

**ATGLEN BOROUGH COUNCIL**

**BUSINESS MEETING**

**MONDAY, NOVEMBER 4, 2024**

President Palmer called the meeting of the Atglen Borough Council to order on Monday, November 4, 2024 at 7:00 pm in the Borough Hall. The following members were present:

Charles H. Palmer Jr.	Joshua Glick	Melissa McClay
Brian Hahn	Zachary Hall	Mayor Darren Hodorovich

**PLEDGE OF ALLEGIANCE, ROLL CALL, EXECUTIVE SESSION**

President Palmer led the pledge of allegiance and took roll call. President Palmer announced an Executive Session was held on October 28, topic: personnel matter. An Executive Session will be held at the end of this meeting, topic: personnel matter.

**CHRISTIANA FIRE COMPANY REPORT** – Kim Moore read aloud the report for October. The fire company attended some of the recent Borough community events. Ms. Moore summarized those events.

**POLICE DEPARTMENT REPORT** – Sergeant Manning reviewed the October report. He said all went well with Halloween. The Borough had lots of children and families enjoying the festivities. The Victory Brewery bike race went well.

Sergeant Manning spoke about the akita dogs running at large. The Parkesburg Police Department declared them to be dangerous dogs and issued citations. The dog owner is removing the dogs from the Borough.

Brian Hahn said the last few months we have had other dogs running at large. Sergeant Manning said there is a Borough Ordinance and State legislation that prohibits dogs running at large. The minimum state fine is \$ 500 per violation. There was a discussion about the use of social media in reporting the running at large dogs. Sergeant Manning said the preferred communication method is to call the Parkesburg Police Department versus posting the concern on social media.

**PUBLIC WORKS MANAGER REPORT** – Bryan Umble reviewed the monthly Water and Sewer report. The Borough submitted the lead water line inventory report to PA DEP. The new salt spreader was delivered and installed on the F350 truck. Crosswalks were painted. Leaf collection is underway.

Hillcrest Drive and Stauffer Drive stormwater pipe system – There is a failure in the storm pipe. The Borough Engineer evaluated two options and prepared probable cost opinions. One option is to repair the pipe and re-install the french drain. The other option is daylighting the stormwater flow which includes obtaining easements from the impacted property owners. Council favored daylighting the stormwater runoff into a rain garden or similar environment. The Borough staff will move forward on the daylighting option.

**JUNIOR COUNCILPERSON REPORT** – Kennason Ware read aloud her report. For the Octorara Area School District, upcoming activities are the boys and girls powderpuff games and auditions for the Shrek Musical. For West Fallowfield Christian School, auditions for the musical Peter Pan will be held this month.

### **PUBLIC COMMENTS**

Diane Palmer, Atglen Public Library – The Library received a Play and Grow grant. The annual funding campaign is underway. Designer bingo is this Saturday. Ms. Palmer asked if a crosswalk could be installed on Main Street from the Borough Hall parking lot driveway to the library parking lot driveway. Ms. Andrews said it is unlikely to meet the traffic safety protocols because of the railroad underpass and installing crosswalks mid-block. Ms. Andrews said another option is to install Watch Children signage. Council said to pursue the signs.

Nancy Schutsky asked to suspend her trash service because it is currently not needed. A discussion was held. Council instructed the Borough Manager to suspend the trash service and the Borough's trash fee effective December 1. The toters will be returned to the Borough.

**PARK AND RECREATION COMMISSION REPORT** – Jennifer Grossman, the Park and Recreation Commission Chair, reported on two items as follows:

- Purchase One Tuscan Planter for Downtown, 2024 Park and Recreation Commission Expense – Ms. Grossman said funds are available in their 2024 budget to purchase now one planter for downtown. Next year they have budgeted for 2 more planters. Motion was made by Hahn/McClay to purchase one Tuscan planter now, Year 2024 Budget. All members were in agreement, 5 to 0.
- 150<sup>th</sup> Borough Anniversary, Year 2026- Ms. Grossman said they are working on a weekend line-up of events. The Commission is exploring a movie night, bands, dinner or lunch, history tour, non-denomination service, and fireworks. There was a conversation about paying the deposits and developing funding partners.

