

September 2, 2025

The regular meeting of the Marcus Hook Borough Council was held on Tuesday evening September 2 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 Manerchia, and Janette Weigand. Also present were Mayor, Gene Taylor, Borough Manager, Jacqui Guenther and Solicitor, Mark Much.

APPROVAL OF MINUTES

Motion by _____, seconded by _____ 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 August 2025 totaled \$ _____. Motion by _____, seconded by _____ to receive and deposit. All in favor.

APPROVAL OF PAYMENT OF BOROUGH BILLS

The manager advised that the payment voucher for the period from August 5, 2025, through September 2, 2025, totaled \$ _____. Motion by _____, seconded by _____ to approve payment of Borough bills. All in favor.

GENERAL GOVERNMENT

The Borough Manager presented the 2026 Minimum Municipal Obligation (MMO) for the uniformed (Police) defined benefit pension plan through PSAB, which was prepared by James Kennedy, in the amount of \$327,052.00 Motion by _____ seconded by _____ to approve and execute. Motion carried. All in favor.

The Borough Manager stated that Act 205 of 1984, as amended, governs the funding requirements for all municipal pension plans. The law requires the Chief Administrative Officer of each pension plan to inform the governing board of the municipality of the plan's expected financial obligation for the coming year. This must be done by the last business day in September. The calculation of the 2026 MMO required an estimate of the 2025 W-2 wages of the employees covered by the plan. I have indicated on the attached worksheet my best estimate of the same. Questions on the non-uniform pension cost calculation may be addressed to either myself or the Pennsylvania Municipal Retirement System at 800-622-7968. The MMO is the municipality's 2026 bill for the non-uniform pension plan and must be paid by December 31, 2026. The obligation must be met with general fund monies or any General State Aid to Municipal Pensions to which we may be entitled under Act 205. The Borough Manager advised that the 2026 Minimum Municipal Obligation (MMO) for the non-uniformed pension plan through PMRS figure is \$61,111.00. Motion by _____ seconded by _____ to approve and execute. Motion carried. All in favor.

- The Borough Manager introduced for adoption Resolution R-25-11 Proclaiming October as Breast Cancer Awareness Month and October 20th as Mammography Day in the Borough of Marcus Hook. Motion by _____, seconded by _____ to approve and execute. Motion carried. All in favor.
- The Borough Manager received a from Empire Fitness Service a Preventative Maintenance Agreement for the term from October 1, 2025, until September 30, 2026, in the amount of \$1,500.00. Motion by _____, seconded by _____ to approve and execute. Motion carried. All in favor.
- The Borough Manager stated that work on 2026 budget has begun and that she would be meeting with each committee in the next few weeks to get budget numbers from them. The preliminary 2026 budget should be available for consideration by the October Borough Council Meeting.

The Borough Manager presented the following EMS proposals for 2026:

1. **Boothwyn Fire Company EMS** proposes to provide BLS and ALS ambulance service to Marcus Hook Borough.

The Borough would pay for these services on a “pay per call” basis. The fee schedule for these services would be **One Hundred and Fifty Dollars (\$150) for any call designated as BLS and a fee of Three Hundred Fifty Dollars (\$350)** for any call designated as ALS. A response qualifies as a call if EMS arrives at the scene (and is not impacted as a call if the individual chooses not to seek transport to a medical facility). We would issue invoices to the Borough on a monthly basis and can provide reporting on calls we were dispatched on.

In 2024, there were 464 total EMS calls in Marcus Hook with 330 ALS calls and 134 BLS calls. This would have resulted in a total cost to the Borough of **\$135,600 for the year**. Note that these numbers are provided as a guide and would change based on the actual number and types of EMS calls dispatched.

- 2 **Aston Fire Company EMS:**

The Municipality shall pay the Fire Department **One Hundred Fifty Dollars (\$150.00)**, which payment shall be a supplement to any payments the Fire Department may receive from any applicable insurance. In return for this payment, unless required to do so by applicable law, the Fire Department shall not bill the patient for any charges; provided, however, that if the patient’s private insurance sends payment for the Fire Department’s services to the patient and the patient does not remit that payment, the Fire Department may then bill the patient and take such other actions as are required to collect the unremitted payment. The Municipality shall have no responsibility for paying the Fire Department for any ambulance calls involving fire scene standbys or that do not result in patient contact (which includes cancellations, either en route or on scene).

