

Orwigsburg Borough Council
Work Session Minutes
June 7, 2023

The Orwigsburg Borough Council met on Wednesday, June 7, 2023 for their Work Session in Council Chamber. President Bubeck called the meeting to order at 7:00 pm after the Public Hearing and the Pledge of Allegiance was recited.

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

Visitors: Utility Supervisor Dave Teter; Chris Cope of Entech Engineering, Joe Mattera of Mattera Enterprises LLC, Mike Bagis ARRO Consulting, Attorney Matt Rossi; Ben Hunter of 406 Roseberry St; Patrolman Pat McBreen, Kevin Richards of Alfred Benesch. Jim Leymeister of 200 Ronald Avenue.

Announce any Executive Sessions (if applicable) – None to announce

Approve the Final Meeting Agenda

No adjustments made to agenda

A motion to approve the final agenda as presented was made by Tim Wilhelm, seconded by Angie Hoptak-Solga. Unanimous.

Minutes

Council received a draft copy of the minutes from the May 3, 2023 Public Hearing, May 3, 2023 Work Session and May 10, 2023 Council meetings for review.

Budget Review

Target Objective May – 41.4%

<u>Revenue</u>		<u>Expenses</u>	
General Fund	56.6%	General Fund	42.1%
Fire Fund	72.0%	Fire Fund	8.2%
Water Fund	45.4%	Water Fund	36.8%
Sewer Fund	42.4%	Sewer Fund	36.1%
Sanitation Fund	48.3%	Sanitation Fund	42.5%

Maintenance Reports

Water/Sewer – Dave Teter

Dave presented the May 2023 Water and Sewer additional work done:

Sewer

Phone call about lawsuit- sewer blockage on E Mifflin St
Measure Mifflin for video call out for lawsuit.
Delivery of soda ash
Sewer blockage 580 Industrial Dr, work with plumber to open – did tv line no results
Manhole liners onsite
Look over streets for repair after sewer project
Check for programing info for sewer meters
Measure Station Rd for rehab after project
Calls for quotes for reed bed cleaning
Call Allen Meyers about outstanding issues at the sewer plant

Water

Met with Keystone to repair issues at tanks
Raise curb box for new sidewalk
Rio Rep here to drop off new meter
Caustic delivery
Flush Applewood and check flow in 3rd building
9 meter appointments
8 final reads
1 water shut off
2 one calls
Met with Metz engineer about meter and hydrant placement
Met with AARO about Metz property
Keystone here to change PLC batteries, and work on other SCADA issues
Progress meeting
Walk Schuylkill Haven Interconnect with Entech – route possibilities

Other

Mowing
OABPA meeting
Jason Jones day
Prep for and Memorial Day
Help with blacktop prep and Paving on Ridge Rd

Fire

Paramount Blvd- MVA w/ Entrapment (1X.5hr)
1154 Center Turn Pike MVA unknown (1 x .5hr)
127 Second Mt road- smoke in a house- (1X1hr)

512 Railroad St, Breathing problems (2 X .25hr)
850 Grove Street AFA (1X.5hr)

Miller Environmental

May 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
May Daily report
Maintenance Budget
2023 Work Planning

Fire Department

Fire Chief Scott Rarick presented the May fire report:

17 - Total calls for May
88 - Total calls for year to date
75.02 - Personnel hours on responses for May
511.54 - Personnel hours on responses year to date for 2023
50.50 - Administrative hours for May
314.75 - Administrative hours year to date for 2023
79.00 - Training hours for May
832.30 - Training hours year to date for 2023

<u>Zone</u>	<u>Incident Count</u>	<u>Personnel-hours</u>
East Brunswick Township	3	21.97
West Brunswick Township	10	49.60
New Ringgold	1	.93
Orwigsburg Borough	2	2.12
Pottsville	<u>1</u>	<u>.40</u>
Total	17	75.02

Upcoming Events

Cadet Camp – June 12th to June 24th
Golf Tournament – June 16th

EMS – Kurt Shelhammer – no update

Public Comment – None

Solicitor's Report – Paul Datte

Public Hearing – Mattera Enterprises LLC application to approve Liquor License No. R-16050 transfer from its location in East Brunswick Township to 200 W Market St, Orwigsburg as the new location.

Council conducted a hearing this evening at 6:30 to receive comments. No adverse comments received.

