

ATGLEN BOROUGH COUNCIL

BUSINESS MEETING

MONDAY, OCTOBER 4, 2021

President Palmer called the meeting of the Atglen Borough Council to order on Monday, October 4, 2021 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 an Executive Session will be held this evening at the end of the agenda to discuss personnel matters.

POLICE REPORT – Officer Moore read aloud the September police statistics and responded to questions.

TEN MINUTE GUEST RECOGNITION/PUBLIC COMMENT –

Mayor Hodorovich introduced Tim Dastalfo and thanked him for his military service. Mayor Hodorovich read aloud the Certificate of Appreciation. In the Certificate Mayor Hodorovich declared October 4, 2021 Tim Dastalfo Day.

COUNCIL ACTION ITEMS

Motion to Reconsider the Direction to Obtain Appraisals for Parcels 7-5A-1.3 and 7-5A-1.2. – Motion to approve was made by Stewart/Glick. Joel Brown and Helen Esbenshade, the Borough Solicitor, were present. A discussion was held. Topics discussed: Surveying the parcels, potential infringements, sewer easements, appraisals, ownership, lot conditions, entering into an agreement of sale, and purchase price. A vote was called on the motion to approve. The motion carried 4 to 1 as follows: Aye – McClay, Stewart, Hahn, Palmer; Nay – Glick. Mr. Brown requested an Executive Session. Council agreed and stated they would go into Executive Session to discuss this real estate matter at the end of the agenda. Council requested Mr. Brown and Ms. Esbenshade attend the Executive Session.

Approve the Applewood Homes LLC Letter of Credit, Certificate of Completion- Reduction #2 in the Amount of \$ 96,160.73 and Authorize the Council President to Execute Said Document – Motion to approve made by Hahn/McClay. Hanover Engineering and Becker Engineering, the Borough Engineers, reviewed the request and recommended approval. All members were in agreement, motion carried 5 to 0.

Amend the Fees for Building and Zoning Permits, Resolution # 641-21- Motion to approve made by Hahn/Stewart. Ms. Andrews said the current fee structure is not covering the costs to

review permit applications, issue permits, perform inspections, and respond to queries. She provided some examples. A vote was called on the motion. The motion carried 4 to 1 as follows: Aye – McClay, Stewart, Hahn, Palmer; Nay – Glick. Council asked Ms. Andrews to monitor the new fees to confirm they are in-line with the expenses.

Motion for Contribution to the Atglen Public Library Capital Campaign – Motion to approve made by Hahn/Stewart. Ms. Andrews requested a dollar value for the motion. The library is seeking \$ 3,000 to purchase a new outdoor dropbox. Mr. Hahn and Mr. Stewart amended the motion to read to make a \$ 3,000 contribution to the Atglen Public Library Capital Campaign. Questions were posed to Robbyn Kehoe, the Library Director. A vote was called on the motion. The motion carried 5 to 0.

Park and Recreation Commission Prizes for the Final Two Events of the Year, Year 2021. Ms. Andrews said with the recent amendment to the Sunshine Law it requires the Park and Recreation to have their financial ask on a Council agenda. The timing has been problematic. She asked if Council would approve a motion with a maximum prize value per event and place the responsibility with the Borough Manager to monitor the spending. Emily Reid, the Park and Recreation Commission Chair, said due to a scheduling conflict the Commission is unable to participate in the pumpkin carving contest. That leaves for prize money the last event of the year which is the Holiday Lighting contest. Motion was made by Hahn/Glick to spend up to \$ 250 on gift card for the Holiday Lighting contest with the Borough Manager overseeing the purchases. The motion carried 5 to 0.

September 13, 2021 Council Minutes, Bills of Approval, Department and Advisory Reports – Motion to approve made by Palmer/McClay. All members were in agreement.

COUNCIL DISCUSSION ITEMS

Trucks Replacement – Ms. Andrews said the Council budgeted to replace the 1997 dump truck with a used dump truck, budget price of \$ 30,000. The Public Works Manager has been unable to find a used dump truck. The 2007 pick-up truck is next in-line to be replaced. The Public Works Manager obtained a quote to purchase a new Year 2022 dump truck, retire the 1997 dump truck, and retire either the 2003 or 2007 pick-up truck. Ms. Andrews said Mr. Umble was unable to be in attendance this evening due to a planned vacation. He will be present to respond to questions at the November Council meeting. Concerns expressed by Council were as follows: Price, daily use of the dump truck, why not used trucks.

PARK AND RECREATION COMMISSION, UPDATE

Emily Reid said there is one vacancy on the Commission due to the recent resignation of Denim Kurtzhals. The Family Fun Walk/Run event went very well. The Park and Recreation Commission did a float for last weekend's homecoming parade. Ms. Wheeler planted mums outside Borough Hall. The next event is the holiday lighting festival.

MANAGER'S COMMENTS - The Manager announced the following events: Trunk or Treat, October 22, Host: Christiana Police; Halloween, October 31; Public Water Line Maintenance, Hydrant Flushing, October 19 with Rain Date of October 21; Leaf Collection Begins on October 25 and Ends on December 13; and Weaver, 354 Main Street, Zoning Hearing Board on October 6. Ms. Andrews read aloud her report and responded to questions.

VISITORS COMMENTS – There were no comments.

MAYOR'S COMMENTS – Mayor Hodorovich said the Community Day event went well. The Covid-19 Clinic hosted by Sellars Non-Wovens was a success. Back to School Night went well. Having the Atglen Park and Recreation Commission participate in the Homecoming Parade was well received. Upcoming events are as follows: DiAtglen Alley Wizard Faire on October 16, Halloween, Veteran's Day ceremony, and Cookies with the Mayor and Tree Lighting on December 4. He is working on an Atglen T-shirt. The Mayor has some students interested in the Junior Councilperson position, but believes the application form is a deterrent. Suggestions were given to make the application form more student friendly. Ms. Andrews will implement.

COUNCIL MEMBER COMMENTS – There were no comments.

EXECUTIVE SESSION

President Palmer called for the first of two Executive Sessions at 8:40 pm. At 10:10 pm the Council reconvened.

RECONVENED, PUBLIC MEETING AFTER FIRST EXECUTIVE SESSION

Glick/Stewart made a motion to approve the following wage/bonus increases effective January 1, 2022: 4.6 % for the Borough Manager, \$ 3000 for the Public Works Manager, and 4.6% for Laborer II. All members were in agreement, 5 to 0.

Brian Hahn left the meeting and Borough Hall at 10:11 pm. Mr. Hahn did not participate in the second Executive Session, nor was he present when the meeting reconvened into public session after the second Executive Session.

Mr. Palmer called for the Second Executive Session at 10:12 pm. At 10:40 pm the Council reconvened.

RECONVENED, PUBLIC MEETING AFTER SECOND EXECUTIVE SESSION

McClay/Stewart made a motion to move the current Administrative Assistant to a full-time Administrative Assistant position and approve a 4.6% wage increase for said position effective January 1, 2022. All members were in agreement, 4 to 0, as follows: Aye: McClay, Stewart, Palmer, Glick.

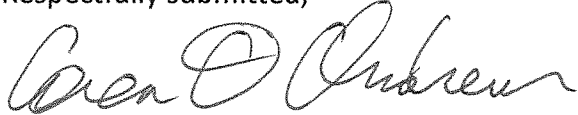
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ADJOURNMENT – Stewart/Glick made a motion to adjourn the meeting at 10:40 pm. All members were in agreement, 4 to 0.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Caren D. Andrews". The signature is written in a cursive, flowing style.

Caren D. Andrews

Borough Manager/Secretary