

Orwigsburg Borough Council
Work Session Minutes
September 1, 2021

The Orwigsburg Borough Council met on Wednesday, September 1, 2021 for their Work Session meeting in Council Chambers. President Rick Bubeck called the meeting to order at 7:00 pm and the Pledge of Allegiance was recited.

In attendance were: President Rick Bubeck; Vice President Rod Schaeffer; Councilors: Katie Bedway, Kerry Mariano; Solicitor Paul Datte. Borough Manager Randy Miller; Borough Secretary Sherry Edwards. Late: Brock Stein, Angie Hoptak-Solga. Absent: Maddie Bartush and Mayor Berger.

Visitors: Lila & Jack Smith of 1585 Red Dale Rd; Dave Walasavage of ARRO Consulting; Bill Knecht of 204 S Warren St.

This is a Public Meeting open to all; there is an expectation that you may be recorded.

Addition to agenda - add Sanitation bid specs under Borough Manager Report.

A motion to approve the agenda with the addition of the Sanitation bid specs under the Borough Manager Report was made by Katie Bedway, second by Kerry Mariano.

Roll call vote taken:

Councilor Schaeffer - Yes

Councilor Bedway - Yes

Councilor Mariano – Yes

President Bubeck – Yes

Unanimous.

A motion to approve the agenda was made by Katie Bedway, second by Rod Schaeffer.

Roll call vote taken:

Councilor Schaeffer - Yes

Councilor Bedway - Yes

Councilor Mariano – Yes

President Bubeck – Yes

Unanimous.

Public Comment

Lila & Jacob Smith of 1585 Red Dale Road addressed Council regarding 100 E Market St; The Smiths are interested in purchasing the property; they have been in contact with the bank and looks like bank will move forward with an auction. They are aware of delinquent taxes, utilities, liens and NOV's on the property. Approximately \$26,000 owed for borough utilities. Asking Council for relief on the delinquent utility bill, perhaps eliminate the interest. Intentions for the property is Commercial space on first floor along with two apartments, one on the first floor and one on second floor.

Solicitor Datte noted Borough liens and property taxes have priority over the banks mortgage at foreclosure sale. Sale of property is scheduled for October 6th. The borough will be paid 100% if sold at Sheriff sale.

Consensus of Council is to offer some kind of relief after sale goes through.

Bill Knecht 204 S Warren St: if your going work out some kind of a deal, that needs to be made public to all buyers at the sale – can't make a deal contingent on them buying the property.

Solicitor Datte responded whatever is decided will be done at a public meeting.

Issue has been tabled till next week.

Minutes

Council received a draft copy of the minutes from the August 4, 2021 Work Session and August 11, 2021 Council meetings for their review and comment.

Budget Review – Target Objective 66.6%

General Fund Revenues	85.4%	Expenditures	62.0%
Fire Fund Revenues	74.1%	Expenditures	8.3%
Water Fund Revenues	65.0%	Expenditures	42.5%
Sewer Fund Revenues	61.0%	Expenditures	34.7%
Sanitation Fund Revenues	72.0%	Expenditures	60.6%

Maintenance Reports

Water/Sewer - Dave Teter

Report – reports will be issued next week

Streets, etc. - Shawn, Slade, Devin

- i. Reports – will be reviewed next week
- ii. Hours Worked / Vehicle Hours
- iii. Budgets

Fire Department – Fire Chief Jesse Zimmerman

August 2021 report:

15 Total calls for August

153 Total call year-to-date

204:10 Man hours for August

949:41 Man hours year-to-date

440:20 Training hours year-to-date

286:00 Administrative hours year-to-date

- East Brunswick Township 3
- North Manheim Township 4
- West Brunswick Township 4
- Cressona Borough 1
- New Ringgold Borough 1
- Orwigsburg Borough 2
- Total 15

3 – Fires

8 – Rescue & Emergency Medical Service

1 – Service Call

2 – False Alarm & False Call

1 – Severe Weather & Natural Disaster

Business

Solicitor's Report – Paul Datte

Ordinance implementing Act 50 of 2021(Small Wireless Facilities Deployment) will be circulating a draft in October for Council's review.

Rettew Consulting – update – only one company expressed interest in submitting a proposal. Decision was made to broaden the number of competent entities that would receive the RFP.

