

## **Work Session - Nov 01 2023 Minutes**

Wednesday, November 1, 2023 at 7:00 PM

Council Chambers

The Orwigsburg Borough Council met on Wednesday November 1, 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: Brock Stein, Tim Wilhelm, Ed Keyworth, Ed Winkelbauer, Kerry Mariano; Mayor Barry Berger; Solicitor Paul Datte; Borough Manager Randy Miller; Borough Secretary Sarah Celani

Absent: Angie Hoptak-Solga

Visitors: Chris Cope of Entech Engineering; Kevin Richards of Alfred Benesch; Mike Begis of ARRO Consulting; Fire Chief Scott Rarick of Orwigsburg Fire Department; Patrolman Brandon Bayer; Bill Knecht of 204 South Warren Street; Jim Leymeister of 200 Ronald Avenue

### **Announce Executive Session:**

President Bubeck announced that an Executive Session was held on October 11. Council came back into session and passed a motion to confirm that the Borough's zoning ordinance was deficient with regard to "Animal Husbandry" and authorized the Solicitor to prepare a curative amendment.

### **Agenda:**

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

### **Minutes:**

A draft copy of the minutes from the October 4, 2023 Work Session and the October 11, 2023 Council Meeting was provided to Council for review and comment.

### **Budget Review:**

Target Objective August - 83.3%

Revenue

Expenses

General Fund	87.7%	General Fund	92.8%
Fire Fund	97.2%	Fire Fund	27.7%
Water Fund	82.6%	Water Fund	92.9%
Sewer Fund	77.4%	Sewer Fund	90.5%
Sanitation Fund	84.3%	Sanitation Fund	87.7%

The 2024 Draft Budgets for the General, Recreation, Fire, Water, Sewer, Sanitation and General without Recreation Funds were provided to Council.

### **Maintenance Reports:**

#### Water/Sewer Report - Dave Teter

The October 2023 Water and Sewer report was provided to Council.

#### Sewer

- Draw down and cleaning on VLR1
- Filled VLR 1
- Met about how to proceed with cleaning and VLR
- Ran samples to lab a few times due to extra samples needed - train out of service
- Spoke with contractor about seals on VLR 1
- Worked on closing valves for VLR2
- Talked to Deb from Miller Environmental to figure out numbers for DMR
- Talked to Dean, Chris, and Allen Meyers people about VLR issues

#### Water

- Meter read work orders
- Called back in for leak at 101 Woodview
- 51 Meter appointments
- Meter paperwork
- Met about Industrial Drive project
- Met with contractor building home in Kings Court
- Met with owner of 339 South Liberty as to what needs to be done to get water service repaired
- Went over procedure for new hires
- Winterized Albrights
- Status meeting

#### Other

- Repaired sinkhole on Church Street
- PA 1 Call class
- Picked up aerator at Martin Electric
- Checked out Christmas trees
- Cut trees on South Franklin Street

#### Fire

Route 61 / South Liberty Street - MVA (1x.5hr)  
 MVA 700 Route 61 - nothing found (1x2.5hr)  
 Route 61 and Raring Drive MVA fluids down (1x.25hr)

#### Miller Environmental - September Report

Council received a copy of the October 2023 Activities Report for review.

#### Maintenance Report - Slade Bugajinsky

Council received the October 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 October 2023 Incident Report for review.

#### Fire Department - Scott Rarick

Fire Chief Scott Rarick presented the October 2023 Fire Chief Report.

