

Orwigsburg Borough Council
Work Session Meeting
August 2, 2023

The Orwigsburg Borough Council met for their Work Session on Wednesday, August 2, 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; Vice President Brock Stein. Councilors Ed Winkelbauer, Ed Keyworth, Kerry Mariano, Angie Hoptak-Solga.
Absent: Mayor Berger; Tim Wilhelm.

Visitors: Chris Cope Entech Engineering, Mike Begis, Fire Chief Scott Rarick, Jim Leymeister 200 Ronald Ave, Patrolman Pat McBreen, Chris Bentz of Alfred Benesch; Bob Shappell of 680 S Liberty St.

Minutes

Council received a draft copy of the minutes from the July 12, 2023 Council meeting for review.

Budget Review

Target Objective July – 58.1%

Revenue		Expenses	
General Fund	65.8%	General Fund	61.0%
Fire Fund	77.0%	Fire Fund	8.9%
Water Fund	58.5%	Water Fund	52.2%
Sewer Fund	55.5%	Sewer Fund	48.0%
Sanitation Fund	61.1%	Sanitation Fund	59.8%

Maintenance Reports

Water/Sewer – Dave Teter

July 2023 Water and Sewer Additional work done

Sewer

Change greasers
PSI back for more wiring
Met with Ben to go over Mifflin St job
Met with Brian to talk about pushing off dump
Talk to process masters about chemical level.
Call about bid opening
Excavation tech to dig sewer line on Mifflin Street

Found to be different than thought TVed and found to be home lateral on South side
Try and get data from sewer flow meters.

Water

45 meter appts
Pump Guy here for PRV maintenance
Final read
8 meter reads
Kohl brothers for pump issues
Progress meeting
Trouble shoot issues with PRVs and flows for filter rate and backwash rate.
Manually backwash all filters to regain flows
Talk to rep and try and get him here asap
Pump man here to put in new valve and replace pilot controls
Excavation tech hit service line and had to lower flow to shut off service to home
Work on Scada system with Keystone
Issues with 339 S Wayne St turning on water
Try and find and order parts for water SCADA computer
Check for water leak at clearly clean
Replace backflow valve on eff pump 1
- try new modem on SCADA computer and talk with Keystone
Stop and talk with Frank Snyder about new connection
Met with rep for valve exerciser/ hydro excavator
Run to Seton Manor to get information on contact person for survey for inner connection

Other

Help with blacktop
Repair railing at lower field at memorial
Oil on roadway clean up
Help with clean up at Memorial

Fire

875 N Washington St- Lift Assist (1 X .25hr)
423 W Market St- Lift assist (1 x .25hr)
1000 Seton Dr - AFA w/ Water flow (1 X .5 hr)
Cardiac arrest at Schaeffers HD with Flight (1X1hr) (Was a Save walking within 3 days)

Miller Environmental Report

July 2023 Activity report for plant operations was provided to council

Streets, etc – Slade, Devin

Council received Maintenance Department reports for review
○ Maintenance Report

- Man-hours
- Vehicle & Equipment
- July Dail Reporting

Police Report

The July 2023 Police Incident Report was provided to Council

Fire Department

Fire Chief Scott Rarick presented the July report:

21 Total Calls for the month of July 2023
132 Total Calls for 2023 YTD (January 1 to July 31)
103.88 Personnel Hours on Responses for the month of July 2023
759.90 Personnel Hours on Responses for the year 2023 YTD (January 1 to July 31)
31.00 Administrative Hours for the month of July
893.25 Administrative Hours for 2023 YTD (January 1 to July 31)
49.00 Training Hours for July 2023
1095.80 Training Hours 2023 YTD (January 1 to July 31)

All Incident Types | Start Date: 07/01/2023 | End Date: 07/31/2023

<u>ZONE</u>	<u>INCIDENT COUNT</u>	<u>PERSONNEL-HOURS</u>
FD18 – North Manheim Township	3	10.49
FD35 - West Brunswick Township	4	14.35
FD39 – Auburn	1	0.92
FD40 – Shoemakersville	2	16.84
FD42 – Deer Lake	1	13.53
FD56 - Orwigsburg	10	47.75
TOTAL	21	103.88

Notes / Upcoming Events

Ordered Pierce Rescue Engine – delivery expected 3rd quarter of 2026 or 1st quarter of 2027
Poker Run – October 14th
Scott Reichart completed the Engineer program

EMS – Kurt Shelhammer

No Update

Public Comment – None

Solicitor's Report – Paul Datte

Ordinance #458 for Cable Franchise Agreement – renewal of existing Comcast Cable Franchise Agreement. 10-year agreement – 5% Franchise fee – substantially similar to existing agreement. Public Hearing was conducted this evening. No public comment received. New agreement adds several categories that the franchise fee would apply.
Solicitor Datte recommends adopting ordinance this evening.

A motion to adopt Ordinance #458 Comcast Cable Franchise Agreement was made by Ed Winkelbauer, seconded by Brock Stein. Unanimous.

