

Orwigsburg Borough Council
Work Session Meeting
November 2, 2022

The Orwigsburg Borough Council met on Wednesday, November 2, 2022 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.

Attendance: President Rick Bubeck; Vice President Brock Stein; Councilors: Ed Winkelbauer; Ed Keyworth; Angie Hoptak Solga; Mayor Barry Berger; Solicitor Paul Datte; Borough Manager Randy Miller; Borough Secretary Sherry Edwards.
Absent: Kerry Mariano

Visitors: Dave Lafko of 532 E Mifflin St; Chris Cope of Entech Engineering; Bill Knecht of 204 S Warren St; Tim Wilhelm of 3029 Ridgeview Dr; Jim Leymeister of 200 Ronald Ave; Ben Hunter of 460 Roseberry St; Kevin Richards of Alfred Benesch Engineering; Jan McGowan of SSN, Fire Chief Scott Rarick; Joe McGlinchey of 235 N Walborn Ave; Molly Scott of 529 Lantern Green Way; David Benulis of 106 Lantern Green Way; Dave Walasavage of ARRO Consulting; Mel Reedy of 275 Gerald Ave; Carl Post of 930 Albert Dr; Bob Shappell of 680 S. Liberty St.

Announce any Executive Sessions

An Executive Session will be held at the end of this meeting to discuss personnel contract
An Executive Session will be held at 6:00 pm before next weeks meeting to interview for Council vacancy

Approve the Final Meeting Agenda

Additions/changes to agenda:

Solicitors Report – Added Resolution 2022-34 – To adopt Act 57

Borough Manager Report – Added items for the renovations at 333 S Liberty St

Added additional information for Donations

Added Resolution 2022 – 35 for Rhoads Development HOP

Planners Report – Corrected Miller Brothers Change Order #10

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

Minutes

Council received a draft copy of the minutes from the October 5, 2022 Work Session and the October 12, 2022 Council meetings for review.

Budget Review – Target Objective October – 83.3%

General Fund Revenues	97.6%	Expenditures	85.4%
Fire Fund Revenues	93.5%	Expenditures	27.9%
Water Fund Revenues	78.5%	Expenditures	83.3%
Sewer Fund Revenues	77.9%	Expenditures	89.1%
Sanitation Fund Revenues	83.1%	Expenditures	84.1%

Maintenance Reports

Water/Sewer - Dave Teter

Additional work done:

Sewer

Generator / Blower Issue

Work with Dale Miller and generator tech to solve VFD issues

Drain Clarifier and Digester 2

Transfer back to Dig 2

Clean up hoses

Mow

Pull data from sewer flow meters

Water

Full rebuild on KMN04 pump – issues with dirty water complaints

Fill out mailers for PB and Copper test info

4 PA One calls

Look into meters at Applewood

Met contractor looking at meter and valve repairs at plants and wells

Dirty water issue Walborn Ave, flushed hydrant on Tammany

Low water pressure S Washington, Pressure reducing valve possible issue

2 water shut offs

Go over Pb copper letters with Sherry

CI delivery

KMN04 delivery

Locate Water line for resident

Leaking backflow preventer at Seton Manor

Keystone here for SCADA inventory work for Entech

11 meter appointments

Rio Supply rep to talk about Nsight unable to be supported and new data collecting system

Emergency 1 call 900 W Market Street (10:05pm)

Turn water back on at 612 W Market St

Other

Pack trailer and set up and tare down from Halloween Parade

Fire

67 Deer View Dr – South Manheim Twp – Off road rescue w/ cardiac arrest (1x2hr)

2 Woodbridge Rd – AFA (1x.25hr)

3201 Village Rd – AFA (2x.25 hr)

212 Summer Valley Rd West Brunswick TWP-TT accident w/entrapment (1x1hr)

WWTP project: Wall and fill by Blower Panels for digesters – Quote received for \$7,200 from Excavation Tech

Streets, etc. - Shawn, Slade, Devin

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

Working at Memorial on tasks not part of the contract; used old bleacher for chair rail and base board, spackling, priming, and painting. Friday morning is the Veterans Breakfast at 8:30.