22 Total Calls for the month of October 2023

196 Total Calls for 2023 YTD (January 1 to October 31)

125.5 Personnel Hours on Responses for the month of October 2023

1,127.66 Personnel Hours for 2023 YTD (January 1 to October 31)

98.75 Administrative Hours for the month of October 2023 - includes fire prevention

1,072 Administrative Hours for 2023 YTD (January 1 to October 31)

181 Training Hours for the month of October 2023

1,419.55 Training Hours for 2023 YTD (January 1 to October 31)

All Incident Types | Start Date: 10/01/2023 | End Date: 10/31/2023

<u>Zone</u>	<u>Incident Count</u>	<u>Personnel Hours</u>
FD07 - East Brunswick Township	2	6.76

FD18 - North Manheim Township	7	45.19
FD35 - West Brunswick Township	8	31.99
FD39 - Auburn Borough	1	7.15
FD56 - Orwigsburg Borough	3	25.96
Total	21	117.05

Completed state grant application for \$20,000.

#### EMS - Kurt Shelhammer

Personnel issues in the industry - EMT program in Pottsville School District - Blue Mountain and Schuylkill Haven looking to create their own programs.

#### **Public Comment:**

None.

#### **Solicitor: Paul Datte**

Curative Amendment to Zoning Ordinance - Solicitor Paul Datte is preparing a curative amendment for Borough's zoning ordinance. A formal resolution will be presented at next week's council meeting to identify portions of the ordinance that are being cured.

Amendment to Vacant Property and Rental Inspection Ordinance - Paul is suggesting a stand-alone ordinance rather than an amended ordinance due to provisions in the existing ordinance and property maintenance code/IPMC.

Stormwater HOP maintenance and indemnification agreement was presented for review - similar to Blue Mountain Village Subdivision Water and Sewer Agreement.

#### **Borough Manager: Randall Miller**

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

Zoning Hearing Board - Scheduling and advertising upcoming meeting to present results of the October 23 Zoning Hearing Board.

625 Red Dale Rd - Residents have filed appeals for Zoning (ZHB), UCC and IPMC. The Borough has established a UCC appeals board but at the current time, persons must be appointed as the board is vacant. Resolution 2023-25 names three individuals recommended as UCC

appeals board with staggered terms. Appointees must have expertise in building codes and construction and should be residents of the Borough, but not required. Dennis Campbell, Robert Carl, and Chris Bartush were recommended by Randy as appointees for the appeals board.

A 2024 budget discussion will be held next Wednesday prior to the regular council meeting. Council is considering reducing the number of meetings per month in 2024 to one. Donations to nonprofits are also being considered by Borough Manager Randy Miller and Council for next week's council meeting.

**Business:**Engineer's Report - Mike Begis*Road Projects*

1. Industrial Drive
  - a. Utilities – Plans for utility clearance have been uploaded to the URMS system and notification sent to the utility companies. ARRO met with the Borough Street Crew and Entech to discuss water and sanitary sewer conflicts and improvements. Due to the age of the water lines, their location in relation to the proposed storm improvements and type of material (PVC) the full replacement of the water lines from Lincoln Avenue along Industrial Drive and down Long Avenue were requested by the Borough and were included on the revised plans to be incorporated into the updated cost estimate. Additionally, the sanitary sewer was extended, and several service laterals were included to service future parcels. The current cost of the project is estimated at \$2,160,230.00.
  - b. Funding – ARRO prepared and submitted a draft pre-application and cost estimate to NEPA for additional funds. NEPA has indicated that some additional funds may be available. The above estimate will be forwarded and included with the new grant application to NEPA.
  - c. Environmental – The CE BRPA (Categorical Exclusions Bridge and Roadway Programmatic Agreement) has been approved by PennDOT.
  - d. Easement – ROW plans have been approved. Appraisals have been completed by PennDOT. Waiver of Rights and Temporary Construction Easements from affected property owners is in process.
  - e. Construction – latest construction plans and cost estimate will be forwarded to PennDOT for review.
2. North Wayne Street ADA Ramp Project: Heim Construction has completed the ramp installation and paving at the intersections. ARRO has notified the County for a final inspection.

*Storm Projects*

1. 900 West Market Street: ARRO performed a review of the revised stormwater plans and report and provided comments to the developer's engineer and are awaiting their response and final plans.

