

March 3, 2025

The regular meeting of the Marcus Hook Borough Council was held on Tuesday evening, March 3, 2025, 7:00 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 Cheryl Evernham 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 manager advised that the receipt voucher for the month of February 2025 totaled \$346,112.54. Motion by Janette Weigand, seconded by Micheal Manerchia to receive and deposit. All in favor.

APPROVAL OF PAYMENT OF BOROUGH BILLS

The manager advised that the payment voucher for the period from February 4, 2025, through March 3, 2025, totaled \$412,369.97. Motion by Larry Killinen, seconded by Cheryl Evernham to approve payment of Borough bills. All in favor.

GENERAL GOVERNMENT

The Manager stated the Borough received bids for Market Square Memorial Park and Mickey Vernon Park which came in overbid by \$90,078. Charles reviewed the bids and has proposed that we do not award the bid for Mickey Vernon Park at this time. Accordingly, the bid awards for Market Square Memorial Park should be as follows:

1. DePaul & Company for \$127,658.00.
2. Phoenix Security for the purchase and installation of surveillance system in the amount of \$9,630.00.
3. Co-Stars for the purchase of Lyons Recreation/Miracle Playground Equipment in the amount of \$52,686.15

The collective total is of these bid awards equals \$189,974.15 which is \$1,224.85 less than the grant funding of \$191,199.00. Motion by Janette Weigand, seconded by Joseph Flynn to award and execute the bids as stated. All in favor.

The manager presented Resolution R-25-2 setting PNC Bank as a Depository and naming Josephine Laird, Cheryl Evernham and Jacqui Guenther as the authorized signers for the PNC Bank Accounts. Motion by Larry Killinen, seconded by Micheal Manerchia to adopt and execute Resolution R-25-2. All in favor.

The manager presented Resolution R-25-3 approving the DCNR Grant Application for Williamson Field Revitalization. Motion by Larry Killinen, seconded by Cheryl Evernham to adopt and execute Resolution R-25-3. All in favor.

The manager stated that Borough Council in conjunction with the Parks & Recreation Board would like to host an open House at the Community Center on March 10,

2025, from 6:00 to 8:00 PM. Motion by Janette Weigand, seconded by Joseph Flynn to approve and execute. All in favor.

The manager stated that the Borough is currently using the 2009 IPMC which needs to be updated and/or amended to the 2024 International Property Maintenance Code (IPMC). The manager requested approval to advertise these changes to the Borough Code for adoption at our April 7, 2025 Borough Council Meeting. Motion by Joseph Flynn, seconded by Janette Weigand to approve and execute. All in favor.

The manager stated that the 2025 Road Project needs to go out for bid. The Manager stated that she provided Borough Council with the Engineer's Spreadsheet with the proposed roads and specs for the 2025 Road Project Bid as follows:

1. McClenaghan Terrace - 10th to end
2. Rennie Lane - 10th to end
3. Marshall Ave - Market to Green
4. Green Street - 10th to 12th

Motion by John Johnson, seconded by Joseph Flynn, to approve the proposed 2025 Road Project and to direct the Engineer to put this out for bid. All in favor.

The manager announced that the Annual Borough Clean Up Day will take place on May 17th. The cleanup will begin in the Marcus Hook Elementary School parking lot at 10:00 AM. for anyone who wants to participate. This event will require two (2) highway employees to assist. Motion by Janette Weigand, seconded by John Johnson to approve and execute. All in favor.

The manager presented Resolution R-25-4 approving the DCED Application for the PA Small Water & Sewer Grant for Phase 1 4th & Market/Green St drainage issues. This grant is for storm sewer projects up to \$500,000; 15% match required. Motion by Larry Killinen, seconded by Janette Weigand to adopt and execute Resolution R-25-4. All in favor.

The manager requested that Borough Council approve a Fiscal Management Borough Policy whereby any purchases over \$150 for all departments must be pre-approved by the Manager/Treasurer. No purchases will be made without prior approval. The Manager provided the proposed Fiscal Management Borough Policy for their consideration and review. Motion by Janette Weigand, seconded by Larry Killinen to adopt and execute the Fiscal Management Borough Policy. All in favor.

