

**BOROUGH OF MARCUS HOOK
REORGANIZATION OF BOROUGH COUNCIL**

On **January 5, 2026, 7:00 PM**, Borough Council met in order to continue the daily operations of the Borough.

Sunshine Law Requirement: Section 1001 of the Borough Code and Sunshine Law require this meeting was advertised in the Daily Times on December 17, 2025.

CALL TO ORDER

Mayor Gene Taylor called the meeting to order.

PLEDGE OF ALLEGIANCE

Mayor Sworn In:

Mayor, Gene Taylor was sworn in by Sheppard Gardner, District Magistrate who administered his oath of office.

Council Sworn In:

Sheppard Gardner, District Magistrate administered the oath of office to the newly elected officials, Cheryl Evernham, John Johnson, Lauren Ottinger and Tim Cisclo, Sr., Tax Collector as follows:

This oath of office was made official and mandatory under Act 76 of 2008: *"I do solemnly swear (or affirm) that I will support, obey and defend the Constitution of the United States and the Constitution of this Commonwealth and that I will discharge the duties of my office with fidelity."*

CALL TO ORDER

Mayor Gene Taylor called the reorganization meeting to order.

PLEDGE OF ALLEGIANCE

The Mayor called for nominations for Borough Council President. Josephine Laird made a motion to nominate Cheryl Evernham for Borough Council President. Motion by Josephine Laird, seconded by Janette Weigand to approve and execute. All in favor.

The Mayor then turned the meeting over to newly elected Borough Council President Cheryl Evernham.

Cheryl Evernham made a motion to nominate Josephine Laird for Borough Council Vice President, seconded by John Johnson. There were 3 yeas, Cheryl Evernham, John Johnson and Josephine Laird. There were 4 nays, Micheal Manerchia, Janette Weigand, Larry Killinen and Lauren Ottinger. Motion failed 3-4.

Cheryl Evernham, President, called for nominations for Vice President. Jannette Weigand made a motion to nominate Micheal Manerchia for Vice President. Which was seconded by Larry Killinen, to approve and execute. All in favor.

OTHER BUSINESS:

Cheryl Evernham, called for nominations for Judge Pro Tem, who would preside in the absence of the President and Vice President. Micheal Manerchia made a motion to nominate Larry Killinen as Judge Pro Tem which was seconded by Janette Weigand to approve and execute. All in favor.

REGULAR MEETING:

The regular meeting of the Marcus Hook Borough Council was held on Monday evening January 5, 2026, at 7:07 PM, in Council Chambers.

CALL TO ORDER

Cheryl Evernham, Council President, called the meeting to order.

ROLL CALL

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

2026 APPOINTMENTS TO POSITIONS, BOARDS, COMMISSIONS

- | | |
|-------------------------------|--------------------------------------|
| 1. Auditor | Barbacane Thornton, LLC |
| 2. Borough Secretary | Courney Sendek |
| 3. Code Enforcement Officer | Benjamin Van Cleve |
| 4. Engineer | Charles Catania/Catania Engineering |
| 5. Highway Forman | Slayde Turner |
| 6. Manager | Jacqui Guenther |
| 7. Solicitor | Mark Much, Esquire |
| 8. Treasurer | Jacqui Guenther |
| 9. Zoning Officer | Tracey Franey/Cedarville Engineering |
| 10. Parks & Recreation Board, | Micheal Colgan - 5 year term |
| 11. Parks & Recreation Board, | Vacant |
| 12. Library Board, | Vacant |
| 13. Zoning Hearing Board | Bill Cox - 5 Year Term |
| 14. Civil Service | Shannon Taylor – 6 year term |
| 15. Historical Commission | Michael Manerchia- 2 year term |
| 16. EAC-Alternate | 3 year term |
| 17. EAC-Alternate | 3 year term |

Motion by Josephine Laird, seconded by Larry Killinen approve the above mentioned 2026 appointments to positions, boards, and commissions for the Borough of Marcus Hook. All in favor.

APPROVAL OF MINUTES

Motion by Larry Killinen, seconded by Josephine Laird 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 December 2025 totaled \$72,692.61. Motion by Micheal Manerchia 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 December 2, 2025, through January 5, 2026, totaled \$192,435.48. Motion by Micheal Manerchia, seconded by Janette Weigand to approve payment of Borough bills. All in favor.

GENERAL GOVERNMENT

- The manager presented Resolution R-26-01 to join the Aston Ambulance Authority for ALS Service to the Borough. Motion by Josephine Laird, seconded by Micheal Manerchia to approve and execute. All in favor.