Fire Department Report

Fire Chief Scott Rarick presented the October Fire Report:

14 Total Calls for the month of October 2022

178 Total Calls Y-T-D

69.89 Personnel Hours for October

1,425.26 Personnel Hours Y-T-D

1,059.25 Administrative hours Y-T-D

87.5 Training Hours for October

1,604.5 Training Hours Y-T-D

<u>Zone</u>	<u>Incident Count</u>	<u>Man-Hours</u>
North Manheim Township	3	17.37
South Manheim Township	1	22.00
West Brunswick Township	7	15.00
Orwigsburg	<u>3</u>	<u>15.52</u>
Total	14	69.89

October 6th – Fire Prevention BMEE. Over 600 students and faculty in attendance

October 9th – 2021 – 2022 PA Fire grant item received in – 1200' of 5" Supply Hose

October 10th – 14th Fire Prevention – Six daycare visits conducted

October 11th – Annual NFPA hose, pump, and ladder testing completed

October 15th – Noon 2pm Community give-back event

October 21st – Submitted 2022 – 23 PA State Fire Grant

Public Comment

Bill Knecht 204 S Warren St – questioned interviewing candidates for the vacancy on Council in Executive Session since the position is a publicly elected post, interviews should be done in public.

Solicitor Datte responded any discussion/interview of perspective public official can be conducted in public or in Executive Session based on Section 708A1 of the Sunshine Act.

The actual appointment needs to be done by resolution in an open meeting.

Bill Knecht responded council is choosing for the public not to be aware of the candidates' questions and answers because this will be done in Executive Session.

Dave Lafko of 532 E Mifflin St – Thanked Randy for coming out to his residents to take measurements in an effort to come up with a solution. He also thanked Molly Scott for her efforts as well. Five residents have made contact with council regarding the parking issue on E Cherry St; parking issue is not specific to Molly parking there; it's been going on for 2 to 3 years. Potential resolution would be to establish no parking on his side and no parking on the other side but leave a spot for Molly.

Dave reviewed the no parking zones, 15-minute parking zones and no parking on one side throughout the borough. He noted the no parking on his section of E Cherry St should be no parking on both sides not just one side.

Dave also reviewed a spreadsheet he created regarding borough ordinances dealing with parking requirements. By doing signage council is reenforcing ordinances already in place that prevent 90% of E Cherry St in the beginning section to be no parking already.

Mel Reedy of 275 Gerald Ave thanked council for paving Gerald Ave and Margaret Ave both roads needed it. He is concerned that every water stop was sealed shut with tar and in case of an emergency we will have a hard time getting them open.

Bob Shappell of 680 S Liberty St with the sewer improvement how much capacity was added to the sewer plant.

Randy responded none; deficiency factors were added to the operations. Engineers were asked to evaluate how much efficiency was gained by making the changes to the sewer plant operation. We are also targeting I & I issues.

Bobby Shappell asked if the booms were taken out of the creek at home where the oil spill happened. Randy responded that is the homeowner's responsibility

Bob Shappell asked with the lack of rain how low were the wells.

DJ responded close to 100' in Well 1. Some days it did go below that. Didn't get to the point where we would need to report levels to DEP.

Bob Shappell asked could we run into a potential problem serving the hospital and now Rutters going in.

Randy responded we are taking action for another source of water; started the process of a Cross Connection with Schuylkill Haven.

Joe McGlinchey of 235 Walborn Ave asked if anything came of hiring a part time code enforcement officer.

President Bubeck noted its still on the table for future discussion

Joe McGlinchey inquired about notification of 237 N Walborn Ave being sold at Tax Sale. Notification was not forwarded to the borough to date.

Solicitor's Report – Paul Datte

Blue Mountain Village – Resolution for HOP – hold off till plans are reviewed by the borough's engineers

Conservation easement – No update

Survey of Water Lands – In progress

Tabled on October 12; Ordinance amendment for No-Parking on E. Cherry Street

Ordinance 455 - Naming the remainder of Marshall Drive as a Borough Street – advertised and notices mailed to adjoining property owners. Will be ready for action by the borough at the December meeting assuming nobody elects to appeal.

Ordinance 456 - Abandoning paper street at end of Albert Drive – advertised and notices mailed to adjoining property owners. Will be ready for action by the borough at the December meeting assuming nobody elects to appeal.

Resolution 2022-34 – Act 57 of 2022 – Solicitor will review for next week. Requirements for the Tax Collector. Adopt at next weeks meeting.

Borough Manager – Randy Miller

Report has been given to Council for their review:

Tree Harvesting - Continuing

Orwigsburg Grants – Pursuing Penn Vest grants – available because of ARPA

Quote for retaining wall and fill by Blower Panels at WWTP – Excavation Tech for \$7,200 – Has already been discussed.

