

March 25, 2025

The regular meeting of the Marcus Hook Borough Council was held on Monday evening April 7, 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 _____, seconded by _____ to dispense with the reading of the minutes of the Conditional Use Hearing of Jennifer Ortiz on Maech 3, 2025 and that they stand as written. All in favor.

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 March 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 March 4, 2025, through April 7, 2025, totaled \$ _____. Motion by _____, seconded by _____ to approve payment of Borough bills. All in favor.

GENERAL GOVERNMENT

The Borough Manager requested that Borough Council hire Eric Groy as a full time employee. Eric currently works Part-time for the highway department. This request is being made now because we are still short staffed in highway personnel. Eric would replace Mark Palmer who retired last year. Eric would earn \$20.00 per hour as a full-time employee along with benefits. After two years of service, he will be entitled to the full rate which is currently \$29.88.

The manager noted that she received a letter wherein Daniel Longale tendered his resignation from his part-time position at the Mary M Campbell Library effective April 4, 2025. Motion by _____, seconded by _____ to accept and file.

The Borough manager stated that the current website will end on March 31, 2025. The cost to continue the current site is more costly than designing a new more interactive website. The Borough Manager has developed 4 websites with the assistance of Expert Solutions. The Borough Manager asked Borough Council to ratify the contract for Expert Solutions in the amount of \$2,805. Motion by _____, seconded by _____ to approve and execute. All in favor.

The Borough Manager stated the Borough received 4 bids for the 2025 Street Paving Contract and that A.F. Damon was the lowest bidder at \$68,202.50. The 2025 Street Paving includes the following streets:

1. McClenaghan Terrace - 10th to end
2. Rennie Lane - 10th to end
3. Marshall Ave - Market to Green
4. Green Street - 10th to 12th

Motion by _____, seconded by _____, to award and execute the bid as stated for the 2025 Street Paving Contract with A.F. Damon in the amount of \$68,202.50. All in favor.

The manager presented Resolution R-25-6 approving the DCED Application for the Greenways, Trails, & Recreation Grant for Mickey Vernon Park Improvements. It will be basically the work that was overbudget from the Delco Greenways grant. Motion by _____, seconded by _____ to adopt and execute Resolution R-25-6. All in favor.

The Borough Manager stated that Borough Council will need to re-approve a change order for removal and patching of a wall at the Police/Library Building. This was previously approved and paid for, but we can't find a signed change order for the RACP grant. Motion by _____, seconded by _____, to approve and execute. All in favor.

The Borough Manager stated that the changeover to PNC Bank is almost complete. The Borough Manager requested that Borough Council approve moving the PLGIT Prime General Funds be transferred to the PNC Bank General Fund. Motion by _____, seconded by _____, to approve and execute. All in favor.

The Borough Manager stated that Monroe Energy plans to do a cleanup day on April 22, 2025, at Market Square Memorial Park. Motion by _____, seconded by _____ to accept and record.

The Borough Manager stated that the Borough received multiple applications (Patricia Hoffman, Lauren Ottinger and Lorraine Daliessio) for the vacant seat on the EAC Board. Motion by _____, seconded by _____ to appoint _____ to the EAC Board for a one year term. All in favor

PUBLIC SAFETY

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

Chief has requested Borough Council to approve the updated Police Policies as follows. Our solicitor has reviewed these policies:

1. Revised Alarm Response.
2. Revised Notification of Sexually Violent Predators.
3. Revised Fitness and Wellness Program
4. Revised Field Reporting and Management
5. Revised Temporary Holding Areas
6. Revised Mentally Ill Persons
7. Revised Uniforms and Appearance
8. Revised Fiscal Management
9. Revised Approved Weapons and Ammunition
10. Revised Strip and Body Cavity Search
11. MHPD Field Training and Evaluation
12. MHPD Training

Motion by _____, seconded by _____, to approve and execute the updated Police Policies as stated. All in favor.

The manager stated that PennDOT has sent a letter requiring that the Borough restore the flashing traffic signals located at 10th Street & Plaza Street , 10th Street & Yates Avenue back to the regular red, yellow, green sequence. It also required the same at 10th Street & Church Street, which we have already changed. Motion by _____, seconded by _____, to approve and execute as stated. All in favor.

Chief has requested authorization to apply for a Vest-A-Cop Grant to assist in providing resources to local first responders to procure body armor. The grant will fund up to 90%, the Borough would be required to pay any percentage not covered. Motion by _____, seconded by _____, to approve and execute the Vest-A-Cop grant application. All in favor.

ENGINEERING REPORT:

Market Sq Memorial Park/Mickey Vernon Park – Delco Greenways Phase 2 DePaul & Company \$127,658 contract out for execution

Lyons Recreation \$52,686.15 CoStars proposal signed by Borough

Phoenix Security \$9,630.00 CoStars proposal signed by Borough Grant Amount \$191,199

2025 Street Resurfacing Project 4 bids received Recommend award to AF Damon Co in low bid amount of \$68,202.50

DCNR Community Conservation Partnership Program Application for Williamson Field Improvements being prepared for April 2 submission

DCED PA Small Water & Sewer Grant Sanitary and storm sewer projects up to \$500,000; 15% match required Application due April 30 Phase 1 of 4th & Market/Green St

DCED Greenways, Trails & Recreation Program Parks & Recreation Grant up to \$250,000; 15% match required Application due May 31 Mickey Vernon Park work

Marcus Hook Hardware Demolition Final Restoration issues - Follow up with PJG
RACP Grant Working with RACP consultant to provide closeout documents BSS Contractors – change order

PY25 CDBG Application submitted for Walnut Street - Dalton to Pine; estimated cost \$282,000 Award announcements generally in Spring Walnut St – Pine to Dalton Streetscape (CDBG Grant) Preliminary Design/Topographic Survey underway