**APPROVE OCTOBER 7, 2024 MINUTES** - Motion to approve made by Hahn/Hall. All members were in agreement, 5 to 0.

**REVISE PAGE 5 OF THE SEPTEMBER 9, 2024 MINUTES** – Ms. Andrews said there was an error in the September 9, 2024 approved minutes on who seconded the motion for the Administrative

Assistant's hourly rate increase. Ms. Andrews spoke to the Borough Solicitor, received guidance, and summarized this evening the amendment process. Motion to amend the September 9, 2024 minutes, page 5 to read Mr. Hall seconded the motion for the Administrative Assistant's hourly rate, made by McClay/Hall. All members were in agreement, 4 to 0 with Mr. Hahn abstaining due to a family conflict.

**APPROVE BILLS OF APPROVAL AND SEPTEMBER AND OCTOBER 2024 TREASURER'S REPORT –** Motion to approve made by Palmer/McClay. All members were in agreement with Mr. Hahn abstaining from voting on the one invoice for C Hahn, his wife.

### **OLD BUSINESS**

Review Request to Suspend Trash Service and Fees Due to Seasonal Months of Not Occupying the Atglen Residence – Ms. Andrews said this is a carryover from last month's meeting. A resident requested her trash fee along with her trash service be suspended when she is spending months in another location. A discussion was held. Council said she cannot put on hold one service. If she suspends trash service she must do the same with water and sewer services.

Applewood Development, Streetscape Redesign and Road Improvements Update – Ms. Andrews said the streetscape redesign plan was reviewed by the Borough Engineer with his comments being sent to the developer. Some information on the off-site road improvements was received this past Friday.

2025 Budget – Ms. Andrews reviewed the cash flow history graphs. Ms. Andrews said the budgets balance. She made a number of line item and capital item adjustments in the General Fund to reduce the reliance on the cash reserves by \$ 100,000. Ms. Andrews described some of those edits. Ms. Andrews' recommended no changes to the real estate tax millage rate, the water rate, and the sewer rate. The Applewood homes will be a new revenue source starting in Year 2025. Council said to increase the 150<sup>th</sup> Anniversary expense line to \$ 5,000 and General Fund transfer to Capital Reserve to \$ 12,000. Ms. Andrews asked for a motion to advertise the budget. Motion to advertise made by Glick/Hall. All members were in agreement, 5 to 0.

Utility Fees Resolution, Resolution #694-24 – Ms. Andrews said the Resolution calls for one change and that is in the quarterly trash fee. The proposed rate of \$ 104 is a blended quarterly rate for trash seasons 2025, 2026, and 2027. The adjustment is due to the new trash and recycling contract. She asked for a motion to adopt the Resolution. Motion to approve made by Glick/Hahn. All members were in agreement, 5 to 0.

### **NEW BUSINESS**

2025 Public Meetings- Ms. Andrews said next year we have a Monday conflict with Labor Day and Thanksgiving. The Labor Day meeting traditionally is moved to the 2<sup>nd</sup> Monday of

September. Next year's Thanksgiving holiday falls during the preparation week for the Council packet, the same issue that we had in Year 2024. She recommended moving the December date to the second Monday of December. Council agreed with both date changes.

**MANAGER'S COMMENTS** – Ms. Andrews announced the next Council meeting is December 9. The meeting date was changed due to the Thanksgiving holiday. Ms. Andrews read aloud her report and responded to questions.

**MAYOR'S COMMENTS** – Mayor Hodorovich read aloud the thank you card received from Emmerson Ware. The Mayor will be holding a Veteran's Day ceremony on November 11 at 8:30 am, at the Veteran's memorial. There is another Boy Scout, Bennett Miller, finishing up his Eagle Scout project.

**COUNCIL MEMBER COMMENTS** – There were no comments.

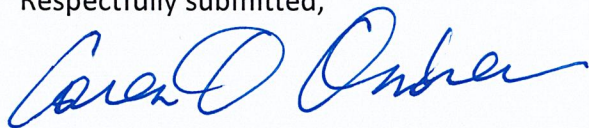
**PUBLIC COMMENTS** – There were no comments.

**EXECUTIVE SESSION** - President Palmer called for an Executive Session at 10:04 pm. Brian Hahn left the meeting and Borough Hall at 10:04 pm. Mr. Hahn did not participate in the Executive Session, nor was he present when the meeting reconvened into public session.

At 10:10 pm Council reconvened into public session.

**ADJOURNMENT** – Glick/Hall made a motion to adjourn the meeting at 10:10 pm. All members were in agreement, 4 to 0.

Respectfully submitted,



Caren D. Andrews  
Borough Manager/Secretary