

Orwigsburg Borough Council
Meeting Minutes
August 10, 2022

The Orwigsburg Borough Council met on Wednesday, August 10, 2022 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 Brock Stein. Councilors: Kerry Mariano, Maddie Bartush, Ed Winkelbauer, Ed Keyworth, Angie Hoptak-Solga. Mayor Barry Berger; Solicitor Paul Datte; Borough Manager Randy Miller; Borough Secretary Sherry Edwards.

Visitors: Police Chief Vince McDonald; Andy Andersen of 3039 Ridgeview Dr, Tim Wilhelm of 3029 Ridgeview Dr; Bill Knecht of 204 S Warren St; Joe McGlinchey of 237 N Walborn Ave.

Approve the Final Meeting Agenda

Made structural changes - moved information to proper location

Added: Motion for Miller Bros Payment Application #5

Added: Under Codes - updated list of citations

A motion to approve the final meeting agenda with changes and additions was made by Brock Stein, seconded by Ed Keyworth. Unanimous.

Public Comment

Joe McGlinchey of 235 N Walborn Ave- Joe asked council if they know what is going on with the neighbor (237 N Walborn Ave) that abandoned the house. He said his neighbor is not coming back. Door is loaded with postings. Electric is off, up for Tax Sale. Joe requested to shut off the water for fear of frozen pipes this winter. Currently there is a Notice of Violation for this address.

Business

Minutes

A motion to approve the Council Minutes from the July 13, 2022 Council meeting was made by Maddie Bartush, seconded by Ed Winkelbauer. Unanimous.

Treasurer's Report

The June Treasurers Report has been presented to Council for their review

Tax Collector's Report

The July 2022 Tax Collector's report was presented as follows:

Real Estate	\$ 995.56
Fire Tax	\$ 94.82
Per Capita	\$ 194.60
Occupation	\$ 54.44

Tax Exoneration List

A motion to exonerate the Tax Collector from collecting Occupation Tax on Tax Exoneration List #5 was made by Ed Keyworth, seconded by Maddie Bartush. Unanimous.

Building Permits

The July 2022 permits were as follows:

- 0 New Permit issued at \$0 total value
- 4 Renovation Permits issued at \$76,545.00 total value

Police Report

Chief Vince McDonald presented the July Police Report as follows:

Hours Worked:

- Regular Hours – 975
- Overtime Hours – 76 (108 July 2021)
 - Traffic Enforcement (Reimbursable) - 21
 - Court – 23
 - Late Call – 0
 - Cover Shifts– 8
 - Holiday – 24
- Training – 9
- Vacation - 40
- Personal – 52
- Sick - 24

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- 2,281 Total Mileage for Police Vehicles
 - 509 Total Vehicle Patrol Hours
 - 36 Total Foot Patrol Hours
 - 98 Traffic Enforcement Hours
 - 51 Traffic Citations issued
 - 59 Warnings issued
 - 4 Parking Tickets issued
 - Bike Patrol – 5

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175 - Incidents – Handled by 6 Officers

- 16 – Reportable Crimes
 - 2 – Harassment
 - 1 – Criminal Mischief
 - 1 – DUI
 - 6 – Disorderly Conduct
 - 2 – Persistent Disorderly Conduct
 - 1 – Accident involving attended property
 - 1 – Simple Assault
 - 1 – Possession of Drugs
 - 1 – Public Drunkenness
 - 1 – Bad Check

Charges Filed:

- Criminal Complaints – 7
- Non-Traffic Citations – N/A

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Borough Ordinance Violations/Investigations – 12

OPD with the assistance of St. John's United Church participated in National Night Out on August 2<sup>nd</sup>. We had a great turnout and we're looking forward to this becoming a yearly event.

## **Committee Reports**

### **Finance & Budget** – Brock Stein

No update

### **Personnel** – Rick Bubeck

No updates that are not covered elsewhere

### **Communication & Technology** – Angie Hoptak-Solga

#### Updates

- i. Phone system updates
  1. Frazier – “Smart Connect” phone system completed

### **Economic Development/Revitalization** – Ed Keyworth

#### Updates

Industrial Drive ARC grant – Engineers working on permitting and Right Of Way;

- Utilities update: new storm lines will have to be installed shallow to avoid conflicts or existing water lines relocated for storm improvements.
- Easements update: PennDOT ROW unit is reviewing a preliminary ROW plan submission to determine if waiver of rights and Local project Temporary Construction easement paperwork is sufficient.
- Environmental update: PennDOT District 5 environment unit has indicated that a Phase I Environmental Site Assessment (ESA) may be required for all adjoining projects. ARRO is awaiting additional information from PennDOT
- ARRO performed a wetland study for the Industrial Drive extension and submitted to PennDOT. ARRO is preparing a GP-7 for the minor road crossing through the wetland.

