ATGLEN BOROUGH COUNCIL

BUSINESS MEETING

MONDAY, MAY 6, 2024

President Palmer called the meeting of the Atglen Borough Council to order on Monday, May 6, 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

PLEDGE OF ALLEGIANCE AND ROLL CALL

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

FY 2023 AUDIT, AUDITOR PRESENTATION – Michael Mood, the auditor, summarized the Year 2023 audit. He reviewed the positive increases in fund balances and control testing. A question was posed about what steps the Borough is taking to attract new enrollees in the on-line utility payment program. Ms. Andrews responded.

POLICE DEPARTMENT REPORT – Sergeant Manning gave the April police report. A conversation was held about addressing dogs running at large and dog feces being left on public and private properties.

PUBLIC COMMENTS

Diane Palmer provided an update on the Atglen Public Library as follows: Summer reading kickoffs on June 15, camp for teens, summer activities, and the CCLS Impact Report.

APPLEWOOD DEVELOPMENT, PROPOSED ZION HILL ROAD STREETSCAPE REDESIGN – Robert Lynn, Hanover Engineeing, the Borough Engineer was present.

Crosswalks – The original design calls for the crosswalk at Liberty Street. There are ADA challenges. Mr. Lynn reviewed two other crosswalk layouts for Zion Hill Road- one with a crossing on Zion Hill Road at Rosemont Avenue and the other on Zion Hill Road crossing near the Amtrak accessway. A discussion was held about truck and vehicle traffic travelling downhill and safety concerns for pedestrians crossing the street. Council decided to keep the original location of the crosswalk. Mr. Lynn is to ask Chetty, the developer, to relocate the new street light pole since it sits in the ADA crossing.

Streetscape Sidewalk and Trees – Mr. Lynn submitted a design showing street trees, stamped concrete pre-colored, and a minimum 5' wide sidewalk. Motion to forward the April 4, 2024

streetscape design prepared by Hanover Engineering to the developer made by Glick/Hahn. All members were in agreement, 5 to 0.

PUBLIC WORKS MANAGER REPORT – Bryan Umble reviewed the Water and Sewer report. Hydrant flushing is scheduled for May 14 with May 16 as a rain date. Additional emergency alarm parameters have been installed at the Wastewater Treatment Plant and Church Road Water Plant. A virtual meeting was held with PA DEP to determine the next step for assessing if the Big Mackie spring can be added to our water supply. More testing is needed. A new salt spreader is on order for the Ford F350 truck. The military banners will be installed this month.

Leaf Collection – Mr. Umble received two quotes to rent a truck for leaf season. They start at $ 1,400 per week to $ 8,500 for the season. Mr. Umble reviewed the recent repairs to the Ford F800. He asked if he can have a mechanic look at the truck. Council said yes and authorized the repairs, including tires, not to exceed $ 8,500. Mr. Umble asked if he can get it towed to the mechanic. He is concerned about safety. They said yes. Mr. Umble discussed the leaf bagging option. There is an area on our Church Road property where we can store the leaves.

JUNIOR COUNCILPERSON' REPORT - Emmerson Ware summarized the Octorara Area School District High School upcoming events: Mini-thon fundraiser for pediatric cancer, Earth Day, Senior awards night, Senior trip, Prom, AP tests, and June 5th graduation. The last track meet is today. The softball and baseball seasons are wrapping up.

The West Fallowfield Christian School events: Grandparent's day, trash stash, the snack shack, boys' volleyball, girls' soccer, and the May 30th 8th grade graduation.

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APPROVE APRIL 1, 2024 AND APRIL 24, 2024 MINUTES - Motion to approve made by Hahn/McClay. All members were in agreement, 5 to 0.

