

November 3, 2025

The regular meeting of the Marcus Hook Borough Council was held on Monday evening November 3, 2025, at 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 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 October 2025 totaled \$177,038.08. Motion by Janette Weigand, seconded by Larry Killinen to receive and deposit. All in favor.

APPROVAL OF PAYMENT OF BOROUGH BILLS

The manager advised that the payment voucher for the period from October 7, 2025, through November 3, 2025, totaled \$394,650.29. Motion by Janette Weigand, seconded by Cheryl Evernham to approve payment of Borough bills. All in favor.

GENERAL GOVERNMENT

- The Brough Manager stated that she received a letter from GiGi informing us that she is stepping down as President of Council, but she will retain her seat on Borough Council. I need a Motion to accept GiGi's resignation as President. Motion by Joe Flynn seconded by Janette Weigand to accept and file. All in favor.
- The Borough Manager stated that Borough Council had a discussion with Kurt Surac of the Auxiliary Coast Guard regarding the safe boat. During that conversation Kurt agreed that the Home Port would be listed as Marcus Hook and that in the spring when the safe boat comes out of dry dock, he would put it in Delaware County waters at a secure location to be determined. Motion by Janette Weigand, seconded by Larry Killinen, to accept an affirm. All in favor
- The Borough Manager asked Borough Council to make a motion naming Cheryl Evernham as interim President and Joe Flynn as interim Vice President of Borough Council. Motion by Josephine Laird, seconded by Janette Weigand to approve and execute. All in favor.
- The Borough Manager stated that PJG did not correct the sidewalk and sinkholes to the Borough's satisfaction within the allotted amount of time, according to the scope of work prepared by Charles. Accordingly, we engaged Boates Brothers to do the repair work which has been completed and approved by Charles for the sum of \$5,798.13. The Borough Manager recommend that we direct the Solicitor to seek

these funds from PJG by whatever means necessary. Motion by Larry Killinen, seconded by Cheryl Evernham, to approve and execute. All in favor.

- The Borough Manager stated that she received \$1,000 from William J. Palmer, Jr., and that she has opened a restricted fund account with PNC Bank for the maintenance of the World War II Memorial which is located in front of the Elementary School located at 711 Market Street.
- The Borough Manager presented a contract for Permit Manager Software for the Borough. The initial installation cost is \$16,000, which includes downloading all parcels and overlay maps such as sewer lines, pipelines, parcels etc. from the county and uploading all of our current permits and citations. The plan would be to scan all the older permits into each individual parcel, so everything is digital and found in one place. This would benefit Ben, Courtney and myself and Slayde significantly. It would also free up a lot of file space. We met with their representative who gave all four of us a tutorial. I have used this program in Bethel, Trappe and London Grove. The annual cost thereafter for maintenance and updates will be \$1,850. The \$16,000 would get paid from existing ARPA funds. I am seeking approval now so we can get on their schedule for late January 2026. Motion by Joe Flynn, seconded by Larry Killinen to approve and execute the C.S. Davidson, Inc. contract for the permit software. All in favor.
- The Borough Manager presented the 2026 preliminary Budget for borough Council's Consideration. If acceptable I would need a motion to advertise the Preliminary Budget for public inspection. Changes to the Preliminary budget can be made until the Final Budget is put on December 1, 2025, meeting Agenda The deadline to adopt the 2026 budget is December 31, 2025. Motion by Larry Killinen, seconded by Janette Weigand to advertise the preliminary budget for 20 day public inspection. All in favor
- The Borough Manager stated that Duke Realty has requested the release of their Maintenance Bond in the amount of \$5,149,833.45. I checked with Charles, and he said that they still need to replace some dead trees. Until everything is complete, we should not release the Maintenance Bond.
- The Borough Manager stated that she received confirmation that the Wall at Market Square Park has been repaired by Top Rock Masonry in the amount of \$19,500. However, the wall was hit a second time and the cost to repair that by the same company is \$3,350. Because our deductible would be \$5,000, I would ask approval to have Boates Brothers do the additional work. Motion by Janet Weigand, seconded by Larry Killinen to receive and deposit. All in favor.
- The Borough Manager stated that she asked Charles to apply for the Peco Green Region Grant funds for mature trees at Market Square Memorial Park that were removed from the original scope of work due to the bids coming in over budget. I have provided Resolution R-25-12 for your approval of same. Motion by Larry Killinen, seconded by Cheryl Evernham, to approve and execute. All in favor.

CODE REPORT FOR THE MONTH OF OCTOBER

0	Plumbing Permits
0	Electrical Permit
2	Building Permits
1	U&O Permits
3	Rental Applications
1	Sidewalk Permit
10	Notices to Correct Violations
2	Fines Issued for Property Maintenance
Total	\$1,830.50

- Jacqui Guenther presented the Code Enforcement Report for the month of October 2025. Motion by Larry Killinen, seconded by Cheryl Evernham, to receive and file the Code Enforcement Report. All in favor.

