

**ATGLEN BOROUGH COUNCIL**

**BUSINESS MEETING**

**MONDAY, AUGUST 7, 2023**

President Palmer called the meeting of the Atglen Borough Council to order on Monday, August 7, 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

**POLICE REPORT** – Officer Moore read aloud the July report.

**BUILDING CODE OFFICIAL REPORT** – Craig Kologie, Castle Valley Consultants, provided an update. Castle Valley Consultants was acquired by Arro Consulting Inc. in June 2023. Due to a retirement there is a new Code Officer assigned to the Borough. The Zoning Task Force meetings are going well. A building permit for the Applewood model home is expected to be issued within the next week. Mr. Kologie is working on the hair salon renovations for the former library space, 413 Valley Avenue. Discussions have been held with the landowner at 205 Main Street.

**PUBLIC COMMENTS**

Diane Palmer, Atglen Public Library, spoke about the fundraiser author event, the technology grant, free museum passes, and Senator Muth’s representative at the library every 3<sup>rd</sup> Friday of the month. She thanked the Borough for their financial support.

Michael Rudisill, trustee at Penningtonville Presbyterian Church, said they have a trash issue in the park. They will be adding a trash can and want to make arrangements for trash pickup. Ms. Andrews asked Mr. Rudisill to call her to work out the details.

**APPROVE MINUTES, JULY 3, 2023** - Motion to approve made by Palmer/Hahn. All members were in agreement, 5 to 0.

**APPROVE BILLS LIST AND THE JUNE AND JULY TREASURER’S REPORT** - Motion to approve made by Palmer/Glick. The motion carried 5 to 0 .

**OLD BUSINESS**

Road Resurfacing Project – The bid manual is complete. The base bid is Steelville Mill Road patches and the 500 and 600 block of Mifflin Street. Alternates are Jones Street and the 100 block of Church Street. Ms. Andrews expressed concern about bidding late in the paving season and attracting quality contractors. She asked if we should move this to Year 2024, with

the bid opening in late Winter. Council said to proceed now with the bid invitation and extend the completion date to May 1, 2024. If that is not feasible set the completion date to the end of this year's paving season.

Submit the Request to DCNR for Additional Grant Funding to Construct the Borough Hall Park and Have the Council President Execute Said Request. Ms. Andrews said the Borough can request supplemental funding from PA DCNR. Glick/ Hahn made a motion to approve processing the request. The motion carried 5 to 0. Ms. Andrews said the County has no additional funding in this grant round.

Approve Filing Up to 25 PP&L Pole Permit Applications for Engineering Analysis for the 30" x 72" Military Banners with Associated Costs – PP&L provided some of the key analysis criteria. The Ridge Avenue and High Street poles were reviewed by the staff utilizing the PP&L criteria. Some of the poles were eliminated. Mr. Mickel is in the process of identifying more utility poles. PP&L recommends we submit all pole applications at the same time, not piecemeal. The inspection cost per pole is approximately \$ 75. Hahn/Stewart made a motion to apply for up to 25 pole permits. The motion carried 5 to 0 .

September 16 Walk/Run Event, Route, Planning Needs, and Associated Costs – Mayor Hodorovich and Sandy Hodorovich are the hosts for the event. Ms. Andrews read aloud the Mayor's report and requested a motion as follows: Accept the route, give away the Swag t-shirts to the participants, and provide funding up to \$ 50 for water and fruit. Glick/Stewart made the motion. The motion carried 5 to 0.

BLS and ALS Agencies, Borough Contribution – Ms. Andrews said a contribution to the emergency medical service agencies are included in this year's budget. She asked for Council to define the 2023 contribution by agency. A lengthy discussion was held. Josh Glick motioned as follows: \$4000 to Keystone Valley, \$ 4000 to Christiana Community Ambulance Association (CCAA), and \$10,000 to Westwood EMS. There was no second.

