

March 2, 2026

The regular meeting of the Marcus Hook Borough Council was held on Monday evening March 2, 2026, at 7:00 PM, in Council Chambers.

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE IN MEMORIUM OF JOHN SOLES.

ROLL CALL

Present were Councilors Cheryl Evernham, John Johnson, Larry Killinen, Josephine Laird, Michael Manerchia, Lauren Ottinger 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 January 2026, 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 January 6, 2026, through February 1, 2026, totaled \$_____. Motion by _____, seconded by _____ to approve payment of Borough bills. All in favor.

GENERAL GOVERNMENT

- The Borough Manager stated that the Borough Council Liaisons for Boards & Commissions for 2026 are as follows:

<u>COMMITTEE</u>	<u>CHAIRMAN</u>	<u>VICE-CHAIRMAN</u>
General Government	L. Killinen	J. Laird
Tax Collection	J. Johnson	L Ottinger
Highway	C. Evernham	J. Johnson
Police	C. Evernham	M. Manerchia
Finance	J. Laird	C. Evernham
Recreation	J. Weigand	C. Evernham
Municipal Building	L. Killinen	L. Ottinger
Fire and Water	L. Killinen	M. Manerchia
Planning and Zoning	C. Evernham	L. Ottinger
Trash and Recycling	J. Laird	J. Johnson
Library	J. Weigand	L. Killinen
Economic and Community Development	M. Manerchia	L. Ottinger
Telecommunications	J. Weigand	J. Johnson
History	M. Manerchia	J. Laird

- Motion by _____, seconded by _____ to receive and file. All in favor.

- The Borough Manager stated The Borough Manager stated special counsel, Micheal G. Crotty, Esquire, Siana Law, was engaged by Borough Council to handle the Conditional Use hearing decision on behalf of Borough Council at the rate of \$210.00 per hour per hour. Motion by _____, seconded by _____ to approve and execute.
- The Borough Manager stated that the Solicitors' monthly fee will be increased to \$5,319.12 to cover his Monthly Stipend and Healthcare costs. Motion by _____, seconded by _____ to approve and execute. All in favor.
- The Borough manager stated that the electronic front door at Borough Hall is broken. The Borough Manager stated that she provided an Estimate to repair the door from AAA Lock & Security Inc for \$650.00. Motion by _____, seconded by _____ to approve and execute.
- The Borough Manager stated that she received Ben Vancleve's resignation letter. Motion by _____, seconded by _____ to receive and file.
- The Borough Manager said that she has provided Borough Council with three proposals for a temporary Code Enforcement Officer from: Catania Engineering at \$98 per hour; Arro Consulting at \$105 per hour; and Cedarville at \$125 per hour. Motion to approve contracting with _____ by _____, seconded by _____ to approve and execute.
- The Borough Manager said that she has provided Borough Council with a Code Enforcement Officer Job description to be posted seeking to fill in the Code Enforcement Officer job opening. Motion by _____, seconded by _____ to approve and execute.
- The Borough Manager provided Ordinance O-2-2026 Amending Chapter 180 of the Marcus Hok Borough Codified Ordinances. Borough Council will need to set the annual tax mills _____, the _____ date of commencement and the date it shall become effective _____. Motion by _____, seconded by _____ to approve and execute.
- The Borough Manager stated that the independent auditors will begin the annual financial audit on March 9, 2026.
- The Borough Manager stated that following reports were filed with the DCED in January as required:
 1. Survey of Financial Condition report.
 2. 2026 TAX information.
 3. AG-385 pension.
 4. Elected and Appointed Officials.

CODE REPORT FOR THE MONTH OF FEBRUARY 2026

2	Plumbing Permits
1	Electrical Permit
1	Building Permits
6	U&O Permits
23	Rental Applications
1	Sidewalk Permit
30	Rental Inspections
40	Notices to Correct Violations
20	Fines Issued for Property Maintenance

15 citations in court

Total \$6,982.25

_____ presented the Code Enforcement Report for the month of January 2026. Motion by _____, seconded by _____, to receive and file the Code Enforcement Report. All in favor.

ENGINEERING REPORT:

Police/Library Roof CoStars Proposal from R Titter Roofing for replacement \$103,654
Roof drain modifications – met with Slayde Turner

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 preconstruction meeting held Set to start mid-March

DCNR Community Conservation Partnership Program Application due April 30

DCED Greenways, Trails and Recreation Grant Application due May 31

PY26 CDBG Application submitted for Viscose Village project – Chestnut Street
Expect award decision in April/May

Walnut St – 10th to Dalton Streetscape (CDBG Grant) Ernel Co tentative start early Spring

PY25 CDBG Application Walnut Street – Dalton to Pine
Tentative bid March 26, 2026

Market Sq Memorial Park/Mickey Vernon Park – Delco Greenways Phase 2 Work substantially completed
Change order request to be reviewed

PADEP Coastal Zone Management Grant Application submitted for upgrades to riverwalk
Received notice that awarded \$75,000 for pier design work (already awarded \$200,000 from DCED)
Request for Proposal sent out, due back March 17