ENGINEERING REPORT:

1. PECO Green Region Grant
 - Passive recreation, tree planting, trails projects up to \$10,000 grant with equal match required
 - Due Oct 31
 - Recommend tree planting at Market Square Memorial Park
 - Resolution authorizing application
2. Market Sq Memorial Park/Mickey Vernon Park- Delco Greenways Phase 2
 - Work substantially completed
 - Change order request to be reviewed
3. Walnut St -10th to Dalton Streetscape (CDBG Grant)
 - CDBG Preconstruction Meeting held
 - Erel CO looking to start early 2026
4. PY25 CDBG Application
 - Walnut Street - Dalton to Pine; Kick off meeting held Sept 9 at 1pm at OHCD office
 - Awaiting CDBG agreement from County
5. COVID-19 ARPA Small Water & Sewer Grant
 - \$50,634 grant for stormwater quality improvements (MS4 requirement)
 - Rain Gardens - Raebel Plaza & Williamson Field
 - Bid tabulation - 8 bids received
 - o Low bid Delaware Environmental Construction Services \$51,754.32
6. PADEP Coastal Zone Management Grant
 - Application submitted for upgrades to riverwalk
7. 10th Street PECO Manhole
 - PADEP meeting - no progress
 - Follow-up with PADEP and DELCORA on temporary fix
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

PUBLIC SAFETY

- Mayor Taylor presented the Police Report and related statistics for the month of October 2025. Motion by Cheryl Everngham, seconded by Joe Flynn, to receive and file the Mayor's Public Safety Report. All in favor.
- Mayor Taylor asked Borough Council to approve hiring one qualified full-time police officer, Morgan Greene. Motion by Joe Flynn, seconded by Larry Killinen, to approve and execute. All in favor.

FIRE REPORT: MARCUS HOOK TRAINER FIRE DEPARTMENT

MONTHLY REPORT - OCTOBER 2025

MARCUS HOOK TRAINER FIRE DEPARTMENT

Building Fire: 7	Investigation: 1
Accidents: 4	Gas leak Out: 2
Fuel Spill: 1	Assist EMS: 4
Assist PD: 1	Fire Alarm: 2
Trash/Dumpster: 1	Carbon Monoxide 3
Brush Fire: 2	Wires: 2
Cancelled/No Response in Marucs Hook: 5	
Cancelled/No Response out of town: 10	

Marucs Hook Calls: 17	OUT OF TOWN Calls: 28
CALLS FROM 6AM – 6PM 24 CALLS	CALLS FROM 6PM – 6AM: 21 CALLS
TOP RUNNER FOR THE MONTH:	Jared Rambo 24 Calls
REPORTING OFFICER:	Chief Dan Smith

- Larry Killinen presented the Fire Report and related statistics for the month of October 2025. Motion by _Larry Killinen, 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 hosted a Halloween Storytime program that was very well attended. Children enjoyed festive stories, songs, and crafts, creating a fun and engaging holiday experience for families.
2. The library's Holiday Reading BINGO challenge runs from November 1st to December 31st. Open to all ages, participants can win prizes by completing reading activities.
3. This month's library circulation total is 759.

Jacqui Guenther presented the Library Report and related statistics for the month of October 2025. Motion by Cheryl Everngham , seconded by Joe Flynn, to receive and file the Library Report. All in favor.

HIGHWAY AND SANITATION

PLANNING AND ZONING

- The Borough Manager stated that the Zoning Hearing Board Decision regarding Applicant: 418 Market Street LLC/Paul Grevy. Property: 418 Market Street, Marcus Hook, PA has been provided to Borough Council. The applicant has applied for a Conditional Use Hearing which is scheduled for December 1, 2025

@6:00 PM.

PARKS, RECREATION & SHADE TREE COMMISSION

The Borough Manager stated that the Table or Treat event was held on October 26, 2025, and was well attended and lots of fun. The Park & Rec Board did an exceptional job.

Janette Weigand said that the Park & Rec Christmas Lunch Event will be held on December 13, 2025, at the Curt Weldon Community Center from 11:30 AM to 1:00 PM and sign up is on December 10th. Registration is required.

COUNCIL REPORTS

Joe Flynn, Janette Weigand, John Johnson, Cheryl Evernham, Larry Killinen, Mayor Gene Taylor and Jacqui Guenther thanked GiGi for her service and for doing a great job as President of Council for many years.

Josephine Laird thanked everyone for allowing her to be Council President. She said there have been many ups and downs, but she was grateful to be a part of this Borough Council through it all.

Mayor Taylor stated that the food drive will be November 24, 2025, and that Veterans Day is on November 11, 2025, and that you should thank a veteran.

The Borough Manager reminded everyone to Vote on Tuesday November 4 and that the administration office will be closed on that day.

The Borough Manager announced that the grand prize drawing for the police trading card contest will take place during the December 1, 2025, Council Meeting.

COMMUNITY AND ECONOMIC DEVELOPMENT

PUBLIC COMMENTS

Slayde Turner, Public Works Foreman, stated that the swing at Market Square Memorial Park has been repaired after the links were cut to save a young child who was stuck on the swing.

The Police Chief thanked Josephine Laird for her civil service on behalf of the entire police department.

Dan Smith, Fire Chief, stated that they received a grant in the amount of \$46,000 from Energy Transfer. Dan also thanked Josephine Laird for her service on behalf of the Fire House.

Lorraine Dalessio thanked Josephine Laird for her service. She further stated that she sent a letter to Senator Kane expressing her frustration with the DEP as “we are not getting the kind of help we need from them”. Lorraine went on to outline two specific examples. Lorraine has asked Senator Kane to help us with these issues with the DEP. She will report back to Borough Council once she hears back from Senator Kane.

ADJOURNMENT

Motion to adjourn by Larry Killinen, seconded by Janette Weigand. All in favor.
Meeting was adjourned at 7:36 PM.

Respectfully submitted,

Jacqui Guenther
Borough Manager