

ATGLEN BOROUGH COUNCIL

BUSINESS MEETING

MONDAY, DECEMBER 9, 2024

President Palmer called the meeting of the Atglen Borough Council to order on Monday, December 9, 2024 at 7:00 pm in the Borough Hall. The following members were present:

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

PLEDGE OF ALLEGIANCE AND ROLL CALL

President Palmer led the pledge of allegiance and took roll call.

POLICE DEPARTMENT REPORT – Sergeant Al Manning reviewed the November police report. Ms. Andrews thanked the police department for their assistance with the road graffiti.

JUNIOR COUNCILPERSON REPORT – Kennason Ware was unable to be in attendance this evening. Ms. Ware did prepare a report. Mayor Hodorovich read aloud her report. For the Octorara Area School District, activities are Winter band concerts, holiday parades, and career day. The high school Winter sports have started. For West Fallowfield Christian School, this month's activities are a band concert and parades.

PUBLIC COMMENTS

John Sly, Westwood EMS, read aloud the November report. There were 5 calls in Atglen. Year to date there were 41 calls. A funding discussion was held.

Diane Palmer, Atglen Public Library, provided an update. The library wrapped up the guitar auction fundraiser today. Summer activities are being planned this Summer to be held in the Borough Hall Park.

APPROVE NOVEMBER 4, 2024 MINUTES - Motion to approve made by Glick/Hall. All members were in agreement, 5 to 0.

APPROVE BILLS OF APPROVAL AND NOVEMBER 2024 TREASURER'S REPORT – Motion to approve made by Palmer/McClay. All members were in agreement with Mr. Hahn abstaining from voting on the one invoice for Cristi Hahn, his wife.

OLD BUSINESS

Adopt 2025 Budget – Mr. Palmer read the following statement:

The Pennsylvania Borough Code requires that Borough Council adopt an annual budget by motion of Council. The budget is an annual estimate of revenues and expenditures for the ensuing year, and, under current circumstances, provides for expenditures to persons or organizations with whom individual Council Members or their family members are associated, as follows:

The proposed budget provides for a contribution to the Atglen Public Library. Diane Palmer, spouse of Borough Council President Charles Palmer, is the President of the Library. Borough Council Member Melissa McClay is also a Board Member and serves as Treasurer to the Atglen Public Library.

Cristi Hahn, spouse of Borough Council Member Brian Hahn, is a full-time employee of Atglen Borough, and, as such, the proposed budget provides for compensation to Mrs. Hahn.

If Charles Palmer, Melissa McClay, and Brian Hahn all abstain from voting on the budget, the legally required vote of approval of the budget would be unattainable. Therefore, the foregoing disclosures made herein are submitted to the Borough Manager for recording in the minutes and a motion for adoption of the budget may be made and voted upon by the full Borough Council in accordance with the Pennsylvania Ethics Act.

Motion to approve the 2025 Budget made by Glick/Hall. The vote was as follows: Palmer, Glick, McClay, and Hall – yes; Hahn abstained due to a family conflict. The motion carried 4 to 0 with 1 abstention.

Adopt the Year 2025 Tax Levy Resolution # 695-24, 6.50 mills – Motion to approve made by Hahn/McClay. The motion carried 5 to 0.

Revise the Agreement Between Parkesburg Borough and Atglen Borough for Police Services, Subject: Total Annual Hours - Ms. Andrews said the 2025 Budget calls for more police coverage and hours. The Police Agreement needs to be amended. In order to revise the Agreement the Solicitor must recommend the modifications and the President or Vice President of each Council must approve. Council directed the Manager to have the Solicitor revise the Agreement and have it ready for the January meeting.

Chesco CRP Grant Project – Earlier in the year the Borough applied for a PennDot ARLE grant for downtown crosswalks. The Borough Engineer prepared a probable construction cost opinion. Unfortunately the ARLE grant was not approved. Ms. Andrews is recommending Council

consider this as our CRP project for the next grant round which should be in Spring 2025. Ms. Andrews recommends the number of crosswalks be expanded to cover many of the intersections on Main Street, some on E Main Street. For Main Street the project scope would begin at the Lower Valley Road/Ridge Avenue intersection and go north to Liberty Street. Ms. Andrews made two other suggestions as follows: One, include lighting under the Main Street Amtrak underpass with sidewalk improvements in this area, if needed. Two, explore the installation of traffic calming bump outs in the 100 block of Main Street. Council was receptive. Ms. Andrew said she will update the Urban Center Improvement Inventory (Revitalization Plan) and discuss with the Borough Engineer.

NEW BUSINESS

Committee and Professional Services Reappointments – Joan Vick’s term on the Park and Recreation Commission concludes at the end of this month. Ms. Vick is not interested in renewing her term. Jen Grossman’s term on the Park and Recreation Commission ends on December 31. Lennie Brown’s term on the Zoning Hearing Board concludes in February 2025. Council instructed Ms. Andrews to reach out to Ms. Grossman and Mr. Brown and ask if they will renew their terms. Council said to proceed with the current professional team for Year 2025 and asked her to put this on the January 2025 agenda.

Year End Invoice Processing – Ms. Andrews recommends the fast tracking of December invoices to reflect payment in this year’s financial records. The Borough maintains a cash basis system of accounting with the fiscal year closing on December 31. Council was in support.

MANAGER’S COMMENTS – Ms. Andrews read the following announcements: Leaf collection ended today. Santa arrives in Atglen on the Christiana Fire Truck on December 13. The Winter Wonderland Holiday Lighting and Decoration Contest is underway. Due to Christmas Day and New Years Day falling on Wednesdays trash pick-up will be moved to Thursday of said week.

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

There was an Applewood development discussion. Ryan Homes is wrapping up the pulling of building permits for Phase 1. Phase 1 consists of 37 single family lots.

MAYOR’S COMMENTS – Mayor Hodorovich said Boy Scout Troop 20 is selling wreaths and gift baskets. All went well with the Veteran’s Day event. He thanked Dwight Weaver. Boy Scout Troop 20 will be picking up Christmas trees for proper disposal. The Mayor thanked Penningtonville Presbyterian Church for their community tree lighting event.

COUNCIL MEMBER COMMENTS – There were no comments.

PUBLIC COMMENTS – There were no comments.

ADJOURNMENT – Hahn/McClay made a motion to adjourn the meeting at 7:52 pm. All members were in agreement, 5 to 0.

Respectfully submitted,



Caren D. Andrews
Borough Manager/Secretary