Renovations at 333 S. Liberty update:

- Installation of wall has been completed
- Counters going in
- Painting is starting tomorrow through next Friday.
- Ceiling and carpeting
- Cleaning duct work

Quotes:

- Ridler Decal – Window Treatments -\$3,400. Decals on three sides of the building
- Cleaning
- Movers

SCMA new agreement – promulgated at present time

Parking restriction on Cherry Alley by Lantern Green – spreadsheet – already discussed

Noise Complaints received for N Warren St (live band) – no visitors present to discuss

Michael & Nancy Postic building at 615 West Market Street – in conversation with Shannon – Code Enforcement – part of building is collapsing.

Solicitor Datte – Shannon has filed numerous citations; owner pleads guilty and pays fines.

Randy noted the borough is ready to go to next level.

Donations –

Fire Co – Annual Donation \$25,000 - ARPA Donation \$5,000

Library – Annual Donation \$5,000 - ARPA Donation \$5,000

Historical Society – Annual Donation \$1,000 - ARPA Donation \$5,000

Senior Citizens – Annual Donation \$1,000 - ARPA Donation \$5,000

Lions Club – ARPA Donation \$5,000
Food Pantry – ARPA Donation \$5,000
EMS – ARPA Donation \$5,000
Task Force – ARPA Donation \$15,000

2023 Budget Discussions – Committee met tonight - a motion to advertise will be on next week's agenda

2023 Budgets:

	<u>Receipts</u>	<u>Expenditures</u>
General Fund	\$2,260,583.00	\$2,260,583.00
Water Fund	\$ 787,550.00	\$ 787,550.00
Sewer Fund	\$ 924,145.00	\$ 925,145.00
Fire Fund	\$ 97,650.00	\$ 97,650

Letters of interest for Council vacancy have been distributed to Council.

P & Z lack of quorum -

Three meetings were cancelled within the past 7 – 8 months due to lack of quorum. Randy asks if we need to remove members who haven't been attending and should be replaced.

Resolution 2020-35 – HOP for Rhoads' Development – already discussed

Business

Engineer – Dave Walasavage

Review Reports – Shannon Darker

Reports have been distributed to Council for review and comment

- Permit Reports
- Notice of Violations
- Rental Properties – Inspections
- UCC changed over

Capital Improvements List

Road Projects

Industrial Drive;

Utilities – ARRO submitted information to PennDOT through the URMS system and are awaiting further direction or comments.

Easement – PennDOT reviewed the preliminary ROW plans for temporary construction easement and is requiring drainage easements along Long Avenue where vegetated swales are proposed and where there is existing riprap at the pipe crossing under Industrial Drive.

Environmental – Meeting with DEP regarding the permitting for Industrial Drive extension across the existing wetlands is scheduled for 10:00 Wednesday morning. Joint permit needs to be submitted to DEP.

Storm Projects

North Wayne Street: Nothing new to report

Market Street and Washington Street Inlet: Met with street crew to coordinate repairs of the existing inlet and pipe where a pothole has developed in the state road. Currently the Borough Road crew is planning to make the repairs. Stormwater pipe has become disjointed from the inlet box. Stormwater is the boroughs responsibility. Borough Crew will replace the inlet, extend concrete pipe and pave around inlet to repair. Project should take one day. Post intersection ahead of time "Road under construction" Suggestion was made to do work at night.

Misc. Projects

Oakdale Terrace: Met with the property maintenance staff, their contractor, and Randy. The permanent swale construction will be performed in spring. Temporary diversion sox to divert heavy flows will be installed until then.

Planner – Kevin Richards

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

- Exterior Site Work Complete, excluding potential Change Orders.
- Audio/Visual Contractor – Moyer Electronic. Work progressing. System is functional and operational.
- Orwigsburg Masons regarding Clock for Foyer area. Due to delays with the Masons, it is not anticipated the clock installation will be completed this year.
- All Kitchen Equipment including Range has been delivered and installed.
- Discussion on Electrical Condition in Kitchen.

Miller Brothers submitted Payment Application #9 for \$4,058.52 for the Memorial Project. Alfred Benesch recommends approval.

Miller Brothers Change Order #9 for substantial and final completion was previously approved; Typo has been fixed and need to reapprove Change Order #9 next week.