Approval of Resolution 2023-22 with public posting attached

Collective Bargaining – update

Met with committee and union today – Review in executive session

Water Authority – don't need to amend Articles of Incorporation for existing Authority but will need to adopt resolution authorizing to proceed with water

Comcast Agreement – franchise agreement, expecting another version to review, economic to remain the same; changes due to federal law changes since the last agreement was adopted; will require an ordinance to be adopted.

A motion to adopt Resolution 2023 – 22 approving the transfer of Liquor License No. R-16050 from current safekeeping in East Brunswick Township to Mattera Enterprises LLC for 200 W. Market St was made by Kerry Mariano, seconded by Tim Wilhelm. Unanimous.

Borough Manager – Randy Miller

Randy's May report was distributed to Council for review:

Resolution 2023-21 – Adopting Act 44 Policy and Procedures – as a result of the uniform and non uniform pension plans audit. Policy and Procedures were attached to the agenda for council to review.

A motion to adopt Resolution 2023-21 adopting Act 44 policy and procedures was made by Kerry Mariano, seconded by Angie Hoptak-Solga. Unanimous.

OPD Rehabilitation – Bid Documents attached to agenda

Architect hired prepared bid documents that were forwarded to Solicitor Datte for review and are ready to be advertised.

CMMS Program Installed

Installed on Randy's computer

Started downloading information in order to start producing work orders

Hiring Seasonal Employees

Damian has used up his hours with his agency and is ready to come on board as an employee

Two other high school graduates were interviewed. Randy recommends hiring Kory Faust and Damian Leymeister.

A motion to ratify hiring Damian Leymeister and Kory Faust as Seasonal employees to work Monday thru Thursday seven hours per day was made by Ed Keyworth, seconded by Tim Wilhelm. Unanimous.

Job duties will be mowing, weed whacking, trash removal, restocking bathrooms and any other necessary minor work. Damian started about a month ago, and Kory will start on June 19th.

Bargaining Updates – (if available for Executive Session)

Business

Engineer – Dave Walasavage – Mike Bagas

Reports – Shannon Darker

Permit Reports – provided to Council for review

All Building Permits

Permits in May

Notice of Violations

NOV report provided to Council for review

Capital Improvements

Road Projects

- Industrial Drive – Phase 1 Environmental Study performed by United has been approved by PennDot. Awaiting environmental clearance from PennDot environmental unit.
- Easement – ROW plans have been approved. Signed plans have been sent to PennDot. Awaiting concurrence from PennDot prior to obtaining Waiver of Rights and Temporary Construction Easement sign off from affected property owners.
- Construction plans – Construction plans have been uploaded to URMS system for review and utility relocation clearance. Awaiting comments.
- 2 months starting time, coordinate with water/sewer
Sewer / Sanitary work is an extension
A discussion will take place regarding the utility work, costs and funding

North Wayne Street ADA Ramp Project

- Bids were received by the County on May 24th. The lowest bid from Heim Construction was greater than the grant amount. As requested, we provided the County with justification of the additional cost to attempt to obtain additional funding.
- Additional cost that exceeded the grant amount were due to full limits of paving both intersections due to previous stormwater improvements performed by the Borough.

Stormwater projects

900 W Market St

- We provided a plan and calculation review to the property owner's engineer for his stormwater application and calculations on 5/15/2023.
- The property owner had Biros on – site to clean, flush and televise existing storm system to create accurate plans of the existing utilities.
- We are currently awaiting revised plans and calculations as per our review letter

South Wayne Pipe Culvert

- The existing storm pipe across South Wayne Street is experiencing settlement in the street, beyond the curb in the ROW and also larger sinkholes on the adjacent Boyers Corporate Center property
- ARRO is working with Randy, the borough street crew and property owner on permitting and obtaining material and contractor prices to replace the pipe which carries an unnamed tributary of the Mahannon Creek.

Planner – Kevin Richards – report

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

- Final Application for Payment conditionally approved last month. Awaiting final certified payroll from Miller Bros prior to issuing payment; once cleared Alfred Benesch will submit their final application to the state and begin final closeout.
- Orwigsburg Masons Clock – Delayed until 2023. Installation of framing began last month. Masons coordinating with Ebinger Iron Works for railing installation. Coordination ongoing.
- Project Special Conditions approved by the State. Reimbursement payment of \$657,326.00 approved and received.
- Benesch will submit Payment Request No 2 upon final approval of last Application for Payment.