APPROVE BILLS OF APPROVAL AND MARCH 2024 TREASURER'S REPORT - Motion to approve made by McClay/Palmer. The vote was as follows: 5 to 0 for all checks except the Atglen Public Library and Cristi Hahn. For the Atglen Public Library the vote was 3 to 0 with McClay and Palmer abstaining. For the Cristi Hahn check the vote was 4 to 0 with Mr. Hahn abstaining. Ms. McClay and Mr. Palmer abstained from voting on the Atglen Public Library check due to their personal conflicts. Ms. McClay is on the Atglen Public Library Board. Mr. Palmer is married to the President of the Atglen Public Library Board. Mr. Hahn abstained on voting on the Cristi Hahn check due to the family conflict.

PUBLIC COMMENT – There were no comments.

OLD BUSINESS

<u>Tee Alley-Church Street Chesco CRP Grant Project- Authorize Invitation to Bid/Advertise for Bids</u> – Motion to approve made by Hahn/Glick. Bob Lynn said we are addressing the items in

PennDot's HOP review letter. When we get the HOP permit, assuming Council approves this motion, we will be ready to advertise for bids. Ms. Andrews said an alternate bid item will be included for the Church Street stamped concrete crosswalk. All members were in agreement, 5 to 0.

Applewood Development, Update – Ms. Andrews provided an update. She contacted the developer to get an update on the start of Stage 2 discussions and is waiting to hear back. Thirteen building permits have been issued.

Borough Hall Park Update, Electric Receptacles, and Ribbon Cutting – Ms. Andrews provided some mid-June dates for the ribbon cutting. Council said to focus on dates at the end of the month and if need be into July. The ribbon cutting will start at 4 pm.

Ms. Andrews said exterior electrical receptacles have been added to the Borough Hall building, lamp posts, and the trail head shelter. She asked Council if they should be left unlocked and available for public use. The answer was yes.

Approve the Payment of Think Green LLC Invoice #7 in the Amount of $145,696.10 for the Atglen Borough Hall Park - Motion to approve made by Hahn/Hall. All members were in agreement, 5 to 0.

Approve the Payment of the Kompan Inc. Invoice # 122910, $ 78,846.30, Playground Equipment, Subject to Holding the Check Until the Equipment is Installed Per the Sales Order- Motion to approve made by Glick/Hahn. All members were in agreement, 5 to 0.

Ratify the Kompan Inc. Change Order No. 9, Unexpected Subsurface Conditions, Subject to Placing the Change Order on the Change Order Form Found in the Project Specification Package and Have Said Form Signed by the Borough Engineer or Landscape Architect, Kompan, and by this Action the Borough - Motion to approve made by McClay/Hahn. All members were in agreement, 5 to 0.

Borough Hall Park Water Fountain, Waive the User Fees- Ms. Andrews said the new water fountain is metered for usage. She asked if Council wants to waive the quarterly public water user fees. Motion to waive the quarterly fees made by Glick/Hahn. All members were in agreement, 5 to 0.

NEW BUSINESS

Planning Commission Vacancy – Andy Rogers is relocating and has tendered his resignation. Ms. Andrews asked if Council wants to follow the past practice of advertising on the website. Everyone said yes.

PARK AND RECREATION COMMISSION REPORT – In Mayor Hodorovich's absence Ms. Andrews reviewed the April activity. Native trees and shrubs are for sale, $ 15 per tree/shrub. The Memorial Day and Spring Clean-Up Event is May 25.

CHRISTIANA COMMUNITY AMBULANCE ASSOCIATION (CCAA), UPDATE - Mr. Glick attended a recent CCAA municipal update. He summarized the current staffing and financial conditions. CCAA is investigating upgrading to a newer ambulance. Ms. Andrews asked if she should place the BLS agencies contributions on the June agenda. The answer was yes.

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

MAYOR'S COMMENTS - Mayor Hodorovich was unable to be here this evening. Ms. Andrews read aloud the Mayor's report.

COUNCIL MEMBER COMMENTS

Mr. Hahn asked the Manager to get year to date emergency medical service call data from Keystone Valley.

PUBLIC COMMENTS - There were no comments.

ADJOURNMENT – Hahn/Glick made a motion to adjourn the meeting at 9:40 pm. All members were in agreement.

Respectfully submitted,

Caren D. Andrews
Borough Manager/Secretary