

April 7, 2025

The regular meeting of the Marcus Hook Borough Council was held on Monday evening April 7, 7:05 PM, in Council Chambers.

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

ROLL CALL

Present were Councilors Cheryl Evernham, John Johnson, Joseph Flynn, Larry Killinen, Josephine Laird, Michael Manerchia, and Janette Weigand. Also present were Mayor, Gene Taylor, and Borough Manager, Jacqui Guenther.

APPROVAL OF MINUTES

Motion by Larry Killinen, seconded by Joseph Flynn to dispense with the reading of the minutes of the Conditional Use Hearing of Jennifer Ortiz on March 3, 2025, and that they stand as written. All in favor.

Motion by Janette Weigand, seconded by Micheal Manerchia 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

The Borough Manager advised that the receipt voucher for the month of March 2025 totaled \$883,072.16. Motion by Larry Killinen, seconded by Cheryl Evernham to receive and deposit. All in favor.

APPROVAL OF PAYMENT OF BOROUGH BILLS

The Borough Manager advised that the payment voucher for the period from March 4, 2025, through April 7, 2025, totaled \$438,815.94. Motion by Janette Weigand, seconded by Micheal Manerchia to approve payment of Borough bills. All in favor.

GENERAL GOVERNMENT

The Borough Manager requested that Borough Council hire Eric Groy as a full time employee. Eric currently works Part-time for the highway department. This request is being made now because we are still short staffed in highway personnel. Eric would replace Mark Palmer who retired last year. Eric would earn \$20.00 per hour as a full-time employee along with benefits. After two years of service, he will be entitled to the full rate which is currently \$29.88. Motion by Micheal Manerchia, seconded by Janette Weigand to approve and execute.

The Borough Manager noted that she received a letter wherein Daniel Longale tendered his resignation from his part-time position at the Mary M. Campbell Library effective April 4, 2025. Motion by Larry Killinen, seconded by Cheryl Evernham to accept and file.

The Borough manager stated that the current website ended on March 31, 2025. The new website was launched on April 1, 2025. The cost to continue the current site is more costly than designing a new more interactive website. The Borough Manager has developed 4 websites with the assistance of Expert Solutions. The Borough Manager asked Borough Council to ratify the contract for Expert Solutions in the amount of \$2,805.

Motion by Cheryl Evernham, seconded by Larry Killinen to approve and execute. All in favor.

The Borough Manager presented Resolution R-25-6 Declaring a disaster emergency regarding the imminent potential or sudden and unexpected loss of the Borough's emergency medical service provider. Motion by Larry Killinen, seconded by Joseph Flynn to adopt and execute Resolution R-25-6. All in favor.

The Borough Manager presented Resolution R-25-7 approving the DCED Application for the Greenways, Trails, & Recreation Grant for Mickey Vernon Park Improvements. It will be basically the work that was overbudget from the Delco Greenways grant. Motion by Janette Weigand, seconded by Cheryl Evernham to adopt and execute Resolution R-25-7. All in favor.

The Borough Manager stated that Borough Council will need to re-approve a change order for removal and patching of a wall at the Police/Library Building. This was previously approved and paid for, but we can't find a signed change order for the RACP grant. Motion by Cheryl Evernham, seconded by Joseph Flynn, to approve and execute. All in favor.

The Borough Manager stated that the changeover to PNC Bank is complete. The Borough Manager requested that Borough Council approve moving the PLGIT Prime General Funds in the amount of \$2,014,366.06 be transferred to the PNC Bank General Fund. Motion by Cheryl Evernham, seconded by Joseph Flynn, to approve and execute. All in favor.

The Borough Manager stated that the PLGIT-Reserve Fund has a total balance of \$17.27. The Borough Manager requested Borough Council to approve transferring those funds to the PLGIT-Class fund, and to close out the PLGIT-Reserve account. Motion by Larry Killinen, seconded by Joseph Flynn, to approve and execute. All in favor.

The Borough Manager stated that the Borough received a quote from R. Titter Roofing to repair the leaking roof at the Community Center for the sum of \$1,495.00. Motion by Janette Weigand, seconded by Micheal Manerchia to approve and execute.

