ATGLEN BOROUGH COUNCIL

BUSINESS MEETING

MONDAY, JULY 1, 2024

President Palmer called the meeting of the Atglen Borough Council to order on Monday, July 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.

POLICE DEPARTMENT REPORT – Chief Murtagh reviewed the June activity report. Chief Murtagh thanked Bryan Umble for providing information on the recent graffiti incident. The Chief discussed the Norwood Avenue parking, trailer, and vehicle complaints.

PUBLIC COMMENTS

Emily Reid asked if there is a dog leash law. Ms. Andrews said yes. Ms. Reid said she is encountering running dogs. Ms. Andrews suggested she call Parkesburg Borough Police.

Ode Lofgren, Christiana Fire Company, presented a plaque thanking the Borough for their support. Mr. Lofgren provided an update on their fire equipment and apparatus including the beginning stages of purchasing one used fire apparatus. Mr. Lofgren asked to have the fire company invited to the Borough Hall Park ribbon cutting. Ms. Andrews said they will be included. Mr. Lofgren asked to let the fire company know when the first group of Applewood homes settle. Ms. Andrews said we will. The fire company took a tour of Stoltzfus Logistics, 808 Valley Avenue.

PUBLIC WORKS MANAGER REPORT

Bryan Umble said Mason Woodall started today, full time. He discussed the graffiti incident that occurred over the weekend. Salt Design Studio provided the staff with a Borough Hall Park Operations and Maintenance workshop. The Big Mackie SWIP dry weather testing with DEP is scheduled for the 3rd week of July. The 2023 Public Drinking Water Quality Report is completed and available for review. The static water levels are good. The Zion Hill Road street lights were installed.

BRENDAN HART, EAGLE SCOUT PROJECT – Brendan Hart, Atglen Troop 20, introduced himself and his involvement in scouts. For his Eagle Scout project, Brendan has constructed four Little Library boxes. He is asking for one of the library boxes to be installed along the Valley Avenue sidewalk of the Atglen Borough Hall Park property. He showed Council the one he has built for the Borough Hall Park parcel. For the next year Brendan agreed to check the box monthly to maintain the book supply and provide maintenance. After that year Brendan asks for the Borough to take responsibility. Glick/Hahn made a motion to accept the Little Library book box, have it installed in the location described on the Borough Hall Park property, after Year 1 the Borough will keep it stocked with books, and after Year 1 the Borough will maintain it. All members were in agreement, 5 to 0.

678 GLEN RUN DRIVE, PROPOSED FENCE INSTALLED IN SEWER EASEMENT – Maria and Bruce Yost said they want to construct a privacy fence in the rear of their property. Said fence will run parallel with the property line, stepping two feet in, placing said fence within the sanitary sewer easement. The entire rear 20' sewer easement sits within their parcel. The prior owner planted evergreens and wild locust trees in the sewer easement. They want to clear out the easement of trees and vegetation. To put the fence closer to their property and not in the easement will create a maintenance issue and allow for neighbor's encroaching. Helen Esbenshade, the Borough Solicitor, discussed the purpose of an easement. Ms. Esbenshade recommended Mr. and Mrs. Yost enter into an agreement whereby they take responsibility for the ownership of the fence and maintenance of the fence. If the Borough needs to enter the easement and remove the fence and/or creates damage to the fence Mr. and Mrs. Yost and future property owners will handle the fence restoration and/or maintenance at their expense. Ms. Esbenshade recommended said agreement be recorded as part of their property deed. Mr. and Mrs. Yost agreed. Hahn/Glick made a motion to allow the construction of the fence to be placed within 2 feet of the rear line of the sewer easement subject to the deed agreement mentioned by the Solicitor being executed and recorded. All members were in agreement, 5 to 0.

Ms. Andrews asked can we proceed now with the zoning permit for the fence while we go through the process of developing an agreement, getting the agreement signed by the Borough and Mr. and Mrs. Yost, and recording said agreement. Ms. Esbenshade, yes, the permit can be requested and issued.

APPROVE JUNE 3, 2024 MINUTES - Motion to approve made by Hahn/Hall. All members were in agreement, 5 to 0.

APPROVE BILLS OF APPROVAL AND THE APRIL AND MAY 2024 TREASURER'S REPORT - Motion to approve made by Palmer/McClay. All members were in agreement, 5 to 0.

PUBLIC COMMENT – There were no comments.

OLD BUSINESS

Chetty-Applewood Development Discussion – An update was provided by Ms. Esbenshade and Ms. Andrews. It was suggested another meeting be held with Chetty, the developer, on the Applewood parcel to address Stage 1 development items and move onto Stage 2. Council said they want to send some members to said meeting. It was agreed the following people will be meeting with Chetty: Brian Hahn, Charlie Palmer, Helen Esbenshade, Bob Lynn, and Caren Andrews.

