

Work Session - Sep 06 2023 Minutes

Wednesday, September 6, 2023 at 7:00 PM

Council Chambers

The Orwigsburg Borough Council met on Wednesday September 6, 2023 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; Councilors: Ed Winkelbauer, Ed Keyworth, Angie Hoptak-Solga, Brock Stein, Tim Wilhelm, Kerry Mariano; Solicitor Paul Datte; Borough Manager Randy Miller; Mayor Barry Berger; Borough Secretary Sarah Celani

Visitors: Utility Supervisor Dave Teter, Chris Cope of Entech Engineering, Kevin Richards of Alfred Benesch, Dave Walasavage of ARRO Consulting, Fire Chief Scott Rarick of Orwigsburg Fire Department, Police Officer Brandon Bayer, Preston Broadhurst of 130 Columbia Street, Bill Knecht of 204 South Warren Street

Absent: None

Announce Executive Session:

President Bubeck announced that an executive session was held on August 9th, 2023 to discuss personnel issues. A motion was made authorizing the Borough Manager to extend an offer of employment for the position of Borough Secretary.

Agenda:

A motion to adopt the final meeting agenda was made by Ed Keyworth, seconded by Tim Wilhelm. Unanimous. Motion Carried.

Minutes:

A draft copy of the minutes from the August 2, 2023 Public Hearing, the August 2, 2023 Work Session and the August 9, 2023 Council Meeting was provided to Council for review and comment.

Budget Review:

Target Objective August - 24.7%

| Revenue | | Expenses | |
|-----------------|-------|-----------------|-------|
| General Fund | 19.8% | General Fund | 25.8% |
| Fire Fund | 19.6% | Fire Fund | 5.9% |
| Water Fund | 24.5% | Water Fund | 15.2% |
| Sewer Fund | 23.1% | Sewer Fund | 13.7% |
| Sanitation Fund | 23.5% | Sanitation Fund | 25.0% |

Maintenance Reports:

Water/Sewer Report - Dave Teter

Dave presented the August 2023 Water and Sewer report.

Sewer

- Pump to beds
- Look into post air issue
- Sewer blockage issue 534 East Mifflin
- Chemical delivery
- Spoke with contractors about what needs to be done for testing for finish project

Water

- Spoke with owner of 339 South Wayne Street and Shannon about why water cannot be turned on
- Water leak at 380 Ridge Road - spoke with owner
- 46 meter appointments
- Troubleshoot filter issue
- Change filter setup to run on 2 filters
- 2 final reads
- Troubleshoot filter issue with Keystone
- Repair vault sump line and blow off for mixing tank in yard
- Work with Keystone to troubleshoot filter 2 issue
- Tank 1 and Tank 2 inspections

Other

- Work on door closer at Albrights
- Take tire to station for police
- Prep and hot patch 3 locations
- Pick up cones
- Bring roller back from Ridge Road

- Mount signs at Albrights
- Get flags off of the square and trim trees

Fire

- 685 Red Dale Road AFA (2 x .25 hr)
- Rt 61 North of South Liberty Street - MVA with Entrapment (1 x 1.25 hr)
- 46 Oak Lane - working house fire (1 x 1.75 hr)
- 585 Lake Front Drive - CO invest (1 x .5 hr)

Miller Environmental - August Report

Council received a copy of the August 2023 report for review.

Maintenance Report - Slade Bugajinsky

Council received the August Maintenance Department Report, Daily Log of Work, Man Hours, and Vehicle/Equipment Reports for review.

Police Report - Vince McDonald

Council received a copy of the August 2023 Incident Report for review.

OABPA Donation

Bill Knecht of 204 South Warren Street discussed OABPA's interest in funding a speed measurement unit that indicates driver speed in efforts to reduce the volume of traffic in town that is above the speed limits. The easily relocatable speed measurement unit is solar paneled and powered by battery pack, operating for a period of time throughout the day. The device stores historical data on vehicles and speeds. Per Bill, the Board of Directors of OABPA are in favor of the project and have demonstrated interest in funding one unit for trial. Bill has been in communication with Police Chief Vince McDonald on the matter. Chief McDonald will further discuss at the next Council Meeting.

