

**MINUTES OF THE  
TOPTON BOROUGH COUNCIL  
Monday July 8, 2019**

Members of the Topton Borough Council met on Monday July 8, 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 and Mr. Jost. Borough Manager Mr. Dolny, Solicitor London and visitors were also in attendance. Mr. Beck was absent. (Mr. Stoudt was also in attendance)

**APPROVAL OF MINUTES**

On a motion by Mr. Stoudt seconded by Mr. Jost the minutes of June 10, 2019 were approved unanimously.

**COMMUNICATIONS**

Mr. Dolny gave Council an update on the recent complaints regarding Fireworks. He informed Council that multiple properties within the Borough were warned and some cited by Lehigh Law Enforcement that we had on staff over the 4<sup>th</sup> of July weekend.

Mr. Dolny shared a thank you letter received from Mr. Jim Beighley regarding the water main leak in front of his property on Main Street.

**MAYOR'S REPORT**

No Report

**HEARING OF VISITORS**

Ms. Louse DeMatteo with the Brandywine Community Library thanked Borough Council and the Borough of Topton for supporting the library.

**SOLICITOR'S REPORT**

Solicitor London informed Council that the agreement for the land swap between the Borough of Topton and the Blanchard's has been prepared and waiting to be signed.

**SECRETARY'S REPORT**

Mr. Dolny gave an update to Council and visitors on the Toad Creek Project.

Mr. Dolny reminded all of the upcoming events in the Borough of Topton

- Community Fireworks – Friday – July 12<sup>th</sup>, 2019
- Senior Citizen Day – Tuesday – July 16<sup>th</sup>, 2019
- Movie in Park that was cancelled will be rescheduled in the fall. More information to come on this rescheduled event.

Ms. Kunkel made a motion to approve the request for an RFP for financing awarded park projects. Mr. Jost seconded this motion passing unanimously. Borough Manager Mr. Dolny spoke in regards to the information he acquired at the Borough Conference including MS4 information.

Mr. Dolny gave update on information regarding budget and audit for the Topton Ambulance.

Ms. Lorah made a motion to approve the closure of Callowhill Street from Weis Street to Franklin Street on Sunday July 28<sup>th</sup> for the music in park and car cruise event. Mr. Stoudt seconded this motion passing unanimously.

## **COMMITTEE REPORTS**

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

Mr. Stauffer reminded Council and visitors that this year's fireworks celebration is July 12<sup>th</sup>, 2019.

### **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)**

No Report

### **Streets Committee – (Ms. Lorah)**

Ms. Lorah made a motion to approve the request for a handicap parking designation at 219 East Smith Street. Ms. Kunkel seconded this motion passing unanimously.

### **Utility Committee – (Mr. Beck)**

No Report

## **ENGINEER'S REPORT**

### **1. Annual Reporting**

DRBC:

Annual Water Audit Report was submitted to the DRBC by Scott prior to the March 31<sup>st</sup> deadline.

PADEP:

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

We await a response from DEP regarding this report.

### **2. Toad Creek Improvements**

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

Notice to Proceed for June 3, 2019

Anticipated Work Start Date

June 19, 2019

Contract Date for Final Completion

September 14, 2019

Original Contract Value:

\$108,937.60

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

### **3. DEP MS-4**

MS4 tasks completed by June 30<sup>th</sup> will be applicable to the Borough's first annual report to DEP. The MS4 annual report is due by September 30<sup>th</sup>, 2019. Isett conducted a short review of MS4 tasks for Topton, and made suggestions on tasks that could be completed by the end of this month, if needed.

On June 5<sup>th</sup>, Isett conducted an outfall inspection of discharge points along Toad Creek. Inspections are required by DEP during the first year for new NPDES permits, then periodic updates afterwards during the permit. Isett is currently preparing the inspection report for submission and review by the Borough.

### **4. UGI Repairs**

UGI has indicated that their repair contractor (Skoda) would be mobilizing in either the week of June 10<sup>th</sup> or 17<sup>th</sup> and completing all of the restoration work (grass, concrete, and paving) involved in the Juliet Ave project.

### **5. Sewer Rehabilitation**

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

Potential Project Schedule:

Potential Pre-Construction Meeting - 5/14/19

Anticipated Construction Start - 6/20/19

Anticipated Substantial Completion - 12/17/19  
Anticipated Final Completion – 1/16/20

**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. Barkley Street Repaving and Access Ramps**

Contract documents with Bertolet Construction Corp have been executed.

Notice to Proceed for 2019

Contract Date for Substantial Completion	, 2019	90 days
Contract Date for Final Completion	, 2019	120 days

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

Contractor's Schedule indicates

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

Preliminary design will commence upon survey completion of the base plan. Scoping Design Criteria form was submitted to PennDOT. Project 70 information was submitted to PennDOT for their preparation of a letter to DCNR regarding the funds' use.

**9. Sludge Dewatering Assessment**

BIA has completed a feasibility assessment for the purchase and installation of a screw press to dewater the sludge at the WWTP prior to disposal. The analysis indicates that the anticipated disposal cost of the dried sludge would be comparable to and maybe even slightly higher than the current cost to dispose of the liquid sludge. This means that it is not financially feasible to install the screw press as the cost of the press is more than the cost of cleaning the reed beds every 7 years.

**OLD BUSINESS**

None

**ADJOURNMENT**

Council adjourned at 7:55PM on a motion by Mr. Jost, seconded by Ms. Lorah.

Next Borough Council meeting will be held on August 12, 2019 at 7:00PM.

Respectfully Submitted  
Sherry Palinkas  
Administrative Assistant