

The regular meeting of the Marcus Hook Borough Council was held on Monday evening August 4, 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 Joe Flynn to dispense with the reading of the minutes of the last meeting and the Special Meeting on July 30, 2025, that they stand as written. All in favor.

APPROVAL OF RECEIPT VOUCHER

The manager advised that the receipt voucher for the month of July 2025 totaled \$119,182.96. 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 July 8, 2025, through August 4, 2025, totaled \$224,797.74. Motion by Larry Killinen, seconded by Micheal Manerchia to approve payment of Borough bills. All in favor.

GENERAL GOVERNMENT

The Borough Manager presented the CBA & the cost study Resolution R-2025-10 and Joinder Agreement, which reflect the addition of the \$500 maximum per Act 600 service increment (page 8) as noted in the cost study. The deletion of the workers' compensation offset language for the disability benefit on page 10 is also included in the joinder agreement. Motion by Larry Killinen, seconded by Joe Flynn to adopt and execute Resolution R-2025-10 and the joinder agreement. All in favor.

The Borough Manager stated that 8 bids were received for the Viscose project Walnut St – 10th to Dalton Streetscape (CDBG Grant). As follows:

1. Ernel Co.	\$302,450.00
2. Delaware Environmental Construction	\$316,619.00
3. Premier Concrete	\$344,875.00
4. Cipolloni Jr. & Sons	\$354,726.36
5. DePaul and Company	\$361,715.00
6. Joseph J Danielle LLC	\$375,833.75
7. G&B Construction	\$436,918.75
8. Matfield Site	\$461,837.50

The lowest bidder was Ernel Co., at \$302,450. We have about \$226,000.00 in grant funding. The difference is \$76,450, which if approved could be taken from the Borough's Capital Funds. After conferring with Charles, we do not recommend going out for rebid at this time. However, if we wait until early next year the bid may come back even higher. Motion by

Joe Flynn, seconded by Janette Weigand to accept and execute the low Bid from Ernel Co. in the amount of \$302,540.00 and to pay approximately \$76,450 of said costs from the Borough's Capital Fund. All in favor.

The Borough Manager reported that the Fitness Center is not getting much use. As such, it was recommended by the Fitness Center Attendant, Joe Flynn, that the Board consider closing the fitness center at this time because it does not make fiscal sense to remain keeping it open. Motion by Joe Flynn, seconded by Cheryl Everngham, to approve closing the gym until September 3, 2025, and to reopen on Monday and Wednesday Nights from 6:00 PM until 7:30 PM. Janette Weigand said she would take over as the attendant when the Gym reopens. 6 yeas, Cheryl Everngham, John Johnson, Joseph Flynn, Larry Killinen, Josephine Laird and Janette Weigand; 1 nay, Micheal Manerchia. 6-1, motion carried by majority vote.

The Borough Manager stated that the rescheduled concert in the park will be held on Tuesday, August 26, 2025, which is the same night as our next Borough Council Meeting. The Borough Manager proposed moving the Borough Council meeting to Monday Night, August 25, 2025. Motion by Larry Killinen, seconded by Janette Weigand, to approve and execute. All in favor.

CODE ENFORCEMENT OFFICER'S REPORT:

Plumbing permits = 1
Building Permits = 8
Occupancy Permits = 2
Rental License Applications = 8
Rental Inspections = 10
Written Violations = 66
Paid Violations = 7
Court in August for 3 citations
Total \$5,424.60

Jacqui Guenther presented the Code Enforcement Officer Report for the month of July 2025. Motion by Cheryl Everngham, seconded by Larry Killinen, to receive and file the Code Enforcement Officer's Report. All in favor.

