

ATGLEN BOROUGH COUNCIL

BUSINESS MEETING

MONDAY, DECEMBER 6, 2021

President Palmer called the meeting of the Atglen Borough Council to order on Monday, December 6, 2021 at 7:00 pm in the Borough Hall. The following members were present:

Charles H. Palmer Jr.	Joshua Glick	George Stewart
Melissa McClay	Brian Hahn	Mayor Darren Hodorovich

President Palmer corrected the agenda to read there is no Executive Session this evening. The Weaver, 354 Main Street matter will be discussed and considered for action at the end of the agenda per the advertised agenda.

TEN MINUTE GUEST RECOGNITION/PUBLIC COMMENT – There were no comments.

COUNCIL ACTION ITEMS

Adopt 2022 Budget – Motion to approve made by Stewart/McClay. Ms. Andrews summarized the changes since the budget was last presented in November. The real estate tax millage rate and utility rates are remaining as is – no change from the current year. The vote was as follows: Palmer, Glick, McClay, and Stewart – yes; Hahn abstained due to a family conflict. The motion carried 4 to 0 with 1 abstention.

Adopt the Year 2022 Tax Levy Resolution # 644-21, 5.50 mills – Motion to approve made by Glick/Hahn. All members were in agreement, 5 to 0.

Approve the Applewood Homes LLC Letter of Credit, Certificate of Completion- Reduction #4 in the Amount of \$ 185,381.94 and Authorize the Council President to Execute Said Document – Motion to approve made by Hahn/McClay. Hanover Engineering and Becker Engineering, the Borough Engineers, reviewed the request and recommended approval. All members were in agreement, 5 to 0.

Waive the Permit Fee for the New Signs to be Installed at the Atglen Public Library, 121 W Main Street – Motion to approve made by Glick/Hahn. Ms. Andrews said the library will be submitting a sign permit application for two signs for their new library location. The permit fee is \$ 350. All members were in agreement, 5 to 0.

Officer Moore entered the meeting room. President Palmer stopped the Council Action Items and asked Officer Moore to give his report.

POLICE REPORT- Officer Moore read aloud the November police statistics and responded to comments.

Officer Moore left the meeting. President Palmer restarted the Council Action Items.

November 1, 2021 Council Minutes, Bills of Approval, Treasurer's Report, Department and Advisory Reports – Motion to approve made by Palmer/Glick. All members were in agreement, 5 to 0.

COUNCIL DISCUSSION ITEMS

Borough Hall Park Grant, Chester County Award - Ms. Andrews announced the Borough received a Chester County Community Revitalization Program Grant, grant value: \$ 487,566. We are waiting to hear from PA DCNR on our grant application. Ms. Andrews sought guidance on moving the Borough to the design stage. Council said SALT Design Studio prepared the Borough Hall Park concept plan as part of the 4Parks Master Plan Study. Council said to contact SALT Design Studio. Ms. Andrews asked if the 4 Parks Master Plan Study Committee should be reactivated to assist with the design. Council said yes – contact the members and ask if they will serve.

MS4 (Municipal Separate Storm Sewer System) Policies and Procedure Manual – Ms. Andrews said we are completing the MS4 Policies and Procedures Manual. Hanover Engineering met with the Public Works staff and Borough Manager. They performed a site inspection of the Public Works Garage. Ms. Andrews shared with Council a sample of some of the draft programs. Council said to move forward, complete the manual, and submit to DEP. Then share with Council the full manual for their review and ratification.

2022 Meeting Schedule – Council confirmed they are meeting on the 1st Monday of the month in Year 2022. Ms. Andrews said there are two date conflicts. One is the July meeting, which falls on July 4, a Borough holiday. The second is the September meeting and the Labor Day holiday. It was agreed to move the July meeting to July 11 and the September meeting to September 12. Ms. Andrews will advertise the meetings.

Committee Reappointments and Vacancies - Ms. Andrews said the Planning Commission terms for Mike Honan and Darren Hodorovich expire at the end of the year. Kristen Walters's term on the Park and Recreation Commission expires at year end. Lenny Brown's term on the Zoning Hearing Board expires on February 1. Council said to ask these individuals if they want to renew their terms.

Year End Invoice Processing - Ms. Andrews said she recommends fast tracking December invoices to reflect payment in this year's financial records. The Borough maintains a cash basis system of accounting with the fiscal year closing on December 31. Everyone was in support.

PARK AND RECREATION COMMISSION, UPDATE - Ms. Andrews announced the next event is the Winter Wonderland Lighting and Decoration Contest. Registration ends tomorrow. The Community voting is from December 10 to 15.

MANAGER'S COMMENTS - Leaf collection ends December 13. Ms. Andrews read aloud her report and responded to questions.

VISITORS' COMMENTS – There were no comments.

MAYOR'S COMMENTS – Mayor Hodorovich spoke about the Veteran's Day ceremony, Toys for Tots being collected by Sellars NonWovens, the Cub Scout Turkey Trot, Cookies at the Mayor's house on December 4, and the Tree Lighting at Penningtonville Presbyterian Church on December 4. The scouts will once again pick up Christmas trees.

Mayor Hodorovich discussed the street art being created by Paul Kabakjian at Borough Hall. Mr. Kabakjian is searching for storage. Council suggested a \$ 100 restaurant gift card be sent to Mr. Kabakjian as a gift of appreciation and thank you from the Borough. Glick/Hahn made the motion. All members were in agreement, 5 to 0.

COUNCIL MEMBER COMMENTS – Mr. Palmer provided an update on the recent Western Chester County Council of Government meeting.

ACT ON THE AGREEMENT AND MUTUAL RELEASE FOR WEAVER, 354 MAIN STREET AND AUTHORIZE THE COUNCIL PRESIDENT TO EXECUTE – Council reviewed the agreement. They have some questions for the Solicitor. Ms. Andrews will reach out to her. No action was taken.

ADJOURNMENT – Hahn/Glick made a motion to adjourn at 8:20 pm. All members were in agreement.

Respectfully submitted,



Caren D. Andrews
Borough Manager/Secretary