

## ATGLEN BOROUGH COUNCIL

### BUSINESS MEETING

MONDAY, MARCH 1, 2021

President Palmer called the meeting of the Atglen Borough Council to order on Monday, March 1, 2021 at 7:00 pm, live stream, Zoom video conferencing platform. The meeting place change was posted in the Daily Local newspaper and on the Borough's website. The Zoom instructions were posted on the front door at Borough Hall. The Borough is in a State of Emergency due to COVID-19.

The following members were present:

Charles H. Palmer Jr.	Joshua Glick	George Stewart
Melissa McClay	Brian Hahn	Mayor Darren Hodorovich

**PUBLIC COMMENTS** – There were no comments

### COUNCIL ACTION ITEMS

Applewood Development, Easements - Motion to approve the following easement agreements providing for water line easements granted to Atglen Borough by Applewood Homes LLC in connection with the Applewood Subdivision and Land Development application and final plans: 1. Lot 15 water line and access easement, 2. Lot 16 water line and access easement, 3. Lot 24 water line easement, 4. Lot 25 water line easement, 5. Open Space A water line easement, 6. Open Space B water line easement, 7. Open Space C water line easement, 8. Open Space C water tank and access easement, 9. Open Space F water line easement. Motion to approve by Hahn/Glick. Helen Esbenshade, the Borough Solicitor, explained the easements. Ms. Esbenshade said Dan Becker, the Borough Engineer, recommended the easements be approved and recorded before the execution of the land development plan.

Lou Voigt, Chetty Builders, requested Council act on approving the land development plan. If not tonight, hold a special meeting. There is a lender issue. The revised plans were forwarded to the Borough and Borough's professionals today.

There was a discussion about the PAWC water line. Currently the water line transects two building lots. The redesign eliminates this issue. PAWC must execute the agreement and easement. Carl Chetty, Chetty Builders, said this can occur later post-land development approval. Mr. Chetty said PAWC supports the change. Mr. Becker recommends the PAWC documents be executed and PAWC easement be recorded prior to land development approval. Furthermore, this has been his recommendation for many years.

Mr. Chetty said the same for the water line easements – approve and record after the land development is approved. Dan Becker and Bob Lynn (Borough Engineers) said this is placing risk on the Borough.

Mr. Chetty and Mr. Voigt asked for final conditional approval of the land development plan. The Council was polled individually for their position. Josh Glick, Brian Hahn, Charles Palmer, Melissa McClay, and George Stewart said no final conditional approval. Council will hold a special meeting later this month if the open items are resolved and the professional staff – Borough Solicitor and Borough Engineers – recommend the approval of the land development plan.

Mr. Chetty will send the Borough Manager the recorded easements.

President Palmer called for a vote on the Easement motion, Easements 1 through 9. All members were in agreement, approved, 5 to 0.

Applewood Development, Modification to Water Line Design - Motion to amend the condition of the Borough's approval for staging of the Applewood development project, to, instead of requiring all public improvements on Zion Hill Road to be constructed during Stage 1, to allow the water line to terminate just north of the southernmost intersection of the proposed Braeburn Drive and Zion Hill Road, provided, however, that Stage 1 construction must include the required final grading within the water line easement for the water line that will be extended along Zion Hill Road. Motion to approve by Hahn/McClay. Mr. Becker explained the need to adjust a July 6, 2020 Council action as it relates to the water line placement. The approved action would create a water line maintenance issue. Tonight's proposal would cure that issue. Mr. Becker supports the redesign. President Palmer called for a vote. All members were in agreement, approved, 5 to 0.

Applewood Development, Open Space E – Brian Hahn asked for Council to reconsider their February 1 action. He views this parcel as an important gateway to the Borough. We can beautify the corner and install a Welcome to Atglen sign. A discussion was held. Hahn/Stewart made a motion to rescind the February 1, 2021 action and accept the conveyance, Borough ownership, of Open Space Parcel E. All members were in agreement, 5 to 0.

Ms. Andrews asked Mr. Chetty and Mr. Voigt if there was any other topics they wanted to discuss with Council. They said no. She asked about the resolution of the Jones Street parcels. They said this will be resolved by the next Council meeting.

