

ATGLEN BOROUGH COUNCIL

BUSINESS MEETING

MONDAY, MARCH 7, 2022

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

POLICE REPORT – Officer James Mains read the February police report.

PUBLIC WORKS MANAGER REPORT - Bryan Umble reviewed the February Sewer and Water report. Mr. Umble discussed Well 3 and the initial costs to rehabilitate the well. Additional options are being explored. Potholes on Borough owned roads were filled. Training was provided by the Borough Engineer for MS4 outfall testing. Mr. Umble discussed the damaged sewer lateral and repair at 203 Liberty Street.

CHRISTIANA AMBULANCE, UPDATE – Michele Neckerman reviewed the impact of the recent hospital closures -Jennersville Hospital and Brandywine Hospital – on the ambulance service. Ms. Neckerman discussed some fallout issues from Covid such as EMT recruitment and back order on supplies. Mr. Palmer asked about the membership fund drive program. Ms. Neckerman said the data will be available in the next couple of months.

ATGLEN PUBLIC LIBRARY, UPDATE – Robbyn Kehoe, the Library Director, said the move week has not been established because they are waiting for the internet connection to be completed at their new location.

DIATGLEN ALLEY WIZARD FAIRE, YEAR 2022 EVENT - Erin Metzler announced the DiAtglen Alley Wizard Faire is October 1, from 11 am to 4 pm. Ms. Metzler reviewed the ask as found later on the agenda under Council Action items.

PUBLIC COMMENTS – Robbyn Kehoe said thanks for everything.

COUNCIL ACTION ITEMS

Approve the Following for the DiAtglen Alley Wizard Faire: a) Fund the Cost of Stage Programs, Children Events, and Other Needs Not to Exceed \$ 1,500; b) Pay for the Cost of Security Personnel; c) Close Roads in the 100 Block of Main Street and the 100 Block of East Main; d) Use the Borough Hall Property; e) Provide Borough Staff Assistance the Day of the Event – Motion to approve made by Glick/Hahn. All members were in agreement, 5 to 0.

Approve the Applewood Homes LLC Letter of Credit, Certificate of Completion- Reduction #7 in the Amount of \$ 167,695.04 and Authorize the Council President to Execute Said Document – Motion to approve made by Hahn/McClay. All members were in agreement, 5 to 0.

Approve, Ratify and Confirm an Agreement of Sale Dated February 22, 2022 for the Purchase of Tax Parcel 7-5A-1.2 and the Execution Thereof; and to Authorize and Direct the Council President, or Council Vice President in the Council President’s Absence, to Execute and Deliver Such Other and Further Certificates, Agreements, Statements and Other Documents and Instruments Reasonably Necessary to Consummate the Purchase of Tax Parcel 7-5A-1.2 Pursuant to the Said Agreement of Sale – Motion to approve made by Hahn, Glick. All members were in agreement, 5 to 0.

Exonerate and Void the Year 2022 Borough Real Estate Tax for Tax Parcel 7-5A-1.2 Contingent Upon Completing the Purchase Transaction with Brown Partnership per the February 22, 2022 Executed Agreement of Sale – Motion to approve made by Glick/Hahn. All members were in agreement, 5 to 0.

Approve the Park and Recreation Commission Year 2022 Expenses Not to Exceed \$ 2,500 for the Following Events: Downtown Beautification Efforts, Yard Sale, Porch Decorating Contest Winners, Community Day Run/Walk, Pumpkin Carving Prizes and Supplies, Holiday Light Fest Contest Winners, Gingerbread House Contest Winners; All Expenditures Must be Pre-Approved by the Borough Manager. The Purchase of the New Downtown Planters are Not Included in this Motion. – Motion to approve made by Stewart/Hahn. Ms. Andrews asked if the motion can be amended to include the Food Trucks. Stewart/Hahn amended the motion to include the Food Truck events. All members were in agreement, 5 to 0.

