

ATGLEN BOROUGH COUNCIL

BUSINESS MEETING

MONDAY, SEPTEMBER 9, 2024

President Palmer called the meeting of the Atglen Borough Council to order on Monday, September 9, 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, ROLL CALL, EXECUTIVE SESSION

President Palmer led the pledge of allegiance and took roll call. President Palmer announced an Executive Session will be held this evening at the end of the agenda to discuss personnel matters.

POLICE DEPARTMENT REPORT – Chief Murtagh reviewed the August activity report. The Chief discussed the Parkesburg Borough Rental Inspections and Disruptive Conduct Ordinance. Mayor Hodorovich asked if the fines levied are assessed against the landlord or tenants. The Chief said the landlord.

PUBLIC WORKS MANAGER REPORT- Bryan Umble reviewed the water and sewer report. Static water levels are good. All fire hydrants are painted. Curbs are being painted yellow. Pipe Data View cleaned 4500 feet of sanitary line and one storm line at Hillcrest Road and Stauffer Drive. The Borough Hall Park rope fence project is completed.

Leaf Collection Program – The 1991 Ford F800 dump truck is being repaired, inspected, and will be ready for the Fall leaf collection season. The leaf vacuum is operational. A question was posed about the start date. Mr. Umble said the 3rd week of October.

Josh Glick asked for an update on the Big Mackie Spring, PA DEP testing. Bryan said we met today with PA DEP. Council held a discussion about what happens next.

JUNIOR COUNCILPERSON REPORT – Mayor Hodorovich swore in Kennason Ware. Ms. Ware read aloud her report. Upcoming events at the Octorara Schools- Back to School Night and Homecoming events. Upcoming events at the West Fallowfield Christian School – Back to School night, School Safety Week, Annual Fun Run, Annual Benefit Auction. Fall sports have begun for Octorara and West Fallowfield schools.

PUBLIC COMMENTS – No comments.

CHRISTIANA COMMUNITY AMBULANCE ASSOCIATION (CCAA), APPARATUS UPDATE AND ASSOCIATED COSTS

Ben Scheffel, President, CCAA, talked about the municipal State of the Union meetings. CCAA recently purchased a used ambulance rig. They are asking the seven municipalities to pay for the rig. The contribution is based on the Year 2023 call volume. For Atglen Borough this means an assessment of 3.6%, 5 year period. \$ 2,916 per year. This would be in addition to the annual municipal contribution. CCAA is in service, 24/7. They have 4 fulltime employees, a handful of part time staff, and 19 volunteers.

CHRISTIANA FIRE COMPANY UPDATE AND 2025 BUDGET

Mike Ross handed out the monthly Fire Chief report and 2025 Budget. In addition to Mike Ross, Kim Moore, Ode Lofgren, Tim Manley, and Gideon Stoltzfus were in attendance. The fire company has begun a capital funding campaign to pay for a new used fire apparatus, estimated cost \$ 300,000. Kim Moore provided an update on Kids Fire Camp. The dates for next year's Kids Fire Camp is August 22-23. Council thanked the fire company.

ATGLEN PUBLIC LIBRARY UPDATE AND 2025 BUDGET

Diane Palmer, the Library Board President, distributed a handout. She summarized the library programming and grants. As a result of the library's move to Downtown Atglen there is more patron activity. Staff has been added. Next year the Library Director's position will be upgraded to full-time. Ms. Palmer outlined the Year 2025 financial needs and requested additional funding.

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

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

OLD BUSINESS

Trash and Recycling Services, Award Bid – Ms. Andrews said the bid package was posted online. It received 15+ views. Two firms submitted bids. They were A.J. Blosenski, Inc. and J.P.Mascaro & Sons. Ms. Andrews reviewed the bid results for the 3 year period plus Optional Year 1 and Optional Year 2. A J Blosenski was low bidder. Motion to award the contract to AJ Blosenski for the 3 year period starting on January 1, 2025 and include Optional Year 1 (2028 Year) and Optional Year 2 (2029 Year) was made by Hahn/Glick. All members were in agreement, 5 to 0.

Residential Rental Property Maintenance Ordinance and Fees – Ms. Andrews spoke to the Code Officer and he can absorb into his work load annual inspections. The Borough staff can make the adjustment too. In the Council packet is a draft Ordinance and proposed fee structure. The draft Ordinance does not incorporate the disruptive conduct paragraphs found in the Parkesburg Borough ordinance. A discussion was held on the disruptive conduct paragraphs. Ms. Andrews was told to include similar language in our draft Ordinance, present our draft Ordinance to the Chief and Code Officer, edit where needed and then forward the draft to the Borough Solicitor.