The Borough Manager stated that Monroe Energy plans to do a cleanup day on April 22, 2025, at Market Square Memorial Park. Motion by Larry Killinen, seconded by Micheal Manerchia to accept and record.

The Borough Manager reminded everyone that the Borough's annual Arbor Day Program will be held on April 22, 2025, 12:30 PM., at Robert Haebel Plaza Park where a Cherry Blossom Tree will be planted.

The Borough Manager reminded residents that the Annual Memorial Day Parade is scheduled for Saturday, May 24, 2025, starting at 12 Noon.

PUBLIC SAFETY

Mayor Taylor presented the Police Report and related statistics for the month of March 2025. Motion by Larry Killinen, seconded by Joseph Flynn, to receive and file the Mayor's Public Safety Report. All in favor.

Chief has requested Borough Council to approve the updated Police Policies. The Borough Manager stated that Chief and the Solicitor have reviewed all police policies and made a recommendation to revise and adopt the following policies:

1. Revised Alarm Response.
2. Revised Notification of Sexually Violent Predators.
3. Revised Fitness and Wellness Program
4. Revised Field Reporting and Management

- 5. Revised Temporary Holding Areas
- 6. Revised Mentally Ill Persons
- 7. Revised Uniforms and Appearance
- 8. Revised Fiscal Management
- 9. Revised Approved Weapons and Ammunition
- 10. Revised Strip and Body Cavity Search
- 11. MHPD Field Training and Evaluation
- 12. MHPD Training

Motion by Larry Killinen, seconded by John Johnson, to approve and execute the updated Police Policies as stated. All in favor.

The Borough Manager stated that Chief would like to hold a Coffee with the Cops at the Community Center on April 12, 2025, from 9:00 to 11:00 AM. The overtime costs will be approximately \$760.00. Motion by John Johnson, seconded by Cheryl Everngham, to approve and execute. Joseph Flynn Nay, GiGi Nay, Cheryl Everngham Yea, Micheal Manerchia Yae, Larry Killinen Yea, Janette Weigand yea, John Johnson, Yea. Motion carried by majority vote 5-2.

The Borough Manager stated that PennDOT has sent a letter requiring that the Borough restore the flashing traffic signals located at 10th Street & Plaza Street , 10th Street & Yates Avenue back to the regular red, yellow, green sequence. It also required the same at 10th Street & Church Street, which we have already changed. Motion by John Johnson, seconded by Cheryl Everngham, to approve and execute as stated. Micheal Manerchia Nay, Joseph Flynn Yea, GiGi Yea, Cheryl Everngham Yea, Larry Killinen Yea, Janette Weigand yea, John Johnson, Yea. Motion carried by majority vote 6-1.

Ginger Dunbar introduced herself as one of the newly hired part-time police officers.

PUBLIC WORKS AND HIGHWAYS:

The Borough Manager stated the Borough received 4 bids for the 2025 Street Paving Contract, which includes: McClenaghan Terrace - 10th to end; Rennie Lane - 10th to end; Marshall Ave - Market to Green; and Green Street - 10th to 12th. The bids were as follows:

			AF Damon Co., Inc.		Moore Brothers	
ITEMS	Unit	Quantity	Unit Price	Total Cost	Unit Price	Total Cost
#1-1 1-1/2 Resurfacing	TON	550	\$98.00	\$3,900.00	\$88.00	\$48,400.00
#1-2 Milling	SY	5350	\$2.65	\$14,177.50	\$6.63	\$35,470.50
#1-3 Repair	SY	25	\$5.00	<u>\$125.00</u>	\$5.00	<u>\$125.00</u>
				\$68,202.50		\$83,995.50
			Delaware Environmental CS		Innovative CS Inc.	
ITEMS	Unit	Quantity	Unit Price	Total Cost	Unit Price	Total Cost
#1-1 1-1/2 Resurfacing	TON	550	\$115.00	\$63,250. 00	\$116.00	\$63,800.00
#1-2 Milling	SY	5350	\$4.00	\$21,400.00	\$5.10	\$27,285.00
#1-3 Repair	SY	25	\$125.00	<u>\$3,125.00.00</u>	\$35.00	<u>\$875.00.00</u>
				\$87,775. 00		\$91,960.00

Motion to accept the bid from the lowest responsible bidder A.F. Damon in the amount of \$68,202.50 as recommended by Borough Engineer, Charles Catania, Jr. Motion by Larry Killinen, seconded by Cheryl Everngham, to award and execute the bid as stated for the 2025 Street Paving Contract with A.F. Damon in the amount of \$68,202.50. All in favor.