Consider and Act Upon the Low Income Household Water Assistance Program (LIHWAP) Vendor Agreement – Motion to approve made by Hahn/Glick. Ms. Andrews asked if the motion can be amended to designate the Borough Manager as the Borough’s authorized representative. Hahn/Glick amended the motion to designate the Borough Manager as the authorized representative. There was a discussion about the details of the program, the benefits to the applicants, the impact on the shut-off process, and the recordkeeping. Mr. Palmer called for a vote. The vote was as follows: Aye – Glick, Hahn, McClay, Stewart. Nay – Palmer. The motion carried 4 to 1.

Declare the Sewer Lateral Repair at 203 Liberty Street and Contractor Costs Associated with Said Repair to be an Emergency as Defined by Act 99 of 2018, Resolution # 650-22 – Motion to approve made by Glick/Hahn. All members were in agreement, 5 to 0.

February 7, 2022 Council Minutes, Treasurer’s Report, 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

Invoice Cloud, On-Line Product for Utility Customers, Update – Ms. Andrews announced the product is operational. We are in a soft live mode, testing the on-line product with a few customers. Later this week the website will be revised with the new Click here payment button and paragraph advertising the program. By April 1, with the next bill, we will be full live. Promotional material will be posted on the website and in the newsletter. A postcard announcing the new view and pay product will be mailed later this month.

Delinquent Utility Collections – Ms. Andrews said due to non-payment of utility bills two properties have been disconnected from the public water system. Code enforcement letters have been sent to these homes. Council said to wait and see if the residents apply for the LIHWAP program. There is a customer who receives trash service and uses a private well and on-lot sewer system. This customer has stopped paying their trash bill. Council said to notify the customer their Borough trash service will be terminated if the bill is not paid.

MS4 (Municipal Separate Storm Sewer System) Policies and Procedures Manual, Update – Ms. Andrews said the Policies and Procedures Manual is complete and has been forwarded to PA DEP. The document is over 300 pages. The Manual was in the Council packet and is sitting on the Council table. The implementation has begun with the outfall testing discussed early this evening as an example.

PARK AND RECREATION COMMISSION, UPDATE – Emily Reid said they are recruiting food trucks for a once a month event to be held in the Penningtonville Presbyterian Church parking lot. The paper shredding event is on April 16 at Borough Hall. The vendor has placed an order for the Downtown Tuscan planters. It can take 6 to 9 months to be in-stock. The Committee is working on a marketing program to reach the renters. They believe this segment of the community is not receiving the newsletters and other promotional literature.

MANAGER'S COMMENTS

Ms. Andrews read aloud her report and responded to questions. PennDot has been advised about the Valley Avenue road humps and potholes on Route 372. Ms. Andrews met with the Borough Hall neighbor to discuss the Borough Hall Park. PA DCNR has granted permission to get started on the park design. The building permit for the Applewood Booster Station was issued. Fraudulent checks are still being presented and stopped by Fulton Bank's software.

VISITORS COMMENTS - There were no comments.

MAYOR'S COMMENTS – Mayor Hodorovich stated he stands firmly with the people of Ukraine and asked for a moment of silence. The Mayor is starting the Welcome package for new residents. He will hand deliver to the new residents a planter and Atglen Borough literature. An Octorara 10th grade student, Cochranville resident, submitted a Junior Councilperson (JCP)

application. Council discussed the residency requirement and expressed interest in waiving the requirement for this applicant. They asked Ms. Andrews to place the residency waiver and action on the JCP appointment on the April agenda. The Mayor shared a handout he wants to distribute to the Octorara High School students seeking designs for the Atglen swag logo and t-shirts. Council will serve as judges. Council suggested putting in the promotional material the winner will receive a \$ 50 gift card. The Mayor is working on a mental health presentation to be held at Borough Hall. Tommy Hart completed his Eagle Scout project. The Mayor thanked Officer Moore for his assistance with a driver in need. The Octorara High School students performed the musical The Addams Family.

COUNCIL MEMBER COMMENTS – There were no comments.

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

Respectfully submitted,



Caren D. Andrews

Borough Manager/Secretary