There will be an Executive Session to discuss a litigation item.

Borough Manager – Randy Miller

Council received Randy's report for review and comment

Police Department Bid

Bids received – Bid Results

Heim Bid – Base bid \$339,533.00

Option 1 \$1,864.00

Option 2 \$12,222.00

Option 3 \$2,325.00

L & K Bid – Base bid \$387,136.00

Option 1 \$1,917.00

Option 2 \$12,571.00

Option 3 \$2,902.00

Option 1 Holding cell floor drain

Option 2 Holding cell plumbing – toilet and sink

Option 3 Existing bathroom retrofits

Recommendation letter from the Architect recommends accepting the low bidder. Letter was provided to council for review. Approve low bid contingent upon receiving grant for additional funds to offset the costs.

Amount remaining from building purchase (borough office) loan is \$62,000. Potential \$250,000 grant could be applied for.

Both bids include replacement of wiring.

Randy recommends Council take time to review bids for next weeks meeting.

Valve Exerciser – Golden Equipment

DEP has put out a requirement that all municipalities with water systems must inspect their water systems and prove that there are no lead service lines going into any establishments in the borough. We continue to research old records to prove we have ordinances in place; meter change outs that we can confirm connections on both side of meter are not lead services. DEP

requires multiple level of containment. One DEP mandatory require is you must perform a series of drilling to determine what is in the street underground is not lead.
We need to dig up street or bore down to verify if lead exists.

A quote was received from Goldens for a Valve Exerciser for \$45,000 for use in the search of lead service lines. This machine will allow for penetrative digs to the water service to help determine lead or no-lead service lines per the DEP directive. Machine can also be used to clean out catch basins. It will also be used for exercising valves – Quote attached to agenda – machine has been reduced by \$5,000.

President Bubeck has witnessed this machine's capability a few years ago on Eisenhower Dr to exercise valve and there were difficulties and feels the machine did not do a real good job.

Goldens was asked to perform a demo but they denied our request, they said they already gave us a demo a few years ago.

Zoning Amendments

A number of issues presently exist regarding zoning.

Signs are not allowed in Residential district; in the case of 900 W Market St located in the RE District. Submitted a sign permit but was denied. To resolve:

Seek variance through Zoning Hearing Board

Change Zoning so structure no longer in RE District, change to Commercial District

Change descriptions in RE District to allow for signage

Randy recommends this item to be presented to the Planning Commission and do a borough zoning review.

Business

Engineer – Dave Walasavage – Engineer Report – Mike Begis

Reports – Shannon Darker Inspections

Permit reports provided to Council for review

- All Building Permits
- Building Permits for July
- Notice of Violations – Councilor Mariano noted – The Long Ave NOV was given a 30 day extension due to health issues.
- Rental properties
 - Family Occupied
 - By Owner
 - Change of Occupancy
 - Failed inspections

Road Projects

Industrial Drive

- Environmental – The CE BRPA (Categorical Exclusions Bridge and Roadway Programmatic Agreement) has been approved by PennDOT.
- Easements – 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 – Latest construction plans and cost estimate 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.
- Additional Funding – ARRO met with NEPA to discuss additional funds due to the current cost estimate. They have had several projects in the same situation with the rising cost of construction, and they recommended for us to submit an application for additional funds which we will do. NEPA will then submit to DCED on October 1st. Additional commitment of Borough funds would be favorable to receive additional grant money.

North Wayne Street ADA Ramp Project: The pre-construction meeting with the Borough, ARRO and Heim Construction was held on July 11th. Tentative construction start date is schedule to begin on August 7th.

Storm Projects

- 900 Market Street: 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 for the existing utilities. We are currently awaiting revised plans and calculations as per our review letter.
- South Wayne Pipe Culvert: The existing deteriorated storm pipe across the Boyer's property adjacent to South Wayne Street has been replaced. The contractor also cleaned up the swale and planted grass on the stream banks.

Planner – Chris Bentz - Planner Report

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

- All work completed and Applications for Payment have been finalized
- Orwigsburg Masons Clock – Installation of clock delayed. Framing and railing have been installed. Coordination on going
- Benesch will submit Payment Request No.2 (final) upon receipt of cancelled checks from Borough

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
- Meeting proposed between Borough and Baseball league to determine specifics of funding, schedule, maintenance agreements, etc. Schedules being coordinated
- Various items have been procured using the COSTARS Cooperative Purchasing Program – chairs and stage for an event to be held but was cancelled
- Portion of project to be publicly bid. Anticipated schedule would be to bid over the winter and begin construction in Spring 2024.