- presented Resolution R-26-02 for the Destruction of certain borough records in accordance with Act 428 of 1968. Motion by Micheal Manerchia, seconded by Larry Killinen to approve and execute. All in favor.
- The Borough Manager stated she received a contract from Terry Smith d/b/a Show Stoppers, Unlimited in the amount of \$14,150 to engage their services for the Memorial Day Parade on Saturday, May 23, 2026, and \$16,500 to engage their services for the 2026 Summer Concert Series which totals \$30,650. Motion by Josephine Laird, seconded by Larry Killinen to approve and execute. All in favor.

1. June 23/RD 24	Class of 84
2. June 30/RD July 1	A Salute to America 250 feat Lenape
3. July 7/RD8	The Whitewalls
4. July 14/RD 15	Long Hard Ride
5. July 21/RD22	River of Dreams (Billy Joel Tribute)
6. July 28/RD 29	Cherry Lane
7. Aug.4/RD5	Fabulous Greaseband (National Night Out
8. Aug 11/12	Reserved for Rain Date
9. Aug. 18/19	Reserved for Rain Date

- The Borough Manager stated that our current IT Consultant Micheal Retter is unfortunately retiring, and we have found a very compatible replacement, CompNet who we have met with and feel that they are very capable and reasonably priced. Motion by Micheal Manerchia, seconded by Larry Killinen to approve and execute the contract with Comp Net. All in favor.
- The Borough Manager presented Tracy Franey/Cedarwood Engineering at the rate of \$99.00 per hour to be the 2026 Zoning Officer. Tracey will be part-time as needed and will mostly work remotely. Tracey will attend meetings in person when required. Motion by Janette Weigand, seconded by Micheal Manerchia to approve and execute the contract with Tracy Franey/Cedarwood Engineering. All in favor.
- The Borough Manager stated that the permit software has been installed and is a great tool. The Borough Manager asked Borough Council to approve hiring Jennifer Druding as an hourly third party consultant to help migrate all paper files into the permit manager database at the rate of \$17.00 per hour, so that all information on each property can be found easily in one place. Motion by Micheal Manerchia, seconded by Larry Killinen to approve and execute. All in favor.
- The Borough Manager presented a policy for all department heads to report PTO to the Borough Manager. Motion by Josephine Laird, seconded by Micheal Manerchia to approve and execute. All in favor.

CODE REPORT FOR THE MONTH OF DECEMBER 2025

0	Plumbing Permits
2	Electrical Permit
2	Building Permits
4	U&O Permits
12	Rental Applications
0	Sidewalk Permit
0	Rental Inspections
12	Notices to Correct Violations

7	Fines Issued for Property Maintenance
4	Citations filed in Court
	Total \$5,018.50

The Borough Manager presented the Code Enforcement Report for the month of December 2025. Motion by Josephine Laird, seconded by Micheal Manerchia, to receive and file the Code Enforcement Report. All in favor.

ENGINEERING REPORT:

1. PY26 CDBG Application
 - Application due January 9
 - CDBG hearing for public input
 - Recommend next phase of Viscose Village project – Chestnut Street
 - Resolution required for submission of application
2. Local Share Account 2026
 - Application to be submitted for community center renovations
 - HVAC; plumbing/electrical repairs; brick repointing; windows; epoxy flooring
 - Rep Kazeem funding request form completed
3. PADOT Green Light Go Grant
 - Pre-application due January 2
 - Authorize pre-application for 10th & Market
4. PECO Green Region Grant
 - Application submitted for tree planting at Market Square Memorial Park
5. Market Sq Memorial Park/Mickey Vernon Park – Delco Greenways Phase 2
 - Work substantially completed
 - Change order request to be reviewed
6. Walnut St – 10th to Dalton Streetscape (CDBG Grant)
 - Ernel Co tentative start early 2026
7. PY25 CDBG Application
 - Walnut Street – Dalton to Pine
 - Anticipate bid in early Spring
8. COVID-19 ARPA Small Water & Sewer Grant
 - \$50,634 grant for stormwater quality improvements (MS4 requirement)
 - Rain Gardens – Haebel Plaza & Williamson Field
 - Delaware Environmental Construction Services contracts for execution
9. PADEP Coastal Zone Management Grant
 - Application submitted for upgrades to riverwalk.
 - CZM presentation December 3
 - Received notice that \$75,000 was awarded for pier design work (already awarded \$150,000 from DCED)
10. 10th Street PECO Manhole
 - PADEP meeting – no progress
 - Follow-up with PADEP and DELCORA on temporary fix
11. DCNR Community Conservation Partnership Program
 - Application submitted for Williamson Field Improvements
12. DCED PA Small Water & Sewer Grant
 - Application submitted for Phase 1 of 4th & Market/Green St drainage improvements.
13. DCED Greenways, Trails & Recreation Program
 - Application submitted for Mickey Vernon Park
 - Not funded
14. CED Local Share Account Grant Opportunity
 - Application submitted for the purchase of new fire truck
 - Not funded
15. Monroe Energy
 - Project planned for bridge abutment repair in refinery.
 - Need letter of floodplain consistency/floodplain permit.
16. MIPC Pipeline Project

