ATGLEN BOROUGH COUNCIL

BUSINESS MEETING

MONDAY, APRIL 1, 2024

President Palmer called the meeting of the Atglen Borough Council to order on Monday, April 1, 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 AND ROLL CALL

President Palmer led the pledge of allegiance and took roll call.

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

POLICE DEPARTMENT REPORT – Chief Ryan Murtagh gave the March police report. He said the police department is providing staff for the Borough's community events. Mike Honan asked about the recent installation of painted speed lines. Chief Murtagh responded. Mayor Hodorovich asked about the number of traffic citations issued in March. Chief Murtagh responded.

JUNIOR COUNCILPERSON' REPORT - Emmerson Ware summarized the Octorara Area School District recent events: Mr. Octorara, band concert, chorus concert, and the art show. Forthcoming high school events are the mini-thon and prom. The high school track, softball, and baseball teams are in-season. The West Fallowfield Christian School events are the trash stash and fine arts review.

.

PUBLIC COMMENTS

Diane Palmer provided an Atglen Public Library update. The upcoming events are the solar eclipse, plant share and swap, night out at Wolf's Hollow, and bingo night. The new library logo designed by an Octorara High School student will be introduced this month.

APPROVE MARCH 4, 2024 AND MARCH 14, 2024 MINUTES - Motion to approve made by Hahn/Hall. All members were in agreement, 5 to 0.

APPROVE BILLS OF APPROVAL AND FEBRUARY TREASURER'S REPORT - Motion to approve made by McClay/Palmer. All members were in agreement, 5 to 0.

PUBLIC COMMENT – There were no comments.

OLD BUSINESS

Western Chester County Council of Governments (WCCCOG), Trash Services – The WCCCOG prepared a survey to gauge if the member municipalities want to work together on providing trash collection services. There was a discussion about the current trash contract expiring at the end of this year and will a WCCCOG option be available in January 2025. Motion to respond to the survey by stating Atglen is not interested in participating made by Glick/ Hahn. All members were in agreement, 5 to 0.

Applewood Development, Zion Hill Road Street Lights, And Associated Costs- Ms. Andrews reviewed the quote received from PP&L, $ 1226 per pole, LED fixture, matching the existing streetscape poles. The Borough staff can perform the trench excavation and back fill. The current monthly service fee is approximately $ 15 per pole. Mr. Hahn recommended up to four poles be added to the segment between Liberty Street and Braeburn Drive to improve safety. Mr. Honan asked if the Borough visioned this to match downtown. Mr. Hahn answered, he did. In order to not slow down the streetscape installation Mayor Hodorovich suggested PP&L install the concrete bases now while we wait for the poles and fixtures. Mr. Honan asked if there are other areas that need additional lighting. A discussion was held.

Motion to add up to four additional street light poles and fixtures, to match the existing PP&L streetscape lights was made by Hahn/Hall. All members were in agreement, 5 to 0.

Borough Hall Park Update – Ms. Andrews said Think Green, the contractor, remobilized on March 12. The site lighting is installed. The playground equipment is in the warehouse and is anticipated to be installed within the next two weeks. Ms. Andrews provided an update on the County and State grant funding.

Leaf Collection, Update – Ms. Andrews spoke to AJ Blosenski (AJB)about roll-off containers and collecting bagged leaves at curbside. AJB said they could provide one Saturday collection in November and one in December, $ 1600 per collection day. One roll-off container is $ 670. Council wants more information about the 1991 F800 truck repairs and/or truck options in order to continue the current service as is. A question was posed if we can use the Borough owned Church Road parcel for leaf storage. Ms. Andrews will report back at the May meeting.

NEW BUSINESS

ARLE Grant, Submit Application, Project: Crosswalks and Pedestrian Walk- Ms. Andrews said the grant funder is PennDot. This grant caters to low cost projects. Our focus is Main Street. Motion to approve made by Glick /Hahn. All members were in agreement, 5 to 0.

Approve the Payment of Think Green LLC Invoice #6 (Chesco DCD Invoice #5) in the Amount of $ 41,399.10 for the Atglen Borough Hall Park - Motion to approve made by Hahn /McClay. All members were in agreement.