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

- Benesch coordinating with Veterans groups, Memorial Taskforce, and Blue Mountain Baseball league to finalize the project scope.
- Benesch progressing Environmental report and architectural feasibility report

Ridge Rd Park – Grant Agreement received

- 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 with DCNR
- Could bid in fall – construction early spring – final construction June 1st.

Blue Mountain Village

- Developer provided draft Highway Occupancy Plans for the proposed sewer and water to be owned and maintained by the Borough. Review to be completed by Benesch and Entech
- Need to address E & S
- Developer expects to submit revised Land Development plans within the next 30 days

Decatur St Stormwater design work – Benesch met with ARRO and Borough to determine potential progress. Stormwater Basin and connection to N. Perry Street anticipated to be included with USDA Memorial Scope of Work.

Flood mitigation efforts:

- Building Resilient Infrastructure and Communities (BRIC) grant – Awarded in early March: Awaiting Grant Agreement documentation.
 - Project would require approximate \$33,000 Borough match
- Hazard Mitigation Grant Program (HMGP)
 - Historical Impacts (attachment to agenda) determined by Federal Agencies. Mitigation required.
 - AD Marble provide scope of work (attachment) to complete abbreviated historical “survey” \$25,693.39 (attachment); reimbursable through grant. Potential motion next week depending upon awarding and property owner coordination.
 - Project would be completely funded by State and Federal money.
 - Borough can acquire the properties prior to scope being completed at appraisal costs
 - Survey done by property owner

Commonwealth Financing Authority (CFA) MultiModal Grant Application. Benesch progressing application for submission due by July 31, 2023. It is 100% state money. Asked for 1.1 million would get \$750,000 and do less sidewalk

Water/Sewer – Chris Cope – Report attached

Water

1. Lead Service Line Inventory
 - To date, the Borough has replaced over 300 meters and documented service line material for the above inventory.
 - Entech and Borough staff continue to research and collect information for PaDEP’s report deadline of October 2024.
2. Schuylkill Haven Interconnect
 - The Borough met with Schuylkill Haven and would like to move forward using bond funding. The water interconnect location is tentatively planned from N. Greenview Rd. to Seton Manor.

- Preliminary project discussions with DEP have occurred and permitting requirements have been received. DEP mandates that permits need to include a signed agreement between the Borough and Schuylkill Haven.
 - Borough is looking to combine a newly created Water Municipal Authority with the existing Sewer Authority
 - A site walk occurred on 5/25 for permitting, easement needs, and design notes. The project still needs a finalized agreement and gallons determination with Schuylkill Haven.
3. 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 approved. Entech is discussing a design/build approach with the Borough's solicitor. Less costly and more streamline.
4. 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 (\$340,760.65 total grant / \$51,114.10 Borough) was submitted on 12/02/22 for new Neptune smart water meters and software upgrades. Expect a response by mid-summer.
 - Attached is a quote of \$12,140 from Pittsburg Tank & Tower for the cleaning and internal inspections of both water storage tanks as well as the water plant's influent contact tank. Haven't been cleaned out for awhile. Perform a robotic inspection. Motion will be on next weeks agenda.

Sewer

1. 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 and will return during a dry stretch over the summer to complete
 - Borough still has older brick and block-lined manholes. Advanced Rehabilitation Technology provided a free demonstration lining on April 20th near Fishers Dam and completed (6) more manhole linings from 5/23/23 – 5/24/23. Invoice returned for correction.
2. Marshall Drive, Station Road, and North Warren Street Sewer Replacement
- PENNVEST application awarded for a total project amount of \$2,087,500 The grant will be in the Authority's name.
 - DCED H2O grant application that was submitted on 12/20/22 will be declined once all official PENNVEST approvals and funding documents are finalized
 - Current project schedule:

- i. Advertise for Bid – June 8, 2023
 - ii. Prebid meeting June 14th
 - iii. Bid Opening - July 6, 2023
 - iv. Bid Award (Borough Council) July 12, 2023
 - v. Executed Contracts, Bonds & Insurance from Contractors – August 9, 2023
 - vi. PENNVEST closing – August 30, 2023
 - vii. Notice to Proceed – September 13, 2023
 - viii. Construction – September 13, 2023
3. Wastewater Treatment Plant – Upgrade Project
 - Substantial completion (with outstanding punch list items) issued to ALL contractors.
 - Change-Order work to complete the installation of new gates and actuators is expected to begin on June 19th
4. North Manheim Township
 - Held a joint meeting on 3/31/23 to discuss possible future sewer connections from N. Manheim Twp. 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. The Borough’s water/sewer committee discussed growth options and possible Act 537 amendments. DEP visited the Borough for project information.
5. NPDES Permit
 - New Copper NPDES limits go into effect on 6/1/24
 - 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 offers spring/summer trial of MasterMet 9025 and MasterCat 4350 copper removal products for \$7,880.12. On-site presentation April 27, 2023
 - Council approved. PaDEP notice. On-base notification submitted as per DEP. Trial to begin in June
6. Sewer Rules and Regulation – Entech is working with the Authority on better defining the Borough’s sewer rules and regulations.
7. General Sewer Projects
 - The Borough purchased a CMMS (Computerized Maintenance Management System) through Antero Allmax. Entech to assist in population data for future tracking and inventory management
 - Sewer Flow Meters moved to MH15 (Ridge) and MH 101 (S. Wayne). Data was downloaded on 3/24/23.