- Pipeline work along Marcus Hook Creek from Trainer into Monroe refinery.
 - No schedule at this time.
17. Prologis
- Replacement of dead trees – IMC subcontractor scheduled work.
18. RACP Grant
- Working with RACP consultant to provide closeout documents

The Borough Manager presented the Engineering Report for the month of December 2025. Motion by Josephine Laird, seconded by Micheal Manerchia, to receive and file the Engineer's Report. All in favor.

PUBLIC SAFETY

ABANDONED AUTOMOBILES:

Abandoned Vehicles for Month-02
Abandoned Vehicles Year to Date-23

COMPLAINT/POLICE ACTIONS TAKEN:

Total Number of Complaints or Police Actions taken for Month-184
Total Number of Complaints or Police Actions taken for Year to Date-2,523

COMMUNITY POLICING:

1st Annual Tree Lighting Ceremony
Girl Scout Troop-Anti-bullying Presentation MHES
Intruder Drill

CRIME PREVENTION:

Bank Checks-52
Security/Vacation Checks-243

CRIMINAL ARRESTS:

Accident Involving Damage to Attended Vehicle/Property-01
Aggravated Assault-01
DUI-02
Burglary-01
Harassment-1
Theft by Unlawful Taking-01
Total Criminal Arrests-07

JUVENILE CRIMINAL ARRESTS/CITATIONS:

Total Juvenile Arrest-00

NON-TRAFFIC ARRESTS:

Harassment-01
Public Drunkenness-01
Total Non-Traffic Arrests-02

PARKING TICKETS:

Parking Tickets Issued-76

POST ORDERS:

9th & Green Streets-42

TRAFFIC CITATIONS:

Traffic Citations Issued-89

TRAINING CONDUCTED:

December 2025 Case Law Updates

TOWED VEHICLES:

Towed Vehicles for Month-05
Towed

Vehicles Year to Date-45

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

Mayor Taylor recommended the reappointment of the following part time police officers for 2026: Ginger Dunbar and Yonatan Patsko. Motion by Micheal Manerchia, seconded by Josephine Laird, to reappoint the above-named part time police officers for 2026. All in favor.

FIRE MARSHALL REPORT: Updates for incidents for December 2025:

In the previous couple of months' meetings of the EAC, there were discussions regarding the truck traffic, specifically the LPG trucks, through town. This was brought to the industry's attention. Energy Transfer Joe Massaro informed the EAC there is an annual reminder to the vendors to not go through town, and it was time for the reminder. To date, there has been a visible reduction in the truck traffic through town. If there are trucks coming through, having the company name will assist with having them addressed by the industries.

December 25th Christmas

The fire department responded to a car fire in front of 6 Plaza St. The fire was minor and there was no extension to other vehicles or property. FM did respond to perform origin and cause investigation. The fire is not intentional or suspicious.

The Borough Manager presented the Code Enforcement Report for the month of December 2025. Motion by Josephine Laird, seconded by Micheal Manerchia, to receive and file the Code Enforcement Report. All in favor.

Larry Weigand presented the Fire Marshal's Report for the month of December 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 - DECEMBER 2025

Building Fire: 4	Pedestrian Struck: 3
Accidents: 3	Gas leak inside: 4
Fuel Spill: 1	Assist EMS: 6
Assist PD: 1	Fire Alarm: 8
Car Fire: 2	Carbon Monoxide: 5
Investigation: 1	Wires: 1
Standby/Cover: 1	
Cancelled/No response in Marcus Hook: 1	
Cancelled/No response in out of town: 6	
Marcus Hook Calls: 12	Out of Town Calls: 28
Calls from 6AM - 6PM: 28 Calls	Calls from 6PM - 6AM: 12Calls
Top Runner for the Month: Jared Rambo 32 calls	
Reporting Officer: Chief Joey Smith	

Larry Killinen presented the Fire Report and related statistics for the month of December 2025. Motion by John Johnson, seconded by Micheal Manerchia, to receive and file the Fire House Report. All in favor.