Blue Mountain Village – no update

Updates on:

119 S. Liberty Street – put out Bid Specifications for emergency demolition – bids received and opened – Notified by the County demolition will not thru their grant program because of liability.

100 E. Market Street – foreclosure sale scheduled for October 6th.

200 W. Market Street – no update

Co-operation agreement with other Municipalities – contacted NMT solicitor again but no recall

Conservation easement – Working Woodlands – Reviewed draft of easement – need to determine legal ownership. Something may need to be negotiated.

County Assessment Appeal Hearings are scheduled for next week for 201 and 203 Long Ave for exemption

Borough Manager – Randy Miller

Borough Hall exterior renovations – Work has been completed and Payment Application #1 for \$68,041.80 has been submitted from Houch and Co, Inc

Lot at Straub and W. Mifflin – Receive lot free of charge; lot would be used for stormwater management – currently lot is under contract and current owner unable to brake contract.

119 S. Liberty Street – Emergency Declaration and demolition bids – Motion to proceed.

Declaration for Council to approve

From June 6th to present new structural indication of failure has occurred, walls are leaning more and upstairs center door frame is falling down. Bid submittals have been received – low bid is MEI Demo & Excavation Inc. for \$27,500

A motion to authorize Emergency Declaration for demolition of 119 S Liberty St was made by Katie Bedway, second by Rod Schaeffer.

Councilor Rod Schaeffer - Yes

Councilor Katie Bedway – Yes

Councilor Angie Hoptak-Solga – Yes

Councilor Brock Stein – Yes

Councilor Kerry Mariano – Yes

President Bubeck – Yes

Unanimous.

Solicitor Datte noted a lien will be placed against property to recover demo cost.

A motion to award low bid from MEI Demo & Excavation Inc in the amount of \$27,500 for demolition of 119 S Liberty St. was made by Katie Bedway, second by Rod Schaeffer.

Roll call vote

Councilor Rod Schaeffer - Yes

Councilor Katie Bedway – Yes

Councilor Angie Hoptak-Solga – Yes

Councilor Brock Stein – Yes

Councilor Kerry Mariano – Yes

President Bubeck – Yes

Unanimous.

Borough Hall Elevator needs hydraulic packing replacement – Quote received from Reading Elevator for \$2,776. Requesting authorization to proceed.

A motion to approve quote from Reading Elevator in the amount of \$2,776 for hydraulic packing kit was made by Rod Schaeffer, second by Angie Hoptak-Solga.

Roll call vote

Councilor Rod Schaeffer - Yes

Councilor Katie Bedway – Yes

Councilor Angie Hoptak-Solga – Yes

Councilor Brock Stein – Yes

Councilor Kerry Mariano – Yes

President Bubeck – Yes

Unanimous.

Projects continue – Lehigh Ave installed 2 catch basins, a pipe between basins and a pipe to the creek; more minor work to accomplish on Lehigh.

Long Avenue Culvert demo – documents have been signed and shortly will issue Notice to Proceed

Timber Harvesting – surveying completed, easements agreed upon, preparing bid specs

Time clock ADP App in place – not working out as easy as ADP said it would be – a lot of time has been spent working with ADP on the app to function with our payroll.

Street Milling Projects – paving projects getting ready to go out to bid

Paving – Haul and Place bid

2022 Minimum Municipal Obligation (MMO)

Police Pension 2022 MMO - \$0

Non-Uniform 2022 MMO - \$ 155,130

Sanitation Bids – Need authorization to prepare bid specifications for next year. Randy Lindenmuth will be preparing the bid specifications. Will be looking at number of bags for yard waste and trash allowance.

A motion to authorize preparation of Sanitation bid specifications and to advertise was made by Rod Schaeffer, second by Katie Bedway.

Roll call vote:

Councilor Schaeffer – Yes

Councilor Bedway – Yes

Councilor Hoptak – Solga – Yes

Councilor Mariano – Yes

Councilor Stein – Yes

President Bubeck – Yes

President Bubeck

Unanimous.

Engineer – Bill McMullen

Review Reports – Shannon Darker

Council received Shannon's report for review and comment:

- a. Permit Reports
- b. Notice of Violations
- c. Rental Properties

Projects

Lehigh Street Storm Water Improvements by Borough workforce has started.

