

ATGLEN BOROUGH COUNCIL

BUSINESS MEETING

MONDAY, JULY 3, 2023

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

Charles H. Palmer Jr.
Melissa McClay

Joshua Glick

George Stewart
Mayor Darren Hodorovich

POLICE REPORT – Officer Mains presented the June 2023 police report and responded to questions.

PUBLIC COMMENTS

Diane Palmer spoke on behalf of the Atglen Public Library. She gave an update on the summer programs for children, teens, and adults. Mrs. Palmer announced the Library Board decided to make this year’s DiAtglen Alley Wizard Faire the final year for the event.

APPROVE MINUTES, JUNE 5, 2023 - Motion to approve made by Glick/McClay. All members were in agreement, 4 to 0.

APPROVE BILLS LIST AND THE MAY TREASURER’S REPORT - Motion to approve made by Palmer/Stewart. The motion carried 4 to 0 .

OLD BUSINESS

Borough Hall Park, Award Construction Bid- Ms. Andrews announced three bids were received on June 28. The base bids were between \$864,864 and \$1,018,407. Salt Design and Becker Engineering recommended awarding to ThinkGreen LLC, low bidder, base bid \$864,864, Alternate Add 1 \$7,500, Alternate Add 2 \$9,900, conditional upon the Borough’s professionals receiving and approving the original bid documents. Ms. Andrews discussed the 2023 Budget, the original probable construction cost estimate dated December 2020, and the need to use the Fund Balance/cash reserves. The Borough may be eligible for supplemental PA DCNR grant funding. Council asked Ms. Andrews to pursue the additional funding.

Motion to conditionally award the base bid, alternate add 1, and alternate add 2 to ThinkGreen LLC subject to the Borough’s professionals receiving and approving the original bid documents made by Glick/Stewart. All members were in agreement, 4 to 0.

BLS and ALS Agencies, Borough Contribution – John Sly, President, Westwood EMS, handed out the January to June 2023 service calls report. There were twenty-three Atglen calls. Mr. Sly

spoke on his inability to get a cost sharing arrangement with Christiana Community Ambulance Association (CCAA). George Stewart provided the CCAA update on this topic. Mrs. Sly said the ALS crews are inundated with calls.

Ms. Andrews read a few facts she garnered from the CCAA service reports and budgets. Mr. Sly will get to Ms. Andrews the Westwood EMS financial data. Council asked to add this topic to next month's agenda.

New Website and Associated Costs – Ms. Andrews said she sought quotes from three local firms. Two responded. After reviewing the differences Ms. Andrews recommended we proceed with CompNet.

Motion to proceed with CompNet made by Glick/ McClay. All members were in agreement, 4 to 0. CompNet is offering a 24 month payment installment plan for development costs. The 2023 Budget has the funds allocated for this project. Council said to pay in full this year.

Borough Hall Sign – Ms. Andrews suggested this project be put on hold until we wrap up the Borough Hall Park project and confirm fiscal resources are available. Everyone agreed.

PUBLIC COMMENTS - No comments.

NEW BUSINESS

Appointment of Tax Collector, Resolution #675-23 – Ms. Andrews announced Mike Imms resigned effective June 20. Two residents, Bill Kuhn and Jennifer Turner, expressed interest in the position. A discussion was held. Motion made by Glick/Palmer to appoint Jennifer Turner and do so by Resolution. All members were in agreement, 4 to 0.

Christiana Police Officers Serving Atglen Borough, Resolution # 676-23 – Ms. Andrews said a new officer, Amy Lenahan, has been added to the roster. Motion to approve made by McClay/Glick. All members were in agreement, 4 to 0.

September 16 Walk/Run Event, Route, Planning Needs, T-shirt's, and Associated Costs - Mayor Hodorovich asked to table this until next month.

MANAGER'S COMMENTS

Ms. Andrews reviewed the summary report outlining our first full year of Invoice Cloud, the on-line utility billing and payment platform. Ms. Andrews read aloud her report and responded to questions.

MAYOR'S COMMENTS – Mayor Hodorovich said he will have a congratulations and best wishes gathering for Second Lieutenant McKayla Mickel, on July 20, 7 pm , at Borough Hall. All are

welcome to join him. The Mayor met with the resident interested in opening up a microbrewery in the Borough. There was a discussion about how to address unruly visitors interacting with the staff in Borough Hall.

COUNCIL MEMBER COMMENTS –

Mr. Glick asked for an update on the delivery of the new Ford F550 truck. Ms. Andrews will check and report back to Council.

PUBLIC COMMENTS – No comments.

ADJOURNMENT – Palmer/Glick made a motion to adjourn the meeting at 8:30 pm. All members were in agreement.

Respectfully submitted,



Caren D. Andrews
Borough Manager/Secretary