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

1. The library's holiday concert, performed by the Delchordians, was a wonderful community event that brought residents together and was enjoyed by everyone in attendance.
2. The library's New Year Reading challenge runs from January 1st to February 28th. Open to all ages, participants can win prizes by completing reading activities.
3. The library offers free library cards that you can use to check out books, eBooks, magazines, museum passes, and more.
4. This month's library circulation total is 786.

The library staff wish everyone in our community a happy and healthy holiday season and a joyful New Year!

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

HIGHWAY AND SANITATION

- The Borough manager stated that the highway department is still missing one full time position. She asked Borough Council to approve of hiring Joseph Yaunches as a full-time highway employee (He would be replacing Ben) at \$20.00 per hour. Motion by Josephine Laird, seconded by Janette Weigand to approve and execute. All in favor.
- The Borough Manager stated that the highway guys did an excellent job clearing the roads during the recent ice storm. They worked around the clock. I want to thank them for the job well done.
- The Borough Manager presented the Contract for Scanlon Associates for our 2026 HVAC services in the amount of \$9,795.00. Scanlon came highly recommended by Charles. Motion by Micheal Manerchia, seconded by Larry Killinen to approve and execute. All in favor.

PLANNING AND ZONING

- The Borough Manager stated that the Conditional Use Hearing took place on December 1, 2025 @ 6:00 PM for the property located at 418 Market Street LLC/Paul Grevy to seek approval of two additional businesses, an auto repair shop and a stone fabricating shop in the R-2 district has been continued to January 5, 2026 @6:00 PM.
- The Borough Manager announced that the Planning Commission will meet on Wednesday, January 14th at 7:00 PM to discuss the Mcllvain Market Street Expansion Project and the Silo Application.

PARKS, RECREATION & SHADE TREE COMMISSION

- The manager stated that the Park & Recreation Board hosted a tree lighting ceremony at the Curt Weldon Community Center on December 5th. Hot Chocolate and cookies were served. The Highway Department did a wonderful job building and decorating the tree. A big thank you to Energy Transfer for donating the tree.

- The Borough Manager stated that the Park & Rec Christmas Lunch Event held on December 13, 2025, at the Curt Weldon Community Center from 11:30 AM to 1:00 PM on December 10th was extremely successful.

COMMUNITY AND ECONOMIC DEVELOPMENT

- The Borough Manager announced the \$75,000 grant award from the Coastal Zone for the Market Square Memorial Park Delaware River Pier Plans, Specifications & Bidding Documents. Earlier this year the DCED awarded the Borough \$200,000 for the same project. Motion by Micheal Manerchia seconded by Larry Killinen, to receive and file. All in favor.
- The manager presented Resolution R-26-03 for the CDBG Grant Application for the next phase of Viscose Village project – Chestnut Street. Motion by Janette Weigand, seconded by Larry Killinen to approve and execute. All in favor.

COUNCIL REPORTS

Janette Weigand wished everyone a Happy New Year and congratulated all newly elected officials. She also extended a welcome Lauren Ottinger.

Laurn Ottinger wished everyone a Happy New Year and congratulated all newly elected officials.

Josephine Laird Thanked Joe Flynn for his service and welcomed Lauren Ottinger.

Micheal Manerchia wished everyone a Happy New Year and a Happy Martin Luther King Day. Micheal stated that if you see the highway department out salting, please give them the room they need to adequately salt.

Larry Killinen thanked Joe Flynn for his service and wished everyone a Happy New Year and congratulated Lauren Ottinger.

John Johnson wished everyone a Happy New Year and thanked everyone for re-electing him.

Cheryl Evergnham thanked everyone for appointing her as Council President and congratulated all newly elected officials.

Mayor Gene Tayor wished everyone a Happy New Year and congratulated all newly elected officials.

PUBLIC COMMENTS

Lorraine Daliessio stated her displeasure about not being appointed to the EAC Board vacancy. President Cheryl Evergnham explained why Borough Council did not appoint Lorraine and that she also sent her an email in response to her request thereby negating the need to be put on the agenda. She also reiterated her complaint about the previous minutes where she stated someone ran over her trashcan but was quoted as saying the trash haulers ran over her trashcan and that her name does not have an apostrophe.

Joey Smith stated that he is the new Fire Chief of the MHTFD and wanted to introduce himself. He also requested that Borough Council purchase a new radio for Fire Marshal Larry Weigand at an approximate cost of \$10,000. Borough Council said they would take it under advisement.

ADJOURNMENT

Motion to adjourn by Micheal Manerchia, seconded by Larry Killinen. All in favor. Meeting was adjourned at 7:39 PM.

Respectfully submitted,

Jacqui Guenther
Borough Manager