

Orwigsburg Borough Council
Work Session Meeting
May 3, 2023

The Orwigsburg Borough Council met on Wednesday, May 3, 2023 for their Work Session in Council Chambers. 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 Winkelbauer, Ed Keyworth, and Angie Hoptak-Solga. Solicitor Paul Datte; Borough Manager Randy Miller; Borough Secretary Sherry Edwards.

Visitors: Attorney Andy Miller of MPL Law Firm LLC; Tori Morgan of Entech Engineering, Dave Walasavage of ARRO Consulting, Kevin Richards of Alfred Benesch; Ben Hunter of 406 Roseberry St; Brian Baldwin of 200 S Liberty St; Bill Knecht of 204 S Warren St; Patrolman Bryce Lewis

Minutes

Council received a draft copy of the minutes of the April 5, 2023 Work Session and the April 12, 2023 Council Meetings for review.

Budget Review

Target Objective April – 32.9%

<u>Revenue</u>		<u>Expenses</u>	
General Fund	30.0%	General Fund	34.1%
Fire Fund	35.8%	Fire Fund	6.8%
Water Fund	29.5%	Water Fund	32.0%
Sewer Fund	27.7%	Sewer Fund	32.1%
Sanitation Fund	34.0%	Sanitation Fund	34.5%

Maintenance Reports

Water/Sewer – Dave Teter

Dave presented the April 2023 Water and Sewer Additional work done:

Sewer

- Sewer issue 202 E Mifflin – reoccurring issues with tree roots-DJ suggested homeowner have line televised due to the big tree in front of his house.
- Pull some of matting from new grass at STP
- Chris Yorski to set up new computers
- 245 E Market on sewer issue

-Look into white influent – investigate but due to high flows turned back to normal – PH is good.

Water

- 5 one calls
- 21 meter Apt and paperwork
- Call for water shut off for line in concrete steps – thru concrete step and into house above grade
 - Excavation tech came out to look – Temporarily repaired to turn water back on.
 - Eventually was permanently repaired.
- Utility meeting at memorial
- 3 Lead Service inventory meeting with Entech
- Water shut off on Mifflin
- 11 work orders
- Flushing hydrants

Other

- Cut grass at old and new Borough Hall and Square a few times
- Metzinger meeting
- Progress meeting

Fire

- LZ memorial (1x .5 hr)
- Pottsville pike and Raring Dr motorcycle Accident (1 x .25 hr)

Miller Environmental

April 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
- April Daily report
- Maintenance Budget
- 2023 Work Planning
 - Estimate on total project including tonnage for potholes – estimate does not include our labor

Fire Department

Fire Chief Scott Rarick presented the April report:

- 11 Total calls for April
- 71 Total calls year to date for 2023
- 58.83 Personnel hours on responses for April
- 436.52 Personnel hours on responses year to date for 2023
- 38.00 Administrative hours for April
- 264.25 Administrative hours year to date for 2023

238.00 Training hours for April
753.30 Training hours year to date for 2023

<u>Zone</u>	<u>Incident Count</u>	<u>Personnel-hours</u>
West Brunswick Township	6	37.05
Orwigsburg Borough	4	20.88
New Ringgold Borough	<u>1</u>	<u>.90</u>
Total	11	58.83

Upcoming Events:

- Blue Mountain High School Prom Mock DUI Presentation – May 8th
- Memorial Day Parade – May 29th
- Cadet Camp – June 12th – June 24th
- Golf Tournament – June 16th
- Latest round of raffles

EMS – Kurt Shelhammer
No update

Public Comment - none

Solicitor's Report – Paul Datte

Public Hearing – Zoning Amendment – attachment

Received comments from Attorney Miller – four requests that are suggested revisions:

1. Change use in Industrial District from Conditional Use to a Use permitted by right.
Conditional Use requires every application to come before Borough Council. Reviewed in the context of the general criteria under conditional use under the Zoning Ordinance.
Council is permitted to attach conditions to their approval.

Council to decide to keep as Conditional Use and review all applications or to leave it up to the Zoning Officer for approval.

Councilor Wilhelm responded – the Planning Commission spent a lot of time talking about Conditional Use, it's a way to keep a tight reign. Not much room in the borough, only a few applications will be submitted and will be worth our while and the community to review each one.

Solar project would be located northeast of Industrial Dr and Long Ave on an 8 acre site.

Bill Knecht of 204 S Warren St and member of the Planning Commission – we did have several discussions on the Conditional Use over the course of several meetings. From an ordinance standpoint we felt that it should be Conditional Use in Industrial Zones only because every project is unique to its own conditions and to blanketly establish a more lenient or more strict ordinance, we should consider the uniqueness of each project that might present itself, that was the reason for conditional use requirement. Those unique conditions, does council want the

planning commission to do a preliminary review and discussion and make a recommendation. The ultimate discussion will be Council.

Kevin Richards - Conditional Use does require the plan to be reviewed by the Planning Commission then forward their recommendations to Council.

Bill Knecht noted this will give the general public a voice.

Consensus of Council is to keep the Conditional Use as written in the ordinance.

