

June 5, 2023

The regular meeting of the Marcus Hook Borough Council was held on Monday evening June 5, 2023, 7:00 PM, in Council Chambers.

CALL TO ORDER

Josephine Laird, Council President, called the meeting to order.

ROLL CALL

Present were Councillors William Cox, Cheryl Evernham, Joseph Flynn, John Johnson, Larry Killinen, Josephine Laird and Michael Manerchia,. Also present were Mayor Gene Taylor and Borough Manager Gregory Grillone.

APPROVAL OF MINUTES

Motion by _____ second by _____ to dispense with the reading of the minutes of the last meeting and that they stand as written. All in favor.

APPROVAL OF RECEIPT VOUCHER

Manager advised that the receipt voucher for the month of May totaled \$_____. Motion by _____ second by _____ to receive and deposit. All in favor.

APPROVAL OF PAYMENT OF BOROUGH BILLS

Manager advised that the payment voucher for the time period from May 2, 2023 through June 5, 2023 totaled \$_____. Motion by _____ second by _____ to approve payment of Borough bills. All in favor.

GENERAL GOVERNMENT

Manager presented a Stipulation to Settle from the decision of the Board of Assessment Appeals in connection with the property located at 20 W. 3rd Street, Marcus Hook, PA relating to the 2021 assessment and all subsequent assessments pending appeal. Motion by _____ second by _____ to authorize the Borough Solicitor to enter into the settlement on behalf of the Borough. All in favor

Borough Council approved the following administrative appointment of a Borough Manager/Treasurer/Secretary/Right to Know Officer effective June 06, 2023. Motion by _____ second by _____. All in favor.

Manager presented the Monthly Code Enforcement Report for the month of May, 2023. Motion by _____ second by _____ to receive and file the Monthly Code Enforcement Report. All in favor.

Manager noted the Marcus Hook Seniors Citizens received the completed and updated Articles of Incorporation from the State Bureau of Corporations which updated the list of Officers as follows: President, Larry Killinen; Vice President, Gail LaVallee; Secretary/Treasurer, Cheryl Evernham. Trustees - John Adams, William L. Cox, Larry Killinen. Motion by _____ second by _____ to receive and file. All in favor.

Manager presented a change order for the Police and Library Renovations Project from the general contractor, BSS Contractors, LLC. The change orders is as follows: CO# 17 - \$ 2,957.65 – Replacement of lintel under stairs. This Change Order is recommended for approval by the Borough Engineer. Motion by _____ second by _____ to approve Change Order # ___ from BSS Contractors, LLC. in the amount of \$ 2,957.65 and to use funding from the American Rescue Plan Act of 2021 to cover these costs. All in favor.

Manager presented a change order for the Police and Library Renovations Project from the plumbing contractor, LGB Mechanical, Inc. The change order is as follows: CO #1 – DEDUCT \$ 2,375.00 for the deletion of cell toilet replacement. The Change Order is recommended for approval by Borough Engineer. Motion by _____ second by _____ to approve Change Order #2 from LGB Mechanical, Inc. All in favor.

Manager presented a change order for the Police and Library Renovations Project from the electrical contractor, Electri-Tech, Inc. The Change Order is as follows: Change Order # 12 DEDUCT \$ 16,810.66 for the deletion of library lights. The Change Order is recommended for approval by the Borough Engineer. Motion by _____ second by _____ to approve Change Order # ___ from Electri-Tech, Inc. All in favor.

PUBLIC SAFETY

Mayor Taylor administered the Oath of Office to newly-appointed Full Time Police Officer, Michael Smalarz. Motion by _____ second by _____ to record and file.

Mayor Taylor presented the Police Report and related statistics for the month of May, 2023. Motion by _____ second by _____ to receive and file the Mayor's Public Safety Report. All in favor.

