

**Orwigsburg Borough Council**  
**Work Session Minutes**  
**February 1, 2023**

The Orwigsburg Borough Council met on Wednesday, February 1, 2023 for their Work Session 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, Tim Wilhelm, Ed Keyworth, Ed Winkelbauer, Angie Hoptak – Solga. Mayor Barry Berger; Solicitor Paul Datte; Borough Manager Randy Miller; Borough Secretary Sherry Edwards.

Visitors: Utility Supervisor Dave Teter; Chris Cope of Entech Engineering; Fire Chief Scott Rarick, Dave Walasavage of ARRO Consulting; Kevin Richards of Alfred Benesch; Patrolman Bryce Lewis; Katie Bedway of 300 W Market St; Kristin Ryan.

President Bubeck announced no Executive Sessions were held.

**Approve the Final Meeting Agenda**

Additions:

Fire Co report; EMS report; Dave Teter's report

A motion to approve the final meeting agenda was made by Ed Winkelbauer; seconded by Ed Keyworth. Unanimous.

**Minutes**

Council received a draft copy of the January 4, 2023 Work Session and January 11, 2023 Council meeting minutes for review.

**Budget Review**

Target Objective January 8.5%

General Fund Revenue	3.1%	General Fund Expenses	8.2%
Fire Fund Revenue	7.4%	Fire Fund Expenses	0.7%
Water Fund Revenue	7.1%	Water Fund Expenses	5.7%
Sewer Fund Revenue	6.7%	Sewer Fund Expenses	4.0%
Sanitation Fund Revenue	6.4%	Sanitation Fund Expenses	8.4%

## **Maintenance Reports**

### **Water/Sewer – Dave Teter**

#### **Sewer**

- Sewer Authority meeting
- Russ here to work on louvers
- Winter Generator here to trouble shoot generator issue – has been repaired
- Roto Rooter for cleaning and tv the main on Mifflin St - roots in system
- Strouse Bros to look at 521 Mifflin Street tv from their line to sewer main, dye test lateral
- Go to Entech and talk to Bryon about issue found
- Sewer blockage Seton Manor on their side
- Troubleshoot scum pump issue and order parts

#### **Water**

- 16 one calls
- Contractor here to repair heat traces
- Process Masters here for copper limit and permanganate feed
- Repair valve box on Independence St
- Many meter work orders
- Emergency water shutoff 395 Marshall Dr
- Work on CI sample location chart
- Work on turbidity meters
- Progress Meeting
- Kohl Brothers switched out EFF pumps

#### **Other**

- Plow and salt
- Talk to homeowner about storm drain on N Warren St
- Rotate tires on truck
- Run for plow hoses

### **Margaret Ave Sewer blockage**

- Patrolman Pat McBreen called Dave Sunday night regarding blocked sewer on Margaret Ave, Roto Rooter was there and said its on our side and they left.
- A letter from the homeowner was received regarding the sewer blockage and the Borough being responsible for the Roto Rooter invoice.
- Dave distributed a map showing Margaret Ave including 250 Margaret Ave and sewer main and laterals.
- Dave went out the 250 Margaret Ave Monday morning (7:45) to check sewer cleanout that was dug up by Roto Rooter and was very little standing water in it at that point.
- Homeowner came out and said they could not use their facilities at that time.

- Dave opened the manhole (sewer line in this area has very little pitch to it) and called Roto Rooter; arrived by 9:00 and jetted the main open starting at manhole 231B to 231D and found wipes and sanitary items that should not be flushed down the toilet.
- Then flushed 231A to 231B and pulled everything back; 231 collects Gerald Ave and small section of upper Cresswell and has good flow.
- Dave requested Roto Rooter flush 231B to 231D again to get a good flow, and they did. Main was cleaned out.
- Dave wanted to make sure line is open for the homeowner before Roto Rooter left
- An extra cleanout exists on the property from the prior homeowner that was used to dispose waste from their camper.
- Dave put dye in the front side of the trap, jet machine was used as a garden hose; started backfilling towards the home which is a sure sign that lateral is still blocked backing up on the backside of the trap. After filling line for 2 to 3 minutes something let loose.
- Dave suggests the sewer main should be repaired due to lack of pitch
- Homeowner to the left of 250 Margaret should have had an issue if the main was blocked but didn't, neither did the other two properties on that line.
- Dave's personal opinion is the blockage was in the lateral
- Roto Rooter was at this property one week prior to this; borough was not notified
- Dave noted the letter the borough received from the homeowner left out the part when he went to dye test and water was backfilling towards the house until something let loose, and the water flowed to the main.
- Solicitors opinion is the homeowner is responsible for the Roto Rooter invoice

Sewer main on Margaret will be videoed to determine at what degree/angle laterals come into the main. Currently lateral from house to trap is the homeowner's responsibility.

