

Orwigsburg Borough Council
Work Session Meeting
January 4, 2023

The Orwigsburg Borough Council met on Wednesday, January 4, 2023 for their Work Session. 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 and Angie Hoptak-Solga. Mayor Barry Berger; Solicitor Paul Datte; Borough Manager Randy Miller, Borough Secretary Sherry Edwards.

Absent: Brock Stein.

Visitors: Dave Walasavage of ARRO Consulting; Kevin Richards of Alfred Benesch; , Utility Supervisor Dave Teter; Chris Cope of Entech Engineering, Darin Brensinger of 101 Station Rd, Bill Knecht 204 S Warren St, Jan McGowan of SSN, Fire Chief Scott Rarick, Jim Leymeister of 200 Ronald Ave; Ben Hunter of 406 Roseberry St.

An Executive Session was held at the end of the December 14, 2022 Council meeting to discuss borough worker's bargaining unit contract.

Approve the Agenda

No changes or additions

An up-to-date agenda is available on the borough's website with all attachments.

A motion to approve final agenda was made by Tim Wilhelm, second by Ed Winkelbauer. Unanimous.

Minutes

A draft copy of the minutes from the December 7, 2022 Work Session and December 14, 2022 Council meetings were given to Council for review.

New Year Resolutions

Resolutions to be approved for 2023:

A motion to adopt Resolution #2023-01 Implementing 2023 wages for: Custodian at Albrights Woods; Custodian at Police Station, Borough Hall and Memorial Building; Snowplow drivers; Part-time seasonal hires was made by Ed Winkelbauer, seconded by Kerry Mariano. Unanimous.

A motion to adopt Resolution #2023-02 Authorizing the Fire Department to participate in all ancillary activities in the Borough was made by Ed Keyworth, seconded by Kerry Mariano. Unanimous.

A motion to adopt Resolution #2023-03 Authorizing the Borough Fire Police to participate in all ancillary activities in the Borough was made by Kerry Mariano, seconded by Tim Wilhelm. Unanimous.

A motion to adopt Resolution #2023-04 Re-appointing delegates and alternate delegates to the Schuylkill County Tax Collection Committee for the Borough was made by Kerry Mariano, seconded by Ed Keyworth. Unanimous.

A motion to adopt Resolution #2023-05 Re-appointing the Borough Engineer, Building Code Official, Zoning Officer and Code Enforcement Officer for the Borough was made by Kerry Mariano, seconded by Ed Keyworth. Unanimous.

A motion to adopt Resolution #2023-06 Re-appointing the Sewage Enforcement Officer for the Borough was made by Tim Wilhelm, seconded by Kerry Mariano. Unanimous.

A motion to adopt Resolution #2023-07 Adopting the Sewage Enforcement Officer Fee Schedule was made by Angie Hoptak-Solga, seconded by Kerry Mariano. Unanimous.

A motion to adopt Resolution #2023-08 Re-appointing the Water/Sewer Engineer for the Borough was made by Kerry Mariano, seconded by Tim Wilhelm. Unanimous.

A motion to adopt Resolution #2023-09 Re-appointing the Planning Engineer and Consultant for the Borough was made by Motion Ed Winkelbauer, seconded Kerry Mariano. Unanimous.

A motion to adopt Resolution #2023-10 Adopting the Comprehensive Inspection Agency UCC Fee Schedule was made by Kerry Mariano, seconded by Ed Winkelbauer. Unanimous.

A motion to adopt Resolution #2023-11 affirming the Borough's compliance with Act 44 was made by Ed Keyworth, seconded by Kerry Mariano. Unanimous.

A motion to adopt Resolution #2023-12 Authorizing the Borough Manager and the Finance Committee Chairman to transfer funds was made by Kerry Mariano, seconded by Tim Wilhelm. Unanimous.

A motion to adopt Resolution #2023-13 Waiving member contributions and fees into the Police Pension Fund was made by Tim Wilhelm, seconded by Angie Hoptak-Solga. Unanimous.

A motion to adopt Resolution #2023-14 Re-appointing the Auditor for the Borough and authorizing the preparation of the 2022 Audit was made by Ed Winkelbauer, seconded by Kerry Mariano. Unanimous.

