

**ATGLEN BOROUGH COUNCIL**

**BUSINESS MEETING**

**MONDAY, APRIL 3, 2023**

President Palmer called the meeting of the Atglen Borough Council to order on Monday, April 3, 2023 at 7:00 pm in the Borough Hall. The following members were present:

Charles H. Palmer Jr.    Joshua Glick    George Stewart  
Melissa McClay    Brian Hahn    Mayor Darren Hodorovich (late arrival, 7:40 PM)

President Palmer announced some of the agenda items that involve the Mayor will be delayed to later in the meeting when the Mayor arrives.

**PUBLIC WORKS MANAGER REPORT** – Bryan Umble summarized the monthly water and sewer report. He gave an update on Well #1 and the Turbine Pump #1. The annual water report was submitted to PA DEP. The six months, daily SWIP testing of the Big Mackie spring begins on April 1. The Applewood booster station high flow fire pump will be tested in May when we do the hydrant flushing line maintenance. The staff removed another dead tree from downtown and are looking at two others.

Mr. Umble asked if we can discuss oil/tar and chip and road resurfacing and move these items up in the agenda order. Mr. Palmer said yes.

Oil/Tar and Chip – The project calls for doing all of Chester Street and the 300 and 400 blocks of Ridge Avenue. Quotes were received from two contractors. A third contractor was asked to bid and said he was not interested. Mr. Umble reviewed the low quote, Martin Paving Inc. He recommended a double seal coat, will adjust the project where needed to keep the cost under \$22,499. Motion to proceed with Martin Paving Inc., not to exceed \$ 22,499, and use ARPA funds to pay for this project was made by Glick/Stewart. All members were in agreement, 5 to 0.

Resurface Roads – The requested traffic studies are in the Council packet. A staff member prepared a document summarizing the number of businesses and dwellings that feed directly into the project roads. Council asked to have Hanover Engineering cost out the proposed improvements.

**JUNIOR COUNCIL PERSON’S REPORT** – Emmerson Ware read aloud her report. Octorara Area School District has partnered with the Parkesburg Point to address some student behavior issues. There was a choral and band concert last week. The National Honor Society is exploring the start-up of a tutoring program. Spring sports is underway. Ms. Ware summarized the West Fallowfield Christian School events.

## **PUBLIC COMMENTS**

Zach Hall announced a family member is being recognized in Hershey for her involvement in the Future Business Leaders of America.

**APPROVE MINUTES, MARCH 6, 2023** - Motion to approve made by Hahn/ McClay. All members were in agreement, 5 to 0.

**APPROVE BILLS LIST AND TREASURER'S REPORT** - Motion to approve made by Palmer/ Glick. All members were in agreement, 5 to 0.

## **OLD BUSINESS**

Borough Hall Park Update – Ms. Andrews said the invitation to bid is posted on-line with bids due on April 15. Council will review the bid results at the May 1 public meeting. Ms. Andrews completed the building and zoning permit application and submitted it to the Building Code Official.

Ms. Palmer asked if she can provide the Atglen Public Library, Update now. The Library proclamation can be presented later in the agenda when the Mayor arrives. Everyone agreed.

**ATGLEN PUBLIC LIBRARY, UPDATE** – Diane Palmer invited Council to the Chester County Library Legislative Update on April 21. She thanked Council for their support of the DiAtglen Alley Wizard Faire and shared with Council some literature. Ms. Andrews thanked Robbyn Kehoe for hosting the Zoning Code Taskforce Committee meetings at the Atglen Public Library.

Mr. Palmer continued with the agenda items under Old Business.

Name the Borough Hall Park – Twenty eight entries were received. Council held a discussion. Audience members were asked to participate. A motion was made by Glick/Stewart to name the park the Atglen Borough Hall Park. All members were in agreement, 5 to 0.

Christiana Police, Hourly Rate/Coverage Requirement, as Defined in the March 20, 2023 Revised Letter from Christiana Borough – Motion to approve made by Hahn /Stewart. Ms. Andrews summarized the changes that address the minimum coverage calculations, weather related cancellations, and Christiana staff challenges. All members were in agreement, 5 to 0.

Darren Hodorovich entered the meeting room at 7:40 pm. President Palmer asked for Mayor Hodorovich to read aloud the proclamation.

**NATIONAL LIBRARY WEEK PROCLAMATION** - Mayor Hodorovich read aloud the National Library Week proclamation and thanked the library for their services to the community.

Atglen Borough's Stormwater Management Ordinance, Ordinance # 671-23 – Ms. Andrews provided a brief summary. At the February 6 Council meeting Hanover Engineering, the Borough Engineer, highlighted the changes. The Solicitor reviewed the Ordinance and said it is ready for Council action. Mr. Palmer asked for public comment. There were no public comments. Mr. Palmer asked for Council comments. There were no comments. Mr. Palmer asked for a motion. Motion to approve made by Hahn/Stewart. All members were in agreement, 5 to 0.

