

ATGLEN BOROUGH COUNCIL

BUSINESS MEETING

MONDAY, MAY 1, 2023

President Palmer called the meeting of the Atglen Borough Council to order on Monday, May 1, 2023 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

President Palmer announced there will be an Executive Session held tonight at the end of the agenda to discuss a legal matter.

POLICE REPORT – Officer Moore presented the April 2023 police report.

2022 AUDIT PRESENTATION – Michael Mood, the Borough’s auditor working for the firm BBD, presented the 2022 audit. Mr. Mood reviewed the fund balance changes and provided a brief summary of his testing protocol. The Borough received a clean audit.

Mr. Palmer adjusted the agenda to move up the Christiana Fire Company matters. He welcomed Erik Lofgren and Mike Ross.

Erik Lofgren spoke on two financial matters, both items on the agenda. The first was an ask for the Borough to use some of the ARPA proceeds to purchase new fire gear for the fire fighters. The cost of one set is \$ 4,000. They asked for \$ 10,000 to \$12,000. The second ask was for a contribution for the Kids Fire Camp program.

Christiana Fire Company, Kids Fire Camp Contribution Per the 2023 Budget – The budget calls for \$ 1000. A discussion was held to be more generous than the budget amount. Motion to approve a donation to Kids Fire Camp in the amount of \$1200 made by Glick/Hahn. Mr. Palmer asked for public comments. Emily Reid, a Borough resident, said it is a great program for the children. She supports the donation. All members were in agreement, 5 to 0.

Christiana Fire Company, ARPA Funding Request – Mr. Lofgren provided information on the current age of the safety gear and why it needs to be replaced. Brian Hahn asked how much of the ARPA funds are unallocated. Ms. Andrews answered the question and said funds are available. Mr. Palmer asked for public comment. John Walters, a Borough resident, and volunteer Christiana fireman said his gear is 20 years old and stressed it is time to replace the gear. Motion to approve in the amount of \$ 12,000, 3 sets of gear, funding source: ARPA made by Hahn/Glick. All members were in agreement, 5 to 0.

ATGLEN PUBLIC LIBRARY UPDATE – Diane Palmer said the Library’s new website is launching soon. Upcoming events: Summer reading program, mahjong classes, and DiAtglen Alley Wizard Faire.

JUNIOR COUNCIL PERSON’S REPORT – Emmerson Ware read aloud her report. The recent Octorara school events were Minithon, Environthon, Earth Day, and Tractor to School Day. West Fallowfield Christian School did a trash to stash clean-up event. Upcoming Octorara events are prom, the academic dinner, OAS Best, and AP tests. Sports is wrapping up.

PUBLIC COMMENTS

Bill Schoell, District Office Director for State Representative Dan Williams, discussed district services. Brian Hahn asked if he had influence with PennDot on addressing the potholes. Mr. Schoell said PennDot has scheduled to mill and overlay Main Street from Ridge Avenue to Borough Hall later this year.

APPROVE MINUTES, APRIL 3, 2023 - Motion to approve made by McClay/Stewart. All members were in agreement, 5 to 0.

APPROVE BILLS LIST - Motion to approve made by Palmer /Hahn. All members were in agreement, 5 to 0.

OLD BUSINESS

Road Patching, Associated Costs, ARPA Project – Ms. Andrews said Patch Management Inc did a demonstration of their Pothole Killer truck. It is a one-person operation where the handler sprays patching emulsion material into the damaged road surface. The last step of the process is spraying a thin layer of stone aggregate. The product hardens up in seconds. We have areas on Main Street, Fallowfield Road and Steelville Mill Road where this application would work well. The cost for the one day service is \$ 4659. If interested in trying it ARPA funds are available. Hahn/Stewart motioned to use this service for one day, ARPA funds, \$4659. The motion carried 5 to 0.

Borough Hall Park Bids, Award Project – Sara Pevaroff Schuh, Salt Design Studio, and Helen Esbenshade, Borough Solicitor, were present. Ms. Pevaroff said four bids were received with the lowest bidder being defined as not qualified. The four bids are over budget. Mr. Hahn asked why the low bidder was not acceptable. Ms. Esbenshade said the low bidder did not agree to recover the cost of rock while the remaining bidders did thus the bidder was defined as non-responsive. There was a discussion about the budget overruns, grant proceeds, and project costs. There was a discussion about the alternate deduct for the engineered wood fiber playground surface and the base bid rubber poured playground safety surface. Ms. Pevaroff reviewed the advantages, maintenance responsibilities, and cost analysis of the two playground surface materials. Council was advised if they want to rebid they must reject all bids. There was

a discussion about hiring a geotech firm to probe for rock thereby including this in our bid package. It appears the qualified bidders added rock removal to their costs. Carl Chetty, the Applewood developer, recommended the rock boring. He estimates the cost to be approximately \$ 5000. Ms Pevaroff Schuh and Ms. Andrews reviewed some cost saving options should Council decide to re-bid. Motion to reject all bids for the Borough Hall park was made by Glick/Stewart. All members were in agreement, 5 to 0. Council agreed to keep the two alternate adds – wood seat tops and front steps at Borough Hall - in the bid specification package and remove the alternate wood fiber surface deduct. The rubber safety surface will be used in the playground. There was a discussion about purchasing direct and using a cooperative purchasing program to maximize the discount. More information is needed on the direct purchase option. Council asked to bring that back to them at the June meeting. Stewart/Hahn moved to hire a geotech firm to evaluate the site for rock and enclose the report in the bid package. All members were in agreement, 5 to 0.