Budget Review

Target Objective December – 100%

General Fund Revenue	108.8%	General Fund Expenses	108.8%
Fire Fund Revenue	94.4%	Fire Fund Expenses	29.3%
Water fund Revenue	97.1%	Water Fund Expenses	91.3%
Sewer Fund Revenue	95.8%	Sewer Fund Expenses	95.4%
Sanitation Fund Revenue	98.1%	Sanitation Fund Expenses	91.0%

Maintenance Reports

Water/Sewer – Dave Teter

Sewer

Sewer Authority meeting

Program eff flow meter to read total gallons

Rain gauge install

Sewer blockage on North Franklin – under the floor in the house; shared services

Change automatic greasers

Sewer blockage at 524 E Mifflin, Roto Rooter opened – blockage in the main; Roto Rooter to return to tv the line

Water

4 one calls

8 meter apt

Work with contractor to install new meters at water plant and PRV's at well houses

Moyer instruments here to program matters at water plant

Water leak at Applewood – beyond meter on Applewood side

Look into water leak and Strouse Bros

Talk with meter salesmen about meter order

Met fabricator for steps at water plant

Try and shut off water to Paw Prints. Found curb stop to be broken

Replace heat trace at Tank 2

Called out 2x for water leak in house both 200 block of E Market St

Water leak in home 500 block of W Market St

Dirty water at Applewood. Only on one unit and any half of that unit

Talk with NSI about ph probe

Other

Plow and salt

Check streets for icing

Open storm drains

Streets, etc – Shawn, Slade, Devin

Council received the Hours Worked, Vehicle Maintenance/Hours and Maintenance Budget reports for December for review and comment.

Fire Department – Scott Rarick

25 Total calls for December
217 Total calls Year to Date
131.57 Personnel hours for December
1,602.94 Personnel hours Year to Date
1,201.75 Administrative hours Year to Date
42.5 Training hours for December
1,695.5 Training Hours Year to Date

<u>Zone</u>	<u>Incident Count</u>	<u>Personnel hours</u>
East Brunswick Twp	3	3.02
North Manheim Twp	6	29.39
West Brunswick Twp	4	24.23
West Penn Twp	1	38.80
Orwigsburg	8	24.37
Hamburg	1	8.80
Schuylkill Haven	1	1.03
Port Clinton	<u>1</u>	<u>1.93</u>
Total	25	131.57

December 3rd – participated in OBPA Festival of Lights and Library Night of Lights Celebration

EMS – Kurt Shelhammer – Not present

524 calls for December in the 17961 Zip Code
Continue to solicit for more staff.

Police Chief McDonald Report

December report has been distributed for review

Public Comment

Darin Brensinger of 102 Station Rd - Expressed his disappointment with borough leaders for failing not to lower the flags for recognition of the deaths of the two West Penn firefighters.

Solicitor's Report – Paul Datte

Nothing to report this month

President Bubeck asked if the borough could proceed with a judicial sale on 119 S Liberty St. Solicitor Datte noted the owner has filed for bankruptcy again.

Borough Manager – Randy Miller

Manager Report has been distributed to Council for review.

Mack MD6 Total Quote Price – pursuing for separate quotes for bed of the truck – Aluminum bed is about \$71,000 including the plow and spreader.

New Borough Hall

- Signs have been installed and are lit
- Flooring to be installed
- Window treatments to be installed
- Cleaning
- Moving – planning for end of January

Business

Engineer – Dave Walasavage

Shannon – The rental inspection list are as follows:

- 380 Total rental units on the list
- 329 Certificate of Occupancy issued
- 46 owner occupied, family occupied, rent to own, being sold, under construction, etc
- 1 new rental added
- 4 rental units remaining for inspections following multiple NOV's
 - 1 inspection is scheduled
 - 3 failed inspections
 - Brad Mullen – see email chain – 229 N Walborn Ave
 - Brad Mullen - see email chain – 233 N Walborn Ave - DONE
 - Joseph & Leslie Schoffstall - see email – 618 W Market St

Shannon Reports – distributed to Council

- NOV list
- Dec 2022 Orwigsburg Rental Report
- Dec 2022 Orwigsburg Rental Report failed
- Dec 2022 Orwigsburg Rental Report Change of Occupancy cursory inspection
- Dec 2022 Orwigsburg Rental Report not a rental, family occupied
- Dec 2022 Permit Reports – Year to Date
- Dec 2022 Permit Reports – December

Dave Walasavage Report

Industrial Drive

Easement – Final easement/ROW plans have been submitted to PennDot
Environmental – We meet with PennDot to discuss existing wetland impacts on the Industrial Drive Extension. The industrial drive extension will dead end prior to the wetland impacts to avoid joint permitting at this time.