Fire Department - Scott Rarick

Scott presented the August 2023 Fire Chief Report.

18 Total Calls for the month of August 2023

150 Total Calls for 2023 YTD (January 1 to August 31)

101.17 Personnel Hours on Responses for the month of August 2023

861.07 Personnel Hours on Responses for 2023 YTD (January 1 to August 31)

39.25 Administrative Hours for the month of August 2023

932.50 Administrative Hours for 2023 YTD (January 1 to August 31)

14.75 Training Hours for the month of August 2023

1,110.55 Training Hours for 2023 YTD (January 1 to August 31)

All Incident Types | Start Date: 08/01/2023 | End Date: 08/31/2023

| <u>Zone</u> | <u>Incident Count</u> | <u>Personnel Hours</u> |
|--------------------------------|-----------------------|------------------------|
| FD18 - North Manheim Township | 4 | 24.70 |
| FD35 - West Brunswick Township | 6 | 45.86 |
| FD56- Orwigsburg | 8 | 30.61 |
| Total | 18 | 101.17 |

Notes/Upcoming Events:

Fire Prevention (BMEE) - October 5th

Poker Run - October 14th

EMS - Kurt Shelhammer

No report

Public Comment:

None

Solicitor: Paul Datte

The Solicitor discussed a necessary agreement between the Borough and the Authority where the Borough is serving as the agent of the Authority for purposes of implementing and administering the sewer project and PennVest funding documents. He has prepared and assembled an amendment to the existing Agreement of Lease and Resolution 2023-23. The documents were provided to Council and sent to PennVest for review.

A motion to adopt Resolution 2023-23 was made by Tim Wilhelm, seconded by Ed Winkelbauer. Unanimous. Motion Carried.

Adding Water to the Authority

Paul suggested adding water as a function of the Municipal Authority.

Ridge Road Assessment Appeal

A determination from the Schuylkill County Tax Assessment Bureau was provided to the Council. An assessment appeal hearing was held and the board granted real property tax exemption status to the Ridge Road property.

Borough Manager: Randall Miller

The Borough Manager's report was provided to Council for review.

Request to abandon alleyway

The Borough received a request from Preston Broadhurst of 130 Columbia Street to formally abandon the undeveloped land/paper alley behind 120, 122, 130 Columbia Street, 420 East Mifflin Street, and 119 Perry Street. Preston states there are no driveways, garages or gates that open up into the area other than his. Solicitor to review the tax maps and ordinances regarding the matter and further discuss.

2024 Minimum Municipal Obligation (MMO) for Police and Non-Uniform Pension Plans

Copies of the MMO reports for the Police Pension Plan and the Non-Uniform Pension Plan were provided to Council for review. A motion to approve the plans will be held at next week's Council Meeting.

Fire Police Assistance request from Schuylkill Haven

The Borough received a request for September 30th assistance. This will be included on next week's agenda for approval.

Memorial Request - American Xcellence Wrestling (AXW)

Request for Councils' input on American Xcellence Wrestling hosting events for profit at the Memorial. Discussion to work with local organizations and other nonprofits and charitable organizations to use the kitchen as a fundraising opportunity during events. Council did not express any opposition for negotiating plans with AXW - communications will proceed.

Business:

Engineer's Report - Dave Walasavage

Road Projects

1. Industrial Drive

- a. Environmental – The CE BRPA (Categorical Exclusions Bridge and Roadway Programmatic Agreement) has been approved by PennDOT.

b. Easements – ROW plans have been approved. Appraisals have been completed by PennDOT. Waiver of Rights and Temporary Construction Easement sign off from affected property owners is in process.

c. Construction plans – Latest construction plans and cost estimates have been forwarded to PennDOT for review. Current construction cost, construction management and construction inspection estimate is \$1,470,818.93. The cost in the original grant was \$986,681.22, for which \$167,240.22 is the Borough's obligation.

d. Additional Funding – Upon concurrence from PennDOT with the below submitted plans and estimate ARRO will prepare and submit an application for additional funds. NEPA will then submit to DCED on October 1st. Additional commitment of Borough funds would be favorable to receive additional grant money.