AUDIT/FINANCIAL STATEMENTS

The 2024 audit and financial report for the Borough of Marcus Hook has concluded. The annual audit presents the revenues and expenditures for each of the various funds of the Borough of Marcus Hook.

This presentation is published in accordance with Section 1059.1 of the Borough Code. A complete copy of the audit report for the year ended December 31, 2024, is on file and available for inspection at the Borough office.

**BOROUGH OF MARCUS HOOK
Delaware County, Pennsylvania
Summary Financial Statement
For the Year Ended December 31,
2024**

TOTAL ASSETS	\$6,840,767
TOTAL LIABILITIES	<u>\$ 780,635</u>
TOTAL FUND EQUITY	<u>\$6,060,132</u>
TOTAL REVENUES AND OTHER FINANCING SOURCES	\$7,018,148
TOTAL EXPENDITURES AND OTHER FINANCING USES	<u>\$6,717,278</u>
CHANGE IN FUND EQUITY	<u>\$ 300,870</u>

Anyone wishing to review the entire audit report may do so in person at Borough Hall or on our website www.marcushookboro.org.

ENGINEERING REPORT:

Market Sq Memorial Park/Mickey Vernon Park – Delco Greenways Phase 2 DePaul & Company \$127,658 contract out for execution

Lyons Recreation \$52,686.15 CoStars proposal signed by Borough

Phoenix Security \$9,630.00 CoStars proposal signed by Borough Grant Amount \$191,199

2025 Street Resurfacing Project 4 bids received Recommend award to AF Damon Co in low bid amount of \$68,202.50

DCNR Community Conservation Partnership Program Application for Williamson Field Improvements being prepared for April 2 submission

DCED PA Small Water & Sewer Grant Sanitary and storm sewer projects up to \$500,000; 15% match required Application due April 30 Phase 1 of 4th & Market/Green St

DCED Greenways, Trails & Recreation Program Parks & Recreation Grant up to \$250,000; 15% match required Application due May 31 Mickey Vernon Park work

Marcus Hook Hardware Demolition Final Restoration issues - Follow up with PJG

RACP Grant Working with RACP consultant to provide closeout documents BSS
Contractors – change order

PY25 CDBG Application submitted for Walnut Street - Dalton to Pine; estimated cost \$282,000 Award announcements generally in Spring Walnut St – Pine to Dalton Streetscape (CDBG Grant) Preliminary Design/Topographic Survey underway

DCED Local Share Account Grant Opportunity Application submitted for the purchase of new fire truck Expected decision in Fall 2025

Prologis Final site inspection completed. All work completed except for replacement of dead trees, set for early Spring

COVID-19 ARPA Small Water & Sewer Grant \$50,634 grant for stormwater quality improvements (MS4 requirement) Rain Gardens – Haebel Plaza & Williamson Field

FIRE REPORT: MARCUS HOOK TRAINER FIRE DEPARTMENT

MONTHLY REPORT

MARCH 2025

<u>INCIDENT TYPE</u>	<u># INCIDENTS</u>
<u>Building fire</u>	<u>4</u>
<u>Trash or rubbish fire, contained</u>	<u>1</u>
<u>Medical assist, assist EMS crew</u>	<u>5</u>
<u>Motor vehicle accident with injuries</u>	<u>3</u>
<u>Motor vehicle/pedestrian accident (MV Ped)</u>	<u>1</u>
<u>Extrication of victim(s) from vehicle</u>	<u>1</u>
<u>Gas leak (natural gas or LPG)</u>	<u>3</u>
<u>Carbon monoxide incident</u>	<u>1</u>
<u>Electrical wiring/equipment problem, other</u>	<u>1</u>
<u>Cover assignment, standby, moveup</u>	<u>2</u>
<u>Dispatched & cancelled en route</u>	<u>16</u>
<u>False alarm or false call, other</u>	<u>1</u>
<u>CO detector activation due to malfunction</u>	<u>2</u>
<u>Detector activation, no fire - unintentional</u>	<u>1</u>
<u>TOTAL INCIDENTS:</u>	<u>42</u>