### **Water, Sewer & Sanitation** – Ed Winkelbauer

#### Updates

Report of Water / Sewer Operations; Miller Environmental – No report available

Sewer Inflow Committee placed meters in two locations in sewer to measure I & I; No results available as of yet.

## **Water**

Water leak discovered near the intersection of Marshall and Ridge Road. Repaired last Thursday.

Lead and Copper service line replacement initiative – August 2024 deadline; continue to work on determinations; changing out old meters.

Schuylkill Haven Interconnect – Submitted LSA Grant package on 3/18/22.

Concept design and permit application for water dispensing station on Long Avenue. Looking at options due to elevated construction costs for the prefabricated Flow Point Station.

DRBC Docket – renewal due 12/4/2022

### ***Water Plant***

Entech Engineering Work Order: Proposal for SCADA Study, Concept Design, and Panel Drawing Conversion (payable from the bond)

Study Report = \$9,200

Concept Design = \$10,700

Panel Drawing Conversion = \$7,600

The Study Report will determine estimated costs for SCADA system – hardware and software

Plant is old enough that the operating systems that are existing including the circuit boards that are outdated and no longer manufactured. The borough does have a small supply of items in stock. Company we do business tries to get them in stock for us. The borough needs to start looking at the operational ability of the water treatment plant and this Engineering Work Order is the first step.

A motion to approve the Entech SCADA Study for \$9,200 to be financed with bond funds was made by Ed Keyworth, seconded by Brock Stein. Unanimous.

Concept Design \$10,700 and Panel Drawing Conversion \$7,600 are put on hold until study is complete.

### **Sewer**

CCTV and Subsurface repairs update

Contractor has started this work of flushing and televising.

- Subsurface repair work is progressing.

Marshall Drive, North Warren Street, and Station Road Sewer Replacement

- Received E&S and HOP Permit Approval
- Await GP-11 response.
- Currently working through easement processes

Phase 1:

Payment Application #6 to Allan Myers for \$239,500.00 has been submitted and recommended for payment by Entech Engineering.

A motion to approve Payment Application #6 to Allan Myers for \$239,500 for WWTP Upgrade Project Phase 1 was made by Rick Bubeck, seconded by Brock Stein. Unanimous.

Phase 1:

Change Order #3 to Allan Myers for \$11,919.34 to purchase and install wear parts to both clarifiers has been submitted and recommended approval by Entech Engineering.

A motion to approve Change Order #3 to Allan Myers for \$11,919.34 was made by Maddie Bartush, seconded by Ed Keyworth. Unanimous.

### **Streets & Lights** – Rick Bubeck

#### **Updates**

Capital Improvements List update (ARRO) of work for 2022

Borough Maintenance work for 2022:

Margaret Avenue; Ronnie Folk and Borough had pre-con meeting on 8/9/22 to review the extents of project. The borough street crew will complete base repair and inlet repairs on Margaret next week, 8/15, additionally spraying of weeds along all roads and base repair in water line construction at the intersection of North Warren and Gerald Avenue will need to be performed by the Borough prior to Folk paving.

Ronald Avenue- Paving repairs on a portion of Ronald Avenue was reviewed with the contractor at the preconstruction meeting and their estimated cost would be \$189.00/TON to patch this area. The estimated total for Change Order #1 to repair Ronald Avenue at this tonnage price would be approximately \$7,560.00.

North Street: Nothing new to report. The dead end/cul-de-sac will not be big enough to qualify the road for liquid fuels payment.

North Wayne Street: East Mifflin Street to East Cherry Street will be incorporated into the handicap ramp project awaiting County grant funding. Survey price can be provided to council for consideration to begin storm design process.