2023 Swag Logo Mayor's Program – Mayor Hodorovich shared with Council the four design entries. There was a discussion about each entry. Glick/Stewart made a motion to approve as this year's logo the tree design. All members were in agreement. 5 to 0.

PUBLIC COMMENTS

Emily Reid suggested putting the juvenile logo designs in the new Borough Hall Park.

NEW BUSINESS

Applewood Development, Developer Requests the Processing of Building Permits- Carl Chetty spoke on processing the Ryan Homes building permits. Erik Kaylor, Hanover Engineering, said most of the priority punchlist items are completed. Mr. Kaylor estimates no more than 2 days of work is needed to wrap up the priority punchlist. The developer said he will schedule or hope to have completed the priority items by this Friday, May 5. Council held a discussion. Council concluded by agreeing the open priority punchlist items must be resolved. Carl Chetty said the streetscape and lighting will be done this Spring. He is wrapping up the engineering design for the ADA curb cut.

Downtown Planters and Associated Costs – The Park and Recreation Commission are recommending the purchase of 9 Tuscan planters for Downtown Atglen at a cost of \$6,975. Tara Wheeler, Park and Recreation Commission member, said the Commission suggested during construction of the Borough Hall Park the pots be placed in storage. Due to the supply chain issues the Park and Recreation Commission wanted to ensure all would match the existing planters. Council said to proceed and include the potting soil.

PA Ethics Law – Ms. Andrews asked Ms. Esbenshade to speak on this topic. Some Council members serve in leadership roles in organizations in which the Borough provides funding. One Council member has a family member in a leadership position in a local organization that

obtains Borough funding. Ms. Esbshade said if it is pecuniary the preference is to abstain and state your reason for the abstention. Sometimes you cannot abstain due to the quorum rule. Should a quorum become an issue the Councilperson must announce their interest, either family or Board member, and then can vote on the pecuniary matter. The minutes must reflect the actions of the Council vote.

Atglen Public Library Contribution Per the 2023 Budget – Ms. Andrews said the budget calls for \$ 6,500. Motion to approve made by Stewart/Hahn. The motion carried 3 to 0 with 2 abstentions. Mr. Palmer abstained because he has a family member who is the Library Board's President. Ms. McClay abstained because she is the Library's Treasurer.

Ambulance Agencies, Borough Contribution – The budget calls for a ½ mill, \$ 24,600. Ms. Andrews is seeking guidance. Mr. Stewart spoke on the Christiana Community Ambulance Association (CCAA). CCAA is upgrading to an intermediate unit. Council asked to move this to the June agenda.

Adopt the 2021 Chester County Hazard Mitigation Plan, Resolution #673-23 – Motion to approve made by Stewart/Hahn. All members were in agreement, 5 to 0.

MANAGER'S COMMENTS – Ms. Andrews said Beckett Walters is now officially our Emergency Management Coordinator. The Governor's appointment letter was issued on April 3. The Spring maintenance of the public water lines is planned for May 16. The Community Yard Sale, a Park and Recreation event, is this Saturday, May 6. Later in May, on May 20, the Park and Recreation Commission is doing a Keep Atglen Beautiful event. Kristen Walters has resigned from the Park and Recreation Commission. The Commission now has 3 vacancies. The DiAtglen Alley Wizard Faire is on June 3. The Manager's written report is in the Council packet. There were no questions.

MAYOR'S COMMENTS – A Certificate of Recognition was prepared for Maya Hahn to honor her in achieving the Gold Girl Scout Award, the highest achievement in Girl Scouts. Mayor Hodorovich read aloud the Certificate. The Mayor discussed an upcoming Eagle Scout, Octorara School District OA Best Fair, Parkesburg Point's involvement with addressing inappropriate student behaviors in the Octorara schools, and the upcoming Homecoming Parade meeting. The shrub selected is Winterberry at \$ 10 per shrub. The Mayor was contacted by a local brewer looking for business space.

COUNCIL MEMBER COMMENTS – No comment

PUBLIC COMMENTS – John Walters spoke about his neighbor attaching fence material to their fence without their permission and butting up a fence section to their current shed. Mr. Walters spoke about the neighbor's dogs jumping the existing fence and sometimes digging out from the bottom of the existing fence. Mr. Walters said he is disappointed in the Borough and

the Zoning Officer. The Borough told him to file a civil action with the District Court and call for police service, if needed.

ADJOURNMENT TO EXECUTIVE SESSION – Council went into Executive Session at 10:13 pm

RECONVENE AND ADJOURNMENT – Council reconvened in public session at 11:04 pm. Stewart/Glick made a motion to adjourn the meeting at 11:04 pm. All members were in agreement.

Respectfully submitted,



Caren D. Andrews
Borough Manager/Secretary