10th Street PECO Manhole PADEP meeting with DELCORA and PECO held Feb 20 Discharge to Braskem/Energy Transfer sanitary system pending approval

Local Share Account 2026 Application to be submitted for community center renovations
HVAC; plumbing/electrical repairs; brick repointing; windows; epoxy flooring

PADOT Green Light Go Grant Pre-application due January 2
Authorize pre-application for 10th & Market

PECO Green Region Grant Application submitted for tree planting at Market Square Memorial Park

MIPC Pipeline Project Pipeline work along Marcus Hook Creek from Trainer into Monroe refinery

No schedule at this time

Prologis Replacement of dead trees – IMC subcontractor scheduled work

RACP Grant Reimbursement request submitted

PUBLIC SAFETY

Mayor Taylor presented the Police Report and related statistics for the month of February 2026. Motion by _____, seconded by _____, to receive and file the Mayor's Public Safety Report. All in favor

- The Borough Manager stated that the Mayor has requested permission for off duty police personnel be permitted to use the gym at the Curt Weldon Community Center. Motion by _____, seconded by _____ to approve and execute. All in favor.

FIRE MARSHALL REPORT Updates for incidents for January 2026:

No report was received.

_____ presented the Fire Marshal's Report for the month of February 2026. 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 - FEBRUARY 2026

MARCUS HOOK TRAINER FIRE DEPARTMENT

Building Fire: 4	Pedestrian Struck: 1
Accidents: 2	Gas leak Inside: 3
Assist EMS: 7	Fire Alarm: 4
Service Call: 1	Brush Fire: 1
Wires: 2	
Investigation: 1	

Calls for the month of January:26
Cancelled/No Response in Marucs Hook: NONE
Cancelled/No Response out of town: 4

Larry Killinen presented the Fire Report and related statistics for the month of February 2026. 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 offers free library cards that you can use to check out books, eBooks, magazines, museum passes, and more.
2. The library's Reading BINGO challenge runs from January 1st to March 31st. Open to all ages, participants can win prizes by completing reading activities.
3. This month's total library circulation is 678.
4. The total number of visitors who have signed the sign-in sheet since January 15 is 233.

_____ presented the Library Report and related statistics for the month of February 2026. Motion by _____, seconded by _____, to receive and file the Library Report. All in favor.

HIGHWAY AND SANITATION

- The Borough Manager stated that they need to fill the vacancy in the Highway Department. We've interviewed two candidates and I would ask Borough Council to approve hiring Ray Betts at the hourly rate of \$20. Motion by _____, seconded by _____, to approve and execute. All in favor.
- The Borough Manager stated the Borough received 4 bids for the 2026 Street Paving Contract, which includes 5th Street; McClure Lane from 9th to 8th; Ross Lane from McClure Lane to Church Street and 9th Street from Green to Dead End. The bids were as follows:
- The Borough Manager stated she has provided the RFP for the pier design, which was sent out by Charles to various engineering companies who specialize in pier design.

Marcus Hook Borough 2026 Road Resurfacing Program 82750-104-26				A F Damon Company Inc		G&B Construction		Land-Tech Enterprises, Inc.		Delaware Environmental Construction Services		Olivieri & Associate, Inc.	
Total Cost				\$ 57,360.0		\$ 72,091.5		\$ 78,879.0		\$ 94,082.0		\$ 153,921.6	
#	Items	Unit of Measure	Quantity Required	UnitPrice	TotalCost	UnitPrice	TotalCost	UnitPrice	TotalCost	UnitPrice	TotalCost	UnitPrice	TotalCost
1													
#1-1	Milling	SY	3070	\$6	\$18,420.00	\$7.95	\$24,406.50	\$5.70	\$17,499.00	\$10.88	\$33,401.60	\$14.88	\$45,681.60
#1-2	Wearing Course	TONS	330	\$118	\$38,940.00	\$144.50	\$47,685.00	\$186	\$61,380.00	\$183.88	\$60,680.40	\$328	\$108,240.00

Motion by _____, seconded by _____, to award the 2026 Road Program Bid to AF Damon in the amount of \$57,360. All in favor

PLANNING AND ZONING

- The Borough Manager stated that a Zoning Hearing has been scheduled for April 1, 2026 at 7:00PM for Alan McIlvain, Application 26-01 for the property located at 501 Market Street seeking variances from Sections 196-40 to allow a retail use; 196-43b to allow a zero front yard setback; 196-43f to allow 98.4% impervious surface coverage (max is 65%); 196-92 to allow 99 parking spaces (176 required); 196-108 to allow building within or projected into a required yard; and, if necessary, 196-151a to allow reconstruction of nonconforming building larger than destroyed building and 196-43g to allow a height of 69.5 feet (max is 40 feet). The Property is zoned PBP Planned Business Park.

PARKS, RECREATION & SHADE TREE COMMISSION

- The Borough Manager stated that Arbor Day 2026 is on April 24 and the Borough will have their annual Arbor Day Tree Planting Ceremony at Market Square Memorial Park at 9:00 AM.

COMMUNITY AND ECONOMIC DEVELOPMENT

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