2. North Wayne Street ADA Ramp Project

a. Heim Construction has completed the ramp installation and paving at the intersections. ARRO provided a punch-list for paving items to Heim on August 30th.

Storm Projects

1. 900 West Market Street

a. Revised plans and calculations have been submitted and are being reviewed. Storm improvements to include an infiltration basin and an underground infiltration trench, to account for the additional impervious areas proposed.

Planner's Report - Kevin Richards

1. RACP update for Veterans' Memorial

- a. All work completed and Applications for Payment have been finalized.
- b. Orwigsburg Masons Clock – Installation of clock delayed. Framing and railing have been installed. Coordination ongoing.
- c. Benesch submitted Payment Request No. 2 (Final) for \$92,674.
- d. Final project closeout audit forthcoming.

2. USDA Rural Development funding received for improvements to the Memorial - \$750,000

- a. Benesch coordinated with Veterans groups, Memorial Taskforce, and Blue Mountain Baseball league to finalize the project scope.
- b. Benesch progressing Environmental Report and Architectural Feasibility Report. To be submitted within two (2) weeks.

- c. Anticipated that the Baseball League will fund 100% of the pole building construction. Site preparation/grading, utility extensions, and stormwater management to be installed by Borough as part of USDA project.
 - d. Portion of project to be publicly bid. The anticipated schedule would be to bid over the winter and begin construction in Spring 2024. Schedule dependent upon League progress.
 - e. Various items have been procured using the COSTARS Cooperative Purchasing Program.
 - f. Discussion about requirements/zoning permits.
3. Ridge Road Park – Grant Agreement received
- a. DCNR provided comments on Land Donation. Updated appraisal received. Title search to be completed. Once completed, draft project documents to be submitted to DCNR (2-4 week timeline for review).
 - b. Anticipated Project Timeline: Bid over the winter and begin construction in Spring 2024.
4. Blue Mountain Village
- a. Highway Occupancy Permit (HOP) plans for water and sewer reviewed by Entech.
 - b. Discussions ongoing regarding Final Development Agreement and Land Development submission timeline.
5. Flood Mitigation Efforts
- a. BRIC Grant – Awarded in early March; Await Grant Agreement; requires \$33,000 match.
 - b. HMGP
 - i. Historical Impacts determined by Federal Agencies. Mitigation required.
 - ii. Grant Agreement received for signature.
 - iii. Project would be completely funded by State and Federal money.
 - iv. Coordination ongoing with PEMA/FEMA and property owners to accelerate project timeline to release funding.
6. CFA Multimodal Grant Application; submitted grant application on July 27, 2023.

Water/Sewer Report - Chris Cope

Water

1. Lead Service Line Inventory
 - a. Entech and Borough staff continue to research and collect information for PaDEP's detailed lead inventory report deadline of October 2024.
2. Schuylkill Haven Interconnect

- a. Draft agreement is continuing. Schuylkill Haven is working on a proposal to the Borough as well. A meeting between the Boroughs is scheduled for Sept. 22nd.
- b. Preliminary design parameters completed. Survey work is scheduled for mid-September. Property owners will be notified.

3. SCADA Upgrade Study

- a. Entech submitted SCADA (Supervisory Control and Data Acquisition) Study to the Committee on March 29, 2023. EWO for Phases 2 and 3 presented and approved at the April Council Meeting.
- b. Entech and Borough staff met with Keystone Engineering on August 15th for an on-site visit so Keystone provides a phased-project scope with a cost estimate for the Borough to review.

4. Blue Mountain Development

- a. Entech reviewed Land Development Plans
- b. Developer submitted revised HOP (Highway Occupancy Permit) plans for review. An Entech review and response was forwarded to McCarthy Engineering and Traffic Planning and Design on August 8th.