DCED Local Share Account Grant Opportunity Application submitted for the purchase of new fire truck Expected decision in Fall 2025

Prologis Final site inspection completed. All work completed except for replacement of dead trees, set for early Spring

COVID-19 ARPA Small Water & Sewer Grant \$50,634 grant for stormwater quality improvements (MS4 requirement) Rain Gardens – Haebel Plaza & Williamson Field

FIRE REPORT: MARCUS HOOK TRAINER FIRE DEPARTMENT

MONTHLY REPORT

MARCH 2025

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

The manager stated that Fire Marshal, Larry Weigand, has requested approval for his attendance at The IAAI Annual Training Conference in Atlantic City NJ which costs \$900 plus hotel costs at \$105 per day for 5 days = \$525 totaling \$1,425.00. The manager stated that his attendance at this conference would allow him to obtain additional credentials from the IAAI. Motion by _____, seconded by _____, to approve and execute. All in favor.

The manager stated that Fire Marshal, Larry Weigand, has requested the Borough update the Borough Code to the 2024 International Fire Code. It has not been updated since 1993. The Borough Manager requested that Borough Council authorize Charles Catania, Jr., Larry Weigand and The Borough Manager to review the 2024 IFC and make recommendations to Borough Council for their Consideration. Motion by _____, seconded by _____, to approve and execute. All in favor.

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

1. The library has completed the PA State Annual Report, which has been approved by the county.
2. Daniel Longale has resigned, and his last day will be April 4, 2025.
3. The library board has approved changing the "Dues Conferences & Training" category to "STEM Supplies" to allow the purchase of STEM supplies and support the launch of the STEM club.

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

The manager stated that due to the resignation of Daniel Longale, Tianjia Has requested that Borough Council approve advertising for the employment of a part-time librarian position at the Mary M Campbell Library. The Manager stated that currently there are 3 Librarians (1 full-Time and 2 part-time). Motion by _____, seconded by _____ to approve and advertise.

HIGHWAY AND SANITATION

PLANNING AND ZONING

The Borough Manager presented Ordinance O-25-1, which was duly advertised on March 13, 2025, in the Daily Times. This Ordinance adopting the 2024 edition of the *International Property Maintenance Code*, regulating and governing the conditions and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use, and the demolition of such existing structures in the BOROUGH OF MARCUS HOOK; providing for the issuance of permits and collection of fees therefor; repealing Ordinance No. O-10-2 of the BOROUGH OF MARCUS HOOK and all other ordinances or parts of laws in conflict therewith. Motion by _____, seconded by _____, to adopt Ordinance O-25-1. All in favor.

PARKS, RECREATION & SHADE TREE COMMISSION

The Manager stated that in keeping with the Borough's annual Arbor Day observance, the Shade Tree Commission has recommended the passage of a municipal Resolution R-25-5 proclaiming April 22, 2025 as Arbor Day in Marcus Hook. The Arbor Day program is scheduled for April 22, 2025, 10:00 AM, at Robert Haebel Plaza Park. Motion by _____, seconded by _____ to adopt Borough Resolution No. R-25-5 proclaiming April 22, 2025, as Arbor Day in Marcus Hook. All in favor.

The Borough Manager reported that for the fortieth (40th) straight year Marcus Hook has been named a Tree City USA by the National Arbor Day Foundation. The presentation of the Tree City USA flag and other recognition materials will be coordinated with the Borough's Arbor Day ceremony on April 22, 2023.

Manager reminded residents that the Annual Memorial Day Parade is scheduled for Saturday, May 24, 2025, starting at 12 Noon. The Borough Manager asked Borough Council to ratify the contract for Show Stoppers Unlimited in the amount of \$16,400 for the Memorial Day Parade. Motion by _____, seconded by _____ to approve and execute. All in favor.

The Manager stated she received a contract from Terry Smith d/b/a Show Stoppers, Unlimited in the amount of \$15,800 to engage their services for the 2025 Summer Concerts. The Borough Manager presented the entertainment line-up for the Marcus Hook Summer Music Festival - 2025, as follows:

- July 1 Sometime in September, which is a rhythm, horn and vocal group
- July 8 York Street Hustle, sounds of the 60's featuring Detroit, Memphis Soul
- July 15 The Posers (90's Tribute Band)
- July 22 Long Hard Ride, Chip "Harry" Haynes is a seasoned musician, having been a part of the renowned Boy in Black for many years is now the leader of Long Hard Ride. The band features a southern rock sound, inspired by Johnny Cash, Willie Nelson and Tim McGraw.
- July 29 Jem and the Vibes play a wide range of music from the 1950's to the present day.
- Aug. 5 Fabulous Greaseband (National Night Out) Seven pcs. 50's, 60's, 70's, 80's Rock n' Roll
- Aug 12 River of Dreams (Billy Joel Tribute Band).

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

The Borough Manager stated that the Marcus Hook Parks and Recreation Board will be hosting an Easter Egg Hunt in the Borough this year to take place on Sunday, April 13th at 12:00 PM at Mickey Vernon Park. Signups for the Easter Egg Hunt were held on Monday, March 17th at the Borough Building. Motion by _____, seconded by _____, to record and file. All in favor.

The Borough Manager stated that Texas Roadhouse is graciously offering 40 free kid's meal vouchers for our Easter Egg Hunt. Motion by _____, seconded by _____, to record and file. All in favor.

Manager announced that a Borough wide clean-up day will be held on May 17, 2025, from 10:00 a.m. 12:00 p.m. Volunteers are encouraged. Councilor Weigand requested that two highway workers be available that day to pick up the trash collected and to provide them with bags, gloves and grabbers. Motion by _____, seconded by _____, to record and file. All in favor.

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