

**ATGLEN BOROUGH COUNCIL**

**BUSINESS MEETING**

**MONDAY, JUNE 6, 2022**

President Palmer called the meeting of the Atglen Borough Council to order on Monday, June 6, 2022 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

**BOROUGH HALL PARK, UPDATE** – Rob Hallman, Becker Engineering, and Steve Buck, SALT Design, summarized the status of the park design. Mr. Hallman pointed out the PAWC easement and explained the conflicts. Mr. Hallman discussed PennDot’s requirements for relocating the Valley Avenue driveway if we make improvements to that area. Mr. Hallman discussed eliminating one access drive, either on Main Street or Valley Avenue, which will add more green space and opportunity in the park design. Mr. Buck discussed shifting some park elements including the proposed playground location. Everyone stepped outside for a tour of the Borough Hall parcel.

While we were outside, we cheered the graduating Octorara Area High School seniors who were passing through on the senior caravan.

Council came back in the Borough Hall building and held a discussion. Council asked to see concept plans for removing one drive, plans showing the access on Valley Avenue and another concept plan showing the access on Main Street. Council wants more information on removing the drive through canopy and supports consulting with a structural engineer and/or architect. There was a discussion on preserving the canopy trees. There was a discussion about parking and the number of parking spaces.

**POLICE REPORT** – Officer Moore and Chief Finrock were present. Officer Moore read the May police report and responded to questions.

**PUBLIC WORKS MANAGER REPORT** – Bryan Umble provided the report. He read aloud the monthly Water and Sewer statistics. PA DEP performed a site inspection at the Wastewater Treatment Plant and found everything was in compliance. A recent lightning strike damaged the pump motor at Well #1. The pump motor was replaced. Work was completed on the Israel Mill stormwater basin and the swale system located next to 308 Israel Mill Road. The Council Infrastructure Subcommittee met. They supported doing a physical rehabilitation of Well #3– hydrofracking and brushing- and investigating reactivating the springs. The contractor has been hired for the Well # 3 physical rehabilitation.

## **PUBLIC COMMENTS –**

Mike Imms, Newport Circle, spoke about the future Chester Valley Trail West Extension. Ms. Andrews provided an update.

## **COUNCIL ACTION ITEMS**

The Borough Hall Park action item was stricken from this part of the agenda. No action is needed.

Approve the Applewood Homes LLC Letter of Credit, Certificate of Completion- Reduction # 9 in the Amount of \$ 351,746.65 and Authorize the Council President to Execute Said Document – Motion to approve made by Hahn/Stewart. All members were in agreement, 5 to 0.

Approve the Applewood Homes LLC Letter of Credit, Certificate of Completion- Reduction # 10 in the Amount of \$ 191,928.69 and Authorize the Council President to Execute Said Document – Motion to approve made by Hahn/ Stewart. All members were in agreement, 5 to 0.

Declare the Borough’s Intent to Follow the Schedules and Procedures for Disposition of Records Per the Local Government Records Committee Municipal Records Manual Approved On December 16, 2008 and Amended on March 28, 2019, Resolution # 653-22 – Motion to approve made by Glick / McClay. Ms. Andrews said the last time the Borough disposed of records was in Year 2009. The State Municipal Records Manual was updated in Year 2018. Borough Council has to adopt a Resolution following the current State Manual. This Resolution meets that requirement. All members were in agreement, 5 to 0 .

Dispose of Municipal Records as Defined in Exhibit A, Dated June 6, 2022, Resolution # 654-22 – Motion to approve made by Glick / McClay. Ms. Andrews said this is a phased project. Tonight is Phase 1 consisting of approximately thirty boxes of paper records some dating prior to 1999. In Phase 2 we will examine the documents in the vault and staff’s file cabinets. Ms. Andrews read aloud an example of some of the documents proposed in this Resolution to be destroyed. If Council approves this Resolution the staff will obtain shredding quotes and move forward to properly dispose of the documents. All members were in agreement, 5 to 0.

Animal Control Services, WCCCOG Questionnaire – Josh Mellinger, President of the WCCCOG, explained the proposal. It involves regionalizing within the WCCCOG area and bringing this service under the control of said municipalities. Two animal control officers would be hired. A shelter would be constructed. The program cost is estimated at \$ 100,000 to \$ 200,000 per year, a significant savings when compared to the Brandywine SPCA fee structure. Municipalities would be charged per call. A discussion was held. One of the topics reviewed was our current procedure for animal calls and the use of social media. Motion to engage in conversation with WCCCOG about providing animal control services was made by

Hahn/Stewart. President Palmer called for a roll call vote. The vote was as follows: Aye – Hahn, Stewart. Nay – Glick, Palmer, McClay. The motion did not pass, 2 to 3.