Marucs Hook: 9 CALLS

OUT OF TOWN CALLS: 33 CALLS

CALLS FROM 6AM – 6PM: 30 CALLS

CALLS FROM 6PM – 6AM: 12 CALLS

TOP RUNNER FOR THE MONTH: Ray Betts with 30 calls

REPORTING OFFICER: Chief Dan Smith

Larry Killinen presented the Fire Report and related statistics for the month of March 2025. Motion by Larry Killinen, seconded by Janette Weigand, to receive and file the Fire Report. All in favor.

The Borough Manager stated that Fire Marshal, Larry Weigand, has requested approval for his attendance at The IAAI Annual Training Conference in Atlantic City NJ which costs \$900 plus hotel costs \$99 per day for 5 days = \$495 totaling \$1,395.00. The Borough Manager stated that his attendance at this conference would allow him to obtain additional credentials from the IAAI. Motion was not made.

The manager stated that Fire Marshal, Larry Weigand, has requested the Borough update the Borough Code to the 2024 International Fire Code. It has not been updated since 1993. The Borough Manager requested that Borough Council authorize Charles Catania, Jr., Larry Weigand, Ben VanCleve, the Mayor, Chief, Micheal Manerchia and Larry Killinen review the 2024 IFC and make recommendations to Borough Council for their Consideration. Motion by Joseph Flynn, seconded by Cheryl Everngham, to approve and execute. All in favor.

LIBRARY: Mary M. Campbell Marcus Hook Public Library Monthly Report

1. The library has completed the PA State Annual Report, which has been approved by the county.
2. Daniel Longale has resigned, and his last day will be April 4, 2025.

The Borough Manager presented the Library Report for the month of March 2025. Motion by Janette Weigand, seconded by Larry Killinen, to receive and file the Library Report. All in favor.

The Borough Manager stated that due to the resignation of Daniel Longale, Tianjia Has requested that Borough Council approve advertising for the employment of a part-time librarian position at the Mary M Campbell Library. The Borough Manager stated that currently there are 3 Librarians (1 full-Time and 2 part-time). Motion by Joseph Flynn, seconded by Cheryl Everngham to approve and advertise.

PLANNING AND ZONING

The Borough Manager presented Ordinance O-25-1, which was duly advertised on March 13, 2025, in the Daily Times. This Ordinance adopting the 2024 edition of the *International Property Maintenance Code*, regulating and governing the conditions and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use, and the demolition of such existing structures in the BOROUGH OF MARCUS HOOK; providing for the issuance of permits and collection of fees therefor; repealing Ordinance No. O-10-2 of the BOROUGH OF MARCUS HOOK and all other ordinances or parts of laws in conflict therewith. Motion by Larry Killinen, seconded by Micheal Manerchia, to adopt Ordinance O-25-1. All in favor.

PARKS, RECREATION & SHADE TREE COMMISSION

The Borough Manager stated that in keeping with the Borough's annual Arbor Day observance, the Shade Tree Commission has recommended the passage of a municipal Resolution R-25-5 proclaiming April 22, 2025 as Arbor Day in Marcus Hook. The Arbor Day program is scheduled for April 22, 2025, 12:00 PM, at Robert Haebel Plaza Park. Motion by Michael Manerchia, seconded by Janette Weigand to adopt Borough Resolution No. R-25-5 proclaiming April 22, 2025, as Arbor Day in Marcus Hook. All in favor.

The Borough Manager reported that for the fortieth (40th) straight year Marcus Hook has been named a Tree City USA by the National Arbor Day Foundation. The presentation of the Tree City USA flag and other recognition materials will be coordinated with the Borough's Arbor Day ceremony on April 22, 2025.