In addition, the newly formed Aston Ambulance Authority (AAA) would be able to provide ALS service to Marcus Hook through a chase car model.

If the Borough enters the authority in advance of January 2026, any initiation/start up fee would be waived and the authority would directly bill per household/business similar to other authorities such as Delcora/CWA. The current estimated cost would be approximately \$7-\$8 per month (annually less than \$100) per residence

1. **VMSC:** VMSC will provide Advanced Life Support (ALS) and Basic Life Support (BLS) ambulance service to the residents of Marcus Hook.

Services will be billed at a flat rate of \$100 per dispatch response.

If a VMSC ALS backup unit responds in support of a VMSC ambulance, no additional charge will apply.

If multiple ambulances respond due to multiple patients, a charge of \$100 will apply per ambulance.

The Breakdown is as follows

COMPANY	BLS	ALS	ANNUAL ALS
ASTON	\$ 150.00	\$7-\$8 per month household monthly	\$ 105,600.00
BOOTHWYN	\$ 150.00	\$350 per call	\$ 135,600.00
VMSC	\$ 100.00	\$100 per call	\$ 15,000 (Approx)

Motion by _____, seconded by _____ to approve and execute the EMS contract with _____. Motion carried. All in favor.

Code Report for the month of August

- 4 Plumbing Permits
- 1 Electrical Permit
- 4 Building Permits
- 4 U&O Permits
- 2 Rental Applications
- 1 Sidewalk Permit
- 1 Vendor Application
- 2 Tickets Paid
- Total \$2,378.50**

_____ presented the Code Enforcement Officer Report for the month of August 2025. Motion by _____, seconded by _____, to receive and file the Code Enforcement Officer's Report. All in favor.

ENGINEERING REPORT:

1. **Market Sq Memorial Park/Mickey Vernon Park – Delco Greenways Phase 2**
 - **Playground work completed**
 - **Change order request**
 - **Awaiting riverfront bollards**
2. **Walnut St – 10th to Dalton Streetscape (CDBG Grant)**
 - **Ernel Co contracts for execution**
3. **PY25 CDBG Application**
 - **Awarded \$141,000 for Walnut Street - Dalton to Pine; estimated cost \$282,000**
 - **Kick off meeting tentatively set for Sept 9 at 1pm at OHCD office**
4. **10th Street PECO Manhole**
 - **PADEP meeting – no progress**
 - **Follow-up with PADEP and DELCORA on temporary fix**
5. **Marcus Hook Hardware Demolition**
 - **Final restoration issues**
6. **DCNR Community Conservation Partnership Program**

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

PUBLIC SAFETY

- Mayor Taylor presented the Police Report and related statistics for the month of August 2025. Motion by _____, seconded by _____, to receive and file the Mayor's Public Safety Report. All in favor.
- Borough Manager proposed starting a police trading card contest for the kids which will kick off during Fire Prevention Week in October. The Borough Manager explained that she would ask each business in the Borough to sponsor one officer, which would cost \$84.00 for 500 cards. Each Officer will appear at a specific date and time at the business sponsoring that Officer or, in the alternative, at the Community Center where children and their parents would meet the officer and get the officer's card signed. After a child has collected all ten cards they will be entered into a drawing for something special like an Xbox or whatever the next thing the kids all want. It brings a sense of community for the Borough and its businesses. We would seek prize donations so there would be no cost to the Borough. The main purpose is to allow all the children to get to know each individual police officer on a personal basis. It has been my experience that young kids are intimidated and afraid of police officers because they are big and carry guns. By letting the kids meet the police officers it makes them more approachable. Motion by _____, seconded by _____, to approve and execute. All in favor.

FIRE MARSHALL REPORT **Updates for incidents for July 2025:**

_____ presented the Fire Marshal's Report for the month of August 2025. Motion by _____, seconded by _____, to receive and file the Fire Marshal's Report. All in favor.

FIRE REPORT: **MARCUS HOOK TRAINER FIRE DEPARTMENT**
MONTHLY REPORT – AUGUST 2025

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

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

1. The Library's State Aid Library Subsidy Application (SALSA) has been submitted.
2. With the growth in our circulation, the county aid we receive this year reflects a 19% increase compared to last year.
3. The library's circulation total for this month is 1,739.