ENGINEERING REPORT: JULY 2025

1. Market Sq Memorial Park/Mickey Vernon Park – Delco Greenways Phase 2
 - Playground work substantially completed
 - Awaiting riverfront bollards
2. 2025 Street Resurfacing Project
 - Moore Bros proposal to install permanent speed humps (2) \$5,000
3. Walnut St – 10th to Dalton Streetscape (CDBG Grant)
 - Bid Tabulation – 8 bids received
 - Ernel Co – low bid \$302,450
4. PY25 CDBG Application
 - Application submitted for Walnut Street - Dalton to Pine; estimated cost \$282,000
 - Awarded \$141,000
5. 10th Street PECO Manhole
 - PADEP meeting tentatively set for mid-August
6. DCED Main Street Matters Program
 - Grant for downtown areas: planning, façade, business improvement, development
 - Application deadline August 31
7. Marcus Hook Hardware Demolition

- Final restoration issues
- 8. DCNR Community Conservation Partnership Program
 - Application submitted for Williamson Field Improvements - Expect award announcements in Fall
- 9. DCED PA Small Water & Sewer Grant
 - Application submitted for Phase 1 of 4th & Market/Green St drainage improvements - Expect award announcements in Fall
- 10. DCED Greenways, Trails & Recreation Program
 - Application submitted for Mickey Vernon Park - expect award announcement in Fall
- 11. DCED Local Share Account Grant Opportunity
 - Application submitted for the purchase of new fire truck - expected decision in Fall
- 12. Prologis
 - Replacement of dead trees – IMC subcontractor scheduled work
- 13. RACP Grant
 - Working with RACP consultant to provide closeout documents
- 14. COVID-19 ARPA Small Water & Sewer Grant
 - \$50,634 grant for stormwater quality improvements (MS4 requirement)
 - Rain Gardens – Haebel Plaza & Williamson Field

Jacqui Guenther presented the Engineer's Report for the month of July 2025. Motion by Cheryl Evernham, seconded by Larry Killinen, to receive and file the Engineering Report. All in favor.

PUBLIC SAFETY

ABANDONED AUTOMOBILES:

Abandoned Vehicles for Month-01 Abandoned
Vehicles Year to Date-11

COMPLAINT/POLICE ACTIONS TAKEN:

Total Number of Complaints or Police Actions taken for Month-226
Total Number of Complaints or Police Actions taken for Year to Date-1427

COMMUNITY POLICING:

Cokesbury-Summer Reading Program
Cokesbury-Presentation on bicycle, pedestrian and swim safety
Operation Railsafe
Summer Music Festival
Meeting with new elementary school Principal Myeesha Jones

CRIME PREVENTION:

Bank Checks-SO
Security/Vacation Checks-268
Foot Patrol/Area Checks-496

CRIMINAL ARRESTS:

Aggravated Assault-01 Simple
Assault-01
Total Criminal Arrests-02

JUVENILE CRIMINAL ARRESTS/CITATIONS:

Simple Assault-01
Theft from a Motor Vehicle-01
Total Juvenile Arrest-02

NON-TRAFFIC ARRESTS:
Criminal Trespass-01
Curfew Violations by Parents-02
Harassment-02
Total Non-Traffic Arrests-05

PARKING TICKETS:
Parking Tickets Issued-106

TRAFFIC CITATIONS:
Traffic Citations Issued - 98

TRAINING CONDUCTED:
Crime Gun Investigation and Firearms Recording July
2025 Case Law Updates
Mental Health Awareness and De-escalation Training
Understanding Tourette syndrome

TOWED VEHICLES:
Towed Vehicles for Month-02 Towed
Vehicles Year to Date-19

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

The Borough Manager reported that Chief has requested a policy change as follows: Police Policy MHPD 2.4.2 IV (G)(3) will now read "The Administrator is responsible for managing the Body-Worn-Camera videos that have been uploaded to Evidence.com. The Administrator will ensure that the uploaded videos are properly flagged and categorized in accordance with department policy." Motion by Micheal Manerchia, seconded by Joe Flynn to approve and execute the stated changes to Police Policy MHPD 2.4.2 IV (G)(3). All in favor.

Mayor Taylor asked Borough Council to appoint Sergeant Daniel Barnett as acting Police Chief effective July 10, 2025, until further notice. Motion by Joe Flynn, seconded by Larry Killinen to appoint Sergeant Daniel Barnett as acting Police Chief effective July 10, 2025, until further notice. All in favor.

The Borough manager stated that Sergeant Barnett located 2 police vehicles for sale but because they are 2025 models the price increased by \$4,400. Motion by Janette Weigand, seconded by Cheryl Everngham to approve purchasing the 2 police vehicles at an additional cost of \$4,400.

FIRE MARSHALL REPORT July 2025

Larry Weigand presented the Fire Marshal's Report for the month of July 2025. Motion by Larry Killinen, seconded by Micheal Manerchia, to receive and file the Fire Marshal's Report. All in favor.

