

REGULAR MEETING
BOROUGH COUNCIL
MALVERN BOROUGH
1 East First Avenue
Malvern, PA 19355

March 17, 2020
7:30 P.M.

PRESIDING: Amy Finkbiner, Ph.D., President

INVOCATION: None

PLEDGE OF ALLEGIANCE TO THE FLAG

1. ROLL CALL

PRESENT

Council President Finkbiner
Council Vice-President Grossman
Council Member Bones
Council Member Laney
Council Member Meisel
Council Member Phillips
Council Member Raynor

ABSENT

David B. Burton, Mayor

The meeting was held in the parking lot of Borough Hall due to its closure to the public as a result of the COVID-19/Coronavirus outbreak. All attendees were asked to sign-in.

2. APPROVAL OF AGENDA

A motion was made by Council Member Phillips, seconded by Council Member Raynor, and carried by a vote of 7-0, to approve the agenda for March 17, 2020 as presented.

3. ANNOUNCEMENTS

a. Recording of the Meeting

Council President Finkbiner asked in accordance with Resolution No. 787 if any member of the audience was recording the meeting.

No member of the audience identified themselves as recording the meeting.

b. Council President Finkbiner announced that no Executive Session was held prior to the meeting.

c. Borough Manager Bashore summarized the steps the Borough has taken in regards to the recent COVID-19/Coronavirus outbreak. Information on the Borough's website continues to be updated on this topic.

d. N. Warren Avenue Transit Project – Work scheduled to begin on March 19, 2020

e. Please watch the Malvern Borough website for information pertaining to upcoming community events and meetings.

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4. MINUTES & REPORTS

a. APPROVAL OF MINUTES

A motion was made by Council Member Raynor, seconded by Council Member Phillips, and carried by a vote of 7-0, to approve the minutes of the meeting held on Tuesday, March 3, 2020 as amended.

b. APPROVAL OF REPORTS

A motion was made by Council Vice-President Grossman, seconded by Council Member Phillips, and carried by a vote of 7-0, to approve the Treasurer's Report, the Committee Reports for Finance and Administration, Public Safety, Public Works, the Chief of Police Report, the Code Enforcement Department Reports (Building Inspector's Report, Housing and Property Maintenance Report, and Zoning Report), the Superintendent of Public Works Report and the Manager's Report for the month of February 2020, as submitted.

c. BOROUGH COUNCIL COMMITTEE REPORTS

- Finance & Administration

Borough Manager Bashore stated that the Finance & Administration Committee met on March 3, 2020. Items before the Committee included a review of the Borough's trash and recycling contract, discussion on the Borough's sewer service rate structure, sale of Borough-owned real estate, a proposal for enhanced cybersecurity coverage, and a proposal for document imaging. Action items regarding the trash and recycling collection contract and enhance cyber security are before Borough Council.

- Public Safety

Borough Manager Bashore stated that the Public Safety Committee has not met since the February 18, 2020 meeting of Borough Council. The Committee reviewed information regarding walkable communities provided by Alicia Marziani, Administrative Assistant/Parks & Recreation Coordinator. This information will be included in the discussion about future sidewalk projects.

- Public Works

Borough Manager Bashore stated that the Public Works Committee has not met since the February 18, 2020 meeting of Borough Council. Bids for the paving of E. King Street are due by April 2, 2020.

5. SPECIAL BUSINESS

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a. RESOLUTION NO. 809 – DECLARATION OF LOCAL DISASTER EMERGENCY FOR THE OUTBREAK OF CORONAVIRUS/COVID-19

Borough Manager Bashore stated that this resolution would provide the Borough with greater flexibility during a disaster emergency and would provide for eligibility to receive reimbursement for certain costs if that becomes possible. Borough Council is considering this as a precautionary measure.

A motion was made by Council Member Raynor, seconded by Vice-President Grossman, and carried by a vote of 7-0, to adopt Resolution No. 809, declaring a local disaster emergency for the outbreak of Coronavirus/COVID-19.

6. UNFINISHED BUSINESS

a. Trash & Recycling Collection Contract – Determination on contract

Council President Finkbinder stated that Borough Council must decide on the whether or not to select the option on the current trash and recycling collection contract with Charles Blosenski Disposal Co. A decision must be made by March 30, 2020. If not selected, the current contract will expire on June 30, 2020.

A motion was made by Council Member Laney, seconded by Council Member Phillips, and carried by a vote of 7-0, to select the first option year in the Borough's trash and recycling collection contract with Charles Blosenski Disposal Co.

7. NEW BUSINESS

a. Emergency Management Coordinator – Appointment Consideration

Council President Finkbinder stated that Corinne Badman, Executive Assistant to the Chief of Police, is being recommended as the Borough's new Emergency Management Coordinator. She would replace Nora LoGiudice, who resigned in February after accepting a position with the American Red Cross. Council President Finkbinder noted that Ms. Badman has been assuming the role with the recent situation and is doing an excellent job.

A motion was made by Council Member Bones, seconded by Council Member Phillips, and carried by a vote of 7-0, to appoint Corinne Badman as the Emergency Management Coordinator for Malvern Borough.

b. Delaware Valley Regional Planning Commission – Regional Streetlight Procurement Program – Purchase of existing system from PECO

Council President Finkbinder stated that Borough Council previously reviewed information related to the upgrade of the Borough's streetlight system and the upgrade of the Malvern Borough's streetlight system was included in the 2020 budget in the Capital Reserve

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Fund. A portion of this project includes purchasing the existing system from PECO. Authorization to have an agreement of sale prepared would be required.

A motion was made by Council Member Laney, seconded by Council Member Phillips, and carried by a vote of 7-0, to authorize the preparation of an Agreement of Sale for the Borough to purchase the streetlight system from PECO.

c. Enhanced Cybersecurity Coverage Proposal

Council President Finkbiner stated that the Borough's liability insurance provider has issued a proposal for enhance cybersecurity coverage at a rate of \$1,990 per year. This would increase the Borough's coverage if a breach were to occur. The proposal has been reviewed and recommended by the Finance & Administration Committee. The coverage would increase from \$250,000 to \$1 million. Borough Manager Bashore stated that the coverage will go into effect when the Borough's policy renews on May 1, 2020.

A motion was made by Council Member Bones, seconded by Council Member Laney, and carried by a vote of 7-0, to approve the proposal for enhanced cyber security coverage.

d. Zoning Hearing Board

Borough Manager Bashore stated that there are no new applications before the Zoning Hearing Board.

8. PUBLIC FORUM

Council President Finkbiner stated that Borough Council will now take comment from the public on any item not on the agenda.

No public comment was made.

9. ADJOURNMENT

All business having been discussed, a motion was made by Council Vice-President Grossman, seconded by Council Member Laney, and carried by a vote of 7-0, to adjourn the meeting at 7:42 p.m.

Respectfully submitted,

Christopher Bashore
Borough Manager/Secretary