Community Activities/Events

June Jamboree – June 8th 5pm to 8pm M & T Lot
Farmers Market – June 29th 4pm to 8pm M & Lot

Correspondence

Metz Properties LLC owner of 132 E. Market St sent a letter to Council requesting the borough waive \$3,343.31 for the water and sewer bill received on one of the units at 132 E. Market St and the borough only charge the minimum \$277.25 as in the past. This unit might have had a toilet leaking for a little more than a quarter and has been vacant for one year. 300,000 gallons went through the meter at that unit in about 3 ½ months' time.

(Letter is attached to minutes)

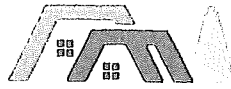
After a brief discussion, Council determined to have the Water and Sewer Committee review and make recommendation to council next week.

Next meeting is June 14, 2023, 7:00 pm

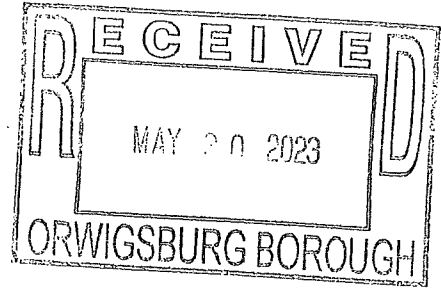
President Bubeck called an Executive Session at 7:42 pm to discuss Collective Bargaining Unit; no action will be taken after the Executive Session. The meeting was adjourned on a motion made by Tim Wilhelm, seconded by Ed Keyworth.

Respectfully submitted,

Sherry M. Edwards
Borough Secretary



METZ PROPERTIES
— L L C —
455 S Rt. 61
Schuylkill Haven, PA 17972
570-617-3899



May 26, 2023

Orwigsburg Borough
333 S. Liberty St.
Orwigsburg, PA 17961

RE: Account #02784

Dear Orwigsburg Borough Council/Manager/Mayor:

I am writing regarding a recent water/sewer bill for one of our properties located at 132 East Market Street in Orwigsburg.

In Q1 2023, it looks like one of our units that is not in use due to being a future remodel might have had a toilet that was running. This caused a water and sewer bill that was \$3,343.31. Again, in a unit that no one lived in for well over a year.

This building currently has 6 future remodel units and for the last 15 months we pay \$277.25 a quarter, but we use zero water, zero sewer and zero trash for these units. We just pay over \$1,200 a quarter to the borough but receive nothing in exchange for these units. So as you can imagine, this \$3,343.31 invoice is salt in the wound.

We kindly request this \$3,343.31 invoice be waived and the \$277.25 be owed as it has been in the past.

Metz Properties truly tries its best to be a great business partner to the people and borough of Orwigsburg and do whatever we can to improve the town; whether it is the platinum sponsor for borough day for \$1,000, \$500 to boy scouts, \$500 for kids fishing derby, t-ball teams, little league teams, fire company golf sponsorships, and endless projects spending millions of dollars to fix up some of the most well-known properties in this town. Not sure if any business or person committed so much capital to improving the town in recent years.

Enclosed you will also find a check in the amount of \$27,675 for 4 EDUs for 900 Market St. That is for 4 additional EDU's you requested we buy for a building that was on the sewerage and water system for several decades before we purchased the building. Last week we also sent around \$75,000 for permits based solely on what we are investing in the building. We realize for many this is not a lot of money, but this is substantial for our company and family.

We understand if you say no to this request. Please just have Randy call me directly and tell me they will waive this or tell me the borough will do nothing about this.

Thank you again for your consideration and thoughtful debate around this request.

Sincerely,

Bill Metzinger