

**Orwigsburg Borough Council**  
**Work Session**  
**March 1, 2023**

The Orwigsburg Borough Council met on Wednesday, March 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; Councilors: Kerry Mariano, Tim Wilhelm, Ed Winkelbauer, Ed Keyworth. Mayor Barry Berger; Solicitor Paul Datte; Borough Manager Randy Miller; Borough Secretary Sherry Edwards.

Absent: Angie Hoptak-Solga, Brock Stein

Visitors: Utility Supervisor Dave Teter, Mike Begis of ARRO, Brad Miller of Fire Company, Bill Knecht of 204 S Warren St; Jim Leymeister of 200 Ronald Ave; Officer Bryce Lewis; Kevin Richards of Alfred Benesch; Chris Cope of Entech Engineering.

**Minutes:**

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

**Budget Review**

Target Objective February 16.2%

|                         |       |                          |       |
|-------------------------|-------|--------------------------|-------|
| General Fund Revenue    | 8.0%  | General Fund Expenses    | 17.1% |
| Fire Fund Revenue       | 7.8%  | Fire Fund Expenses       | 2.0%  |
| Water Fund Revenue      | 20.9% | Water Fund Expenses      | 9.4%  |
| Sewer Fund Revenue      | 19.3% | Sewer Fund Expenses      | 8.6%  |
| Sanitation Fund Revenue | 20.3% | Sanitation Fund Expenses | 16.7% |

**Maintenance Reports**

**Water/Sewer – Dave Teter**

Dave presented the February report:

**Sewer**

-Sewer Authority meeting

-Roto Rooter for cleaning and tv Mifflin Street and Margaret Ave – Cleaned and tv'd Mifflin St to verify large root system; dye tested lateral, roots are not in lateral, looks to be a T with no back on it for a lateral that was never installed. Margaret Ave: jetted and tv'd, another sewer backup said to be on the borough side but found out there is a 1" root going through lateral; not boroughs responsibility.

-Run to Sigma Controls for level transducer and install it

-Moyer instruments here for scum pit calibration and rain gage install

- Install 2 decanter cranks – not part of the upgrade project
- Moyer Instruments here for calibrations
- Finish repair on dig 2 decanter
- Level out sludge in dig 2 & 3
- Look for pictures of valve on dig 3
- Move Sewer flow meters -Ridge Rd and S Wayne St
- Empty digester 3 for repair – dug by a contractor due to power lines in the area

### **Water**

- 8 PA One calls
- Contractor- GC Electric here to finish repair heat traces
- DM2 here to look at all water, sewer and tank locations for cameras
- Tighten packing on EFF pump 2
- Take down scaffolding – new staircase installed
- NSI here for annual maintenance
- Call out for filter alarms
- Install valve to filter 2 surface wash line
- The pump guys here to repair surface wash valves
- Generator PM at water plant
- Fabtec here to construct steps/platform
- Work on tier 2 report
- Talk with PPL rep about water shut off
- 3 meter apts and paperwork
- 3 final reads

### **Fire**

- 123 W Rausch Rd – AFA (1 x .5 hr)
- 302 S Liberty MVA (1x.5 hr)
- 17 Big Oak Lane – Cardiac Arrest (1 x 1 hr)
- 76 N Greenview De – MVA fluids down (1 x 1 hr)

Flow meters have been moved to: Manhole on Ridge Rd up from Marshall Dr and manhole in front of 417 S Wayne St.

### **Miller Environmental January Report**

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

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

Council received the Man Hours, Vehicle Equipment, February Daily reports, Maintenance Budget and 2023 Work Planning draft and timeline, Stormwater projects and Paving Projects for review.

