ATGLEN BOROUGH COUNCIL

BUSINESS MEETING

MONDAY, JULY 7, 2025

President Palmer called the meeting of the Atglen Borough Council to order on Monday, July 7, 2025 at 7:00 pm in the Borough Hall. The following members were present:

Charles H. Palmer Jr. Joshua Glick Zachary Hall Brian Hahn Melissa McClay
Mayor Darren Hodorovich

PLEDGE OF ALLEGIANCE, ROLL CALL, EXECUTIVE SESSION
President Palmer led the pledge of allegiance and announced an executive session at the end of the agenda to discuss a personnel matter.

CHRISTIANA FIRE COMPANY REPORT, KIDS' FIRE CAMP DONATION REQUEST
Kim Moore, Christiana Fire Company, summarized the monthly fire call report. In June there were 19 calls, 108 hours logged and 48 hours of training. There are 128 children registered for the Kids' Fire Camp in August. On August 22 there will be an open house for the community with refreshments provided. This is a free camp. Hahn/Glick made a motion to contribute $1,800 toward the Kids Camp. All members were in agreement, 5 to 0.

ATGLEN COMMUNITY DAY UPDATE- Pat Softchin, Community Day Planning Committee, thanked the Borough for their ongoing support and said that in 12 years Community Day has raised over $109,000 This year the event will be on September 13. She shared the cost breakdown of events scheduled for the day and asked for continued support of the event in the form of financial support and road closures.

A motion was made by Hahn/Glick to approve the following for Community Day: a) Pay for the Live Music, Games, Entertainment, and the Porta-Potties with the Total Donation Not to Exceed $4,500; b) Road Closures for Community Day, Main Street from Ridge Avenue to Glen Run Drive, on Ridge Avenue from Main Street to Norwood Street, and on Chester Street from Ridge Avenue to Dallas Street. Ms. McClay announced she is abstaining because she sits on the Community Day Committee and has a role in expending the donated funds. Motion passed 4-0 with 1 abstention.

PARKESBURG POLICE REPORT – Chief Ryan Murtagh read the monthly report and shared that in June there were 305 instances of police activity. He discussed the enforcement of parking violations. Fines could be paid and processed at the Parkesburg Municipal Building. The cost to the Borough would be approximately $300 to have ticket books printed. Council asked that the Ms. Hahn check with the Borough solicitor regarding whether a motion is necessary and asked

that if in the interim the police could issue warnings for parking infractions. Chief Murtagh agreed.

Chief Murtagh announced that the Community Policing Fund is donating $500 to the Atglen public Library and $1,000 to Atglen Community Day.

PRESENTATION- ABILINE GRIFFITHS, GIRL SCOUT SILVER AWARD PROJECT - Abilene shared her plans for her Silver Award project which will include 2 wooden signs; one describing native plants and one about native birds. The signs will include information and a "fun fact". She stated that this is important because it will educate people on our ecosystem. She has reached out to SALT Design, the architect for the park. Mr. Palmer asked her where the signs will be placed. She stated that she has some ideas and will work with Borough staff to determine placement. Council is in favor of the project and wished her well.

PRESENTATION- DAVID HOOK, BOY SCOUT EAGLE SCOUT PROJECT - David handed out a packet with information about his proposed project. He would like to put 3 large perennial planter boxes, stepping stones, and a bench on the small Main Street parcel owned by Atglen Borough. His plan is to begin in mid-July. He addressed questions regarding who will help him and where he will get materials. Bryan Umble mentioned that the borough has extra pavers and stone. David will work with Bryan to see what materials we have and then fundraise and speak with local businesses. The Mayor offered a personal donation of $100 towards the project. The current planters, built by a Girl Scout, will stay and be incorporated into the new design. Council is in favor of the project and wished him well.

PUBLIC WORKS REPORT – Bryan Umble shared that with all of the rain there have been several flooding events on Fallowfield Road. A sink hole was repaired on Church St. over the old storm pipe which is going to be replaced as part of the 2023 CRP grant. The storm basin at 624 Willow Lane filled and wouldn't drain, that issue was identified by Bryan and resolved. Water Plant levels are in good range. The Public Works staff are still looking for water leaks. They are checking every connection. The Water Consumer Confidence Report (CCR) was completed, filed with the PA DEP and shared with residents. The Wastewater Treatment Plant is operating well. One UV sensor is being replaced. In mid-July the Stauffer Road stormwater issue will be addressed with a new storm pipe being installed by Public Works staff.

JUNIOR COUNCIL PERSON'S REPORT – Kennason Ware was not present.

PUBLIC COMMENTS – Diane Palmer, President of the Atglen Library Board, shared a library update. The library received a $5,000 federal grant to purchase books. The next *Sundays in the Park* event will be on July 13 from 1-4 pm. There will be free books and ice cream, live music, games and a noodle forest. Pine Creek *Critter Conversations* will be held on July 8, July 29, August 12 at 2 pm at the library.

