

Orwigsburg Borough Council
Work Session Minutes
April 5, 2023

The Orwigsburg Borough Council met on Wednesday, April 5, 2023 for their Work Session. 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: Kerry Mariano, Tim Wilhelm, Ed Winkelbauer, Ed Keyworth, Angie Hoptak – Solga; Mayor Barry Berger; Solicitor Paul Datte; Borough Manager Randy Miller, Borough Secretary Sherry Edwards.

Visitors: Utility Supervisor Dave Teter; Tori Morgan of Entech Engineering; Bill Knecht of 204 S Warren St; Ben Hunter of 406 Roseberry St; Mike Begis of ARRO Consulting; Jared & Angel Stark of 18 Oakdale Est; Kevin Richards of Alfred Benesch; Patrolman Brandon Bayer, Fire Chief Scott Rarick, Jim Leymeister of 200 Ronald Ave.

Minutes

A draft copy of the minutes from the March 1, 2023 Work Session and March 8, 2023 Council meetings were given to Council for review.

Budget Review

Target Objective March - 24.7%

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

Maintenance Reports

Water/Sewer – Dave Teter

Dave presented the March Water and Sewer additional work report:

Sewer

Sewer Authority meeting

Talk with Sewer contractor about project on Long Ave (grouting laterals) – problems with high flow, pulled out of town due to the high flow

Sewer meter flow data collected

Check manholes for good rehab demo – demo on April 20th at manhole located at S Washington and Independence – demo is free for borough; surrounding municipalities are invited

Attend Pa Rural Water Conference

Water

5 one calls

8 meter Apt and paperwork

Work on installing hot water tank at Albrights

Water leak before meter repaired on Walborn Ave - and meter change out

Work on Chapter 110 numbers and water withdraw report.

Other

Run to Schuylkill Paving to check out scrap paver for parts for drag box

Put molding on wall at new borough hall

Check low hanging wire N Warren Street, help repair.

Help with Mifflin / Wayne project

Repair low manhole on Eisenhower Dr

Dave reviewed sewer main issues in the 400 block of Mifflin St. Quote received from Excavation Tech for \$10,800.00 for repair to sewer main. Dig eleven feet deep cut out main, root mass and lateral that is 3 feet away and reinstate; quote includes paving trench.

Miller Environmental

March 2023 report for Water and Sewer Plant contract operations given to council for review

Streets, etc – Slade, Shawn Devin

Council received Maintenance Department reports for review:

- Man Hours
- Vehicle & Equipment,
- March Daily report
- Maintenance Budget
- 2023 Work Planning
 - Stormwater Projects – spreadsheet with projects, timeline and funding
 - Paving Projects

Fire Department

Fire Chief Scott Rarick presented March report:

26 – Total Calls for March

60 – Total calls Year to Date

165.91 Personnel hours on responses for March

377.69 Personnel hours Year to Date

33.75 Administrative hours for March

226.25 Administrative hours Year to Date

176.50 Training hours

515.30 Training hours Year to Date

<u>Zone</u>	<u>Incident Count</u>	<u>Personnel hours</u>
East Brunswick Township	4	20.68
East Norwegian Township	1	16.68
North Manheim Township	5	33.26
Norwegian Township	1	1.30
Friedensburg	1	23.20
West Brunswick Township	4	39.48
Deer Lake Borough	1	3.50
Orwigsburg Borough	8	27.48
Pottsville City	<u>1</u>	<u>.33</u>
Total	26	165.91

EMS – Kurt Shelhammer – No report

Public Comment

Jared Stark of 18 Oakdale Est – noted there are a lot of places around that say they are hiring but when he goes to apply they say they're not hiring.

And noted there are a lot of abandoned vehicles around town

President Bubeck instructed Jared to talk to the police about the abandoned vehicles

Angel Stark of 18 Oakdale Est expressed her concerns with the sidewalk on Franklin St being unsafe

Solicitors Report – Paul Datte

Draft amendment to the Zoning Ordinance has been properly advertised, and forwarded to the County Planning Commission for their review and comment. Public Hearing scheduled for May 3rd at 6:30 pm to receive public comment.