Borough Hall Park Update – Ms. Andrews asked everyone to walk outside. She directed people to the parking lot edge by the rearmost rain garden. She was concerned about the proximity of the parking space to the rain garden. Everyone came back in the building. Council discussed safety options. It was agreed to install a fence, matching the post and rope fencing on-site, and have the Public Works staff install.

A punchlist walkthrough was held on June 19. Punchlist items are being addressed. The two permits were closed out. PA DCNR performed a site inspection today and found all was in good order and in compliance with the plans.

There was an ADA accessibility discussion. Salt Design Studio submitted a memo stating not everything in the park space must be ADA compliant. There is an accessible ADA route for the playground, trail, and parking lot. Ms. Esbenshade reviewed the memo with Council. There were no questions.

The ribbon cutting is scheduled for July 31 at 4 pm. The soft park opening will occur on July 3 with the park remaining open thereafter.

Void the Kompan Playground Equipment Change Order #1, Cost: $ 0, For the Borough Hall Park, Approved at the August 7, 2023 Meeting – Motion to approve made by Hahn/Hall. All members were in agreement, 5 to 0.

Approve the Payment of Think Green LLC Invoice #9 in the Amount of $63,715.32 for the Atglen Borough Hall Park - Motion to approve made by Hahn/McClay. All members were in agreement, 5 to 0.

Borough Hall and Borough Hall Park Security Cameras Update – One proposal has been received with two more being pursued. The first proposal is from Hirst Systems. There was a discussion about providing a temporary off the shelf system and solicit quotes for a permanent system. Ms. Andrews said we have to boost the wi-fi signal. Council said to proceed with the temporary install, obtain quotes for the permanent system, and boost the wifi signal.

Park and Recreation Commission Ordinance No. 692-24, ByLaws, Repeal and Replace - Motion to approve made by Hahn/Hall. All members were in agreement, 5 to 0.

Trash and Recycling Contract, Request for Proposal, Update – Ms. Andrews said the insurance broker has approved the language in the proposal. She needs to add a per unit charge to accommodate the residential growth, update the dates, and forward to the Solicitor for her review. This will be ready for Council action to consider for authorization at the August 5 Council meeting.

Planning Commission Vacancy – Ms. Andrews said there is one open position. Josh Glick said he is interested in filling the position. Ms. Andrews will review the legislation as it relates to the number of Council members sitting on the Commission and report back.

Homecoming Parade, September 17, Temporary Road Closures – Mr. Hodorovich summarized the parade route and plans. The local roads that will be impacted are E. Main Street, High Street, Ridge Avenue, and Glen Run Drive. The parade kicks off at 7 pm and will wrap up around 8 pm. Motion to approve the temporary closures as described was made by Hahn /McClay. All members were in agreement, 5 to 0.

NEW BUSINESS

Appoint Kennason Ware to the position of Junior Councilperson - Motion to approve made by Glick/Hahn. All members were in agreement, 5 to 0.

Christiana Community Ambulance Association (CCAA), New Rig and Cost Sharing Proposal – Ms. Andrews reviewed the June memo requesting funding for the new rig from the member municipalities. This will be a topic for the 2025 Budget season.

West Sadsbury Township Draft Comprehensive Plan – West Sadsbury shared with the Borough their draft Comprehensive Plan. The Council had no comments.

December Council Meeting Date – Ms. Andrews said Thanksgiving falls late in the month creating a preparation conflict with the December 2 Council meeting. Typically we have at least one week between Thanksgiving week and the December Council meeting. Motion to move the meeting to December 9 made by Glick/Hahn. All members were in agreement, 5 to 0.

PARK AND RECREATION COMMISSION REPORT

Darren Hodorovich reviewed the June meeting. The Homecoming parade planning is underway. The Memorial Day flags, approximately 900, were returned and will be reused for future holidays. Two Tshirt designs were submitted for the Fun Walk/Run shirts. Currently the community can vote on their favorite design at the Atglen Public Library. In Year 2026 the Borough will be celebrating 150 years. The Commission has begun planning the celebrations.

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

MAYOR'S COMMENTS – Mayor Hodorovich said he has a meet and greet scheduled with Ryan Homes in July. In June and throughout the summer his family will trim the weeds growing in the sidewalks, curbs, and utility pole cutouts along Valley Avenue. The Commission is doing a wonderful job watering and maintaining the Downtown planters. The Mayor is officiating a wedding this summer.

COUNCIL MEMBER COMMENTS – There were no comments.

PUBLIC COMMENTS - There were no comments.

ADJOURNMENT – Hahn/McClay made a motion to adjourn the meeting at 9:24 pm. All members were in agreement.

Respectfully submitted,

Caren D. Andrews

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Borough Manager/Secretary