

**Orwigsburg Borough Council**  
**Work Session Meeting Minutes**  
**August 3, 2022**

The Orwigsburg Borough Council met on Wednesday, August 3, 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, Ed Winkelbauer, Ed Keyworth, Angie Hoptak – Solga; Mayor Barry Berger; Solicitor Paul Datte; Borough Manager Randy Miller; Borough Secretary Sherry Edwards.

Visitors: Tim Wilhelm of 3029 Ridgeview Dr; Frank McDonough of 409 W Market St; Bill Knecht of 204 S Warren St; Utility Supervisor Dave Teter; Chris Cope of Entech Engineering; Kevin Richards of Alfred Benesch; Dave Walasavage of ARRO Consulting; Greg Solga of 490 Clark Dr; Fire Chief Scott Rarick; Andy Andersen of 3039 Ridgeview Dr; Jim Leymeister of 200 Ronald Ave; Ron Devlin of the Republican Herald.

**Approve the Final Meeting Agenda**

Additions under Borough Managers report:

- SCMA Agreement
- Cherry St parking restrictions
- Rental for borough equipment

Addition under Water/Sewer report – Chris Cope

- Water leak discovery

A motion to approve the Final Meeting Agenda as amended with the above additions was made by Ed Keyworth, seconded by Ed Winkelbauer. Unanimous.

**Minutes**

Council received a draft copy of the minutes from the July 13, 2022 Council Meeting for review and comment.

**Budget Review – Target Objective July – 58.1%**

General Fund Revenues	71.3%	Expenditures	53.1%
Fire Fund Revenues	75.3%	Expenditures	8.0%
Water Fund Revenues	54.0%	Expenditures	45.3%
Sewer Fund Revenues	53.5%	Expenditures	41.2%
Sanitation Fund Revenues	58.5%	Expenditures	47.7%

**Maintenance Reports**

Water/Sewer - Dave Teter

DJ reported on the additional work done in July:

Sewer

Call about faults on Disc aerators  
Empty Clarifier 1  
Get smoke testing pics together for Randy  
Issues with Inf pumps  
Excavation tech digging sewer line on Margaret  
Empty clarifier 2  
Excavation Tech cleaning reed beds  
Issue with no communications to or from PLC  
Sewer blockage issue

Water

Talk to Kathi about appts and shut offs  
DM2 at plant for door switches  
Locate water line on Marshall Dr  
Call Comcast about no internet  
Run to Country Club about no water  
Deliver Consumer Confidence Report  
Water/Sewer committee meeting  
3 final reads  
15 meter appts  
Cook sidewalk issue with curb stop  
Issue with Filter 2 and plant not responding  
Class at LB  
Try and locate pipe at Liberty and Market

Other

Run for hot patch

**Streets, etc. - Shawn, Slade, Devin**

Council received the Hours Worked, Vehicle Maintenance/Hours and Maintenance Budget reports for review and comment.

**Fire Department**

Fire Chief Scott Rarick presented the July report:

27 Total calls for July  
128 Total Calls year to date  
186.7 Man hours for month of July  
1,107.31 Man hours year to date  
747.5 Administrative Hours  
43 Training Hours for July  
1,256 Training hours year to date

<u>Zone</u>	<u>Incident Count</u>	<u>Man-hours</u>
East Brunswick Township	1	0.58
North Manheim Township	5	31.80
West Brunswick Township	4	40.38
Orwigsburg	14	93.71

Schuylkill Haven	1	7.08
Pottsville	1	7.15
Port Clinton	<u>1</u>	<u>6.00</u>
Total	27	186.70

- September 24<sup>th</sup> – smoke alarm installation program partnering with American Red Cross

### **Public Comment**

Frank McDonough of 409 W Market St – Runs a nonprofit youth archery program called Grass Hollow Archery Institute and has recently shut down his location due to the economy. His nonprofit has joined forces with the Orwigsburg Rod and Gun Club, and he is running the archery team for free to generate funds for the struggling gun club. Frank is asking Council if they would be interested in the youth archery team hosting community archery nights and tournaments from November to September at the Memorial Building; there would be no cost to the borough. He claims to have equipment available to protect the bleachers and interior of the building. Program would act as a fundraiser for the archery team as well as the Orwigsburg Fire Department. Asking Council to consider his request for the Memorial Building.