2. Barb wire requirement – there were no strong opinions about this with Planning Commission.

A motion to eliminate the barbed wire requirement from draft ordinance #457 was made by Ed Winkelbauer, second by Tim Wilhelm. Unanimous

3. 20ft Width between solar panels & gravel surface – Kevin’s opinion is to clarify as accessible which is a broad definition and remove the gravel requirement from a cartway width of 20ft. Main entrance into the site is 14ft and between panels as currently drafted is 20ft. If 14ft is adequate to get in and out of the site, the 14ft would be adequate in between the panels. The developer wouldn’t design something that hinders their ability to maintain the arrays and perform preventive maintenance. If the developer can prove they meet the 80% calculation with 14ft between arrays, then Kevin is good with it.

How does council feel about 14ft without gravel, being obligated to maintain it in an accessible

A motion to change the width between solar panels to adequate space as determined by the borough shall be provided between the solar arrays to allow access for emergency vehicles and maintenance vehicles without the requirement for gravel was made by Ed Keyworth, second by Ed Winkelbauer. Unanimous.

4. Panels – impervious for lot coverage calculations. The only purpose of this calculation is for the 80% lot coverage.

No change – ordinance will stay as written

Changes will be made to ordinance and presented to council for consideration next Wednesdays meeting.

Agreement for Schuylkill Haven Water Cross-connection

- Solicitor will prepare the agreement – Intermunicipal Coop agreement
- Submitting permits to DEP will require this agreement

Creating a Water Authority

- Providing water service outside of borough limits – avoids Public Utility Commission implications

- Amend the Articles of Incorporation of the Sewer Authority to include provision of water service
- Requires an ordinance and filings with the State

A motion to authorize Solicitor Datte to prepare and advertise ordinance was made by Tim Wilhelm, seconded by Ed Winkelbauer. Unanimous.

900 W. Market – former orphanage

Proposal received from developer regarding EDUs
Meeting Friday morning to discuss EDU
Process to Occupancy – this process is moving forward

Borough Manager – Randy Miller

Police Department Upgrade

Mark G. Conville, Architect, LLC proposal to draft and prepare specification for a proposal and design build for Police Station has been reviewed by Council. Quote in the amount of \$4500.00.

A motion to approve the quote from Mark G. Conville, Architect, LLC for \$4,500.00 for the Police Station was made by Kerry Mariano, second by Rick Bubeck. Unanimous.

Seasonal Hiring – Have received an additional 90 hours subsidized work; looking at another subsidized program.

FEMA Grant for Houses on W. Market St – Zoom meeting to review historical status of homes on West Market Street – we came to conclusion that the areas outlined for the national historic register were not accurate

Back in the 90's someone in the borough applied for portions of the borough be added to the national historic register

As part of the grant application process we'll be allowed to have a survey done to change those boundaries – Survey will be paid for by grant funding

Until agreement is signed – we won't get the letter telling us to proceed

Transfer liquor license – information for next week

Paul Datte – received letter from JJM Realty LLC – Mattera Enterprise regarding transferring liquor license from E Brunswick to Inn at Orwigsburg.

Schedule public hearing and advertise

Applicant to agree to cover costs to borough

A motion to schedule a hearing for June 7th and advertise for transferring liquor license from E Brunswick to the Inn at Orwigsburg was made by Ed Winkelbauer, seconded by Ed Keyworth. Unanimous.

May Library Events:

- Schuylkill Gives – May 10th & 11th – Starting noon 5/10 to noon 5/11. County wide.
- Bingo - May 13th
- Mustard Seed Dine-Out – May 23rd
- Trivia Club – May 24th

Business

Engineer – Dave Walasavage – report attachment

Permit Reports – provided to Council for review

- All Permits – Year to Date
- Permits in April

Notice of Violations - provided to Council for review

- Report
- Holder

Capital Improvements

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. PennDOT will not require appraisals and will need waivers and easements for construction signed off by the property owners.
- Construction plans – Construction plans have been uploaded to URMS system for review and utility relocation clearance.

Stormwater Projects

North Wayne Street Sidewalk

- Project has been advertised on Pennbid. Pre-bid conference on site is May 10th at 10:00. Bids are due May 24th at 9:00am Pennbid. County will award the project at one of their future commissioner's meetings.

Oakdale Terrace: Contractor is working – area is matted and seeded

900 W Market St: We received a stormwater application and calculations from property owner's engineer for driveway widening and additional parking spots. Plans and calculations are under review. The developer's consultant submitted plans for UCC permitting. They are on the path for Certificate of Occupancy.

Planner – Kevin Richards – Report

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

- Scope of work complete, including Change Order Work.
- Orwigsburg Masons Clock – Delayed until 2023. Installation of framing began last month. Masons coordinating with Ebinger Iron Works for railing installation. Coordination on going.
- Project Special Conditions approved by the State. Reimbursement payment of \$657,326 approved and received.
- Miller Brothers submitted Final Application for Payment (AFP) #14 for \$41,012.86. Completing final review with State representative.