### **Streets, etc – Slade Shawn, Devin**

Council received the Man Hours, Vehicle Equipment, January Daily reports, and Maintenance Budget for review and comment.

Also, Council received a list of 2023 Storm Water projects and 2023 Street Paving projects along with a project timeline for review.

### **Fire Department – Scott Rarick**

12 Total calls for January  
12 Total calls Year-to-Date  
88.44 Personnel Hours for January  
88.44 Total Personnel hours Year-to-Date  
52 Administrative hours for January  
52 Administrative hours Year-to-Date  
135.3 Training hours for January  
135.3 Training hours Year-to-Date

<u>Zone</u>	<u>Incident Count</u>	<u>Personnel Hours</u>
East Brunswick Township	1	12.47
North Manheim Township	2	5.87
South Manheim Township	1	0.45
West Brunswick Township	6	62.40
Orwigsburg Borough	<u>2</u>	<u>7.25</u>
Total	12	88.44

Updates:

February 12<sup>th</sup> Super Bowl Sunday- Chicken BBQ Fundraiser – 10am to 2pm

Kids Camp – Youth program is being set up by Brad Miller from June 12<sup>th</sup> thru 24<sup>th</sup>

**EMS - Kirk Shelhammer**

54 calls – 40 were transports in 17961 zip code

**Public Comment**

Katie Bedway- Orwigsburg representative for the Blue Mountain Recreation Commission  
Katie was present to inform Council of issues she was having with her basketball team which her son is a part of and the bullying that team is experiencing. Kristen Ryan also has family members on the team experiencing bullying. The team is not being allowed to play in playoffs. After explaining their situation to Council, Katie requested Council accept her resignation from the Blue Mountain Recreation Board.

A motion to accept Katie Bedway's resignation from the Blue Mountain Recreation Board was made by Kerry Mariano seconded by Ed Keyworth. Unanimous.

Zach Zimmerman, Katie's husband briefly came into the meeting and expressed his interest in being the replacement for Katie. Randy requested Zach forward a letter of interest.

**Solicitor's Report – Paul Datte**

No updates

**Borough Manager – Randy Miller**

Council received Randy's report for review.

2023 Elections –

First date to file petitions February 14<sup>th</sup> - March 7<sup>th</sup> last day to file petition. Seats up for reelection: Kerry Mariano, Tim Wilhelm, and Brock Stein.

Provided a spreadsheet of grants the borough is seeking. Applied for \$8,637,600 in grant opportunities. Borough is looking at possibly \$305,000 for local match money if awarded grants that have been applied for. At present Randy suggests to stop applying for grants until current grant applications are determined.

## **Business**

### **Engineer – Dave Walasavage**

#### **Shannon's Reports**

- 2023 NOV list
- 2023 Permit Report
- 2023 Rental Report by address
- 2023 Rental Report by certificate
- 2023 Rental Report by owner
- 2023 Rental Report change of occupancy
- 2023 Rental Report not a rental family occupied
- 2023 Rental Report by failed

### **Dave Walasavage report**

#### **Capital Improvements List**

##### **Industrial Drive:**

Utilities – No Update

Easement – Final easement/ROW plans have been submitted to PennDot

Environmental – Phase 1 environmental study performed by United has been forwarded to PennDot

The Industrial Drive extension will dead end prior to the wetland impacts to avoid joint permitting at this time

Construction – Progress meeting with PennDot is scheduled for Thursday at 2:00

#### **Storm Projects**

##### **North Wayne Street:**

- The county awarded the CDBG ADA ramp grant for the ramps on North Wayne at the Cherry and Mifflin Street intersection. In the process of survey to design the associated storm repairs and ramp design is being performed.
- Borough workers performed test pits to determine the depth of and size of existing storm pipe and will construct the storm improvements.

##### **North Street and Decatur:**

- The Borough workers are planning on construction the detention basin and some other storm improvements above or on North Street. Meeting tomorrow with borough crew and Alfred Benesch.

- Focus on conveyance of water coming from the school's fields. Level spreaders are not functioning as designed. Schools plan was implemented as designed.

**Oakdale Terrace:** Nothing new to report

**Planning – Kevin Richard's Report**

- Redevelopment Assistance Capital Program (RACP) update for Veterans' Memorial Building
- Original scope of work complete, excluding potential Change Orders
- Orwigsburg Masons Clock – Delayed until 2023. Coordination on going. Based on recent meeting potential installation of framing the week of January 30<sup>th</sup>.
- Received Application for Payment #12 for \$10,450.00; Awaiting additional documentation from Miller Brothers – effort to do the causeway work
- Received Change Order for additional framing and reinforcement (extra framing) for cellar causeway – work \$984.11. Awaiting additional documentation

**Ridge Road Park** – Grant Agreement received and is progressing

- Payment Request submitted to DCNR for 50% of Grant Award - \$57,000
- Draft plan for Phase 1 provided previously. No comments received
- Purchase for equipment progress through COSTARS program
- Coordination ongoing with DCNR Representative. Donation of land being reviewed by DCNR.