Manager Randy Miller added that Stormwater and Subdivision plans were presented to the Planning and Zoning Commission in October. The Commission was of the opinion that the originally presented plans should coincide better. Changes to the plans are being prepared and the Borough does not expect to see new plans in time for resubmittal before the November Planning and Zoning Meeting.

#### Planner's Report - Kevin Richards

1. Redevelopment Assistance Capital Program (RACP) update:
  - a. Awaiting State Agencies to provide schedule for final project closeout audit.
2. USDA Rural Development funding received for improvements to the Memorial. Project - \$750,000.
  - a. Benesch is coordinating with Veterans groups, Memorial Taskforce, and Blue Mountain Baseball league to finalize the project scope.
  - b. Environmental Report and Architectural Feasibility Report submitted to USDA for approval.
  - 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 is dependent upon League progress.
  - e. Various items have been procured using the COSTARS Cooperative Purchasing Program.
3. Ridge Road Park – Grant Agreement was 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. Flood Mitigation Efforts:
  - a. Building Resilient Infrastructure and Communities (BRIC) Grant: Awaiting Grant Agreement documentation.
    - i. Project would require an approximate \$33,000 Borough match.
  - b. Hazard Mitigation Grant Program (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.
- 5. SALDO Projects
  - a. Blue Mountain Village
    - i. Highway Occupancy Permit (HOP) plans for water and sewer reviewed by Entech. Awaiting resubmission.
    - ii. Discussions ongoing regarding Final Development Agreement and Land Development submission timeline.
  - b. Solar Project: Zoning Hearing Board held October 23 for Special Exception. No decision was presented at the current time.
  - c. Fire Station Project Subdivision and Land Development.
  - d. 900 West Market Street Subdivision. Comments provided. Awaiting resubmission.

#### 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. A meeting between Orwigsburg and Schuylkill Haven occurred on September 22. Discussions are ongoing to define usage amounts and agreement lengths.
  - b. Design parameters and survey work is completed. Base drawing and easement acquisition work have begun.
  - c. Water quality sampling will be required by both Boroughs for permitting approvals.
- 3. SCADA Upgrade
  - a. Entech and Borough staff met with Keystone Engineering on August 15 for an on-site visit so Keystone can provide a phased-project scope with a cost estimate for the Borough to review.
  - b. Keystone's estimated cost for a complete SCADA overhaul with new panels, panel equipment, and programming is estimated at \$508,000. The Borough will look to bid this project.
- 4. Blue Mountain Development
  - a. Entech reviewed Land Development Plans.
  - b. Revised HOP plan submitted for review. Most recent revisions were forwarded to Entech on September 12. Entech sent a review letter on October 5.
- 5. General Water
  - a. The supplier of Liquid *Sodium* Permanganate visited the treatment plant on January 9 to change from the currently used dry product (Potassium Permanganate). Revised quote with two pumps, tubing, transfer pump, install assistance, and four visits/year for \$10,000 - \$11,000. DEP Permit Modification application work is ongoing.

- 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 NaMnO<sub>4</sub> to remove iron and manganese. Use of a true corrosion inhibitor, SLI-5216 (Zinc Orthophosphate) will help reduce copper levels in the wastewater and protect the interior degradation of the water mains. The estimated cost is \$17,500/year. DEP Permit Modification application work is ongoing.
  - c. DCED (Department of Community and Economic Development) Small Water/Sewer Grant (\$340,760.65 total grant/\$51,114.10 Borough) was submitted on December 20, 2022 for new Neptune smart water meters and software upgrades. The next CFA (Commonwealth Financing Authority) meeting is now November 21, 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 three tank inspections on August 23. Cleaning could not be completed because of the interior cathodic protection. Quotes for tank sediment cleaning:
    - i. Pittsburg Tank and Tower - \$12,985 quote (tanks would need to be drained)
    - ii. Aqueous (Formerly Underwater Solutions) - \$8,572 quote
    - iii. Integrity Aquatic - \$17,416 quote
6. The Water/Sewer Committee approved a Borough-wide leak detection study from Dave Bonkovich for \$8,400 (not-to-exceed). Mr. Bonkovich will begin working with Mr. Teter on isolating and testing the plastic water line from Well #1 to the Treatment Plant.
7. DRVBC
- a. Entech has completed follow-up questions to DRBC (Delaware River Basin Commission) for the Ground Water Withdrawal Application. Awaiting final docket approval at DRBC's fourth quarter hearing and business meeting.
  - b. Docket language states that groundwater withdrawals shall be metered within 5% accuracy. Cost to replace meters at Well #1 and Well #2 = \$7,490.00 quote