USDA Rural Development

- Funding received for improvement to the Memorial. Project - \$750,000. Borough, with assistance from Benesch, are finalizing the scope of work, anticipated project timeline, and completing upfront “Application” documents as required by USDA.
- Engineering Work Order must be reviewed by USDA prior to approval by Borough Council. Specific language required meeting their standards.

Ridge Road Park –

- Grant Agreement received
- Payment request submitted to DCNR for 50% of Grant Award - \$57,000
- Draft Plan for Phase 1 provided previously. No comments received
- Purchase for equipment progressed through COSTARS program. Delivery to Borough Garage.
- 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
- Borough match requirements to be supplemented with Blue Mountain Rec funds.

Blue Mountain Village

- Borough copied on NPDES Technical Deficiency letter from Conservation District and DEP. 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

- Building Resilient Infrastructure and Communities (BRIC) Grant awarded – attachment to agenda
- Project would require approximate \$33,000 Borough match

Hazard Mitigation Grant Program (HMGP)

- Historical impacts determined by Federal Agencies. Mitigation required. Coordination ongoing.

- Project would be completely funded by State and Federal money.

The Planning Commission met February 15 to progress potential Zoning Changes

- Accessory Structures, Building/Lot coverages, Solar Energy Systems – Recommended to Council; Recommendation made on Draft Ordinance
- Comprehensive Plan reviews continue

Commonwealth Financing Authority (CFA) Multi-Modal Grant Application. Submitted last year for sidewalk improvement and upgrades. Not awarded. 2023 applications are due by July 31, 2023. Would require a Borough match.

Randy recommends not allocating any more money until we know where we stand with our current grants

Water/Sewer

Water

Lead Service Line Inventory

- To date the Borough has replaced approximately 290 meters and documented service line materials for the above inventory. Record review, Entech recommendation. Field validation needs to be done. Surface digs
- Every service line needs to be documented
- DEP submission due date to PADEP is October 2024
- DEP issued rules - Class in Harrisburg gave new guidance
- Borough has requested a separate work phase due to ongoing regulations. (EWO for Lead Abatement \$9,600.00 attached to agenda)

Schuylkill Haven Interconnect

- Borough met with Schuylkill Haven and would like to move forward with bond funding
- Interconnect location planned for N Greenview Rd to Seton Manor
- Preliminary project discussions with DEP have occurred and permitting requirements have been received. DEP mandates that permit need to include a signed agreement between the Borough and Schuylkill Haven. Estimated Project Cost - \$635,000.
- Combine a newly created Water Municipal Authority with the existing Sewer Authority.

SCADA Upgrade Study

- Entech presented the SCADA Study on 3/30/23- Study provided to Council
- Much of the existing hardware is aging and either not supported or replacement parts are difficult to locate
- Engineering Proposal for the Design approved. Entech will discuss a design/build approach with the Borough's current integrator, Keystone Engineering.

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.
- Entech is currently seeking quotes for the internal inspections of both storage tanks and the water plants influent contact tank.

Sewer

CCTV and Subsurface repairs

- Majority of the contracted lining and grouting work is completed
- Crew to assist Dave T. with a collapsed lateral located on Albert Drive
- 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. Advanced Rehabilitation Technology provided a free demonstration lining on April 20th near Fishers Dam (picture attachment) will return in late May to line 6 more manholes for \$13,050.00

Marshall Drive, Station Road, and North Warren Street Sewer Replacement

- PENNVEST application was awarded; Grant of \$2,087,500. (The grant will be in the Authority's name)
- All PaDEP Permits are received. Project is "shovel ready"
- The Borough should expect follow-up coordination with PENNVEST officials shortly and Entech is continuing to finalize related bidding documents.

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 late April

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
- 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

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 quoted a spring/summer trial of MasterMet 9025 and Master Cat 4350 copper removal products for \$8,000. Representative from Process Masters to meet with Water/Sewer Committee on April 27th. Process Masters 2-month trial quote

Sewer Rules and Regulations

- Entech is working with the Authority on better defining the Borough's sewer rules and regulations

General Sewer Projects

- The Water/Sewer Committee reviewed several companies for potential maintenance tracking software or CMMS (Computerized Maintenance Management System) Decided on Antero Allmax \$6,600 quote for CMMS software. Preventive maintenance program.
- Sewer Flow Meters moved to MH 15 (Ridge Rd) and MH 101 (S. Wayne). Data was downloaded on 3/24/23. Need to download additional data from recent weekend storm event(s), prior to review

Community Activities/Events

- Fishing Rodeo – May 6 & 7
- Street Sweeping – May 8 to May 12th
- PA Primary Election Day – May 16th @ Memorial
- Community Yard Sale – May 20th from 8 to 2pm
- OBPA Farmers Market – May 24th M & T Lot from 4 to 8
- Memorial Day Parade – May 29th at 8am
- Lions BBQ – May 29th @ Memorial Bldg

Correspondence - None

Next meeting is May 10, 2023 @ 7:00 pm
Ed Keyworth made a motion to adjourn at 8:37 pm.

Respectfully submitted,

Sherry M. Edwards
Borough Secretary