5. General Water Projects

- a. The supplier of Liquid Sodium Permanganate visited the treatment plant on January 9th, 2023 to change from the currently used dry product (Potassium Permanganate). Revised quote with two pumps, tubing, transfer pump, install assistance, and (4) visits/year for \$10,000 - \$11,000. PaDEP requires a minor permit modification. The Water/Sewer Committee approved the completion and submission.
- b. Shannon Chemical was given water sampling data for a possible corrosion control product change to help reduce copper levels in the distribution system. The recommendation is to switch out the current application of SLI-7425 and rely on the filters and NaMnO₄ to remove iron and manganese. Use a true corrosion inhibitor, SLI-5216 (Zinc Orthophosphate) to reduce copper levels in the wastewater. The estimated cost is \$17,500/year. PaDEP requires a minor permit modification. The Water/Sewer Committee approved the completion and submission.
- c. DCED Small Water/Sewer Grant (\$340,760.65 total grant / \$51,114.10 Borough) was submitted on December 20th 2022 for new Neptune smart water meters and software upgrades. The next CFA (Commonwealth Financing Authority) meeting is September 19, 2023.
- d. Council approved a cost of \$12,140 for the cleaning and internal inspections of both water storage tanks as well as the water plant's influent contact tank.

Pittsburg Tank and Tower completed the (3) tank inspections on August 23rd.

Cleaning could not be completed so \$8,240 will be removed from the above cost.

e. The Water/Sewer Committee approved a Boroughwide leak detection study prior to the winter season. Awaiting an official quote from the contractor.

f. Entech is working with the Borough on a response to DRBC (Delaware River Basin Commission) on follow-up questions for the Ground Water Withdrawal Application.

Sewer

1. CCTV and Subsurface repairs

a. The majority of the contracted lining and grouting work is completed.

b. Crew to assist Dave T. with a collapsed lateral location on South Albert Street.

c. The remaining laterals on Long Avenue need to be grouted before lateral lining can occur. The crew had difficulty grouting these laterals due to high flow and will return during a dry stretch over the summer to complete.

d. Standard Pipe Services has been bought out by Insituform. SPS contact has not been responsive.

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

a. PENNVEST application awarded for a total project amount of \$2,087,500 in the Authority's name.

b. The low bid submittal was received on July 10th for \$2,243,350.00 was approved; bond monies will be used for the remaining project amount. Notice to Award issued to Pact One. Contract Documents executed and reviewed. Notice to Proceed cannot occur before PENNVEST closing (September 14th).

c. DCED H2O grant application submitted December 20, 2022. Grant application was withdrawn.

3. Wastewater Treatment Plant

a. Substantial completion (with outstanding punch list items) issued to all contractors.

b. Change-Order work to complete the installation of new gates and actuators on hold due to sludge/grit testing requirements enforced by the receiving landfill.

c. Borough to hire Keystone Pump and Power for by-pass pumping and receive change-order credit from Allan Myers.

4. North Manheim Township

a. Held a joint meeting on March 31, 2023 to discuss possible future sewer connections from North Manheim Township to the Borough's collection system.

b. Awaiting design plans to improve Bum's Rush (Roadhouse 61) sewer issues. DEP visited the Borough for project information.

c. The Borough's water/sewer committee discussed growth options and possible Act 537 amendments.

5. NPDES Permit

- a. New Copper NPDES limits go into effect on June 1st 2024.
- b. Process Masters has begun spring/summer trial of MasterMet 9025 and MasterCat 4350 copper removal with favorable results on 20 ppm and 15 ppm dosage amounts. Will continue the trial using lower dosage amounts to possibly save product usage and cost.

6. General - UV sensor issues. The manufacturer representative (Aquionics) is scheduled to be on-site next week.

Community Activities/Events:

Heritage Day - Saturday, September 9th 10:00 am to 3:00 pm, Center Square

Luncheon with Senator Casey - Monday, September 25th 10:30 am to 2:00 pm, Memorial

Farmers' Market - Thursday, September 28th 4:00 pm to 8:00 pm, M & T Lot

Senior Expo, Rep. Jamie Barton - Friday, September 29th 10:00 am to 2:00 pm, Memorial

The next Council Meeting is September 13, 2023 at 7:00 pm.

Correspondence:

None.

Executive Session:

Council went into an executive session to discuss water and sewer licensed operations and personnel issues; no action will be taken after the executive session.

Adjournment:

There being no further business to discuss, the meeting was adjourned by President Bubeck at 8:45 pm.

Respectfully Submitted,

Sarah L Celani
Borough Secretary