

ATGLEN BOROUGH COUNCIL

BUSINESS MEETING

MONDAY, OCTOBER 2, 2023

President Palmer called the meeting of the Atglen Borough Council to order on Monday, October 2, 2023 at 7:00 pm in the Borough Hall. The following members were present:

Charles H. Palmer Jr. Joshua Glick Melissa McClay
Brian Hahn George Stewart Mayor Darren Hodorovich arrived at 7:45 pm

President Palmer announced an Executive Session will be held this evening at the end of the agenda to discuss real estate and personnel matters.

POLICE REPORT – Officer Moore read aloud the September report. Mr. Hahn asked for an update from the PA State Police investigation into the recent incident at the Penningtonville Presbyterian Church park. Officer Moore responded.

JUNIOR COUNCILPERSON REPORT – Emmerson Ware said homecoming activities are all week wrapping up this weekend with the dance, football game, the Hall of Fame, and other sports events. The Leo Club attended an environment workshop. Ms. Ware discussed the West Fallowfield Christian School events.

PUBLIC COMMENTS – No comments.

APPROVE MINUTES, SEPTEMBER 11, 2023 - Motion to approve made by McClay /Glick. All members were in agreement, 5 to 0.

APPROVE BILLS LIST - Motion to approve made by Palmer/McClay. The motion carried 5 to 0.

OLD BUSINESS

Borough Hall Park Update – We are in the excavation and grading stage of the project. The contractor unearthed a Jimason bottle manufactured in Parkesburg. Based on our research the bottle dates back to the 1860-1870's.

ARPA Funded Projects and Future Projects – Ms. Andrews said \$121,338 of the \$ 148,000 grant has been earmarked. The Borough must assign the balance of approximately \$ 26,700. Ms. Andrews suggested a few scenarios, some being projects in the 2023 Budget and others being proposed projects in the 2024 Budget. A discussion was held. Glick/Hahn made a motion to use ARPA funds for the engineering and soft costs for the 2023 Road Project, invoices being received now through the conclusion of the project, and the new website. The motion carried 5 to 0.

Darren Hodorovich arrived at 7:45 pm.

2024 Budget – Ms. Andrews presented the General Fund, Sewer Fund, and Water Fund budgets. She is recommending the real estate tax rate and utility rates remain as is, no changes. Council reviewed the Capital Project list and made adjustments. Ms. Andrews will incorporate these changes as well as refine the budget documents during this month.

Website and Logo Redesign and Associated Costs – In the Council packet is the most recent mock-up. Ms. Andrews said the designer is struggling with our logo and asked if we wanted a re-design or have him address the pixel issue. The redesign has a cost not to exceed \$ 1000. To correct the pixel issue that service is included in their quote. Council held a logo discussion. They said to address the pixel issue, no redesign. Council likes the new framework and appearance. The message banner at the top should scroll or flash. Council said to build a few weeks of beta testing into the project schedule before going live. Council said to include them in the beta testing.

PUBLIC COMMENTS – No comments

NEW BUSINESS

Park and Recreation Commission - Ms. Andrews said the Commission took the Summer off. They did not meet in September. This year the Commission has struggled with attendance. No one is available to serve as Chairperson. A discussion was held. Mayor Hodorovich said he has some ideas and needs time to chat with folks. Council said to table this topic and place it on next month's agenda. Council agreed that Ellen Brown, if she is interested, can work with the Borough staff on the Holiday Lighting contest.

Approve the Payment of Invoice #1 to ThinkGreen LLC in the Amount of \$ 116,441.78 for the Atglen Borough Hall Park Subject to the Approval of the Chester County Department of Community Development - Motion to approve made by Stewart/Hahn. The motion carried 5 to 0.

Collection of Borough's Real Estate Taxes by Chester County and Associated Costs – Ms. Andrews said the County provided notice on September 29 terminating the current collection agreement for the Borough's real estate taxes. Collection includes producing the tax bills, mailing the tax bills, collecting the payments, completing tax certifications, and addressing inquiries. We have until November 1 to notify the County if they will serve as our agent for next year. Between November 1 and December 31, if you want the County to serve in this capacity, the Borough must execute a Resolution and Agreement. The County is drafting the Agreement and will forward that to us. The cost per tax bill is going up from \$ 1.75 to \$ 4.00. Hahn/Stewart made the motion to have Chester County collect the Borough's real estate taxes and accept the new collection fees as defined in the County's September 29 memo. The motion carried 5 to 0.

MANAGER'S COMMENTS

Ms. Andrews announced a few events/services as follows: leaf collection begins October 23, the pumpkin carving and chili contest on October 22 at Penningtonville Presbyterian Church, Trunk or Treat Event on October 29 at the Penningtonville Presbyterian Church, and Halloween Trick or Treat, October 31, 6 to 8 pm. The work for the Road Projects 2023 is tentatively scheduled for October 23 to October 31. Cristi Hahn updated the newsletter format starting with the October newsletter. A copy of the newsletter was shared with Council. Ms. Andrews read aloud her report and responded to questions.

MAYOR'S COMMENTS

Mayor Hodorovich summarized the Fun Run/Walk event. There was a nice turnout, lots of volunteer assistance, and totes full of canned goods were donated to the Octorara Food Bank. Mayor Hodorovich and his wife agreed to host this event next year. The Veteran's Day ceremony planning is wrapping up. The event will be held on Saturday, November 11.

Mayor Hodorovich led a Christiana Police coverage and deficiencies discussion. He said Christiana Mayor Carner asked to meet with the President of Atglen Borough Council and him. It was agreed to invite Mayor Carner to the next Atglen Council meeting. It was agreed to explore local police service options.

COUNCIL MEMBER COMMENTS

Mr. Stewart asked to set up the traffic cones on Valley Avenue and other key locations to slow down the traffic on Halloween. Ms. Andrews thanked Mr. Stewart for the reminder.

Mr. Palmer asked about the Christiana Community Ambulance Association (CCAA) fund drive for Year 2023. He does not recall receiving a letter. Mr. Stewart said it was mailed earlier in the year. Ms. Andrews said she will contact CCAA to get some copies.

Mr. Palmer asked about addressing the high grass and weeds growing in some sidewalks and curbs. A discussion was held.

PUBLIC COMMENTS

John Sly, Westwood EMS President, said they were in attendance at Community Day. He thanked the Borough for the ALS and BLS contribution. The Westwood service contract will be forwarded to the Borough for their consideration and execution. Mr. Sly held a discussion on ARPA funded projects. Council said the funds are allocated. Ms. Andrews said the Borough can assist in sponsoring a grant should a funding opportunity arise for Westwood EMS and the Borough.

EXECUTIVE SESSION

President Palmer called for an Executive Sessions at 9:15 pm. At 9:45 pm Council reconvened.

RECONVENED, PUBLIC MEETING

Motion made by Stewart/Hahn to Participate in the 2023-24 Octorara Career and Technical Education Co-op/Capstone Program, One Student, M. Woodall, Position: Public Works Laborer 1, Seasonal and Temporary. The motion carried 5 to 0.

ADJOURNMENT – Hahn/Stewart made a motion to adjourn the meeting at 9:46 pm. All members were in agreement, 5 to 0.

Respectfully submitted,



Caren D. Andrews

Borough Manager/Secretary