FIRE REPORT: MARCUS HOOK TRAINER FIRE DEPARTMENT

MONTHLY REPORT - JULY 2025

INCIDENT TYPE	# INCIDENTS
Building fire	2
Trash or rubbish fire, contained	2

Fire in mobile home used as fixed residence	1
Outside rubbish fire, other	1
Medical assist, assist EMS crew	6
Motor vehicle accident with injuries	2
Motor vehicle/pedestrian accident (MV Ped)	1
Extrication of victim(s) from vehicle	1
Water & ice-related rescue, other	3
Electrical wiring/equipment problem, other	1
Public service assistance, other	1
Assist police or other governmental agency	1
Dispatched & cancelled en route	12
Smoke scare, odor of smoke	2
Local alarm system, malicious false alarm	1
Smoke detector activation due to malfunction	2
Alarm system sounded due to malfunction	1
Smoke detector activation, no fire - unintentional	1
Alarm system activation, no fire - unintentional	1
TOTAL INCIDENTS:	42

Marucs Hook Calls: 10

OUT OF TOWN Calls: 32

CALLS FROM 6AM – 6PM: 28 CALLS

CALLS FROM 6PM – 6AM: 14 CALLS

TOP RUNNER FOR THE MONTH: Tyler Ottinger with 28 calls

REPORTING OFFICER: Chief Dan Smith

Larry Killinen presented the Fire Report and related statistics for the month of July 2025. Motion by Micheal Manerchia, 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 Museum Key is available through the county libraries. Passes can be reserved online and printed at home using the convenient 'Print & Go' feature.
2. The library’s LEGO event was a success, and we’re excited to host another on August 7th.
3. Science in the Summer will take place on August 6th and 7th.
4. This month’s library circulation total is 1,538.

Jacqui Guenther presented the Library Report for the month of July 2025. Motion by Cheryl Evernham, seconded by Micheal Manerchia, to receive and file the Library Report. All in favor.

HIGHWAY AND SANITATION

The Borough Manager reported that the speed humps on Green Street have been installed and painted.

PLANNING AND ZONING

Borough Council held a public hearing on August 4, 2025, to review an application for a Conditional Use Permit submitted by Alan McIlvain Company to enlarge its business located at 501 Market Street. The Marcus Hook Planning Commission reviewed the application at their meeting on July 16, 2025, and recommended approval with the following conditions:

1. Alan McIlvain Company was advised that upon receiving Borough Council’s approval of a Conditional Use Permit they will allow the Zoning Officer to enter the property at

reasonable times for compliance inspections with this section and other applicable municipal and state ordinances and regulations.

2. Alan McIlvain Company was advised that upon receiving Borough Council's approval of a Conditional Use Permit they would need to obtain a zoning permit from the Zoning Officer prior to the operation of proposed showroom.
3. Alan McIlvain Company was advised that upon receiving Borough Council's approval of a Conditional Use Permit they would need to obtain all necessary permits for the construction, sidewalk and fence as required by the Borough.
4. Alan McIlvain Company was advised that upon receiving Borough Council's approval of a Conditional Use Permit, they would need to obtain a Use & Occupancy Permit from the Borough's Building Code Official (BCO), Charles Catania, Jr.
5. Alan McIlvain Company was advised that upon receiving Borough Council's approval of a Conditional Use Permit, they would need to go through the Land Development by submitting a Land Development application/plan to detail the property development layout consistent with the requirements of the Delaware County Land Development Ordinance. This ordinance can be found on the Delaware County Planning Department's website at: delcopa.gov/planning/pubs/DelawareCountySALDO.pdf. The Land Development Application/Plan is first reviewed by the Marcus Hook Planning Commission and the Delaware County Planning Commission which present their findings and recommendation to Borough Council.
6. Alan McIlvain Company was advised that upon receiving Borough Council's approval of a Conditional Use Permit, they would need to complete the Borough Application for Land Development form and the Delaware County Application For Act 247 Review form and include the two required filing fees.
7. Alan McIlvain Company was advised that upon receiving Borough Council's approval of a Conditional Use Permit, they would need to submit a stormwater permit with a stormwater management plan due to the amount of impervious surface coverage proposed.
8. Alan McIlvain Company was advised that upon receiving Borough Council's approval of a Conditional Use Permit, they would need to obtain any necessary Zoning variances from the Zoning Hearing Board. The current property zoning does not permit by right retail use. In addition, area and bulk regulations for this zoning district are likely to be in conflict with your plans. By way of example under Perimeter Yards, front side, and rear yards are required to be setback 30 feet on all sides and increased to 50 feet when abutting a residential district. Your option is to request a use variance from the Marcus Hook Zoning Hearing Board and variances for any of the area and bulk and special development regulations where there is a conflict.
9. Alan McIlvain Company was advised that upon receiving Borough Council's approval of a Conditional Use Permit, they would need to obtain a Land Development application. The construction of a single nonresidential building on a lot regardless of the number of occupants is considered a "land development" pursuant to the Pennsylvania Municipalities Planning Code. The purpose of the land development process is to ensure the layout or arrangement of the land development activity conforms to the provisions of the Marcus Hook Zoning Ordinance and the Delaware County Land Development
10. The existing non-conforming use of the property and structure may only be extended, enlarged or altered when so authorized as a conditional use by Borough Council pursuant to §196-147 of the Marcus Hook Zoning Ordinance.