_____ presented the Library Report for the month of August 2025. Motion by _____, seconded by _____, to receive and file the Library Report. All in favor.

HIGHWAY AND SANITATION

PLANNING AND ZONING

- The Borough Manager stated that the ZHB only has 4 members, and it should have 5. Accordingly, Borough Council needs to appoint another member to the ZHB who would serve from now until the Reorganization in January 2026. The Borough Manager recommended appointing Tim Cislo, Jr. to the ZHB for that term. Motion by _____, seconded by _____, to approve and execute. All in favor.
- the Zoning Hearing Board of the Borough Marcus Hook will hold a public hearing at the Borough Hall, 1111 Market Street, Marcus Hook, PA 19061, at 7:00 p.m. on Tuesday, September 16, 2025, on the following Application: No. 25-01. Applicant: 418 Market Street LLC/Paul Grevy. Property: 418 Market Street, Marcus Hook, PA. This application seeks Variances from Sections 196-11 and -91 through 96, to allow the continuation of a pre-existing nonconforming snow removal company (exclusively) and additional non pre-existing, nonpermitted uses of auto repair shop and marble/granite sales and fabrication, and to allow unspecified violations of the parking requirements. The Property is zoned R-1 Residential.

PARKS, RECREATION & SHADE TREE COMMISSION

COMMUNITY AND ECONOMIC DEVELOPMENT

- The Borough Manager stated that Marcus Hook Preservation Society would like to hold use the Community Center on the evening of September 19, 2025 to reveal the paranormal study that was performed at the Plank House. Motion by _____, seconded by _____ to approve and execute. Motion carried. All in favor.
- The Borough Manager stated that Marcus Hook Preservation Society would like to hold bingo fundraisers at the Community Center. The first one they would like to have is October 16. Then they would like to try to do it twice a month beginning in November and December. If it goes well, they would like to continue into 2026. Motion by _____, seconded by _____ to approve and execute. Motion carried. All in favor.
- The Borough Manager stated that the Annual Pirate Fest is scheduled to take place on September 20, 2025, and encouraged all to attend.

- The Borough Manager stated that the last Concert in the Park is on Tuesday August 26 featuring the York Street Hustle Band.
- The Borough Manager stated that Energy Transfer is hosting its second annual community barbecue to commemorate National Propane Day on Sunday, Oct. 5, 2025, 1-4 p.m. at Market Square Memorial Park. Save the date. More details to come.
- The Borough Manager stated that Chuck Lewis, on behalf of Scout Troop 225, is currently conducting a recruitment drive in the Chichester School District and is trying to cover as much ground as possible. The School District is currently underserved and underrepresented in the Scouting program and he would like to fix that. Chuck personally feels that the Scouting program can benefit our Borough by helping to build a stronger community, assisting individuals in developing social skills, accomplishing community service projects and instilling leadership and citizenship in the Scouts. With the permission from Borough Council, he would like to advertise the Scouting and Cub Scouting programs; to this end, is requesting the following:
 - Permission to place recruiting yard signs on township property
 - Obtain the location of the community centers where we would be able to place our recruiting yard signs
 - Dates & Times of any upcoming parades or community events where we would be able to have a presence and hand out information

Motion by _____, seconded by _____ to approve and execute. Motion carried. All in favor.

- The Borough Manager stated that beginning on August 25, 2025, Septa will reduce service of the Wilmington Newark Line as follows:
 - Weekday peak service is reduced to hourly only on the Wilmington/Newark Line. No Express/Limited Stop trains will operate. Weekend service will operate every two hours.
 - All service will be eliminated on the Wilmington/Newark Line. Routes 109 and 113 will operate between Chester Transit Center and 69th Street Transit Center, connecting some customers to 69th Street Transit Center. The Media/Wawa line will provide a Regional Rail alternative until 9 pm.

COUNCIL REPORTS

PUBLIC COMMENTS

ADJOURNMENT

- Motion to adjourn by _____, seconded by _____. All in favor.
Meeting was adjourned at _____ PM.

Respectfully submitted,

Jacqui Guenther
Borough Manager