Oakdale Terrace: Management Company has indicated they will be looking into both the swale and detention pond improvements. They have one quote and are soliciting a second quote prior to commencing the work. Solicitor Datte noted wait until the September meeting to see how far along they are; the borough could get a court order to compel to do the work

It was suggested to send Jeff Rarick a letter to keep him informed on the Oakdale stormwater issue.

Stormwater catch basin repairs in sections of Creswell Acres

Ritchie Logging & Sawmill for \$204,118; contract, and deposit check 10,000 received; expect them to begin in the fall.

Land survey underway.

### **Streets Projects**

Change Order to Ronnie Folk for \$7,560 for paving small section of Ronald Avenue has been submitted and recommended approval.

A motion to approve Change Order to Ronnie Folk for \$7,560 for paving small section of Ronald Ave was made by Kerry Mariano; seconded by Ed Winkelbauer. Unanimous.

### **Parks & Recreation** – Maddie Bartush

#### **Updates**

Construction at the Veterans' Memorial:

- Site work completed.
- Task force selected A/V Contractor Moyer Electronic. Work proceeding.
- Coordination ongoing with Orwigsburg Masons regarding Clock for Foyer area.
- Wall Mural completed.
- Acoustic Panels to be install within Gymnasium in late August and September, availability to be discussed and clarified. Council will need to make a decision in regards to future activities once panels are installed on walls and ceiling. Suggestion was made not to have Baseball functioning inside the memorial.
- Change orders to bring total scope up to the RACP Grant amount of \$750,000.
- Work to be completed by the end of October 2022.

Ridge Road Park – Grant Agreement received March 17, 2022. Kick-Off meeting with DCNR was held Wednesday, May 4, 2022. Assume construction during 2023.

- a. Survey Completed, Design Progressing.
- b. Meeting with Parks and Recreation Committee to finalize Park – Phase 1 layout.
- c. Donation of Property progressing.

#### Archery Event at the Veterans' Memorial

Grass Hollow Archery requests:

- One weekend per month – November thru September
- One to two nights per week for community archery
- Storage for archery equipment
- Use of kitchen when completed for tournaments

Due to logistics this request will be reviewed by the Parks & Recreation Committee.

Council was asked to consider use of the building once the work is done for such things as wedding receptions, dances, etc. Schedule of fees will need to be established for rentals after the buildings rehab is completed.

Miller Brothers has submitted Payment Application #5 for \$57,795.50 for the Veterans' Memorial construction and approval has been recommended by Alfred Benesch.

A motion to approve Miller Brothers Payment Application #5 for \$57,795.50 was made by Brock Stein, seconded by Kerry Mariano. Unanimous.

Miller Brothers submitted Change Order #5 for kitchen equipment modification for \$7,979.71; Alfred Benesch recommends approval.

A motion to approve Miller Brothers Change Order #5 for \$7,979.71 was made by Ed Winkelbauer, seconded by Kerry Mariano. Unanimous.

Miller Brothers submitted Change Order #6 for original oil painting display shadow box for \$2,035.00; Alfred Benesch recommends approval.

A motion to approve Miller Brothers Change Order #6 for \$2,035.00 was made by Kerry Mariano, seconded by Ed Keyworth. Unanimous.

#### **EMS Building Development** – Scott Rarick

No updates

#### **Property Code Safety** – Kerry Mariano

Updates

- ii. Inspection reports
  1. Permit Reports
  2. Notice of Violation
  3. Rental Properties – Inspections are continuing

Citations filed:

- 615 W Market St
- 326/328 S Liberty St

- 406 W Market St

117 E Tammany St Ash property – Water has been shut off; Mr. Ash was advised of the EDUs applied to property. If Mr. Ash chooses to eliminate the EDUs he would have to go through the process of getting the EDUs back that would require tap in fees at approximately \$6,000. Once house is demolished Mr. Ash is looking to place structure (modular home) further back on the property not put back on same footprint.

Notice of Violation - The maximum fines in the IPMC is \$500.00. Shannon indicted that she would be requesting the MDJ to assess the max fine and also do the necessary to establish weekly violations and fines for weekly violations

Solicitor Datte will check on the timing of filing multiple citations and fees.

Councilor Mariano suggests the borough hire a Code Enforcement Officer on a part-time basis. Background in fire protection, property maintenance; work with budget committee to include part-time pay.

