ATGLEN BOROUGH COUNCIL
BUSINESS MEETING

MONDAY, OCTOBER 6, 2025

President Palmer called the meeting of the Atglen Borough Council to order on Monday, October 6, 2025 at 7:00 pm in Borough Hall. The following members were present:

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

President Palmer led the pledge of allegiance. He announced an Executive Session regarding personnel matters to be held at the end of the regular meeting.

CHRISTIANA FIRE COMPANY REPORT- No report

POLICE REPORT- Detective Koech, Parkesburg Police Department, read the monthly police report.

ATGLEN PUBLIC LIBRARY REPORT- Robbyn Kehoe, Library Director, reported that there were 91 programs over the summer. The Fall fundraiser is a designer bag bingo on November 1. She asked Council if they had any questions regarding the budget report she shared in September.

PUBLIC WORKS MANAGER REPORT- Cristi Hahn shared the September water and sewer data. She pointed out the decrease in water and sewer numbers and commended the public works staff for their hard work detecting and repairing leaks this summer. Mr. Hahn asked if leak detection was finished. Ms. Hahn replied that there was just one outstanding commercial property yet to check.

JUNIOR COUNCILPERSON'S REPORT- Miss Ware was unable to attend. Her report was read by Mayor Hodorovich.

PUBLIC COMMENT
Bill Stallings, West Sadsbury Township, expressed concerns regarding archery hunting on the Borough-owned parcel on Church Road. He stated there was no notification of change of use of land. He would also like hunters to wear external identification, and the Borough to define the property line. He would like notification of future decisions regarding hunting.

Dennis Zanders, West Sadsbury Township, raised a concern about the minor children hunting with their father.

Cheryl DeLisle, West Sadsbury Township, has personal safety concerns and would like markings on the Borough property 50 yards in from the property line.

David Hook updated Council regarding his Eagle Scout project. The beautification of the Borough-owned parcel on Main Street is now complete with raised planters, a bench and a stone path.

APPROVE MINUTES, SEPTEMBER 8, 2025 - Motion to approve made by Glick/Hall. All members were in agreement, 5 to 0.

APPROVE SEPTEMBER BILLS LIST AND SEPTEMBER TREASURER'S REPORT - Motion to approve made by Palmer/McClay. The vote was 4 to 0 with 1 abstention. The Aye votes were Glick, Palmer, McClay and Hall. Mr. Hahn abstained due to a personnel conflict of interest with his spouse, a Borough employee.

OLD BUSINESS:

Applewood Development, Punchlist, Final Paving, and Dedication – Ms. Hahn reported that a site visit to establish readiness for final paving of interior roads was held on September 24th. In attendance were Carl Chetty, Lou Voigt, their contractor, Josh Kennedy (Becker Engineering), Erik Kaylor (Hanover Engineering), Bryan Umble and Cristi Hahn. As a result of the site visit a portion of the water main was found to be less than the required 48" depth. Ms. Hahn outlined the potential remedies and Council discussed next steps. A motion was made by Hahn/McClay to follow Becker Engineering's guidance regarding the water main depth issue, and require Chetty to provide a suitable remedy per the engineers' guidance. Roll Call vote: Hall- aye, McClay- aye, Hahn- aye, Palmer- aye, Glick- nay. Motion passed 4 to 1.

Hunting on Borough-Owned Church Road Parcels – Ms. Hahn reported that she contacted the Borough solicitor regarding any legal concerns related to archery hunting on the parcels. The solicitor found the two Church Road parcels to be acceptable for archery hunting. Ms. Hahn further reported that names of the potential hunters and contact information, as well as a copy of their hunting license are all on file and the information was shared with Public Works staff.

2026 Budget – A preliminary budget was shared with Council and several potential expenditures and projects were discussed including the Fallowfield Road stream restoration, Zion Hill Road/Liberty Street paving, Borough Hall Park maintenance, sewer and water plant projects, and police hours.

NEW BUSINESS:

Expiring Terms, Appointed Positions – Ms. Hahn reported that there are expiring terms on both the Planning Commission and the Park & Recreation Commission. Council asked Ms. Hahn to ask those members if they are interested in renewing their terms.

PARK AND RECREATION COMMISSION REPORT – Mayor Hodorovich recapped the Commission's role in Atglen Community Day and the Octorara Homecoming Parade. The Commission created a float and handed out 600 glowsticks to children on the parade route. He also spoke about the planning of Pumpkins in the Park on October 26, the fall flowers planted in the Main Street planters and the 150th Anniversary planning.

MANAGER'S COMMENTS – Ms. Hahn read aloud her report and made the following announcements:

- Hydrant flushing is scheduled for October 7 (Raindate, October 9)
- Leaf collection will begin on October 20
- Pumpkins in the Park is on October 26 from 2-3:30pm
- Halloween, Trick or Treat, October 31, 6 to 8 pm

MAYOR'S COMMENTS- Mayor Hodorovich shared that the Homecoming Parade went very well with traffic flowing better than last year. He is planning a Veteran's Day ceremony again this year.

COUNCIL MEMBERS' COMMENTS- None

PUBLIC COMMENT- None

EXECUTIVE SESSION

President Palmer called for the first of two Executive Sessions at 9:20 pm. Mayor Hodorovich attended. At 9:37pm Council reconvened.

RECONVENED, PUBLIC MEETING AFTER FIRST EXECUTIVE SESSION

Glick/Hahn made a motion to approve the following wage/bonus increases effective January 1, 2026: 4% for the Public Works Manager, 3.3% for the Laborer II, and Laborer I (Full Time), and Laborer I Certified Operator (Part Time), $ 0.50/hour increase for the Administrative Assistant. All members were in agreement, 5 to 0.

Glick/Hahn made a motion to give a net $200 holiday bonus with the November pay to the Administrative Assistant, Public Works Manager, Laborer II, Laborer I (Full Time), and Laborer I Certified Operator (Part Time). All members were in agreement, 5 to 0.

Brian Hahn left the meeting and Borough Hall at 9:39 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 9:40 pm. At 9:51 pm Council reconvened.

RECONVENED, PUBLIC MEETING AFTER SECOND EXECUTIVE SESSION

McClay/Hall made a motion to give a net $200 holiday bonus with the November pay to the Borough Manager. All members were in agreement, 4 to 0, as follows: Aye: McClay, Palmer, Glick, Hall.
McClay/Hall made a motion to increase the Borough Manager's annual salary by $2,500 effective January 1, 2026. All members were in agreement, 4 to 0, as follows: Aye: McClay, Palmer, Glick, Hall.

ADJOURNMENT – Glick/McClay made a motion to adjourn the meeting at 9:53 pm. All members were in agreement, 4 to 0.

Respectfully submitted,

Cristi Hahn
Borough Manager/Secretary