Greg Solga of 490 Clark Dr – issued a statement of opposition regarding the purchase of the bank building. He can see why purchasing for the future; this town hasn't grown substantially in the last few years. Recognize there are developments in the horizon that could grow this town but only talks about development. Should be investing in the roads department and water & sewer department – DJ needs help. Residents are always complaining about the roads, we don't need another expense. Council has yet to express how the borough is going to pay for the building; inevitably there will be a tax raise to pay for it. Questioned water and sewer funds paying for the building. And asked if the borough workers were asked for their thoughts on relocating and taken into consideration. Budget won't stop at \$425,000 for the bank building, that money needs to go into the current borough hall location which is a historic landmark.

President Bubeck responded – we are investing in this building, quotes were obtained two years ago for repointing the building as well as painting, chimney work and replacing some windows; that number topped over one million dollars. The back side of the building has been repointed. Seven people sit on Council, and we try to make the best decisions for the community, police and borough workers. The bank property will be an asset to the borough just like the current building. Discussion will be held sometime during this meeting regarding the bank building.

### **Solicitor's Report – Paul Datte**

Blue Mountain Village – no update

Conservation easement – on hold for survey

Survey of Water Lands – In progress – surveyors have been to borough and process is underway

Executive Session, Real Estate - if needed

UCC fines - Property Maintenance Ordinance establishes the maximum fine that can legally be assessed. Shannon Darker, Code Enforcement Officer indicted that she would be requesting the Magisterial Judge

to assess the max fine possible and also do the necessary to establish daily violations and fines for daily violations.

Financing for 333 S Liberty St – Ordinance adopted by the borough; necessary proceedings have been filed with the Department of Community and Economic Development under the Local Government Unit Debt Act. Borough was notified the proceedings were acceptable and scheduled for approval of proceedings on August 10<sup>th</sup>.

Agreement of Sale for 333 S Liberty St – due diligence period and deadline for the borough to terminate the agreement is tomorrow.

Open for council discussion:

Randy – agreement with the selling agency to do a due diligence period on the building; last 3 to 4 weeks we have had visits to the structure by ourselves, engineers, codes department and contractors to obtain estimates on structure needs.

HVAC system not functioning – concern was forwarded to our agent, then forwarded to the seller's agent for them to come in and determine why system isn't functioning properly.

Cost to replace system is included in quotes

Borough made a request to the seller to extend the due diligence period - request was not accepted.

Quotes received for plumbing, electrical, HVAC and General Contractor.

Lowest quote - \$36,900

Highest quote - \$55,40

15% Contingency added – Estimated high cost of refurbishing - \$63,710.00

Current needs:

Electrical upgrades

Demo performed by borough

Lighting upgrades

Inspect operation of electric heaters

Add wall – install required electrical outlets

General Contractor:

Drop ceiling refurbishment

Build wall with doors

Painting, plastering, lighting

No quotes received for plumbing – per code officer not necessary at this time

HVAC upgrades:

First contractor – quote for service call

Second contractor – 3 options

Come in and take a look and clean existing system and make adjustments; put back into operation

Install split system – 2 compressor units – and establish 4 separate zones

Replace entire roof top system

Estimated high: \$54,000

Estimated low: \$36,900

IT quote:

Moving servers – computers - phones

Solicitor Datte – Borough needs \$275,000 to close transaction which leaves \$150,000 available for improvements.

Councilor Hoptak-Solga noted she is not in favor of purchasing the building. It has not been determined what the building will be used for; no set dollar figure to refurbish.

Mayor Berger - If nothing is done with the bank building, we still have a space problem. The Police Department is at capacity with space currently occupied.

A motion to move forward on the purchase of 333 S liberty St was made by Ed Winkelbauer, seconded Brock Stein. Councilor Hoptak-Solga opposed. Motion Carried.

**Borough Manager – Randy Miller**

Council received a copy of Randy's report for their review and comment

Tree Harvesting – no update – discussion with Jeff the Forester and he expects starting late September

Orwigsburg Grants – continuing to look for and work on grants – several shovel ready projects

Phone System – change-over is completed and operational

SCMA Agreement Draft – Solicitor working on adjustments to the draft agreement; agreement will be returned to the committee for their review

Parking restriction on Cherry Alley by Lantern Green – a picture was distributed to council of the back side of Lantern Green and a car parked on Cherry St preventing three driveways from exiting onto Cherry St. Officer Bechtel requests Council consider the possibility of placing no parking restrictions on Cherry St.