Approve the Payment of the Kompan Inc. Invoice # 122141, $ 78,846.30, Playground Equipment, Subject to Holding the Check Until the Equipment is Delivered On Site Per the Sales Order- Motion to approve made by Glick/Hall. All members were in agreement.

Oil and Chip Quote from Martin Paving Inc., 200 and 300 Blocks of High Street – Two quotes were received with the low bidder from Martin Paving Inc, $ 14,595.10. Funds are available in the 2024 General Fund budget. Mr. Hahn asked if this covers the blocks between Ridge Avenue and Valley Avenue. Ms. Andrews said yes. Motion to approve made by Hahn/McClay. All members were in agreement.

PARK AND RECREATION COMMISSION REPORT – Mayor Hodorovich said they were short in member attendance at last month's meeting. For the May 25 Spring CleanUp and Memorial Day Ceremony event, the Octorara High School football players will be volunteering. US flags will be placed on every property in the Borough. For the Community Day walk/run event the start and finish line will be moved to the Penningtonville Presbyterian Church's park. Registration is free. The Homecoming parade is September 17. A planning meeting with the Parkesburg Police Chief and Borough's Emergency Management Coordinator is on the April calendar. The Community Yard Sale is May 4.

MANAGER'S COMMENTS – Ms. Andrews read aloud her report and responded to questions.

MAYOR'S COMMENTS - Mayor Hodorovich said we are off to a great start with the Parkesburg Police Department. He is working with an Eagle Scout candidate on a potential project in the Borough. Native trees are being sold this Spring. The Mayor said stop by the new Grocery Outlet store in Parkesburg.

Brian Hahn said with Emmerson Ware finishing her senior year of high school recruitment for the next Junior Councilperson should begin soon. The Mayor agreed and said he will start the process.

COUNCIL MEMBER COMMENTS – There were no comments.

PUBLIC COMMENTS

Mike Honan asked if we can delay the Applewood homes Use and Occupancy Certificates if the Zion Hill Road streetscape is not completed. Mr. Honan said he considers this area unsafe for the walking public. Ms. Andrews was asked to discuss this with the Borough Solicitor.

ADJOURN TO EXECUTIVE SESSION - President Palmer called for an Executive Session at 8:25 pm. At 8:34 pm Council reconvened to the public meeting.

Glick/Hahn made the motion to hire Mason Woodall to the full-time Laborer I Position, $ 20 per hour with benefits, start date this Summer, subject to Mason Woodall earning his high school diploma in June 2024. All members were in agreement, 5 to 0.

Hahn/McClay made the motion to approve the Think Green LLC Change Orders # 1 to #6, Project: Borough Hall Park, Total Cost $ 25,153 subject to placing the change orders on the Change Order Form found in the Project Specification Package, and have said form signed by the Borough Engineer or Borough Landscape Architect, the Contractor, and by this action the Borough. The motion passed, 4 to 1 with the vote as follows: Aye-Hahn, McClay, Palmer, Hall. Nay-Glick.

Think Green LLC Change Order #7, Borough Hall Park, Subject to Placing the Change Order on the Change Order Form Found in the Project Specification Package, and Have Said Form Signed and have said form signed by the Borough Engineer or Borough Landscape Architect, the Contractor, and by this action the Borough. Ms. Andrews said due to an ADA slope issue with the location of the play equipment re-grading was required. This has created a need for curbing around the plant bed. Two options are being proposed. A discussion was held. No motion was made.

Change Order Process for Think Green LLC, Borough Hall Park, Going Forward, if An Instance Arises for an Expedited Decision. Ms. Andrews asked for direction on future change orders. Council said all change orders over $2,000 must be presented to them for consideration and action. If a special meeting is needed Council said to make that happen. Change orders under $ 2,000 Ms. Andrews can make that decision and place those on the next Council agenda for ratification.

ADJOURNMENT – Hahn/McClay made a motion to adjourn the meeting at 9:10 pm. All members were in agreement.

Respectfully submitted,

Caren D. Andrews
Borough Manager/Secretary