

**MINUTES OF THE  
TOPTON BOROUGH COUNCIL  
Monday August 12, 2019**

Members of the Tipton Borough Council met on Monday August 12, 2019 at 7:00 P.M. at Borough Hall for the regularly scheduled monthly meeting. The meeting was called to order by Council member Ms. Lorah with the Pledge of Allegiance.

Roll call was taken and the following members were present, Mayor Biltcliff, Ms. Lorah, Ms. Kunkel, Mrs. Moll and Mr. Stoudt. Borough Manager Mr. Dolny, Solicitor London and visitors were also in attendance. Mr. Beck, Mr. Stauffer, and Mr. Jost were absent.

**APPROVAL OF MINUTES**

On a motion by Ms. Moll seconded by Mr. Stoudt the minutes of July 8, 2019 were approved unanimously.

**SPECIAL CONSIDERATION**

Jaime Schlesinger from PFM Financial Advisors LLC presented the results of the RFP for financing of the Borough Park Project in order to fund projects until the Borough is reimbursed with the awarded grant money. The recommendation was to accept the 10 year fixed rate of 2.75% from M&T Bank.

Bond Council Peter Edelman prepared Ordinance 4-2019 for consideration issuing the General Obligation Note. On motion by Ms. Kunkel, seconded by Mr. Stoudt the motion passed unanimously.

**COMMUNICATIONS**

Mr. Dolny spoke of numerous quality of life matters within the Borough citing particularly 229 Weis Street, 546 Celia Avenue, and 6 South Callowhill. The Borough continues to issue fines and pursue remediation. In regards to 546 Celia Avenue Mr. Dolny wishes to pursue with the next level of courts. A motion to allow was made by Mr. Stoudt, seconded by Ms. Kunkel passing unanimously.

Mr. Dolny also commented on two trucks parked on Centre Ave. stating that the office is doing everything it legally can.

**MAYOR'S REPORT**

Commend Borough staff especially Trynda Schoonover for this summer's program.

### **HEARING OF VISITORS**

Mr. Rauenzahn reiterated concerns for 229 Weis Street. Mr. Dolny reinforced as stated under communications that the Borough is taking steps to remediate.

Debra Kirby wanted to thank council and all involved for the availability of our ADA chair lift at the Pool.

### **SOLICITOR'S REPORT**

No Report

### **SECRETARY'S REPORT**

Mr. Dolny spoke of community questioning the best police options for the Borough. An opportunity does exist with Fleetwood Borough, but any contracted services agreement would most likely result in a tax increase. Council instructed Mr. Dolny to pursue the opportunity.

Mr. Dolny will look to bring on a winter intern in exchange for the Borough covering their cost to the PRPS conference.

Mr. Dolny continues to work with the Ambulance and will be meeting with them on Wednesday August 14<sup>th</sup>. Assured council that no matter the outcome the community will be provided proper emergency services.

Mr. Dolny updated numerous projects as covered in the engineer's report.

### **COMMITTEE REPORTS**

**Public Affairs Committee** – (Mr. Stauffer)

NO REPORT

**Personnel Committee** – (Mrs. Moll) – Absent

NO REPORT

**Finance Committee** – (Ms. Kunkel)

Ms. Kunkel made a motion to pay bills as presented. The motion was seconded by Mrs. Moll and passed unanimously.

**Property Committee** – (Mr. Jost)

NO REPORT

**Parks & Recreation Committee** – (Position Currently Open)

Playground received no bids at this time and we will look to rebid in the future.

**Streets Committee – (Ms. Lorah)**

NO REPORT

**Utility Committee – (Mr. Beck)**

NO REPORT

**ENGINEER'S REPORT**

**1. Annual Reporting**

PADEP:

Chapter 94 Report (Waste Load Management) was submitted to DEP on March 12<sup>th</sup>.

We have not received any response from DEP regarding the 2018 report nor the additional information that submitted on July 1<sup>st</sup>. We are still awaiting a response from DEP regarding this additional information and the 2018 annual report.

**2. Toad Creek Improvements**

Contract documents with J. Phillips Excavating & Hauling have been executed.

Notice to Proceed for June 3, 2019

Work Start Date

June 19, 2019

Anticipated Date for Final Completion

September 14, 2019

Original Contract Value:

\$108,937.60

Construction work adjacent to the community pool is approximately 95% complete. Contractor is scheduled to start work near the School (on the opposite side of Weis St). Contractor expects to be complete with all work before the final completion deadline.