Storm Projects

North Wayne Street: The county awarded the CDBG ADA ramp grant for the ramps on the N Wayne at the Cherry and Mifflin St intersection. Survey to design the associated storm repairs and ramp design will be performed.

Market Street and Washington St Inlet:

Work is complete and the associated information for an emergency HOP permit was submitted on PennDot's ePermitting website.

No update on Oakdale Terrace swale work (springtime)

Planner – Kevin Richards

Redevelopment Assistance Capital Program

Original scope of work complete, excluding potential Change Orders
Orwigsburg Masons Clock Delayed until 2023 – meeting tomorrow
Miller Bros submitted Payment application #11 for \$1,561.33
Contract Extended to April. Change Order work to be completed in Spring 2023

Ridge Road Park

Payment Request received for \$57,000
Draft Plan for Phase 1 provided previously
Equipment purchase through COSTARS
Coordination ongoing with DCNR representative
Construction in Spring

Blue Mountain Village

HOP documents submitted to Borough
Discussion previously for HOP for Water/sewer that would be maintained by the Borough – no update
NPDES Permit submitted to Conservation District

Flood Mitigation Efforts

Building Resilient Infrastructure and Communities (BRIC) grant submitted

Hazard Mitigation Grant Program (HMGP)

Submitted additional documents to the State
Project would be completely funded by State and Federal money

Planning Commission

P & Z meeting January 18th

- Zoning changes recommended
- Standalone Ordinances recommended
- Comprehensive Plan revisions

Water/Sewer – Chris Cope

Water

- Lead and Copper service line replacement initiative
- Schuylkill Haven Interconnect – LSA grant award this month. Project Action Plan completed (attached) – LSA grant
- SCADA Study Report is underway
- Service or replace (3) pressure reducing CLA-Val's and flow meter installations
- DCED Small Water grant application – submitted 12/20/2023 – will be awarded in June or July
- Research to switch the Manganese removal chemical at the water plant from existing dry potassium permanganate to a cleaner, liquid sodium permanganate feed system. Quote attached (not including the feed system – ie pumps and tubing) \$ 9,000 to \$10,000 per year
- Eliminate the existing scaffolding at the water plant. Quote is attached. A motion to Approve \$11,583.20 to Fabtech Welding and repair. Existing scaffolding picture attached for reference
- Heat tracing repair work at Tank #2

Sewer

-CCTV and Subsurface repairs update

- Standard Pipe Services finishing up rehab work – Long Ave
- Significant I & I has been removed during this rehabilitation work
- Manhole rehabs to be looked at with remaining contract monies

-Marshall Drive, North Warren St, and Station Road Sewer Replacement

- Received E & S and HOP approval
- Most easements are completed
- Along with possible PENNVEST funding, a DCED H2O grant application was submitted.

Sewer Plant

- Substantial completion issued to all contractors with associated punch lists
- Storm mode Change Order work to be completed in early 2023
- Pay Application #9 received from Allen Myers but returned for revisions
- New Copper effluent limit mandated on 6/2024 – In discussions with Process Masters for affordable way to remove copper
- HVAC upgrades in the Blower Building to be reviewed for 2023

- Manufacturer representatives and contractors working with Dave Teter on blower and bar rack issues at the treatment plant
- DM2 to provide quote for security camera installations at the Wastewater Treatment Plant
- Existing digester decant winches are rusty and the gearing is not working. Quote attached for replacement

Community Activities/Events - None

Correspondence - None

Next Council meeting is January 11, 2023 at 7:00 pm

A motion to adjourn at 7:34 pm was made by Kerry Mariano, seconded by Ed Winkelbauer.

Respectfully submitted,

Sherry M. Edwards
Borough Secretary