**Blue Mountain Village**

- Highway Occupancy Permit (HOP) for main roadway improvements submitted to Borough. Benesch will be completing a cursory review and hopes to have by February's P & Z meeting.
- Developers Engineer requested Authorization to submit utility HOPs on behalf of the Borough
- NPDES Permit submitted to Conservation District

**Decatur St Stormwater** design work – Benesch to meet with ARRO and Borough to determine potential progress – walk through tomorrow

**Flood Mitigation** efforts – Awaiting award announcements

Building Resilient Infrastructure and Communities (BRIC) Grant

- Project would require approximate \$33,000 Borough match \$123,000 total project Study and improve

Hazard Mitigation Grant Program (HMGP)

- Submitted additional documents to the State week of December 26<sup>th</sup>
- Project would be completely funded by State and Federal money

**The Planning Commission** to meet February 15<sup>th</sup> to progress potential Zoning Changes including:

- Solar Energy Systems
- Accessory Structures, Building/Lot coverages
- Standalone Ordinances recommended

- Comprehensive Plan revisions
- Wilbert Avenue Plan may be forthcoming- Sketch plan submitted a year ago
- Villas Development, Representative attended the January PC meeting – potential SALDO requirements – borough to examine those requirements.

LSA grant award delayed. No update on other grants – got delayed again- feasibility study on the Fire Co land on S Liberty St.

## **Water/Sewer – Chris Cope**

### **Water**

#### **Lead service Line Inventory**

- To date the Borough has replaced 273 meters and documented service line material for the above inventory
- Report submission to PaDEP due date is October 2024

#### **Schuylkill Haven Interconnect**

- LSA (Local Shared Account) Grant package was submitted on 3/18/22
- The January 12<sup>th</sup> CFA (Commonwealth Financing Authority) Board Meeting was cancelled. The next regularly scheduled DFA meeting is March 16<sup>th</sup>. The Borough can begin preliminary engineering work but no permitting is allowed.
- Action Plan is finalized and was reviewed at the November Committee Meeting

#### **General Water Projects**

- Materials are ordered for replacing the existing scaffolding at the water plant with a fixed staircase and platform
- Researching the replacement of the existing dry potassium permanganate product with liquid sodium permanganate. Supply is currently limited due to a fire at manufacturing facility
- Working with Shannon Chemical on a possible corrosion control product change to help reduce copper levels in distribution system – more to follow on this
- DCED Small Water/Sewer Grant was submitted on 12/20/22 for new Neptune smart water meters and software upgrades.

#### **DRBC Water Audit**

- Delaware River Basin Commission Annual Water Audit is due March 31, 2023

### **Sewer**

#### **CCTV and Subsurface repairs**

- Majority of the contracted lining and grouting work is completed
- Crew to assist Dave Teter with a collapsed lateral located on Albert Dr
- The remaining laterals on Lone Ave need to be grouted before lateral lining can occur. Expect grouting crew to be back in Borough sometime in February
- Possible manhole rehabilitation with a portion of the remaining contract money

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

- DCED H2O grant application was submitted 12/20/22
- PENNVEST application was submitted on 1/31/23 for total project amount of \$2,087,500. The application will be in the Municipal Authority's name
- Award announcement is expected in mid-April
- All PaDEP Permits are received. Project is "shovel ready"

**Wastewater Treatment Plant Upgrade Projects**

- Substantial completion (with outstanding punch list items) issued to all contractors.
- Allan Myers submitted Payment Application #10 – Phase 1 for \$16,919.33 for Change Order #2 work, and a portion of close-out and retainage monies
- Allan Myers submitted Payment Application #10 – Phase 2 for \$51,914.00 for PLC hardware and software allowances, SCADA work, and a portion of close-out and retainage monies.

**Wastewater Treatment Plant General Projects**

- Heat trace repair work is completed. Contractor to return and install new motor for exhaust fan at the plant and add a thermos-control for the heat trace on the influent screen.
- Halliday winch and cables for the manual digester decanters, were received.

**NPDES Permit**

- New Copper NPDES limits go into effect on 6/1/2024
- Potable water copper testing completed. Results show no concentrate copper in the filter backwash. Shannon Chemical to review corrosion control change
- Process Masters quoted a spring/summer trial MasterMet 9025 and MasterCat4350 copper removal products for \$8,000

**Chapter 94 Report**

The Annual PA DEP Wasteload report is due March 31, 2023

Working with the Authority on better defining the Borough's Sewer Rules and Regulations

**Community Activities/Events**

None to report

**Correspondence – None**

Next meeting is February 8, 2023 @ 7:00 pm.

A motion to adjourn at 8:20 pm was made by Kerry Mariano, seconded by Tim Wilhelm.



Respectfully submitted,

Sherry M. Edwards  
Borough Secretary