Motion to Approve as Follows for Roller Derby Skate Corporation, 401 Zion Hill Road, Parcel # 3604 0058 0100: 1.) To Defer Review and Approval of the Proposed Preliminary/Final Land Development Plan and Stormwater Management Plan to West Sadsbury Township. 2.) Authorize the President and in his Absence the Vice President of Borough Council to Execute said Plans, if Requested, all Conditioned Upon Final Unconditional Approval of West Sadsbury Township and Payment of All Applicable and Required Fees and Monies to Atglen Borough.  
Motion to approve made by Hahn/McClay. All members were in agreement, 5 to 0.

May 2, 2022 Council Minutes, Bills of Approval, Department and Advisory Reports – Motion to approve made by Palmer/McClay. All members were in agreement, 5 to 0.

### **COUNCIL DISCUSSION ITEMS**

200 Block Main Street Parking – Ms. Andrews reviewed the concern expressed at last month’s meeting with Chief Finrock. The PA Vehicle Code prohibits parking within 30 feet of an intersection. The Chief measured the 30 feet. If the Borough expands the yellow curb, no parking zone on the even numbered side, one parking space would be eliminated. For the odd numbered side of the street a portion of one space would be impacted. Council favored expanding the yellow curb painting, both sides of the street. The Mayor asked if the Borough can cross hatch the roadway in the no parking zone. Ms. Andrews will check. It is a PennDot road.

### **PARK AND RECREATION COMMISSION, UPDATE**

Ms. Reid was unable to be in attendance this evening. Ms. Andrews read her report. The events in May were the Yard Sale, Atglen Beautification, and the Front Porch decorating contest. The winners for the porch decorating contest were the Pine Family, the Orcutt Family, and the Walters Family.

### **MANAGER’S COMMENTS**

Ms. Andrews said due to the 4<sup>th</sup> of July falling on the first Monday next month’s meeting has been moved to July 11<sup>th</sup>.

Ms. Andrews said Christiana Fire Company has re-established the popular Fire Kids Camp Experience. The dates are August 26-27. All children must be pre-registered.

Ms. Andrews read aloud her report and responded to questions. Mr. Hahn asked if JD Eckman has been in contact with the Borough. Their Lower Valley, Atglen facility has been vacated. Ms. Andrews said no.

Mr. Hahn asked about the E Hoffman parcel property encroachment onto the Israel Mill WEPS parcel. Ms. Andrews is seeking guidance from Borough Council on if this should be pursued.

Mr. Hahn asked about the rehabilitation efforts made by the Borough staff to the Israel Mill basin being this is private property. The property has been abandoned by the owner where no maintenance has been performed. For many years the Borough has cut the grass and invoiced the property owner. Bills are not paid. Ms. Andrews said the outfall pipes were clogged with sediment and overgrowth. The Borough staff cleaned out this area, added stone to the outfall discharge areas, and did so to prevent a flooding incident. There was a discussion about re-initiating discussions with the owner and/or Solicitor in having the parcel transferred to the Borough. Ms. Andrews will have those discussions and report back to Council.

#### **VISITORS COMMENTS**

Mike Imms asked how we handle dangerous dogs. Ms. Andrews responded.

**JUNIOR COUNCILPERSON** – Ms. Ware was absent due to a coaching commitment. Mayor Hodorovich read aloud her report which included fundraising efforts for Mason Ellingsworth. Prom went well. Graduation is this week.

**MAYOR'S COMMENTS** – Mayor Hodorovich talked about the fundraising efforts for Mason Ellingsworth. He asked if the Borough can make a contribution. The Mayor provided a Tshirt logo sale update. He swore in Officer McCaughan this past month. The mental health workshop will occur on June 21, 5:30 pm to 7 pm if the Borough Hall is available. Ms. Andrews will check and get back to the Mayor. The Parkesburg 150th Anniversary celebration was very successful. The Mayor discussed child nutrition.

#### **COUNCIL MEMBER COMMENTS**

Charlie Palmer announced there will be a closed door information session to gather facts on the Christiana Ambulance. There will be no deliberations or discussion for the purpose of making decisions at this gathering.

**ADJOURNMENT** - Motion to adjourn made by Hahn/ Stewart. All members were in agreement. Meeting adjourned at 9:35 pm.

Respectfully submitted,



Caren D. Andrews  
Borough Manager/Secretary