The Borough Manager stated she received a contract from Terry Smith d/b/a Show Stoppers, Unlimited in the amount of \$15,800 to engage their services for the 2025 Summer Concerts. The Borough Manager presented the entertainment line-up for the Marcus Hook Summer Music Festival - 2025, as follows:

- July 1 Sometime in September, which is a rhythm, horn and vocal group
- July 8 York Street Hustle, sounds of the 60's featuring Detroit, Memphis Soul
- July 15 The Posers (90's Tribute Band)
- July 22 Long Hard Ride, Chip "Harry" Haynes is a seasoned musician, having been a part of the renowned Boy in Black for many years is now the leader of Long Hard Ride. The band features a southern rock sound, inspired by Johnny Cash, Willie Nelson and Tim McGraw.
- July 29 Brian Pharr and the Blind Date Band (6 piece R&B, Soul Motown)
- Aug. 5 Fabulous Greaseband (National Night Out) Seven pcs. 50's, 60's, 70's, 80's Rock n' Roll
- Aug 12 River of Dreams (Billy Joel Tribute Band).
- August 19/20, Reserved for Rain Date
- August 26/27 Reserved for Rain Date.

Motion by Larry Killinen, seconded by Joseph Flynn to approve and execute. All in favor.

The Borough Manager stated that the Marcus Hook Parks and Recreation Board will be hosting an Easter Egg Hunt in the Borough this year to take place on Sunday, April 13th at 12:00 PM at Mickey Vernon Park. Signups for the Easter Egg Hunt were held on Monday, March 17th at the Borough Building. Motion by Cheryl Everngham, seconded by Micheal Manerchia, to record and file. All in favor.

Manager announced that a Borough wide clean-up day will be held on May 17, 2025, from 10:00 a.m. 12:00 p.m. Volunteers are encouraged. Councilor Weigand requested that two highway workers be available that day to pick up the trash collected and to provide them with bags, gloves and grabbers. Motion by Larry Killinen, seconded by Cheryl Everngham, to record and file. All in favor.

COMMUNITY AND ECONOMIC DEVELOPMENT

COUNCIL REPORTS

Michael Manerchia wished everyone a Happy Easter.

PUBLIC COMMENTS

Chief Ireland said he would have to change the date for Coffee with the Cops because the current date (April 12th) was not enough time to advertise for the event.

Tom Pasko introduced himself as one of the newly hired part-time police officers.

Lorraine Daliessio, who resides at 950 Yates Avenue, stated that: After receiving the yearly donation request from the Marcus Hook Trainer Firehouse, and having seen Trainer's newsletter informing their residents that Lower Chi would be responding to emergency calls in Trainer, she sent an email to several members of Marcus Hook Council and the Fire Marshall asking if our fire department still included Trainer. Lorraine asked the following have questions:

- Is it still Marcus Hook Trainer Firehouse?
- If not, who gets my yearly donation?
- Is the Fire Marshal still in that position for both municipalities?
- If Trainer is leaving the partnership does that mean that Marcus Hook now has the entire financial burden?
- When will the residents of Marcus Hook be informed of any changes or reassured that there are no changes?
- Is this the result of the issue over the 60/40 % requested by Trainer?
- Are negotiations still going on?

The Solicitor explained that this is a legal issue in the hands of the lawyers, and he could not discuss the ongoing case. Mark did state that her contributions should still go to our Fire House as usual.

Lorraine continues protesting that the minutes from the monthly agenda meetings are not posted where residents can see them. It was explained to Lorraine at the last meeting that no Borough Business is decided during the agenda (Workshop) meeting and under Roberts Rules minutes are not to be taken under those circumstances.

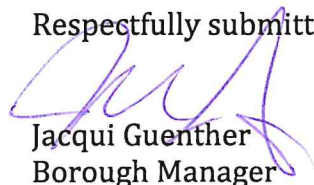
Lorraine asked if anything is being done about the mountains of debris on the old Congoleum site? Lorraine stated that although this is located outside of our Marcus Hook boundaries the dust and any water runoff impacts residents of Marcus Hook.

Slayde Turner, Highway Foreman, stated that they received \$3,200 from Municibid for the old dump truck.

ADJOURNMENT

Motion to adjourn by Janette Weigand, seconded by Joseph Flynn. All in favor.
Meeting was adjourned at 7:49 PM.

Respectfully submitted,



Jacqui Guenther
Borough Manager