Chester Community Revitalization Program, Project: Church Street-Tee Alley Stormwater Management System Relocation Project, Resolution # 672-23 - Motion to approve made by Stewart/Hahn. Ms. Andrews reviewed the grant proposal. It will impact the 300 block of Church Street and both blocks of Tee Alley. The water line on Church Street will be upgraded. A MS4 inlet box filter system is planned. The project value is approximately \$420,000. Our local contribution match requirement is 15%. All members were in agreement, 5 to 0.

2023 Swag Contest and T-shirts, Associated Costs, Mayor's Program – Mayor Hodorovich shared with Council the promotional literature for the swag logo contest. Mayor Hodorovich asked to order 50 t-shirts, price not to exceed \$ 500. The t-shirts will be sold to the community. Motion to approve made by Hahn/McClay. There was a discussion on the process for selecting the winning entry. It was agreed Council will follow last year's practice where they review the entries at a public meeting and vote. All members were in agreement to purchase the t-shirts per the motion, 5 to 0.

2022 Swag T-shirts – Thirty shirts out of 100 shirts are remaining. We are close to breaking even on the cost. The Borough did a recent social media blast to try to sell a few more shirts. There was a discussion on what to do if there are leftover shirts. Motion was made by Glick/McClay to give the shirts away, locally, such as to the library for prizes, to Community Day for prizes, as part of the giveaway for the Mayor's new resident program, and if shirts remain donate them to LaMancha Animal Rescue to be reused as dog toys. All members were in agreement, 5 to 0.

Native Red Bud Trees, Associated Costs, Mayor's Program - Mayor Hodorovich said the native red bud trees are not in stock. Instead he suggested we move to a shrub, run the event this Spring, approximate cost for the shrubs is \$ 300, with a net \$ 0 impact because the shrubs will be sold to the residents. Motion to approve was made by Stewart/Hahn. All members were in agreement, 5 to 0.

Veterans/Military Banners- Ms. Andrews said Mr. Mickel has identified Ridge Avenue, approximately 30 utility poles, as a viable location for the next round of banners. Mr. Mickel is working with PP&L to see if we can install the larger banners. The staff has completed Stage 1 of the PP&L permit application. We are waiting for the agreement to sign. The costs for the smaller banners, banner hardware, photographer, and rental equipment have been obtained.

**PUBLIC COMMENTS** – No comments.

### **NEW BUSINESS**

Applewood Homes LLC Letter of Credit, Certificate of Completion- Reduction # 15 in the Amount of \$163,701.91 and Authorize the Council President to Execute Said Document - Motion to approve made by Stewart/McClay. All members were in agreement, 5 to 0.

Stormwater Management Fees - Ms. Andrews said the fees have not been reviewed since the original adoption in Year 2014. It is on her to-do list.

Park and Recreation Commission Vacancies – Now, we have two vacancies with Dave Bones recently resigning. No one has expressed an interest in serving. Ms. Andrews said the Commission is re-writing the by-laws which may impact the number of members.

Utilities Infrastructure, Temporary Council Committee – Ms. Andrews was approached by Bobbi Maser, the Christiana Borough Manager, with a request to have the two municipalities meet to discuss utilities infrastructure. Ms. Andrews suggested it be done at a committee level. Ms. Maser agreed. Ms. Andrews asked for two Council member volunteers. Josh Glick and Brian Hahn volunteered to serve.

**MANAGER’S COMMENTS** – Ms. Andrews read aloud her monthly report and responded to questions. The Applewood developer filed today with PA DEP a conditional Certificate of Construction, Operations application for the booster water station. The auditor will do a presentation of the 2022 Audit at the May 1 Council meeting.

**MAYOR’S COMMENTS** – Mayor Hodorovich thanked Council for their support. The Mayor spoke on the accomplishments of the Atglen boy scout troop, the upcoming Homecoming Parade Committee meeting, the set-up of an Atglen Borough table at the Octorara Area School District OAS Best event, and the recent Swan Road clean-up activity done by the cub scouts/boy scouts.

### **COUNCIL MEMBER COMMENTS**

George Stewart said the Christiana Community Ambulance Association (CCAA) March report is in the Council packet. The CCAA membership drive results are similar to last year. CCAA will be performing a clean-up event around their complex later this Spring. Ms. Andrews said for next month she is inserting on the Council agenda the topic ambulance contributions.

Mr. Hahn asked if the Borough Hall sign was being upgraded as part of the Borough Hall Park project. Ms. Andrews said no. There was a discussion about removing the existing Borough Hall sign and replacing it with a digital sign. Council was interested in going forward and obtaining quotes.

There was a discussion about the recruitment and training of EMTs and Police Officers.

**PUBLIC COMMENTS** – No comments

**ADJOURNMENT** – Hahn/Glick made a motion to adjourn the meeting at 9:02 pm. All members were in agreement.

Respectfully submitted,



Caren D. Andrews

Borough Manager/Secretary