Police Service Hours, Year 2025 – Ms. Andrews said at the last meeting the Chief discussed adding more police hours. Council said to go ahead, adjust upward police numbers, and do so with a no tax increase balanced budget. If Ms. Andrews encounters a funding conflict she will advise the Council.

2025 Budget – Ms. Andrews said she got the capital equipment/infrastructure list from the Public Works Manager. She has received healthcare and property insurance estimates. Next month Council will review the preliminary budget.

Planning Commission Vacancy – Ms. Andrews said this is a reminder we have one open position.

PARK AND RECREATION COMMISSION REPORT

Darren Hodorovich reviewed the August meeting.

September 28 is Community Day and the Family Fun Wal/Run. The Park and Recreation Commission are the host for the Run/Walk event. The Commission will staff a vendor table with freebies and a community survey.

The Octorara Area School District Homecoming Parade is September 17 at 7 pm. The Park and Recreation Commission is hosting one float.

The Commission is exploring introducing rain barrels.

For the Atglen Borough Hall Park the Commission is proposing the following rules and signage: No bike riding in the playground area, no chewing gum, no dogs on the playground surface, hours-dawn to dusk, under 24 hours surveillance, respect our neighbors. Council held a discussion. It was agreed at next month's meeting Ms. Andrews will walk through each one of these suggestions and ask for a Council vote. Council said they vision the sign being posted by the driveway entrance, one sign, and not enacting an ordinance.

Planning has begun on the 150th Anniversary, Year 2026.

MANAGER'S COMMENTS – Ms. Andrews read aloud the Minimum Municipal Obligations for the Pension Plans, Year 2025. She read aloud her report and responded to questions. There was a question about when the rear portion of the Atglen Borough Hall Park will be open. She said the contractor is reseeding and needs this area secured. Ms. Andrews said she will circle back to the contractor to get work dates. There was a discussion about the fiber optics being installed by Frontier and Comcast.

MAYOR'S COMMENTS – Mayor Hodorovich said Brendan Hart's Eagle award ceremony is later this year. Sports are on-going at the schools.

COUNCIL MEMBER COMMENTS – Brian Hahn invited Mayor Hodorovich to attend Executive Session.

PUBLIC COMMENTS

Emily Reid thanked Mayor Hodorovich for advocating for the Homecoming Parade to be in Atglen Borough and thanked the Borough.

EXECUTIVE SESSION

President Palmer called for the first of two Executive Sessions at 9:20 pm. Mayor Hodorovich did attend. At 10:10 pm Council reconvened.

RECONVENED, PUBLIC MEETING AFTER FIRST EXECUTIVE SESSION

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

Hahn/Glick made a motion to approve the following wage/bonus increases effective January 1, 2025: 4 % for the Borough Manager, \$3221 bonus for the Public Works Manager, 4% for the Laborer II, and .69 cents an hour for the Laborer I Certified Operator (Part Time). All members were in agreement, 5 to 0.

Brian Hahn left the meeting and Borough Hall at 10:11 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 10:12 pm. At 10:30 pm Council reconvened.

RECONVENED, PUBLIC MEETING AFTER SECOND EXECUTIVE SESSION

McClay/Glick made a motion to give a net \$ 200 holiday bonus with the November pay to the Administrative Assistant. All members were in agreement, 4 to 0, as follows: Aye: McClay, Palmer, Glick, Hall.

Glick /Hall made a motion to approve the hourly rate increase of \$ 3.32 per hour for the Administrative Assistant effective January 1, 2025. All members were in agreement, 4 to 0, as follows: Aye: McClay, Palmer, Glick, Hall.

McClay /Glick made a motion to add 40 hours of personal leave, one time, Borough paid benefit, effective immediately, for the Administrative Assistant. All members were in agreement, 4 to 0, as follows: Aye: McClay, Palmer, Glick, Hall.

ADJOURNMENT – McClay/Hall made a motion to adjourn the meeting at 10:33 pm. All members were in agreement, 4 to 0.

Respectfully submitted,

Caren D. Andrews
Borough Manager/Secretary

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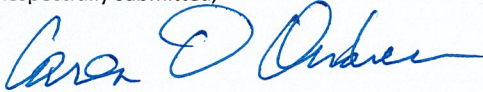
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Commented [CA1]: REVISED. Typing error. Hall seconded the motion, not Hahn. Hahn was not present during this discussion and vote. Council approved the September 7, 2024 minutes on October 7, 2024 with this error. On November 4, 2024 Council approved revising the minutes, this page, this motion, to delete Hahn and replace with Hall.