

Orwigsburg Borough Council
Work Session Minutes
October 6, 2021

The Orwigsburg Borough Council met on Wednesday, October 6, 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: President Rick Bubeck; Vice President Rod Schaeffer. Councilors: Kerry Mariano, Maddie Bartush, Brock Stein. Mayor Barry Berger (late); Solicitor Paul Datte; Borough Manager Randy Miller; Borough Secretary Sherry Edwards. Absent: Katie Bedway, Angie Hoptak – Solga.

Visitors: Craig Eichert of 216 Long Ave; Janis McGowan of SSN; Bill Knecht of 204 S Warren St; Jim Leymeister of 200 Ronald Ave.

Approve agenda

A change under Solicitors Report: Discuss and act on Ordinance implementing Act 50. Will need a motion to advertise ordinance and advertise for special meeting to adopt ordinance.

A motion to approve the agenda with the above change was made by Maddie Bartush, second by Brock Stein.

Roll Call Vote

Councilor Mariano – Yes

Councilor Bartush – Yes

Councilor Stein – Yes

Councilor Schaeffer – Yes

President Bubeck – Yes

Unanimous.

Minutes

Council received a draft copy of the minutes from the September 1, 2021 Work Session and the September 8, 2021 Council meetings for their review and comment

Budget Review – Target Objective 74.8%

General Fund Revenues	95.5%	Expenditures	70.1%
Fire Fund Revenues	89.3%	Expenditures	8.3%
Water Fund Revenues	68.4%	Expenditures	60.9%
Sewer Fund Revenues	64.2%	Expenditures	64.4%
Sanitation Fund Revenues	74.8%	Expenditures	67.9%

2022 Budget Calendar

October - Finance Committee review proposals with Staff

October - Council to review submittal by committee

November - 30-day Public Review/Comment Period – vote by Council to Advertise

December - Budget Vote; effective January 1, 2022

Maintenance Reports

Water/Sewer - Dave Teter

i. Report

Council received the water and sewer reports for September for review and comment:

President Bubeck questioned the sewer blockage at 320 N Warren St.

Randy will look into it

Streets, etc. - Shawn, Slade, Devin

ii. Report

Council received the Hours worked, Vehicle hours and Maintenance budgets for review and comment

The Roseberry St resident has not made the stormwater connection to date. This will not affect the future paving project.

Fire Department - Jesse Zimmerman

September 2021 report:

24 Total calls for September

177 Total calls year-to-date

162:29 Man hours for September

1112:12 Man hours year-to-date

440:20 Training hours year-to-date

308:00 Administrative hours year-to-date

- East Brunswick Township 1
- North Manheim Township 6
- South Manheim Township 1
- West Brunswick Township 7
- Orwigsburg Borough 9
- o Total 24

Public Comment

Craig Eichert of 216 Long Ave – asked what the timeline is on completion for the Long Ave culvert project?

Randy responded it will be finished approximately by the end of next week.

Business

Solicitor's Report – Paul Datte

Ordinance implementing Act 50 of 2021(Small Wireless Facilities Deployment Act)

- Council has been provided with draft of the ordinance to review and forward any questions by next Wednesday.
- Council will need a special meeting to adopt ordinance by end of October
- Need 10 days to advertise

- Proposed ordinance gives the borough the opportunity to control deployment of small wireless facilities that are attached to utility poles in borough right of ways.
- The borough needs to make sure our ordinances are compliant with the Act.
- Intent of Act is for all people (especially in rural areas) to access WYFI

A motion to advertise for Special Meeting on October 20, 2021 at 7:00 and to advertise ordinance was made by Maddie Bartush, second by Brock Stein.

Roll Call Vote

Councilor Mariano – Yes

Councilor Bartush – Yes

Councilor Stein – Yes

Councilor Schaeffer – Yes

President Bubeck – Yes

Unanimous.

Rettew Consulting – update – go back and identify potential recipients of the RFP/RFQ that went beyond engineering firms that have special evaluation certification

Blue Mountain Village – no update

Updates:

119 S. Liberty Street – Notice to Proceed was issued to contractor; MEI submitted a letter today requesting an extension of time. MEI has two jobs in front of ours and is requesting an extension to the first or second week of November to complete. Solicitor recommends tabling until next Wednesday in order to review contract documents.

100 E. Market Street

Property has been taken off Sheriff Sale – If ARRO feels there are code violations then we can site the owner. Building is unoccupied. Property is fully lienied for borough utilities.

Co-operation agreement with other Municipalities

North Manheim Township has authorized their Solicitor to move forward with agreement. Council has already authorized Solicitor Datte to advertise the Intermunicipal Cooperative Agreement ordinance pending NMT Solicitor moving forward.

Conservation easement

Working Woodlands – meeting scheduled for October 13th @ 10:00 with the Working Woodlands representative to review issues and procedures.

Borough Manager – Randy Miller

Annual Contributions

Past years these were the annual contributions:

- Sr Citizens - \$1,000
- Historical Society - \$1,000
- Library - \$5,000

- Fire Co - \$25,000

The Borough has received money as part of ARPA in the amount of 154,000.00

Randy has been in contact with the auditor regarding provisions on spending the money and provisions do allow the borough to use the monies as they see fit due to borough falling under a 4% threshold value in an increase in revenue. Randy recommends increasing annual contributions by an additional \$10,000. Verify organizations are 501.c.3.