**Fire Department – Scott Rarick**

Brad Miller presented the February Fire Department report as of February 25<sup>th</sup>:

18 Total calls for February  
30 Total call year to date  
104.29 Personnel hours on responses for February  
192.73 Personnel hours on responses year to date  
140.50 Administrative hours for February  
192.50 Administrative hours year to date  
203.50 Training hours for February  
338.80 Training hours year to date

| <u>Zone</u>             | <u>Incident Count</u> | <u>Personnel-hours</u> |
|-------------------------|-----------------------|------------------------|
| East Brunswick Township | 4                     | 10.44                  |
| North Manheim Township  | 4                     | 38.62                  |
| West Brunswick Township | 6                     | 34.41                  |
| Orwigsburg Borough      | 2                     | 8.30                   |
| Hamburg Borough         | 1                     | 12.40                  |
| Port Clinton Borough    | <u>1</u>              | <u>0.12</u>            |
| Total                   | 18                    | 104.29                 |

**EMS – Kurt Shelhammer**  
No report

**Public Comment:** None

**Solicitors Report – Paul Datte**

Ordinance for MUA Lease Agreement

-Proposed Ordinance 456 to approve new Municipal Authority Lease with the Borough. Updated to include reference 2020 bonds; include in ultimate submission to PennVest. Added provision that permits ordinance to be amended in the future by Resolution. Ordinance has been advertised; notices have been posted; ordinance is in position to adopt at next weeks meeting.

-Ordinance for Zoning Amendment P & Z Recommendation  
Council consideration to authorize preparation for advertising amendments to the Zoning Ordinance. Amendments include:

Accessory Structures and Building and Lot coverage – clarification on requirements  
Definition of tennis courts change to recreational courts  
Add in section for Solar Energy Systems

Amendments presented to Council; has been recommended for approval by the Planning Commission at their February meeting. Vote to move process forward at next weeks meeting. Draft will need to be forwarded to the Schuylkill County Planning Commission for review and comment. A public meeting will be scheduled for the May meeting.

Executive Session will be held at the end of the meeting to discuss 2 possible litigation matters. One matter might require action by council after the Executive Session.

### **Borough Manager – Randy Miller**

Council received Randy's report for review

### **Appointment to Blue Mountain Recreation**

Blue Mountain Recreation vacancy from Katie Bedway's resignation  
Email chain between possible members and Blue Mountain Recreation was given to Council  
President Rick Bubeck expressed his interest in serving on the Blue Mountain Recreation board

Blue Mountain Recreation has requested to appoint another member of Borough Council to the board which was how it was always done in the past.

Resolution 2023-17 to appoint Rick Bubeck to the vacancy left by Katie Bedway's resignation will be on next weeks agenda.

### **BMR funding request:**

Designate \$40,000 for the borough's match for the Ridge Road Park Project from borough's portion of Blue Mountain Recreation funds. Current balance is \$58,000 balance.

### **Federal USDA Grant – Congressman Meuser \$750,000.00**

Council discussion – Kevin Richards has been working on the budget.  
Proposed budget to be provided  
Discussions are ongoing on completing the Memorial Building

### **F-750 Specs and pricing**

2024 F-750 spec distributed to council  
Pricing for F-750 Chassis – includes upfitting: \$159,443.00  
Storks Plow quote - \$7,500

Randy's recommendation is council approve to get the process going: truck ready by end of 2<sup>nd</sup> quarter this year and delivered to EM Kutz for upfitting.

A motion to approve purchase of 2024 F-750 Ford Diesel truck for \$159,443.00 includes Storks plow quote was made by Ed Winkelbauer, seconded by Ed Keyworth. Unanimous.

### **Planning Commission Member not attending**

A member of the Commission has not attended (Chuck Rickets) in over a year – recommendation is to replace with a new member. Council to consider.

### **Form a separate Water Authority or merge Water into the current Orwigsburg Municipal Authority**

Randy explained Bums Rush (655 Route 61) sewer issue drilling under Rt 61 to eventually receive at the sewer plant. Along with servicing homes in North Manheim Township. North Manheim Township and the Borough does have an agreement for the borough to serve as a sewer receiver.

Randy also discussed the potential cross-connect with Schuylkill Haven Borough and the Looping system for Kimmels Rd and Red Dale Rd. To accomplish the borough will need to create a water authority or change the current authority to incorporate water.

### **Old Borough Hall – Police Department Renovations**

Bid specification to prepare and advertise for public bid – costs in excess of \$21,000.00 and entails prevailing wage – adding a lot of costs to renovations. Randy looking for direction from Council. Chief McDonald does have rough estimates (no plans) from general contractors based on what he would like to see done.

The revitalization committee will be involved to oversee project.