Motion by Janette Weigand, seconded by Larry Killinen, to approve the issuance of a Conditional Use Permit to Alan McIlvain Company to enlarge its business located at 501 Market Street as per the conditions set forth above. All in favor.

PARKS, RECREATION & SHADE TREE COMMISSION

The Borough Manager stated that the Concert in the Park previously scheduled for July 8, 2025, was cancelled and is rescheduled to take place on August 26, 2025, and the Concert in the Park previously scheduled for July 15, 2025, was cancelled and rescheduled to take place on August 19th, 2025.

The Borough Manager stated that National Night out featuring the Fabulous Grease Band on August 5, 2025, at Market Square Memorial Park at 7:00 PM was a great success.

COMMUNITY AND ECONOMIC DEVELOPMENT

The Borough Manager stated that construction at Market Square Memorial Park playground is complete, and the Park & Recreation Board had a Grand Reopening Ribbon Cutting before the Concert in the Park.

The Borough Manager stated that she provided a rendering of the proposed sign for Market Square Memorial Park. Motion by Joe Flynn, seconded by Larry Killinen, to approve the Market Square Memorial Park sign as depicted on the rendered drawing submitted. All in favor.

COUNCIL REPORTS

Councilman Joe Flynn thanked Borough Council for the playground at Market Square Memorial Park as he has waited a long time for this.

Councilman Micheal Manerchia asked about the solar light in the park. The Borough Manager directed Slayde Turner to purchase and install the light. Micheal Manerchia asked about the High Reach being serviced in a timely manner and asked the Borough Manager to contact Skyworks and to get it fixed.

Councilman Micheal Manerchia reminded everyone that the annual Pirate Fest is on September 20, 2025.

Councilwoman Janette Weigand stated that the Park & Recreation Board members would not be selling food during National Night Out on August 5, 2025, in order that they may assist the Police with the toy distribution. Janette thanked Monroe Energy for donating hot dogs.

Vice Chairwoman Cheryl Everngham asked about painting the black box at the Community Center. Slayde Turner said he would take care of it.

Councilman Larry Killinen reminded everyone that kids would be going back to school soon and to be careful driving. He further stated that kids were riding motorized scooters on the streets and sidewalks. Sergeant Dan Barnett stated that it is illegal for motorized scooters to be driven on our streets and that he would put up a notice on their website with that information. The Borough Manager suggested that the police put something in the upcoming Newsletter about this issue and Sergeant Barnett agreed to do so.

Mayor Gene Taylor thank Borough Council for the purchase of the 2 police cars and for the Civil Service List action. Sergeant Barnett reiterated same.

Sergeant Barnett stated that Pasko and Steve would be at the Pirate Fest. He also Thanked Fire Marshal Larry Weigand for his assistance with investigating the recent fire.

PUBLIC COMMENTS

ADJOURNMENT

Motion to adjourn by Larry Killinen, seconded by Micheal Manerchia. All in favor.
Meeting was adjourned at 7:48 PM.

Respectfully submitted,
Jacqui Guenther
Borough Manager