### **Planning & Zoning** – Ed Winkelbauer

#### Updates

Planning & Zoning will meet next Wednesday, August 17<sup>th</sup>

- Borough Zoning Ordinance updates
- Comprehensive Plan updates

Blue Mountain Village – no update

Villas of Orwigsburg – no update

Clearly Clean LDP – no update

Decatur St. Stormwater design work – Draft Drainage Easements/Temporary Construction Easements provided to Borough Manager/Solicitor Datte.

Benesch is continuing to investigate funding for shovel ready projects. – no update.

Flood mitigation efforts – Four (4) grant applications have been submitted to PEMA for consideration. Awaiting award period:

Building Resilient Infrastructure and Communities (BRIC) Grant

Potential Award. Awaiting confirmation from PEMA. “Awarded within a Year”.

- \$132,249.15 total project
- \$99,186.86 Federal money (75%)
- \$33,062.29 Borough match (25%)

Hazard Mitigation Grant Program (HMGP)

- Received request for additional information pertaining to potential acquisition and demolition of properties along West Market Street culvert. 508 West Market Street to be included with project per FEMA requirements. Appraisals received, coordination ongoing.
- Project would be completely funded by State and Federal money.

P&Z meeting next Wednesday, August 17<sup>th</sup> to review potential Zoning Changes.

Department of Community and Economic Development (DCED) Commonwealth Financing Authority (CFA) Multimodal Grant Application submitted on July 29, 2022.

**Safety & Policy** – Kerry Mariano  
No Updates

**Teamsters' Bargaining** – Ed Keyworth  
Updates  
Bargaining Session with Teamsters held today; negotiations continue - cancelled

**SCMA Coordinating Committee** – Ed Winkelbauer  
Updates  
Committee met and Solicitor Datte is working on an updated draft agreement  
Committee will meet to review once completed

**Police Department** – Mayor Berger – No updates

**COG** – Sue Murphy  
No Updates

**Correspondences – None**

**Solicitor** – Paul Datte

Blue Mountain Village – no update

Conservation easement – Survey of the Borough lands in progress

No-Parking on Cherry St behind Lantern Green  
Item tabled until we can determine if this portion of Cherry St is actually a borough street – Ordinance exists for establishing portions of Cherry St as a borough street.

If Council chooses to have the Solicitor prepare the Ordinance Amendment for “No-Parking”

**Borough Manager** – Randy Miller

Council received a copy of Randy’s report for review and comment:

Tree Harvesting - Deposit Check and Contract have been received; tree harvest to start in the fall.

Cyber Security Insurance Coverage in place, effective 8/11/2022

**New Business**

Abandoning paper alleys in the Borough not sure amount of miles of paper alleys in the borough; there is a large number of feet in excess of 3 or 4 thousand feet of properties undeveloped labeled as paper alleys, no macadam or thoroughfare; maybe its time to clear up and eliminate. Give the property owners the opportunity to incorporate into their property.

General consensus of Council is to address on a case-by-case basis as requests are submitted.



An inquiry was received from the police department regarding being able to bill for items such as fire extinguisher refill, flare usage, pads for the AED unit, etc.

Solicitor Datte will research.

## **Common Items**

### **Bills**

A motion to approve and ratify the accounts payable for General, Fire, Water, Sewer, Sanitation, State, Grant, Credit Union, and Capital Improvement accounts; and granting permission to pay interim bills was made by Maddie Bartush, seconded by Kerry Mariano. Unanimous.

**Payroll** – Located in drop-box for Council's review

### **Community Activities/Events**

- Farm to Square, Thursday August 11<sup>th</sup>, 5 to 8 pm M & T Lot
- Community Yard Sale, Saturday August 13<sup>th</sup>, 8 am to 4 pm
- Planning Commission Meeting Wednesday, August 17, 2022 at 7 pm.

Next Thursday settlement is scheduled for 333 S. Liberty St.

HVAC – 333 S. Liberty St - Maintenance Department was able to make repairs to the compressor and drip pan. Council will be advised when the walk-thru occurs.

The next Council Work Session is September 7, 2022 at 7:00 pm.

At 8:20 pm President Bubeck called an Executive Session to discuss a personnel issue; no action will be taken. The regular meeting was adjourned on a motion made by Ed Winkelbauer, seconded by Kerry Mariano. Unanimous.

Respectfully submitted,

Sherry M. Edwards  
Borough Secretary