Borough Manager – Randy Miller

Report was given to Council for review:

Chuck Ricketts has resigned from the Planning Commission. Sample resolution to fill vacancy was included in agenda attachments.

Hiring Seasonal Workers

Borough received call from Office of Vocational Training regarding hiring a young man for seasonal work this summer. Vocational Training will pay for up to 90 hours of work; if we keep on past the 90 hours the borough can apply for a grant through the County and be reimbursed for the money the borough pays for his work.

Advertise on Facebook and Website for hiring seasonal workers.

Police Building Rehabilitation –

- Building is a commercial building and falls under different level of requirements and permitting
- In order for permitting the borough is required to obtain a sealed set of plans to work off of specifications.
- No quote yet on specifications – did receive a rough estimate to draft specification from John Levkolic for \$12,000.00
- Looking for Council's help or Solicitors to discuss what can be done with the building
- Item will be on next weeks agenda for discussion

Frantz Property

Bookkeeper Kathi Mingle is requesting Council's approval to write -off \$57,822.33 for water and sewer owed at 119 S Liberty St.

- Money would be put into a separate fund (accounting function) – would still be owed
- Requires a vote from Council
- The borough has priority over the mortgage but not taxes due
- Liens are on the property for borough utilities
- Solicitor Datte will get an idea of costs in front of us – possibly a drive by appraisal

A motion to move the \$57,822.33.00 owed on the Frantz property at 119 S Liberty St into a separate fund for accounting purposes was made by Ed Winkelbauer, second by Ed Keyworth. Unanimous.

Stormwater project completed,

N Wayne @ E Mifflin & Cherry Sts - project went extremely well and came in substantially under budget. While uncovering catch basin a well directly under sidewalk was discovered 30' deep, was documented and backfilled. When ADA ramps are installed, they will finish filling area.

Years of leaves blocked the pipe, was flushed out and dye tested – dye reached Boyers Food Market.

2022 Audit:

Auditors were here to review the 2022 accounts; expect them to complete the audit by end of this week.

OBPA Award

The Business Association will be awarding Orwigsburg Borough the first annual award at the Schuylkill Country Club during their mixer Thursday evening.

Business

Engineer – Dave Walasavage - Report

Mike Begis presented the Engineers report:

Review Reports – Shannon Darker

- Permit Reports
- Notice of Violations
- Rental Properties – Inspections

Capital Improvements List

Road Projects

Industrial Drive

- Environmental – Phase 1 environmental study performed by United has been forwarded to PennDOT. Awaiting environmental clearance.
- Easement –ROW plans have been approved by PennDOT Awaiting timeline for appraisals.
- Construction plans– Construction plans have been uploaded to URMS system for review and utility relocation clearance.

Storm Projects

- North Wayne Street: Borough workers and Garland Construction have completed the storm improvements on North Wayne Street at the Cherry and Mifflin Street intersections.
- Draft specifications for the CDBG ADA ramp project at the above intersections have been sent to the County for review prior to being put out to bid. Project will bid and awarded by the County in mid-May

Misc. Projects

- Oakdale Terrace: Contractor started the work yesterday.
- 900 Market Street: Awaiting permit application and stormwater design from property owner's engineer for driveway widening and additional parking spots.