### **Traffic Light (Washington & Market) and 3-way Stop (Lawrence and Market) –**

Person called in again asking for update on the traffic light at Washington St & Market St. He was told this would require a traffic study and we would need to prove this intersection warrants a traffic light.

The concerned citizen also requests a 3 way stop sign at Lawrence St and E Market St.

Rhodes Development did do a study that determined Lawrence St and E Market St does not warrant a 3 way stop sign or traffic light at Washington & Market.

In the future it may require a stop sign when activity picks up; Council will address at that time. Officer Lewis did note there are no high crash volume at any borough intersections.

**SCMA Committee** to meet on Monday March 6 – expecting a response tomorrow, SCMA meeting is tonight.

### **Borough 2023 Events Calendar**

|                                       |  |
|---------------------------------------|--|
| April 1 <sup>st</sup>                 | Egg Hunt – 12 Noon – Albrights Woods     |
| May 6 <sup>th</sup> & 7 <sup>th</sup> | Fishing Rodeo 8 – 2                      |
| May tbd                               | Community Yard Sale 8 – 4<br>(rain date) |

May 29<sup>th</sup> Memorial Day Parade 8am  
June 8<sup>th</sup> June Jamboree – M & T Lot 5 – 8  
August 1<sup>st</sup> National Night Out – M & T Lot 6 – 8  
September 9<sup>th</sup> Heritage Day – 9 – 4  
October 25<sup>th</sup> Halloween Parade – 7  
(rain date Oct 26<sup>th</sup> )  
October 31<sup>st</sup> Trick or Treat 6 – 8  
November 25<sup>th</sup>  
To Dec 2<sup>nd</sup> Small Business Week  
December 2<sup>nd</sup> Festival of Lights – 4:30

## **Business**

### **Engineer – Dave Walasavage – Report**

Council received a copy of Shannon Darker's reports  
Permit Reports  
Notice of Violations  
Rental Properties – Inspections

### **Industrial Drive**

- Awaiting a timeline from PPL regarding utility pole relocations
- Water line adjustments to avoid storm inlets and sanitary sewer extension will be included in construction plans.
- Final easement/ROW plans have been submitted to PennDOT. Awaiting timeline for appraisals
- Phase 1 environmental study performed by United Environmental has been forwarded to PennDOT. Awaiting environmental clearance.
- Action Item for next week – Payment of United Environmental invoice \$6,400.00

### **Storm water projects**

- N Wayne St – County awarded the CDBG ADA ramp grant for the ramps on N Wayne at Cherry and Mifflin Sts. Survey to design the associated storm repairs and ramp design is beginning. To be surveyed next week. The County will be in charge of the bidding process.  
Test pits dug to determine the depth of and size of existing storm pipe; materials ordered.
- North St – The Borough crew, ARRO and Benesch met on site to review storm improvements on and above North Street. Installing an inlet and cross pipe under North Street.

### **Planner – Kevin Richards Report**

- Redevelopment Assistance Capital Program (RACP) update for Veterans' Memorial Building  
Original scope of work complete, excluding potential Change Order for exterior work

- Orwigsburg Masons Clock – Delayed until 2023. Coordination ongoing. Installation of framing is completed.
- Change Order for final exterior site work provided by Miller Brothers. \$32,971.10 for concrete pad, sidewalk, drainage tie-ins, grading, fill, E & S, topsoil, stabilization. \$5,670.65 drainage credit due to reduction of scope.
- If approved, this will be final change order (#12) to reach full reimbursable amount of grant funding. Change Order amount - \$27,120.45 total project \$752,700.00 – above by \$2,700.00 which is not reimbursable.
- Decrease size in concrete pad to lower total project costs to \$750,000.00.

**Ridge Road Park** – Grant Agreement received

- Payment Request submitted to DCNR for 50% of Grant Award - \$57,000
- DCNR reviewed and provided comments on Land donation. Benesch and Solicitor Datte are coordinating. Might need another appraisal.
- Purchase for equipment progress through COSTARS program
- Can use Blue Mountain Recreation monies as the Borough match for \$40,000.