APPROVE MINUTES, JUNE 2, 2025 - Motion to approve made by Hahn/Hall. All members were in agreement, 5 to 0.

APPROVE JUNE BILLS LIST AND JUNE TREASURER'S REPORT - Motion to approve made by Palmer/Hall. The vote was 3 to 0 with 2 abstentions. The Aye votes were Glick, Palmer and Hall. Mr. Hahn abstained due to a personnel conflict of interest with his spouse, a Borough employee. Ms. McClay abstained due to a conflict of interest.

PARK AND RECREATION COMMISSION REPORT – Mayor Hodorovich reported that the Popsicles in the Park event was a success. The event, cohosted with ServPro, was well-attended. The Battle of the Boroughs food drive resulted in a total donation of over 5,000 lbs. of food to the Octorara Area Food Cupboard. Parkesburg came in first, Atglen was second and Christiana was third. They plan to have the event again next year. Plans for the 150th Atglen anniversary are continuing.

OLD BUSINESS

Tee Alley-Church Street Chesco CRP Grant Project- Cristi Hahn stated that the easement agreements were ready to be executed and the PennDot HOP permit was issued. A motion was made by Hahn/McClay to authorize an invitation to bid/advertise for bids. All members were in agreement 5-0.

205 Main Street, Oberle, Zoning Hearing Board Update- Cristi Hahn summarized the June 30 Zoning Hearing Board meeting explaining that several residents came to the public meeting. Mr. Oberle and his counsel explained the need for variances and described the proposed business plan. Mr. Oberle responded to questions from the public and from the board. The Zoning Hearing Board did not render a decision that evening, but will reconvene on August 7 at 7 pm.

Applewood Development, Streetscape and Road Improvements Update – Cristi Hahn provided an update and shared that Chetty Builders obtained an estimate for Zion Hill Road street paving to the Borough for additional discussion. Council would like to review the estimate and corresponding documents regarding the scope of the project further.

NEW BUSINESS

Ambulance Service, Basic Life Support, Contribution – Mr. Palmer asked how much we have allocated for BLS donations. Mrs. Hahn replied. Mr. Glick asked how much we donated to each ambulance company last year. Mrs. Hahn replied. Motion to donate $6,000 to Christiana Community Ambulance, $2,000 to Keystone Fire Company Ambulance and $1,500 to Westwood Fire Company Ambulance made by Hahn/Glick. All members were in agreement, 5-0.

Solicitation in the Borough - Cristi Hahn shared that Borough Hall received several complaints about solicitors going door to door in the Borough. None of the solicitors had obtained a license from the Borough. Ms. Hahn shared Ordinance #120, the Borough's solicitation ordinance, which requires a permit. There was a discussion about whether the ordinance should be updated as well as the possibility of putting signage at the entrances to town.

Borough Hall Park Maintenance – Cristi Hahn gave an update on park maintenance. The Public Works staff is currently mowing and trimming the entire grass area. The grass will be sprayed to try and alleviate the crab grass and then seeded with additional "no mow" grass seen in the fall. Staff also trimmed the ornamental grasses back around the flagpole. The original intention of the no mow grass and plantings was that they were to be low maintenance. However, the grass and planting areas take on an "overgrown" look when not trimmed. Council agreed that they like a more manicured look. Cristi will look at hours spent by staff on maintenance going forward. Mayor Hodorovich suggested the Park & Recreation Commission could potentially take some ownership of the plantings.

MANAGER'S COMMENTS - Cristi Hahn read aloud her monthly report and responded to questions.

MAYOR'S COMMENTS – Mayor Hodorovich shared that members of the Park & Recreation Commission placed 200 American flags around Main Street for the 4th of July holiday. The flags were then removed on the following Monday. He asked that we remind residents to maintain their sidewalks, specifically the grass and weeds growing between the sidewalk and street. He announced that the Octorara Physics team was competing in the IYPT competition in Sweden and also shared that a Scout has interest in doing a Welcome to Atglen sign possibly on the parcel at the corner of Main and Liberty Streets.

COUNCIL MEMBER COMMENTS –No comments

PUBLIC COMMENTS – No comments

EXECUTIVE SESSION

President Palmer called for an Executive Sessions at 9:04 pm. Brian Hahn left the meeting and Borough Hall at 9:04 pm. Mr. Hahn did not participate in the Executive Session.

RECONVENE

At 9:18 pm Council reconvened into public session. Mr. Hahn was not present when the meeting reconvened.

Motion was made by McClay/Glick to adjust the salary of the Borough Manager effective August 1, 2025 to $75,000. All members were in agreement, 4 to 0, as follows: Aye: McClay, Palmer, Glick, Hall.

ADJOURNMENT – McClay/Glick made a motion to adjourn the meeting at 9:20 pm. All members present were in agreement.

Respectfully submitted,

Cristi Hahn
Borough Manager/Secretary