#### Sewer

1. CCTV and Subsurface repairs
- a. The majority of the contracted lining and grouting work is completed.
  - b. 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.
  - c. Standard Pipe Services (now Insituform) has not been responsive.
  - d. Final Pay Application request is for \$25,973.71. A reduction has been requested. Original contract \$294,000. Estimated remaining amount is \$115,000.
  - e. Estimated costs for the remaining Long Avenue work.



- i. Grouting with bypass \$7,000/Grouting with 5' lateral lining (and bypass) \$45,000
  - ii. This will result in RFP/bid requirement per Randy and Paul.
- 2. Marshall Drive
  - a. PennVest grant awarded for a total project amount of \$2,087,500.
  - b. The low bid submittal was received on July 10 for \$2,243,350.00. Letter of Recommendation for approval to Pact One, LLC for the above amount. As approved at the July meeting, bond monies will be used for the remaining project amount.
  - c. Project Schedule
    - i. PennVest Closed - September 14
    - ii. Pre-Construction held - October 3
    - iii. Construction - November 2023 - Spring 2024
- 3. Wastewater Treatment Plant Upgrade
  - a. Substantial completion (with outstanding punch list items) issued to all contractors.
  - b. Actuators and Gates are on-site. VLR Tank #1 is cleaned.
  - c. Change Order work will require additional by-pass pumping. PaDEP was notified by email on July 20. Extra samples are being collected as per DEP.
  - d. Keystone Pump and Power approved quote at July Council Meeting for \$4,770.80.
  - e. Nearly 200 tons of grit were removed from VLR Tank #1. Cleaning, hauling, disposal, and contractor costs are attached and will be included in Change Order #5 from Phase 1 for \$213,568.69.

Tim Wilhelm motioned to approve change order costs to clean VLR tank #1 for \$213,568.69; the motion was seconded by Ed Winkelbauer. Unanimous. Motion carried.
- 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. Entech is working on a cost proposal to upgrade the Borough's Act 537 Plan. The Borough is potentially eligible for a Sewage Facilities Planning Grant to assist with these expenses.
- 5. NPDES Permit
  - a. New Copper NPDES limits go into effect on June 1, 2024.
  - b. Process Masters returned on Monday October 30 to reduce the dosage to 10 ppm and improve the entry point location for improved mixing.

6. Sewer Flow Monitoring

- a. One Borough portable flow meter is not working. The (initial) repair cost from Hach is quoted at \$2,239.04. EPA offers free flow monitoring services and the Borough is on the waiting list.

**Community Activities/Events:**

*St. Paul Soup Sale* - Saturday November 4, 8:30 am to noon, M&T Lot

*COG* - Thursday November 9, 7:00 pm, Council Chambers

*Veterans' Breakfast* - Friday November 10, 8:30 am, Veterans' Memorial

The next Council Meeting is November 8, 2023 at 7:00 pm. There will be a Committee of the Whole meeting to discuss the 2024 Draft Budget.

**Correspondence:**

Council received a thank you letter from Jamie Barton for allowing his team to host their Senior Expo in the Veterans' Memorial.

**Executive Session:**

No Executive Session will be held following the meeting.

**Adjournment:**

A motion to adjourn the meeting at 7:43 pm was made by Ed Winkelbauer, seconded by Ed Keyworth.

Respectfully Submitted,

Sarah L Celani  
Borough Secretary