Planner – Kevin Richards – 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 ongoing. Installation of framing is completed. Meeting on Friday with Ebinger Iron Works for protective iron railing
- Project Special Conditions approved by the State. Reimbursement payment of \$657,326.00 approved and should be received by Mid-April – has been received
- Miller Brothers submitted Application for Payment #13 for \$35,994.38 – completion of scope
- Assume Final Application for Payment for retainage \$41,012.86 to be presented next month

Ridge Road Park – Grant Agreement received

- Payment Request submitted to DCNR for 50% of Grant Award - \$57,000-hs been received
- Draft Plan for Phase 1 provided previously. No comments received
- Purchase for equipment progress through COSTARS program. Delivered to Borough Garage; Invoice has been paid.
- DCNR provided comments on Land Donation. Updated appraisal and Title Search to be completed. Once completed, draft project documents submitted to DCNR (2-4 week timeline for review)
- Project bid delayed due to additional property coordination and coordination with DCNR

Blue Mountain Village

- Requested updated Utility Fees; no other update

Decatur St Stormwater design work – Benesch met with ARRO and Borough to determine potential progress. Assume portion to be included with USDA Memorial funding.

Flood mitigation efforts – Awaiting award announcements

- BRIC grant Notification received – study on W Market St culvert – design & survey
- Project would require approximate \$33,000 Borough match

Hazard Mitigation Grant Program (HMGP)

- Ongoing coordination
- Project would be completely funded by State and Federal money
- Demolition on 508, 510, 512 W Market Street

The Planning Commission met February 15 to progress potential Zoning Changes

- o Accessory Structures, Building/Lot coverages, Solar Energy Systems – Recommended to Council
- o Recommendations made on Draft Ordinance
- o Draft Ordinance – has been advertised
- Comprehensive Plan reviews

USDA Rural Development funding received (via Cgr. Meuser) for improvements to the Memorial. Project - \$750,000. Borough, with assistance from Benesch, are finalizing the scope of work, anticipate project timeline, and completing upfront “Application” documents as required by USDA.

Scope includes:

- Numerous interior improvements for future events
- New tables – chairs
- New backboards for basketball court – new padding
- Exterior:
- Clean up flagpole display
- Landscape, benches around new cement pad
- Potential pole barn for storage and little league – need to work out size, amenities and location

- Stormwater improvements down to Perry St

Water/Sewer – Chris Cope – Report – Tory Morgan

Water

Lead Service Line Inventory

- To date the Borough has replaced approximately 290 meters and documented service line material for the above inventory
- Report submission due date to PaDEP is October 2024
- Attending a DEP class next week

Schuylkill Haven Interconnect

- LSA grant application not approved – did not receive grant approval; 1,785 applicants applied; 843 applicants awarded
- Borough met with Schuylkill Haven on March 7th and would like to move forward with bond funding
- Interconnect location tentatively planned from N Greenview Rd to Seton Manor
- Estimated Project Cost - \$635K. Engineering Proposal EWO attached for design, permitting, easements, bidding, and services during construction is \$68,000.

DRBC Water Audit – Delaware River Basin Commission Annual Water Audit submitted on 3/29/2023. Much of the unaccounted, non-revenue water from this past year was resolved with the repair of the large water main break last August.

SCADA Upgrade Study

- Entech presented the SCADA Study to Committee on 3/30/23
- Much of the existing hardware is aging and either not supported or replacement parts are difficult to locate.
- Engineering Proposal (EWO attached) for the second phase (design) = \$10,700. SCADA Study was part of the agenda attachments.

General Water Projects

- Continue to research a switch of permanganate products at the water plant for manganese control. Liquid sodium permanganate is currently on a supply delay due to a fire at the manufacturing facility.
- Working with Shannon Chemical on a possible corrosion control product change to help reduce copper levels in the distribution system
- DCED Small Water/Sewer Grant was submitted on 12/20/22 for new Neptune smart water meters and software upgrades. Expect a response by mid-summer
- Compliance calendar completed for Borough on March 8.

Last week power supply pack went bad with the SCADA system at Tank #2 – Lost communications from both tanks and wells. Keystone Engineering replaced with a used power pack. Lost communications again two days later and found a leaking pressure hose by the power supply. Parts are on order to repair issue.