**Note that the permit allows work from January 1 to September 30.**

**3. DEP MS-4**

BIA is gathering information on activities completed by the Borough during the past year in preparation of annual MS4 report to DEP due by 9/30/19. A draft report is being prepared based on information from our 6/20/19 meeting and 7/10/19 Toad Creek meeting with BCCD. A list of supplemental documents needed for the DEP report is being prepared for the Borough's review.

Berks County MS4 Steering Committee meeting on 07/18/19 discussed options on using billboard signage and larger educational signs for public education in high traffic volume areas, which all members could take MS4 program credits. No final decisions have been made by the end of the meeting. Committee also looking into creating Public Service Announcement (PSA) clips about stormwater management that would be available for members to use and post to their websites. The clips would utilize Youtube, Facebook Live, and other social media platforms.

**4. UGI Repairs**

UGI has completed the restoration work (grass, concrete, and paving) involved in the Juliet Ave project.

**5. Topton Transportation Alternatives Trail Connection Project**

DCNR cleared the project confirming the project does not conflict with Project 70 restrictions. Design is underway.

**6. Sewer Rehabilitation**

Project was awarded to National Water Main Cleaning for \$524,290.85.

Project Schedule:

Pre-Construction Meeting - 6/28/19  
Notice to Proceed – 7/1/19  
Substantial Completion Date - 12/28/19  
Final Completion Date – 1/27/20

Contractor has undertaken initial cleaning of the lines and is scheduled to start field construction in August.

**7. New Public Water Well**

Isett has prepared a feasibility report for a new water source for the Borough. The report develops a water budget and identifies a well yield of ~210 GPM as desirable. Unfortunately, the geology looks like 50 GPM from a well might be max. so several wells will likely be needed. However, if we move down in topography and into carbonate bedrock, the 210 GPM yield from a single well is much more probable. The report concludes that this move combined with fracture trace analysis would give the best odds for a single well producing the desired volume.

**8. Barkley Street Repaving and Access Ramps**

Contract documents with Bertolet Construction Corp have been executed.

Notice to Proceed for May 13, 2019

|  |                    |          |
|--|--------------------|----------|
| Contract Date for Substantial Completion | August 11, 2019    | 90 days  |
| Contract Date for Final Completion       | September 10, 2019 | 120 days |

|   |             |
|---|-------------|
| Original Contract Value:                          | \$92,555.00 |
| Change Order #1 (Additional work along curb line) | +\$1,558.00 |
| Revised Contract Value                            | \$94,108.00 |

All paving work has been completed and all ramps have been installed. We are waiting on the Contractor to inform us as to when they will correct the ramp on the southwest corner at Barkley Street and Cherry Street.

**9. Topton Playground**

The playground project was let in July. The bid opening for the playground was Thursday, August 8 at 10 am. Unfortunately, we did not receive any bids. We had interest in this project on PennBid and 5 bidders attended the pre-bid. I know several usual bidders we see are busy thru this fall. We reached out to several bidders to see why they didn't place a bid. Once we have those responses, we can develop a schedule to re-bid the project.

**10. Transfer of Sewer Lines from Longswamp Township to Topton**

Hanover Engineering sent over the sewer inspection reports for the sewer line that runs along Henningsville Road and Woodside Ave on August 8<sup>th</sup>. Initial review indicates that there are the following defects that should be corrected in this line and the Freehall sewer line:

- (1) Freehall – two defects between MH 188G & 188F –
- (2) Freehall – two defects between MH 188C & 188B –
- (3) Woodside – liner repair in MH 9
- (4) Woodside – offset joint at MH13 -
- (5) Woodside – offset joint between MH 11 and 10 – will likely need excavation
- (6) Henningsville – minor roots between MH 8 & 9 – should be cleaned
- (7) Henningsville – frame for MH 3 is offset by 4” – adjustment warranted

**11. WWTP Flood Protection**

BIA has met with Alex and has initiated the work to help protect the influent facility and the office from flooding. It is anticipated that Borough forces will complete the work.

**OLD BUSINESS**

None

**ADJOURNMENT**

Council adjourned at 8:00PM on a motion by Ms. Moll, seconded by Mr. Stoudt.

Next Borough Council meeting will be held on September 9, 2019 at 7:00PM.

Respectfully Submitted  
Marcus V. Dolny  
Borough Manager