**Blue Mountain Village**

- Highway Occupancy Permit (HOP) for main roadway improvements submitted to Borough. Benesch provided review letter
- Developer's Engineer requested authorization to submit utility HOPs on behalf of the Borough. Borough is awaiting submission of plans for review prior to issuing authorization
- NPDES Permit submitted to Conservation District

**Decatur St Stormwater design work**

- Benesch met with ARRO and Borough to determine potential progress
- Three parts:
  - Flow coming down Decatur St – convey under North St
  - Stormwater improvements on vacant lot behind Bartush – possibly incorporate in with the USDA funding
  - Open dialog with school – joint effort to reduce some stormwater issues

**Flood mitigation efforts** – Awaiting award announcements.

**The Planning Commission** met February 15 to progress potential Zoning Changes: Accessory structures, Building/Lot coverages, Solar Energy Systems. Recommended to Council. Council received a copy of the draft ordinance.

**LSA grant** - Commonwealth Financing Authority to meet March 16<sup>th</sup>.

**USDA Rural Development funding** received via Congressman 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. Meeting with local groups and officials to narrow down scope and budget.

Senator Bob Casey has opened applications for Community Project Appropriation funding. Applications due March 18, 2023 at 2am. Possibly apply for Police Station. Solicitor Datte will look into it.

## **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 next regularly scheduled CFA meeting is March 16<sup>th</sup>. The Borough can begin preliminary engineering work but no permitted is allowed.
- Action Plan is finalized and was reviewed at the November Committee Meeting

#### **General Water Projects**

- The scaffolding at the water plant has been replaced with a fixed staircase and platform
- Supply for liquid sodium permanganate is currently on a six-month delay due to a fire at manufacturing facility. Liquid permanganate will replace the existing dry product that is manually mixed.
- Working with Shannon Chemical on a possible corrosion control product change to help reduce copper levels in distribution system.
- 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

#### **SCADA Upgrade Study**

- Received PLC report from Keystone. Will incorporate and complete Phase 1 (study) in the beginning of March.

### **Sewer**

#### **CCTV and Subsurface Repairs**

- Majority of the contracted lining and grouting work is completed
- Crew to assist Dave Teter With a collapsed lateral location on Albert Dr
- The remaining laterals on Long Ave need to be grouted before lateral lining can occur. Expect grouting crew to be back on Monday, March 6<sup>th</sup>.
- Possible manhole rehabilitation with a portion of the remaining contract money.
- Receiving quotes for (6) manholes to be lined.



### **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 Authority's name.
- Award announcement is expected on April 19<sup>th</sup>
- 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.
- Hirneisen Payment Application #4 – Phase 2 for \$20,265.30 for the completion of the electrical work in Phase 2, less retainage monies. Entech recommends approval.
- Hirneisen Payment Application #5- Phase 2 for \$12,908.30 for final payment of the outstanding retainage balance. Entech recommends approval.

### **General Projects**

- Heat trace and thermos control repair work and new motor for exhaust fan completed.
- Reviewing companies for potential maintenance tracking software
- Quotes received for contractor assistance to repair/replace digester plug valve

### **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. Keeping copper from leaching the distribution system and increasing the limit.
- Process Masters quoted a spring/summer trial of Master Met 9025 and MasterCat 4350 copper removal products for \$8,000.

### **Chapter 94 Report**

- The annual PaDEP Wasteload report is due on March 31, 2023. Draft copy given to Borough for review

### **Sewer Rules and Regulations**

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

### **Community Activities/Events**

Egg Hunt April 1<sup>st</sup> @ Noon at Albrights Woods

### **Correspondence – None**

Next meeting is March 8, 2023 @ 7:00pm

Council recessed to executive session at 8:03 p.m. President Bubeck called the meeting back to order at 8:40 p.m.

Tim Wilhelm made a motion to authorize the Code Enforcement Officer and the Solicitor to pursue all available remedies to compel the owner of the property at 615 West Market Street, Orwigsburg, to address code violations, provided that any remedy requiring demolition of the property by the Borough would require further action of Council. This motion was seconded by Ed Winkelbauer. The motion passed with all council members present voting in favor unanimously.

With no further business, Council President Bubeck adjourned the meeting at 8:42 p.m.

Respectfully submitted,

Sherry M. Edwards  
Borough Secretary