The manager requested that Borough Council approve the proposed Agenda Item(s) for Borough Council Approval Submission deadline Policy of five (5) business days prior to the Agenda Meeting for ample time to review the document(s) and/or costs in order that Council may make an educated decision. Motion by Janette Weigand, seconded by Micheal Manerchia to adopt and execute the proposed Agenda Item(s) for Borough Council Approval Submission Deadline Policy. All in favor.

The manager stated that the Mayor suggested that Borough Council put together a steering committee to identify Borough issues that need to be addressed such as cleanup of the Monuments at the Park and plumbing issues at the Community Center to name a few. Chairperson Josephine Laird appointed Mayor Gene Taylor, Cheryl Everngham and Slade Turner to the Steering Committee.

PUBLIC SAFETY

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

Chief has requested Borough Council to approve an additional \$7,1853.60 for the purchase of the 2 new police vehicles for which the police received a grant. Chief stated that between the time the grant was awarded and now the cost of the vehicles has increased by \$5,000.00 for both vehicles and the light packages for the cars went up \$2018.70. This cost along with the cost of repairing the Cameras, \$28,86.000 puts the police budget over by \$36,045.60 this year. Motion by John Johnson, seconded by Micheal Manerchia, to approve and execute. All in favor.

ENGINEERING REPORT:

- Market Sq Memorial Park/Mickey Vernon Park – Delco Greenways Phase 2 Bid Tabulation – 5 bids received
 - Award Recommendation DePaul & Company \$127,658 (Market Square Memorial Park only)
 - Lyons Recreation \$52,686.15 (CoStars)
 - Phoenix Security \$9,630.00 (CoStars)
 - Grant Amount \$191,199
- 2025 Street Resurfacing Project Tentative Street list
 - Authorization to advertise bids
- DCNR Community Conservation Partnership Program Parks & Recreation Grant; 50% match required
 - Application due April 2
 - Williamson Field Improvements
 - Resolution authorizing application
- 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
- Marcus Hook Hardware Demolition Final restoration issue
 - Meeting with PJG
- Community Center Bathroom flooring completed
- 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
- RACP Grant Working with RACP consultant to provide closeout documents
- 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

FEBRUARY 2025

<u>INCIDENT TYPE</u>	<u># INCIDENTS</u>
<u>Building fire</u>	<u>3</u>
<u>Cooking fire, confined to container</u>	<u>1</u>
<u>Medical assist, assist EMS crew</u>	<u>3</u>
<u>Gas leak (natural gas or LPG)</u>	<u>1</u>
<u>Power line down</u>	<u>1</u>
<u>Assist police or other governmental agency</u>	<u>2</u>
<u>Cover assignment, standby, moveup</u>	<u>1</u>
<u>Dispatched & cancelled en route</u>	<u>15</u>
<u>Smoke scare, odor of smoke</u>	<u>1</u>
<u>False alarm or false call, other</u>	<u>1</u>
<u>Smoke detector activation due to malfunction</u>	<u>1</u>
<u>Alarm system activation, no fire - unintentional</u>	<u>1</u>
<u>TOTAL INCIDENTS:</u>	<u>31</u>

Marucs Hook/Trainer: 15 CALLS

OUT OF TOWN CALLS: 16 CALLS

CALLS FROM 6AM – 6PM: 17 CALLS

CALLS FROM 6PM – 6AM: 14 CALLS

TOP RUNNER FOR THE MONTH:

Joe Mcknett with 24 calls

Micheal Manerchia presented the Fire Report and related statistics for the month of February 2025. Motion by Joseph Flynn, seconded by Janette Weigand, to receive and file the Fire Report. All in favor.

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

1. The library has received State Aid.
2. The "Read Across America" reading challenge runs from March 1st to April 15th and is open to all ages.
3. Limited copies of 1040 and 1040-SR tax instruction books are available for Marcus Hook residents.

The manager presented the Library Report for the month of February 2025. Motion by John Johnson, seconded by Micheal Manerchia, to receive and file the Library Report. All in favor.