Sellars NonWovens, 24' x 45' Office Trailer - Motion to accept the recommendation of the Borough Planning Commission and to approve the request of Sellars Nonwovens for a waiver from Sections 303.B and C of the Borough's Subdivision and Land Development Ordinance, allowing the installation of a modular office trailer on their site at 808 Valley Avenue without the requirement of filing a land development application, subject to the conditions that Sellars

Nonwovens shall complete the following prior to the close of the calendar year: Sellars Nonwovens shall repave the existing asphalt on the site, repaint the building, replace its sign, install privacy trees and landscaping along the property lines east and west of its building, remove as many storage trailers from the site as possible, but at least reduce the number to less than 30, with all such work being done in accordance with Borough ordinances and permit requirements. Motion to approve by Glick/Hahn. Mr. Hahn summarized the discussion of the February 24 Planning Commission meeting. Sellars is upgrading the exterior of their facility. They are committing to engaging with the community going forward. The Planning Commission recommends the waiver with the conditions defined in this motion. Michael Johnson, Assistant Plant Manager for Sellars NonWovens, said Sellars wants to be a good corporate citizen. Sellars is investing in their facility, their people, and the Atglen community. Ms. Esbshade asked Mr. Johnson if Sellars NonWovens is in agreement with the conditions and date of completion. Mr. Johnson said yes. Mr. Palmer asked if the trailer would be connected to electric. Mr. Johnson said yes. Mr. Palmer asked if the trailer restroom will be operational. Mr. Johnson said it will remain non-functional. President Palmer called for a vote. All members were in agreement, 5 to 0.

Restore Metal Roof at Public Works Garage, AK Contracting, \$ 7900 – Ms. Andrews said five firms were contacted with two submitting quotes. AK Contracting was the low bidder. Motion to approve made by Glick/McClay. All members were in agreement.

February 1, 2021 Council Minutes, Treasurer’s Report, Bills of Approval, Department and Advisory Reports – Motion to approve made by Palmer/McClay. All members were in agreement.

### **COUNCIL DISCUSSION ITEMS**

Fraud Threat, Bank Accounts - Ms. Andrews explained there were three fraud attacks within the last year and reviewed the fraud incidents. In each case there was no financial loss to the Borough. Ms. Andrews’ recommends the Borough add fraud protection to our bank accounts. Fulton is discounting the monthly price by 50%. Glick/Stewart made a motion to add Positive Pay Checks to the checking accounts, Positive Pay Max to the money market accounts, and ratify the Borough Manager’s action to add Positive Pay ACH to the checking and money market accounts. All members were in agreement.

Downtown Parks, Grant Funding – While working on the DCNR grant this past month Ms. Andrews spoke to the DCNR Regional Advisor. He stated for this type of park project expect the award to be no more than \$ 250,000. The County CRP Grant program favors grant awards under the \$ 500,000 value. To complete both parks the estimate is \$ 1.3 million. Council said to proceed with the grant applications for both parks. Based on the funding, if an issue, Council will look at phasing the project.

Announcements/Updates

- Veteran Banners, On Valley Avenue and Main Street – Ms. Andrews said the banners are 5 years old and need to be renewed. We are contacting the originals donors to ask if they will pay for the renewal at \$ 175 per banner.
- Ridge Avenue Water Main Project, Phase 2 – Ms. Andrews announced the bids were advertised today. The bid opening is March 29. Resident notification letters have been drafted and will be mailed.
- Atglen Public Library Scavenger Hunt, April 3
- Pump at Well #1 failed during the last snow and ice storm. Ms. Andrews thanked the Public Works staff for their efforts. The pump was replaced four days later.

**PLANNING COMMISSION, UPDATE** - Mr. Hahn said the planners met in February. They addressed the Sellars NonWovens request and received an Applewood Development update.

**PARK AND RECREATION COMMISSION, UPDATE** - Emily Reid said the year is planned as follows: Atglen Clean-Up/Beautification; Yard Sale, Community Run/Walk, Pumpkin Carving, Holiday Light Fest. They are looking to add a historic walk. They will partner with Mayor Hodorovich. The Commission will assist with converting the Applewood Open Space E into a nice welcome area.

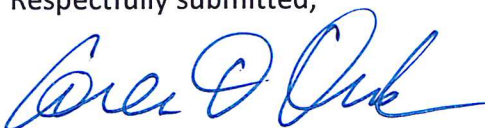
**VISITORS COMMENTS** - Sydney Burkhardt, Junior Councilperson, said the Octorara School District is having discussions about Senior recognition, homecoming, prom, and returning to in-person school. The AP test dates have been established. The Spring sports have begun.

**MAYOR'S COMMENTS** – Mayor Hodorovich said he is officiating his first wedding. Mayor Hodorovich addressed two policing issues with Mayor Carner, Christiana Borough. He thanked the Public Works staff for a great job snow plowing. There are rising Eagle Scouts developing their community service projects.

**COUNCIL MEMBER COMMENTS** – Josh Glick asked if Council can return to in-person meetings. Ms. Andrews said she will review the Covid-19 regulations and report back.

**ADJOURNMENT** – Glick/Hahn made a motion to adjourn the meeting at 9:15 pm. All members were in agreement.

Respectfully submitted,



Caren D. Andrews  
Borough Manager/Secretary