Potential Change Order #10 for Cellar Causeway with US Steel Certifications and Electrical Upgrades for \$11,892.50. Metal siding and metal roof for causeway will match building roof; metal siding will match color of dryvit – cost \$11,000. Electrical upgrades – cost \$892.50.

North side (Grove St) - concrete pad and additional sidewalk is still an ongoing discussion. Place on December's agenda.

Ridge Road Park –

- Grant Agreement received
- Survey of property completed.
- Donation of property completed.
- Payment Request submitted to DCNR for 50% of Grant Award - \$57,000. Still waiting for approval.
- Draft Plan for Phase 1 provided.

Approve purchase of Playground equipment from COSTARS program through Recreation Resource: \$26,200. Quote is locked in if purchase made by the end of November. Hold delivery until April.

Blue Mountain Village – Highway Occupancy Permit documents submitted to Borough. Engineer requested authorization to Submit HOP on behalf of the Borough.

Decatur St. Stormwater design work – no update.

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

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. Appraisals completed by the Borough have been submitted to the property owners. Coordination with property owners and PEMA ongoing.

Project would be completely funded by State and Federal money.

The Planning Commission met on October 19, 2022, to review potential Zoning Changes. The Planning Commission will meet again to continue discussions.

- Zoning changes recommended
- Standalone Ordinances recommended
- Comprehensive Plan

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. – no update

Benesch will assist with updates to the Comprehensive Plan.

Water/Sewer – Chris Cope

Water

Lead and Copper service line replacement initiative – August 2024 deadline; continue to work on determinations; changed out 240 meters to date. Continue to focus on house/businesses built before 1950.

Schuylkill Haven Interconnect – Submitted LSA Grant package on 3/18/22. Awaiting grant announcement in November.

DRBC (Delaware River Basin Commission) Docket for ground water allocation amounts – renewal due 12/4/2022. Application to be submitted

SCADA Study Report is underway. Phase 1 report is nearly complete. Awaiting information from Keystone Engineering.

Representative from Cla-Val on-site on September 29th to inspect numerous PRV's (pressure reducing valves) for rebuilds as well as to upgrade (2) flow meters at the water plant. Awaiting quote revisions.

Early discussions and mapping completed for a potential water system looping project in the Red Dale area. Entech provided engineering cost proposal. Will review Blue Mountain Village plans and how it relates to looping project. Did receive the HOP request from the developer.

Sewer

CCTV and Subsurface repairs update

Standard Pipe Services finishing up rehab work to remove and reduce I&I (Inflow and Infiltration) throughout the Borough. Will be completing lateral lining work along Long Ave. the week of November 7th.

Standard Pipe Services Payment Application # 2 for \$125,430.88 has been submitted and Entech recommends approval.

Smoke Testing Letters

Letters mailed to properties identified as having I&I (Inflow and/or Infiltration) issues. Responses and repairs are on-going. One NOV issued and resolved.

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

- Received E&S and HOP Approval
- Currently working through easement processes
- A funding meeting with PENNVEST occurred on October 11 with an application submittal for early 2023. A motion to approve Engineering Work Order for \$4,500.

Sewer Plant

Phase 1

Allan Myers Payment Application # 9 for \$24,191.23 for WWTP Upgrade project has been submitted; Entech recommends approval.

Pumping Solutions, Inc. (PSI) Payment Application #4 for \$23,310.00 for WWTP Upgrade project has been submitted; Entech recommends approval.

Phase 2

Allan Myers Payment Application # 9 for \$23,602.81 for WWTP Upgrade project has been submitted; Entech recommends approval.

Hirneisen Electric, Inc. Payment Application #3 for \$1,438.74 for WWTP Upgrade project has been submitted; Entech recommends approval.

New Copper limit mandated on 6/2024. Sampling plan initiated for source in the water system and current levels at the Sewer Plant

Community Activities/Events

Veterans' Breakfast hosted by the Chamber – Friday the 4th starting 8:30am
Veterans' Ceremony – Friday November 11 at 11 am; Bicentennial Park

Next Council meeting is November 9, 2022 at 7:00 pm.

Correspondence - None

President Bubeck called and Executive Session at 8:18 pm to discuss personnel contract. No action will be taken after the Executive Session; meeting was adjourned on a motion made by Ed Keyworth, seconded by Ed Winkelbauer.

Respectfully submitted,

Sherry M. Edwards
Borough Secretary