PUBLIC WORKS AND HIGHWAYS

Council's Highway Committee presented the following recommendations for summer/seasonal employment with the Highway Department: Jacob Koksoszka and Joseph McKnett for a 24 hour week at \$12.00 per hour, beginning June 14, 2023 and ending in August, 2023. Motion by _____ second by _____ to approve the hiring of Jacob Koksoszka and Joseph McKnett, as Summer Laborers, 24 hours per week, \$12.00 per hour. All in favor.

Manager reported bids were opened on May 23, 2023, at 10 AM for the 2023 Street Resurfacing Project and tabulated as follows:

<u>Project- 2023 Road Program</u>	<u>A.F. Damon, Inc.</u>		
Base Bid:	\$ 40,722.50	\$	\$
1. Milling	\$4.25/SY		
2. 1.5" 9.5mm Overlay	\$115/TN		
3. Base Repair	\$30/SY		

Motion by _____ second by _____ to accept the 2023 Street Resurfacing Project bid from A.F. Damon, Inc. in the amount of \$40,722.50 covering the milling and resurfacing of Chestnut Street from Maple Street to Walnut Street; Market Lane from Church Street to Market Street; and Roberts Lane from Yates Avenue to 21 Spruce Street in the amount of \$40,722.50. All in favor.

Manager requested authorization to advertise Ordinance No. O-23-04 prohibiting trucks from entering Walnut Street, except for local residence deliveries. Motion by _____ second by _____. All in favor.

PARKS, RECREATION and SHADE TREES

Manager noted the Recreation and Park Board requested Borough Council's approval to contract with the following Food Truck's to provide food services at the Summer Concert Series: June 27 -Tone's Spot; July 11 - Rollin Phatties BBQ Smokeshack; July 18 - East Coast Donuts; July 25 - Boss with the Sauce (still awaiting confirmation); August 1 – Tone's Spot and Kona Ice; and August 8 - Auntie Anne's Pretzels. All vendors will be required to submit to the Borough a completed vendor license application. The vendor license application to include a current liability insurance

certificate with the Borough as the additional insured and a copy of the business current Health License from Delaware County. Motion by _____ second by _____ to approve the Recreation and Park Board to contract with the following Food Truck's at the Summer Concert Series: June 27 -Tone's Spot; July 11 - Rollin Phatties BBQ Smokeshack; July 18 - East Coast Donuts; July 25-Boss with the Sauce(still awaiting confirmation); August 1 – Tone's Spot and Kona Ice; and August 8 - Auntie Anne's Pretzels. All in favor.

The Recreation and Park Board is requesting Borough Council's approval to waive the vendor application fee to the Food Truck vendors for the Summer Music Series. Motion by _____ second by _____ to waive the vendor application fee for the following Food Truck's at the Summer Concert Series: June 27 -Tone's Spot; July 11 - Rollin Phatties BBQ Smokeshack; July 18 - East Coast Donuts; July 25-Boss with the Sauce(still awaiting confirmation); August 1 – Tone's Spot and Kona Ice; and August 8 - Auntie Anne's Pretzels. All in favor.

Manager acknowledged the members of the Marcus Hook Borough Recreation and Park Board who helped coordinate the annual Memorial Day Parade on Saturday, May 27, 2023. Motion by _____ second by _____ to record and file. All in favor.

PLANNING AND ZONING

ENVIRONMENT

LIBRARY

Manager noted the Mary M. Campbell Marcus Hook Library will be hosting a "Summer Kickoff", on Thursday, June 15, 2023 from Noon to 2 PM. The event will be held at the Market Square Memorial Park, Market Street and Delaware Avenue. Motion by _____ second by _____ to record and file.

Manager noted a request from the Library Director to hire one part-time Library Assistant to work 25 hours per week at a rate of \$15 per hour. Motion by _____ second by _____ to approve the hiring of one part-time Library Assistant.

COUNCIL REPORTS

Councilor L. Killinen reported that the MHTFD in April 2023 responded to _____ fire alarms.

PUBLIC COMMENT

ADJOURNMENT

Motion by _____ second by _____ to adjourn. All in favor. Meeting was adjourned at _____ PM.

Gregory Grillone
Borough Secretary