn. All members were in agreement.

COUNCIL DISCUSSION ITEMS

Band for the Open-Air Market, October 21 Event – Ms. Andrews said the Park and Recreation Commission members are requesting the Classic Rock band, Exit Strategy, perform at the last market of the season. The cost is \$ 200. The vendor fees cover the expense. Motion to approve made by Hahn/Kurtzhals. All members were in agreement.

Park and Recreation Commission Meeting

Mr. Kurtzhals summarized the September meeting. The Park and Recreation Commission are recommending the formation of an Open-Air Market subcommittee. The holiday tree lighting event will occur the Saturday after Thanksgiving. The Committee is discussing pocket park designs.

Mr. Palmer spoke about the community walking tours occurring in Chester County. He asked if this may be of interest to the Borough. The County Planning Commission has a staff member that works on historic walking tours.

Ms. Andrews said the insurance proceeds from the Main Street pocket park fire, which occurred in Year 2015, were deposited in the Capital Fund. The Borough Council can utilize this money as start-up funds to pay for a park planner or other recreation purpose.

Planning Commission Meeting

Mr. Chapman said at the September 27 meeting the planners reviewed the Dolan-Mowday Revised Final Subdivision Plan dated July 21, 2017. This is a 2 lot subdivision that was previously approved in Year 1999 with deferments. The revised plan removes the deferments and instead calls for waivers from the Borough's Subdivision and Land Development Ordinance Section 602.M and Section 602.N. The waivers remove the installation of curbing and sidewalks along Valley Avenue and Charles Street. The Planning Commission unanimously approved the revised plan including the waivers from Section 602.M and Section 602.N subject to the favorable review of the Borough Engineer.

Borough Council held a discussion about the next step in the process for the Dolan-Mowday Revised Final Subdivision Plan. It was agreed to wait for input from the Borough Engineer and the Chester County Planning Commission.

Dolan Request to Waive Preliminary Subdivision Plan Basic Filing Fee for the Dolan and Mowday Revised Final Subdivision – Ms. Andrews said Mrs. Dolan paid the Final Plan Subdivision basic filing fee instead of the Preliminary Plan basic filing fee as defined in the Borough's Fee Schedule. Ms. Andrews brought this to the attention of Mrs. Dolan's attorney. Mrs. Dolan's attorney submitted a letter dated September 14 requesting a waiver of the Preliminary Subdivision basic filing fee. Chapman/Hahn made a motion to approve the fee waiver and accept the Final Plan basic filing fee as payment in full because the Revised Subdivision Plan is a Final Plan only submission and it calls for a minor modification to the approved Year 1999 Final Subdivision Plan. All members were in agreement.

Ridge Avenue Water Line Replacement, Chester County CRP Grant

Ms. Andrews said the Borough Engineer is working on the cost estimates for road improvements. She hopes to have this information by the November Council meeting.

2018 Budget, Trash Contract

Ms. Andrews said the Borough will be entering Year 4 of a 5 year contract. Years 1 to 3 experienced no fee changes. Year 4 has a 2.7% increase which is effective January 1st. This converts to a \$ 1 per month per household increase. John Walters asked if the size of the recycling toter can be larger and possibly reduce the size of the household waste container. Ms. Andrews said this can be included in the next contract request for proposal. Council discussed payment options. The decision was made to increase the household trash fee by \$ 1 per month.

2018 Budget, Capital Needs

Ms. Andrews said she spoke to the staff and developed a list of capital needs. She read aloud the summary.

MANAGER'S COMMENTS

Ms. Andrews announced the staff will perform the Fall maintenance task of flushing the water lines. This will occur on October 10 with a rain date of October 12. Leaf collection starts on October 30.

The thank you letter received from the Community Day Committee was read aloud. The event was well attended and generated over \$ 13,000. The proceeds will be given back to community organizations.

The Code Officer and staff reviewed the concerns expressed last month about a rental property. This property was registered in the rental use and occupancy program. The Borough sent a letter to the owner and will do follow-up now that the dwelling is occupied.

Ms. Andrews read aloud the Manager's report and responded to questions.

VISITORS COMMENTS

John Walters, Norwood Street, announced Robert Ashby passed away suddenly earlier in the day. Mr. Ashby was involved with the community and was a former Atglen Fire Company volunteer fireman.

Geoff Burkhart said he is working with the County on developing a tabletop emergency management exercise for Atglen Borough to occur in November or December.

JUNIOR COUNCILPERSON'S COMMENTS

Ms. Reece thanked Council for the appointment.

MAYOR'S COMMENTS

Mayor Wenzka announced he will not seek re-election. He has recently changed careers and will not have the time to dedicate to the Mayor position starting next year. Mayor Wenzka will

remain a Borough resident and plans on continuing to serve on the Comprehensive Plan Task Force and the Park and Recreation Commission.

COUNCIL MEMBER COMMENTS

Mr. Hahn thanked the Public Works staff and Borough Manager for their assistance at the Community Day event.

Mr. Kurtzhals thanked Joe Toner for donating the flag pole that was recently installed at Borough Hall. The flag pole comes from the former Atglen Fire House property. He also thanked the staff for their efforts in making the connection and renovating the flag pole.

Mayor Wenzka said the Atglen Public Library received the endorsement from the Chester County Library System to relocate to 121 W. Main Street.

EXECUTIVE SESSION

President Palmer announced the Council is going into Executive Session at 8:40 pm. At 9:25 pm the Council reconvened.

ADJOURNMENT

President Palmer called for a motion. Motion to adjourn made by Kurtzhals/Glick. Meeting adjourned at 9:25 pm.

Respectfully submitted,

Caren D. Andrews
Borough Manager/Secretary