Installed 2 inlets and piping; add as alternate to Haul and Place bid, will need John Davis's (PennDOT) approval

Douglas, Straub, Mifflin, Erb and Lee bids are due next Wednesday at 10am

We can add an alternate to include Lehigh

Industrial Drive ARC Grant approved for \$819,441; awaiting kick-off meeting with PennDOT and ARC. Dan Muesser coming next week.

201 & 203 Long Avenue – bid for removal of old culvert and place riprap in stream – information received by the contractor; NTP to be issued this week, followed by pre-construction meeting.

2. Capital Improvements List

a. Road Projects

- i. Mill with Haul and Place bid – Borough compiled a list of areas they have for work and will complete.
- ii. Haul and place bids for Douglas, Straub and Mifflin due next Wednesday at 10:00 for award at Council Meeting.

b. Storm Projects

- i. Wayne and Mifflin - Borough forces performed exploratory dig and determined to be deeper than expected. The work requested would exceed the quote threshold, it would require the project to be bid to perform the entire project from Mifflin to Cherry. Consider only doing one intersection.

3. Borough Hall Renovations – Recommendation for Payment Application #1 in the amount of \$68,041.80. Item for approval on next weeks agenda.

Planning - Chris Bentz

RACP update for Veterans' Memorial Building

Blue Mountain Village

Decatur St. Stormwater design work – letters are going out to residents of Perry, Decatur and North Sts for stormwater plans and future temporary easements.

1. Flood mitigation efforts –

- a. Compiled all existing data

- b. Requested Detailed FEMA Data
 - c. Developing base model
 - d. Mitigation efforts and costs continue both short term and long term.
2. Zoning Ordinance Changes – no recommendations were made at the August P & Z meeting. Discussed possible changes and will pursue researching changes to the Zoning Ordinance.

Water / Sewer - Bryon Killian

Lead and Copper service line replacement initiative – August 2024 deadline

Sewer line refurbishment updates

- i. Long Ave to Warren St. – Grouting and Lining work has been completed.
- ii. Waiting for final payment application

CCTV and Subsurface repairs update

- i. Ongoing
- ii. Await payment application

Marshall Dr. Sewer Replacement – surveyed last week

Sewer Plant

- i. Phase 1 – Review of submittals
- ii. Phase 2 – Review of submittals
- iii. Await payment application

PA DEP NOV Letter response – 2nd one answered

Mayor

Police Car – Repairs to the oldest vehicle, 2016 SUV costing \$3,700.00 for transmission repairs. Police are due a new vehicle next year; consider including in next years budget - if order now, will not be available until Summer 2022. Cost for new vehicle - \$47,579.80.

A motion to approve ordering a 2022 SUV Interceptor police car in the amount of \$47,579.80 for budget year 2022 was made by Brock Stein, second by Kerry Mariano.

Roll call vote:

Councilor Schaeffer – Yes	Councilor Bedway – Yes
Councilor Hoptak – Solga – Yes	Councilor Mariano – Yes
Councilor Stein – Yes	President Bubeck – Yes

Unanimous.

Declaration of Emergency for tropical depression Ida – Governor issued a State of Emergency today. Benefit of declaration in place is that bidding requirements are not applicable should there be a need to repair storm damage.

At the present time, there has not been any reports of damage from Ida. Determined declaration not needed. Action can be taken next week if issues arise.

Planning & Zoning Commission meeting

There remains a vacancy on the Planning Commission Board. No letters of interest have been received.

Review of the Borough Zoning Ordinance for: “historical structure” Special Exemptions; “in-law quarters” uses; “adaptive re-use”; lot coverage for added structures; solar panels and Air B&B rentals, street lights with WIFI; any other new developments in zoning.

Municipal Authority Meeting – Monday, September 13, 2021 @ 1:00 P.M.

Community Activities/Events

Heritage Days – Saturday, September 11th, 9 a.m.

Next Council Meeting is September 8, 2021, 7:00 p.m.

A motion to adjourn at 8:15 pm was made by Brock Stein, second by Kerry Mariano. Unanimous.

Respectfully submitted;

Sherry M. Edwards
Borough Secretary