Ridge Road Park – Grant Agreement received

- 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 weeks timeline for review)
- Anticipated Project Timeline: Bid over the winter and begin construction in Spring 2024

Blue Mountain Village

- Highway Occupancy Permit (HOP) plans for water and sewer being reviewed by Entech
- Discussions ongoing regarding Final Development Agreement and Land Development submission timeline Revised plan to be submitted

Flood Mitigation Efforts

- Building Resilient Infrastructure and Communities (BRIC) Grant – Awarded in early March: Awaiting Grant Agreement documentation
 - o Project would require approximate \$33,000 Borough match
- Hazard Mitigation Grant Program (HMGP)
 - o Historical Impacts determined by Federal Agencies. Mitigation required
 - o AD Marble provided scope of work to complete abbreviated historical survey: \$25,693.37; reimbursable through grant. Conditionally approved.
 - o Project would be completely funded by State and Federal money
 - o Coordination ongoing with PEMA/FEMA to accelerate project timeline to release funding
- Commonwealth Financing Authority (CFA) Multi-modal Grant Application, Benesch submitted grant application on July 27, 2023

Water/Sewer – Chris Cope – Report

Water

Lead Service Line Inventory

- Entech and Borough staff continue to research and collect information for PaDEP's detailed lead inventory report deadline of October 2024

Schuylkill Haven Interconnect

- Borough is looking to combine a newly created Water Municipal Authority with the existing Sewer Authority
- DEP contacted and information for future permitting received. An on-site walk-through occurred on 5/25 for permitting, easement needs, and design notes. Modeling showed no need to expand 6" lines in the vicinity
- Support letter from Schuylkill Haven received. Draft agreement completed. Need gallons determination. Borough daily usage is approx.. 150,000 gpd.
- Design parameters completed. Survey request letters sent to property owners. MGM and PPL responded. PPL encroachment application signed and approved. PPL requests notification when on-site and future plan details. Awaiting Seton Manor response.

SCADA Upgrade Study

- Entech submitted SCADA Study to Committee on 3/29/23. EWO for Phases 2 and 3 presented and approved at the April Council meeting.
- Entech held a conference call with Keystone Engineering to present the SCADA Study for their review. Entech requested a phased-project scope with a cost estimate for Borough review. Discussed shut-down time concerns. On-site visit is scheduled for August 15th.

Blue Mountain Development

- Entech reviewed Land Development Plans
- Developer submitted revised HOP plans for review

General Water Projects

- The supplier of Liquid Sodium Permanganate visited the treatment plant on 1/9/23 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.
- 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. Potentially could help to lower amount of copper to sewer plant.
- DCED Small Water/Sewer Grant (\$340,760.65 total grant / \$51,114.20 Borough) was submitted on 12/20/22 for new Neptune smart water meters and software upgrades. The next CFA meeting is September 19, 2023
- 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. Work is scheduled for August 23 – 25 by Pittsburgh Tank and Tower.

Sewer

CCTV and Subsurface repairs

- The 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. The crew had difficulty grouting these laterals due to high flow and will return during a dry stretch over summer to complete.

Marshall Drive, Station Road, and Orth 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
- The low bid submittal was received on July 10th for \$2,243,350 (Letter of Recommendation attached to agenda) 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.

A motion to recommend the Municipal Authority award Base Bid to Pact One LLC for \$2,243,350 was made by Ed Winkelbauer, second Ed Keyworth. Unanimous.

Wastewater Treatment Plant

- Substantial completion (with outstanding punch list items) issued to all contractors.
- Payment Application #11 Phase 1 submitted from Allan Myers for \$60,017.20 (attached to agenda) for the installation of new gates and actuators on hold due to sludge/grit testing requirements enforced by the receiving landfill.
- Borough to hire Keystone Pump and Power for By-Pass Pumping and receive Change Order #4 credit (attached to agenda) from Allen Myers for \$5,437.60

There are issues with the UV system – Aquionics is working to resolve the issue.

North Manheim Township

- Held a joint meeting on 3/31/23 to discuss possible future sewer connections from N Manheim Township to the Boroughs collection system
- Awaiting design plans to improve Bum's Rush (Roadhouse 61) sewer issues. DEP visited the Borough for project information
- The Borough's water/sewer committee discussed growth options and possible Act 537 amendments

NPDES Permit

- New Copper NPDES limits go into effect on 6/1/24
- Process Masters has begun spring/summer trial of MasterMet 9025 and MasterCat 4350 copper removal with favorable results on 20 ppm dosage amounts. Will continue the trial using lower dosage amounts to possibly save product usage and dosage amounts to possibly save product usage and cost

Sewer Rules and Regulations – Entech is working with the Authority on better defining the Borough's sewer rules and regulations.

Community Activities/Events

Farm to Square – August 10th from 5 - 8
Farmers Market – August 31st from 4 - 8

Next meeting is August 9, 2023 at 7:00 pm

Correspondence - None

Executive Session

Council went into Executive Session at 7:52 for litigation and personnel issues

President Bubeck called the meeting to order at 9:05 pm.

There was no action taken

The meeting was adjourned by President Bubeck at 9:09pm.

Respectfully submitted,

Sherry M. Edwards
Borough Secretary