Rental of Borough Equipment – Bartush has requested to borrow a piece of borough equipment (roller for millings). Idea was raised to rent borough equipment with stipulations – a list of cost estimates; available to agencies that partner with us, not for the general public. Equipment used would need a qualified operator. Council decided to table for now.

**Business**

**Engineer – Dave Walasavage**

Review Reports – Shannon Darker

Reports have been distributed to Council for review and comment

- Permit Reports
- Notice of Violation - The maximum fines in the IPMC are \$500.00. Shannon indicted that she would be requesting the Magistrate to assess the max fine and also do the necessary to establish daily violations and fines for daily violations. Currently there are no limitations as to who can lodge a complaint. Committee to come up with a process for complaints.
- Rental Properties – Inspections

## **Capital Improvements List**

### Road Projects

#### Industrial Drive;

Utilities- New storm lines will have to be installed shallow to avoid conflicts or existing water lines relocated for storm improvements. Meet Entech next week

Easement - 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 - 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.

Margaret Avenue; ARRO will issue Notice To Proceed to Folk and schedule a pre-con after the borough street crew completes base repair and inlet repairs on Margaret (Week of the 15<sup>th</sup>).

### Storm Projects

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.

### Misc. Projects

Oakdale Terrace; Management Company has indicated they will be looking into both the swale and detention pond improvements. Still working on funding – they have received a quote, seeking funds to do that.

## **Planner – Kevin Richards**

Redevelopment Assistance Capital Program (RACP) update for Veterans' Memorial Building:

- Site work ongoing. Paving of parking lot completed and lined.
- Task force selected -Audio/Visual Contractor – Moyer Electronic. Work proceeding.
- Coordination ongoing with Orwigsburg Masons regarding Clock for Foyer area.
- Veterans Hall of Honor displays to be installed during August and September

- Acoustic Panels to be installed within Gymnasium in late August/Early September. Availability of gymnasium to be discussed and clarified
- 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.
- Survey Completed, Design Progressing.
- Request Meeting with Parks and Recreation Committee to finalize Park design – Phase 1 layout. Donation of Property progressing.

Blue Mountain Village –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%)
- Additional information provided to FEMA

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. Awaiting Appraisals.
- Project would be completely funded by State and Federal money.
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The Planning Commission will meet on August 17, 2022, to review potential Zoning Changes.

LSA Grant Application submitted for Fire Department. No update.

Department of Community and Economic Development (DCED) Commonwealth Financing Authority (CFA) Multimodal Grant Application submitted on July 29, 2022. Sidewalk upgrades to town square up to blinker.

Benesch will assist with updates to the Comprehensive Plan.

**Water/Sewer – Chris Cope**

**Water**

Water leak discovered near the intersection of Marshall Dr and 260 Ridge Road. Repair work to be under-way Thursday.

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

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. – 10-year annual renewal; ground water allocations purposes; Entech has begun the process.

Entech's Proposal for SCADA Study, Concept Design, and Panel Drawing Conversion – communication equipment, aging, not being supported, end of life cycle.

- Study Report = \$9,200
- Concept Design = \$10,700
- Panel Drawing Conversion = \$7,600
- 27,500 combined

### **Sewer**

CCTV and Subsurface repairs update

- Subsurface repairs - Priority List
- Standard Pipe Services has begun rehab work – sealing and grouting

Smoke Testing Letters

- letters mailed to properties identified as having I&I (Inflow and/or Infiltration) issues. A number of responses have been received and corrected.

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

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

Sewer Plant

- Phase 1
  - Allan Myers submitted Payment Application #6 for \$239,500.00; Entech recommends approval
- Change Orders
  - Purchase and install wear parts to both clarifiers – Allan Myers submitted Change Order #2 for \$11,919.34; Entech recommends approval
- Phase 2 – no submittals

### **Community Activities/Events**

National Night Out was Tuesday August 2<sup>nd</sup>

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



Next Council meeting is August 10, 2022 @ 7:00 pm.

A motion to adjourn at 8:20 pm was made by Ed Winkelbauer, second by Kerry Mariano. Unanimous.

Respectfully submitted,

Sherry M. Edwards  
Borough Secretary