

ATGLEN BOROUGH COUNCIL

BUSINESS MEETING

MONDAY, MAY 2, 2022

President Palmer called the meeting of the Atglen Borough Council to order on Monday, May 2, 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

SWEAR IN EMMERSON WARE, JUNIOR COUNCILPERSON – Mayor Hodorovich swore in Emmerson Ware.

TSHIRT/SWAG LOGO DESIGN PRESENTATION – Mayor Hodorovich welcomed Riley Cooper and congratulated her. Ms. Cooper is the 2022 Logo/Swag Design winner. The Mayor read aloud the certificate and presented a VISA gift card to Ms. Cooper.

POLICE REPORT – Officer Mains read the April police report.

PUBLIC WORKS MANAGER REPORT – Bryan Umble read the monthly Water and Sewer report. The repairs to Well # 4 are complete. Well #4 is on-line. PA DEP approved the Wastewater Treatment Plant renewal application. Tasks completed in April are as follows: Street sweeping, marked utilities on the Borough Hall parcel for the future park, filled potholes, removed a concrete slab at the Church Street Park, and did MS4 outfall testing.

YEAR 2021 AUDIT PRESENTATION BY CARL HOGAN, BBD – Mr. Hogan presented an overview of the 2021 Audit. He discussed audit procedures and internal controls.

PUBLIC COMMENTS –

Emily Reid asked about the Borough's water supply sources, PAWC, and the Borough's emergency public water alert system. Ms. Andrews responded. Ms. Reid asked for more information on the basketball hoop issue mentioned in Officer Mains' police report. Ms. Andrews said two calls were received concerning a new basketball hoop placed on Israel Mill Road. The callers were concerned about safety. Ms. Andrews spoke to the property owner and asked Chief Finrock to have the police officers follow-up with the resident.

COUNCIL ACTION ITEMS

Declare the Water Repair at Well #4 and Contractor Costs Associated with Said Repair to be an Emergency as Defined by Act 99 of 2018, Resolution # 651-22 – Motion to approve made by Glick/Hahn. All members were in agreement, 5 to 0.

Christiana Borough Police Officers Providing Police Service to Atglen Borough, Resolution # 652-22 – Motion to approve made by Hahn/Stewart. Ms. Andrews said a new officer has been assigned to serve Atglen and was added to the list. All members were in agreement, 5 to 0.

Approve the SALT Design Studio Contract for the Schematic Design, Design Development, Construction Documentation, Bidding, and Construction Administration for the Borough Hall Park, Subject to the Borough Solicitor and PA DCNR Approving the Contract Language – Motion to approve made by Glick/McClay. Ms. Andrews said DCNR approved the contract language. She forwarded the contract to the Solicitor today. All members were in agreement, 5 to 0.

Order and Approve the Purchase of the Atglen Borough Logo T-Shirts – Motion to approve made by Glick/Hahn. Mayor Hodorovich shared an illustration showing the logo on a t-shirt. The Octorara Area School District can print the shirts for a cost of approximately \$ 7 a shirt. Glick/Hahn revised the motion to order 100 logo shirts, cost not to exceed \$ 800, the shirts would be sold to the public at \$ 10 per shirt, and the logo designer and her family would receive free t-shirts. Ms. Reid asked if youth shirts can be ordered. Mayor Hodorovich said yes. All members were in agreement, 5 to 0.

April 4, 2022 Council Minutes, Treasurer’s Report, Bills of Approval, Department and Advisory Reports – Motion to approve made by Palmer/McClay. Ms. Andrews asked to void the Christiana Community Ambulance Association check and revisit later in the year. Palmer/McClay revised the motion to approve with the condition that the Christiana Community Ambulance Association invoice be stricken from the bills list and the check be voided. All members were in agreement, 5 to 0.

COUNCIL DISCUSSION ITEMS

Borough Hall Park, Update – Ms. Andrews said the property has been surveyed. The title search is complete. The Borough Engineer and SALT Design are tentatively scheduled to attend the June 6th Council meeting assuming the surveyor gets his report to them soon.

Applewood Development, Update – Ms. Andrews provided an update on the site work and booster station. Ryan Homes held a virtual meeting with the her to discuss permitting.

PARK AND RECREATION COMMISSION, UPDATE

Emily Reid said the shredding event/food cupboard collection was successful. She announced the upcoming events: Community Yard Sale, May 7; Front Porch/Front Door Decorating Contest, Registration: May 15-21, Community Voting: May 25-31; and Atglen Beautification Day, May 21.

MANAGER’S COMMENTS

Ms. Andrews said the Chester County municipalities must update their Act 167 Stormwater Management Ordinance and do so by September 30. The County has prepared a model ordinance. Hanover Engineering will take the lead on this project.

Ms. Andrews read aloud her report and responded to questions.

Mr. Hahn asked for an update on Invoice Cloud, the web based utility customer view and payment product. Ms. Andrews said approximately 80 customers have registered for paperless billing. Some activated autopay. The user feedback has been very positive. The timely receipt of the payments, booking the revenue, and transferring the payments to the proper funds have been going well. The Borough will continue to promote the program.

VISITORS COMMENTS

Mr. Ware asked about cybersecurity. Mr. Hahn clarified the question and said it pertained to Invoice Cloud. Ms. Andrews said cybersecurity protections are a component of the Invoice Cloud product.

JUNIOR COUNCILPERSON – Ms. Ware handed out her report and read it aloud. Everyone thanked Ms. Ware for her comprehensive report.

MAYOR’S COMMENTS – Mayor Hodorovich thanked Council for their logo/swag design support. The Mayor started visiting the homes of new residents. A mental health awareness session will be held in Borough Hall in the near future. The new police officer will be sworn in later this week. The trees for Earth Day were not in stock. The event has been moved to September. The Atglen Cub Scout pack presented the US Flag at a recent Lancaster Barnstormers’ minor league baseball game. The Mayor expressed concerns about vehicle parking on Main Street by the Valley Avenue intersection. Ms. Andrews will discuss with Chief Finrock.

COUNCIL MEMBER COMMENTS – There were no comments.

ADJOURNMENT - Motion to adjourn made by Hahn/Stewart. All members were in agreement. Meeting adjourned at 8:51 pm.

Respectfully submitted,



Caren D. Andrews
Borough Manager/Secretary