HIGHWAY AND SANITATION

PLANNING AND ZONING

Borough Council held a public hearing on March 3, 2025, to review an application for a Conditional Use Permit submitted by Jennifer Ortiz to operate a child day-care center at 1004-1008 Market Street. The Marcus Hook Planning Commission reviewed the application at their meeting on February 20, 2025, and recommended approval with the following conditions: Compliance with §196-137. *Child day-care centers*. of the Marcus Hook Zoning Ordinance. Motion by Larry Killinen seconded by Joe Flynn to approve the issuance of a Conditional Use Permit to Jennifer Ortiz to operate a Child Day-Care Center at 1004-1008 Market Street conditioned on the following Conditions and Safeguards. All in favor. CONDITIONS: Compliance with §196-137. *Child day-care centers*. of the Marcus Hook Zoning Ordinance. There was discussion about who owns the alley that applicant proposes to use for picking up and dropping off. Borough Council directed Jennifer Ortiz to have her engineer find out who owns the alley way and make any necessary agreement for use, or in the alternative, to revise her plans and resubmit them for approval.

ENVIRONMENT

COMMUNITY AND ECONOMIC DEVELOPMENT

The Parks and Recreation Board would like to start a community Garden in Marcus Hook and would partner with Braskem for this project. The project would require the Borough to fill out grant paperwork and to find a suitable location for the garden. They hope to get school children involved through community service or as gardeners. Motion by Larry Killinen seconded by Joseph Flynn to approve the application to Braskem for the Community Garden Project. All in favor.

COUNCIL REPORTS

Joe Flynn announced that the Gym is open and that the Kids who come on Monday and Wednesday nights are great kids.

Micheal Manerchia stated that the Highway Department is doing an excellent with snow and ice removal.

Janette Weigand stated that Open Rec Night are Monday and Wednesday nights from 6:00 to 7:40 P and that Karaoke Night is every other Monday, the next session will be on March 10, 2025.

PUBLIC COMMENTS

Lauren Ottinger, Parks & Recreation Board, stated that the Borough Easter Egg Hunt will take place on April 13, 2025.

Lorraine Daliessio, who resides at 1050 Yates, complained about the ballot box being removed from Marcus Hook. Borough Council responded that the box being removed was not their decision but the action of the Elections Board. It was also pointed out that ballots can be mailed through the local USPS mailbox. Borough Council also informed Lorraine that the ballot box got very little use. Nevertheless, Lorraine said she would continue in her efforts to have a ballot box located in Marcus Hook. She suggested 2 locations: (1) Close to the Police Station; or (2) Near the Municipal Building.

Lorraine asked if a decision had been made on the application for the vacant seat on the EAC Council that she submitted in late February. Borough Council stated that they would take it under advisement and get back to her.

Lorraine also complained that minutes were not taken at the Agenda Meetings. Borough Council explained that the Agenda Meeting is a workshop, not a formal meeting, and minutes are not required because no official borough business can be conducted at the Agenda Meeting. They also informed Lorraine that under Roberts Rules and/or the Sunshine laws minutes at a workshop/agenda meeting are not required. Nevertheless, Lorraine said she would continue in her efforts to get this changed even though it was pointed out that this cannot be done for legal reasons.

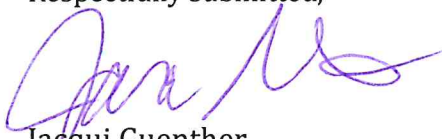
Slayde Turner, who resides on Green Street, raised concerns about the child that was hit by a car on 10th and Church Streets, even though the Crossing Guards were on duty. Slayde asked what could have been done to prevent this tragedy. Chief Ireland responded that this accident could not have been prevented.

Tymeir Bush, who resides at 19 Maple Street, thanked Borough Council and the Parks and Recreation Board for allowing him to use the Community Center to provide hot meals to children who do not have the availability to get them at home.

ADJOURNMENT

Motion to adjourn by Larry Killinen, seconded by Micheal Manerchia. All in favor. Meeting was adjourned at 7:38 PM.

Respectfully submitted,



Jacquie Guenther
Borough Manager