- Food pantry – \$10,000
- Sr Citizens - \$1,000
- Historical Society – \$1,000 + 10,000 = \$11,000
- Library - \$5,000 + 10,000 = \$15,000
- Fire Co - \$25,000 (however, Fire Tax in place) + \$10,000 = \$35,000

Item will be on next weeks agenda.

119 S. Liberty Street – Notice to proceed issued and discussed under Solicitor's report.

Projects continue

Long Avenue Culvert demo in progress

- Paving scheduled for next week
- Rip rap installation at head walls next week

Timber Harvesting – following bids were received

- Ritchie Logging & Sawmill \$204,118
- Buffinton's Logging Sawmill \$196,293
- Gessner Logging & Sawmill \$137,050

Item will be on next weeks agenda to award

Rettew Consultants - new update for next weeks meeting

2021 State Aid Received – Payments to PMRS

- State Aid - \$91,148.36
- Boro Contribution - \$59,905.64
- PMRS Pension Plan 2021 inv - \$151,054.00

2021 Fire Relief Association received \$14,176.00 and will forward to Firemen's Relief Association, Friendship Hose Co #1.

3rd Quarter Budgets – provided results to Council for review. Budget meeting is scheduled for next week.

Engineer – Bill McMullen

Review Reports – Shannon Darker

Council received Shannon's reports for review and comment:

- Permit Reports
- Notice of Violations

- Rental Properties

Projects

119 South Liberty Street . The Notice to Proceed was submitted to the contractor on September 22, 2021. See Solicitor's report for update.

Industrial Drive ARC Grant approved for \$819,441; A Kick-off meeting with Penn Dot and ARC will be scheduled once limits of and budget of the storm, sanitary, water, curb etc. placement is finalized with the Borough.

201 & 203 Long Avenue – bid removal of old culvert and place riprap in stream – Project is currently under construction and ARRO has been performing RPR services as needed.

Capital Improvements List

Road Projects

A pre-construction meeting was held last week to discuss the limits and placement of paving with the borough road crew and the contractor H&K for Douglas Avenue, Mifflin, Straub, Lehigh Avenue, Erb Street and Lee Court. A portion of Lee Court will be removed from the project due to the portion of the road is in good condition and the limits of full depth base repairs on Lehigh Avenue may be expanded to fix areas of additional deterioration of the roadway noticed at the meeting.

Storm Projects

Pushed off till next year – will be a bidding job

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.

Planning - Chris Bentz

RACP update for Veterans' Memorial Building

Bids due next week – Award next month – pre bid meeting was held on Monday 10/4

Blue Mountain Village – No update

Decatur St. Stormwater – Still working on design work

Flood mitigation efforts –

- Submitted Letter Of Interest for the BRIC (Building Resilient Infrastructure and Communities) grant for \$2.5 million and we have until November 19, 2021 to submit full application.

Zoning Ordinance Changes – Discussion October 20, 2021 at the Planning & Zoning meeting

Water / Sewer - Bryon Killian

Lead and Copper service line replacement initiative – August 2024 deadline

- Creating LSL Inventory Database
- Working with Borough staff on inventory, home age, and parcel numbers.

Long Avenue to Warren Street Sewer Replacement Project

- Grouting and Lining – completed
- Pact One, LLC Change Order #2, Balancing Change Order for \$39,736.00; cost related to adjusting unit price item quantities to reflect the as-built quantities
- Pact One, LLC Payment Application #4 submitted for \$43,596.13; Entech Engineering recommends approval.

CCTV and Subsurface repairs update

- Standard Pipe Services, LLC Change Order #1 – Interceptor Change Order increase \$9,460.00; Cost related to out of scope work including cctv and cleaning for pipes of a larger diameter.
- Started CCTV work on October 1st. Expected to complete 10/8/21.
- Week of 10/18/21 – Discuss recommended repairs with Borough based on CCTV
 - Await 1st payment application

Marshall Dr. Sewer Replacement

- Field survey base drawings have been completed
- Working on draft alignment of sewer line to review with Borough – current sewer line runs in close proximity to building foundations
- Submit for DEP permitting upon agreeing on alignment

Sewer Plant

- Phase 1 – Review of submittals
 - 10/8/21 – Coordination meeting with Contractors
- Phase 2 – Review of submittals
 - Await payment application

Sewer Rules and Regulations Update

- Document our desire for residents to contact the Borough during maintenance of the sewer laterals and water services. Information will be on website and utility billing.

Mayor

Range use and policy – insurance not an issue; Council to review for adoption

Planning & Zoning Commission meeting

Review of the Borough Zoning Ordinance for: “historical structure” Special Exemptions; “in-law quarters” uses; “adaptive re-use”; any other new developments in zoning.

Solicitor Datte will investigate liability on the reservoir land.

Community Activities/Events

Halloween Parade – October 27, 7:00 p.m. (rain date – 10/28)

Trick or Treat – October 31, 6:00 to 8:00 p.m. (rain date 11/1)

Next Council meeting is October 13, 2021 at 7:00pm.

President Bubeck called an Executive Session at 8:06 to discuss labor negotiations; there being no further business to discuss after the Executive Session the Work Session was adjourned.

Respectfully submitted,

Sherry M. Edwards
Borough Secretary