

**MINUTES OF THE
TOPTON BOROUGH COUNCIL
Monday December 9, 2019**

Members of the Tipton Borough Council met on Monday December 9, 2019 at 7:00 P.M. at Borough Hall for the regularly scheduled monthly meeting. The meeting was called to order by Council President Mr. Stauffer with the Pledge of Allegiance.

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

APPROVAL OF MINUTES

On a motion by Ms. Kunkel seconded by Mrs. Moll the minutes of November 11, 2019 were approved unanimously.

COMMUNICATIONS

No Report

MAYOR'S REPORT

Mayor Biltcliff spoke regarding all the positive reaction he has heard regarding the possible agreement with Borough of Fleetwood Police Department for police services.

HEARING OF VISITORS

Mr. Robert Rauenzahn questioned details of the possible agreement with Fleetwood Police department.

Mr. Robert Rauenzahn also questioned where things are reported in the budget.

SOLICITOR'S REPORT

Ms. Lorah made a motion to accept and adopt Ordinance 6-2019, Intergovernmental Agreement with Borough of Fleetwood for Police Services. Mr. Stoudt seconded this motion and passed unanimously.

Mr. Stoudt made a motion to approve the Sewer Service Agreement/Longswamp 7 with Longswamp Township as recommended by the Tipton Municipal Authority. Mr. Beck seconded this motion and passed unanimously.

SECRETARY'S REPORT

Mr. Stoudt made a motion to accept the bid from MKSD with Councilman Hunsinger in the amount of \$68,600.00 for the Community Pool and Recreation Center Feasibility Study. Mrs. Moll seconded this motion and passed unanimously.

Mr. Dolny presented council with a draft copy of the proposed rental ordinance for council members to review.

COMMITTEE REPORTS

Public Affairs Committee – (Mr. Stauffer)

Mr. Stauffer reminded that the Borough of Topton will hold their Holiday Celebration for the staff on December 24th at 12:00pm.

Mrs. Moll made a motion to close the Borough of Topton office to the public to finalize year end from December 26th – December 31st. Mr. Bower seconded this motion and passed unanimously.

Personnel Committee – (Mrs. Moll)

No Report

Finance Committee – (Ms. Kunkel)

Ms. Kunkel made a motion to disperse the yearly contribution to the Topton Ambulance in the amount of \$6000.00. The motion was seconded by Ms. Lorah and passed unanimously.

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

Property Committee – (Bower)

No Report

Parks & Recreation Committee – (Mr. Stoudt)

Mr. Stoudt recognized the completion of the new t-ball fields.

Streets Committee – (Ms. Lorah)

No Report

Utility Committee – (Mr. Beck)

No Report

ENGINEER'S REPORT

1. Annual Reporting

PADEP:

A review of the sewage treatment plant loading through October shows that thus far in 2019 the average daily flow remains at about 0.22 MGD and the average organic loading is 593 lbs/day. The rated capacities are 0.300 MGD and 750 lbs/day. If these values hold up for remainder of the year, it appears that the 2019 Chapter 94 Report will not project any overloads. The Chapter 94 Report (Waste Load Management) is due to be submitted to DEP by March 31, 2020.

DRBC:

The Annual Effluent Monitoring Report is due to be submitted to the DRBC by January 31, 2020.

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 is completed at the Toad Creek Phase I Restoration Project. Isett is waiting on the Contractor to send the final closeout documents. Once all of the documents have been received, this project can be completely closed out. Due to the recent rains, Isett is monitoring the installation to verify that no lasting damage was done, some maintenance may be required in the near future.

3. DEP MS-4

On 10/24/19, DEP Central office provided a letter to the Borough and Engineer's office requesting additional drainage map information to be supplemented with the recent MS4 Annual Report. BIA prepared the requested information and submitted to DEP on 11/6/19. The district's review letter and comments on year 1 tasks to satisfy MS4 is still anticipated by end of the year.

BIA did a review on time assisting the Borough with MS4 related tasks for 2019. As of December 1, a total of 78.40 hours were provided, with 43 hours (55%) being utilized directly for the annual report and appendix preparation. The time was found to be consistent against other MS4s of similar size and population.

4. Topton Transportation Alternatives Trail Connection Project

Plans have been submitted to PennDOT for plan review. Utility and right of way clearances are underway.

5. 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

Original Contract Value:	\$524,290.85
Change Order #1 (Additional Road Patching)	+\$7,500.00
Change Order #2 (Quantity Revisions)	-\$64,867.00
Revised Contract Value	\$466,923.85

Contractor has completed most work, will be scheduling a walk through for a punch list.

6. 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.

7. Topton Pool/Recreation Center Feasibility Study

Two proposals were received. Proposals were reviewed by the Recreation Committee. (Marcus to provide further update on status)

8. Transfer of Sewer Lines from Longswamp Township to Topton

The Township is following-up on repairs.

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 in the spring of 2020 as per Alex and Marcus' work plan.

9. Pavement Condition Evaluation Report for Croll Street, Penn Street, Hoch Avenue and Main Street

The report was completed, submitted and was discussed at the last council meeting. A subsequent tar & chip letter outlining the pros & cons of tar & chip was sent to the Township Manager on November 7, 2019 to assist in the Borough's decision to use tar & chip. Tar & chip is normally to be used on 'low volume' roadways. From site observations during the midday in September, Croll Street and Hoch Avenue can be considered 'low volume'. Traffic counts could be utilized to confirm the visual observation.

10. Eastern Pennsylvania Water Pollution Control Operators Association (EPWPCOA)

On Friday November 15, 2019, EPWPCOA held its annual meeting at Bear Creek Mountain Resort. In the morning attendees were bused to the Topton WWTP where they could participate in self-guided tours of the treatment plant. A large tent was setup with numerous vendors exhibiting their products or services. Refreshments were served to the more than 200 attendees. The event was capped off with a meal and awards presentations back at Bear Creek.

OLD BUSINESS

None

BUDGET DISCUSSION

Mr. Stoudt made a motion to accept and adopt Ordinance 5-2019, setting the tax rate of 7.55 mils for 2020. Ms. Kunkel seconded this motion and passed unanimously.

Mr. Beck made a motion to accept and adopt the budget for 2020. Mr. Bower seconded this motion was passed with a vote of 5 to 2. The roll call was as followed:

Mr. Stauffer – yes
Mr. Beck – yes
Mrs. Moll - yes
Ms. Lorah – no
Ms. Kunkel – no
Mr. Stoudt - yes
Mr. Bower – yes

ADJOURNMENT

Council adjourned at 8:17PM on a motion by Ms. Lorah, seconded by Ms. Kunkel.

Next Borough Council meeting will be held on January 6th, 2020 at 7:00PM for reorganization.

Respectfully Submitted
Sherry Palinkas
Administrative Assistant