Sewer

CCTV and Subsurface repairs

- Majority of the contracted lining and grouting work is completed.
- Crew to assist Dave T with a collapsed lateral location on Albert Dr
- The remaining laterals on Long Ave need to be grouted before lateral lining can occur. Crew had difficulty grouting these laterals due to high flow. Entech and Standard Pipe Services are discussing the next steps.
- Borough still has older brick and block-lined manholes. Received three quotes for 6 manholes to be lined. The low quote was Advanced Rehabilitation Technology for \$13,050; Will also provide a free demonstration lining on April 20th near Fishers Dam for a total of 7 lined manholes

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, in the Authority's name, for total project amount of \$2,087,500. Award announcement expected April 19th.
- All PaDEP Permits are received. Project is "shovel ready"

Wastewater Treatment Plant

- Upgrade Project
 - Substantial completion (with outstanding punch list items) issued to ALL contractors
 - Awaiting the arrival of the new gates to complete Change-Order work. Gates expected by April 23rd.

North Manheim Township

- Held a joint meeting on 3/31/2023 to discuss possible future sewer connections from N Manheim Township to the Boroughs Collection System.
- North Manheim to include these potential connections in the Townships updated Act 537 plan
- Awaiting design plans to improve Bum's Rush (Roadhouse 61) sewer issues
- Entech will check the borough's Act 537 plan for area on potential connections

NPDES Permit

- New Copper NPDES limits go into effect on 6/1/2024
- Potable water copper testing completed (at the water plant and distribution system) Suburban Laboratories results show no concentrated copper in the filter backwash. Shannon Chemical to review corrosion control change
- Process Masters quoted a spring/summer trial of MasterMet9025 and MasterCat 4350 copper removal products for \$8,000. Representative from Process Masters to meet with Water/Sewer Committee on April 27th

Chapter 94 report

- The annual PaDEP Wasteload report was submitted on 3/8/2023. Report detailed reduced flows at the treatment plant due to I & I removal efforts

Sewer Rules and Regulations

- Working with the Authority on better defining the Borough's sewer rules and regulations

General Sewer Projects

- Reviewing companies for potential maintenance tracking software or CMMS (computerized maintenance management system)
- Digester plug valve repaired by LMI
- Sewer Flow Meters moved to MH15 (Ridge Rd) and MH101 (S. Wayne St). Data downloaded on 3/24/2023.

Rick any information – DJ claims he didn't do something right – reprogramed and should be good now.

Community Activities/Events

Hydrant flushing – April 19th and 20th

Correspondence

Email received from Jamie Bainbridge:

I wanted to reach out and share my thanks for letting us stock the dam for opening day of trout season. There were people there all weekend fishing and even a few die-hard anglers this morning in the cold weather! Please extend my thanks and appreciation to the borough and hopefully we can make this a yearly event. There were a lot of happy faces and lots of fish caught.

Word of the event somehow reached the Republican. A reporter stopped by and wrote up a nice article and took some great pictures.

I'm looking forward to the turn out we'll have this year at the kids rodeo in May!

Jamie

The borough's \$500.00 donation to the kids rodeo in May will be on next weeks agenda for approval.

Councilor Winkelbauer thanked the borough, fire department and police department for their assistance with the Lions Club Egg Hunt on Saturday at Albrights Woods. Greatly appreciated their support.

Randy noted Cory Porrino, Little League President thanked everyone that assisted with the Opening Day of Baseball at the Memorial.

Mayor Barry Berger addressed the flags on borough properties not holding up from year to year and suggests having replacement flags in stock. We should be performing a monthly/seasonal inspection on the condition of the flags at all locations.

Next meeting is April 12, 2023 @ 7:00 pm.

President Bubeck called an Executive Session at 7:52 pm to discuss a personnel matter; no action will be taken after the Executive Session. Meeting was adjourned at 7:52 pm on a motion made by Ed Winkelbauer, second by Ed Keyworth.

Respectfully submitted,

Sherry M. Edwards
Borough Secretary