John Sly, President of Westwood, spoke on the 1/4 mill ask, who they serve as the primary ALS agency, and asked the first call municipalities which includes Atglen Borough to recognize they pay for availability. Going forward Westwood is preparing an agreement that will define their services and cost to the municipalities.

Hahn/Glick made a motion to contribute to Westwood EMS for ALS services 1/4 mill, approximately \$ 12,300. The motion carried 5 to 0.

Glick/Hahn made a motion to contribute for BLS services \$ 4000 to CCAA, \$ 4000 to Keystone Valley, and \$ 1500 to Westwood EMS. The motion carried 4 to 0 with 1 abstention. Mr. Stewart abstained from voting because he is a CCAA Board member.

John Sly thanked the Council.

**PUBLIC COMMENTS** – No comments.

**NEW BUSINESS**

Octorara Soccer Club, Church Street Park, Temporary Lighting Ask – Kent Metzler, Octorara Soccer Club (OSC), introduced the ask. The soccer program is expanding. Two teams share the Church Street fields. Practice is from 6 pm to 7:30 pm. In late September to November daylight is limited. They are asking to add to the fields temporary tower lights, powered by diesel generators. The lights will shine in the direction of the fields and Route 41. The lights will be secured to prevent vandalism. Motion made by Glick/Hahn to approve the request subject to the following: OSC adds the lights to their insurance policy; OSC is responsible to address any vandalism issue; if a neighbor complains try to resolve the issue, if not successful the Borough may ask OSC to remove the lights; the lights are for September to November; and, the lights must turn off by 8 pm. The motion carried 5 to 0.

Atglen Borough Hall Park, Kompan, Playground Equipment Change Order 1, Cost: \$ 0 – This is for a sliding board transfer platform. Motion made by Stewart/Hahn The motion carried 5 to 0.

Discussion/Consideration of the April 1 to October 31, 2023 Monthly Surcharge, Tanks Lawn Care . Last year Tanks Lawn Care asked for a season surcharge due to inflation; and, the request was granted. Tank said he would revisit in Year 2023. That he has done. Tank is requesting a grass cutting season surcharge, same financial ask as last year, which was \$ 180 per month; \$ 1260 for the cutting season. Stewart/Hahn made a motion to approve the season surcharge as defined. Mr. Palmer suggester \$ 200 per month. The motion carried at the \$ 180 per month, \$ 1260 total, 4 to 1 with Mr. Palmer voting no.

Discussion on Preparing the Design and Bid Package for Tee Alley-Church Street Stormwater and Road Improvements, Chester County CRP Grant Award, \$ 420,700. Ms. Andrews announced the grant award. She said if you proceed now with the engineering you can rollout this project for bid in the Spring of 2024. Hahn/Glick motioned to proceed with the design and bid package preparation now. There was a discussion on the impact of the equipment rental business to the new road surface at Tee Alley. Ms. Andrews said the engineer will be designing a more robust paving specification to address this need. The motion carried 5 to 0.

2024 Budget – Council agreed to review the budget as a Council of the whole, no Budget Committee. Ms. Andrews will move the planning process up by one month to allow for better dialog in September and October. There was a capital budget discussion.

**MANAGER’S COMMENTS**

Ms. Andrews read aloud her report and responded to questions. The Public Works Manager’s report is in the Council packet. Ms. Andrews announced the following: The September Council meeting is moved to September 11 due to the Labor Day holiday;

Christiana Kids Experience Camp is being held August 25 to 26; Keep the sidewalks and curbs clear of trash, weeds, overgrown shrubbery, and low hanging tree branches.

**COUNCIL MEMBER COMMENTS** – George Stewart thanked the Council on behalf of CCAA for their contribution.

**PUBLIC COMMENTS** – No comments.

**ADJOURNMENT** – Hahn/Glick made a motion to adjourn the meeting at 9:08 pm. All members were in agreement.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Caren D. Andrews". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Caren D. Andrews

Borough Manager/Secretary