

**MINUTES OF THE  
TOPTON BOROUGH COUNCIL  
Monday July 9, 2018**

Members of the Topton Borough Council met on Monday July 9<sup>th</sup>, 2018 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, Mr. Biltcliff, Ms. Lorah, Mrs. Moll, Mr. Jost and Ms. Kunkel. Borough Manager Mr. Dolny and Solicitor London and visitors were also in attendance. Mr. Beck and Mr. Miller were absent.

**APPROVAL OF MINUTES**

On a motion by Mr. Jost seconded by Ms. Kunkle the minutes of June 11th, 2018 were approved unanimously.

**COMMUNICATIONS**

Mr. Jost made a motion to grant Cards for a Cause to set up a booth at our annual fireworks to raise funds for the Brandywine Community Library. Mrs. Moll seconded this motion passing unanimously.

Ms. Lorah made a motion to allow Cub Scout Pack 575 and family members to enter the pool at 4pm on Sunday July 21<sup>st</sup>, 2018 at the half price of \$5 for adults 18 and older and \$4 for children ages 6-17. Mr. Jost seconded this motion passing unanimously.

Mr. Jost made a motion to approve Boy Scout Troop 575 to hold a car wash on July 14<sup>th</sup> at the Topton Memorial Pool parking lot. Ms. Lorah seconded this motion passing unanimously.

Borough Council chose to take no action on a request from Mr. Paul Vriend to remove the finance charges on the water & sewer bill for 30 Klein Avenue.

**Mayor's Report**

None

**HEARING OF VISITORS**

Mr. Robert Rauenzahn spoke regarding the history of legislation of sidewalks.

**Solicitor's Report**

Ms. Lorah made a motion to adopt Ordinance 5-2018, No parking on Sycamore Drive. Ms. Kunkel seconded this motion passing unanimously.

Solicitor London requested an executive session to discuss property matters.

## **Secretary's Report**

Mr. Dolny and Solicitor London presented to Council information regarding the possibility of an ordinance to mandate rules and regulations for fireworks within the Borough of Tipton. Further discussion to come in regards to this ordinance at future council meetings.

Mr. Dolny updated council on the posting and towing of abandoned vehicles in the Borough of Tipton.

Mr. Jost made a motion to authorize Mr. Dolny to bid up to \$25,000 on a dump truck for the Borough of Tipton through the PennDot auction. Ms. Kunkel seconded this motion passing unanimously.

Mr. Dolny spoke to council regarding the renewal of the Borough of Tipton's member with Berks County Water and Sewer Association. No action was taken by council to renew this membership.

## **COMMITTEE REPORTS**

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

Mr. Stauffer reminded council and guest of the community fireworks Friday evening the 13<sup>th</sup>.

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

Mrs. Moll made a motion to pay the seasonal staff for their pay missed on Saturday July 7<sup>th</sup> and Sunday July 8<sup>th</sup> due to pool pump failure. Mr. Jost seconded this motion passing unanimously.

### **Finance Committee – (Ms. Kunkel)**

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

### **Property Committee – (Mr. Jost)**

Mr. Jost just followed up conversation earlier in evening regarding the selling of the old dump truck and purchasing a new dump truck.

### **Parks & Recreation Committee – (Mr. Miller)**

Mr. Dolny gave an update on the pool pump failure and possible timeline on repairs and the reopening of the pool.

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

On Barry Isett's recommendation Ms. Lorah made a motion to move forward with curbing replacement on Barkley Street. Ms. Kunkel seconded this motion. This motion passed in a 4 to 1 vote with Mr. Jost in the negative.

Also on Barry Isett's recommendation Ms. Lorah made a motion to move forward with sidewalk replacement on Barkley Street. Ms. Kunkel seconded this motion. This motion passed in a 4 to 1 vote with Mr. Jost in the negative.

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

Mr. Dolny updated council on the water main break on Woodside Avenue.

## **Engineer's Report**

### **1. NPDES Permit Renewal**

The draft permit has been issued and advertised in the Pennsylvania Bulletin on May 26, 2018. The 30 day comment period has now expired; therefore, the final permit should be issued soon.

### **2. Sludge Hauling Contract**

The Sludge Hauling Contract with Miller Sanitary Sewer Service expires at the end of the year. Miller has been operating under a contract that was awarded in 2013 which was for a base period of 2.5 years with 3 optional years. If a new contract is to be publicly bid, we recommend that bid documents be prepared so that the project can be advertised in August, bids received in September and an award made in October and the Notice to Proceed issued with a start date of January 1, 2019. This schedule will have adequate time in the event there be any irregularities in the bidding process.

Ms. Lorah made a motion to prepare and advertise a bid proposal for sludge hauling in August. Mr. Jost seconded this motion passing unanimously.

### **3. Toad Creek Improvements**

The DEP has provided preliminary comments on the March 7<sup>th</sup> resubmission. They have also agreed to meet to discuss these issues. It looks like the meeting will be in July and, in the meantime, Isett is addressing those comments that are clear.

4. **Borough Park Master Site Plan**

Phase 1 (partial funding by DCNR) playground design is being completed and will be prepared for bidding later this summer. Phase 2 of the park development will include trail, pedestrian bridges and sidewalk connections from Home Avenue south to the Elementary School and Middle School. (construction and inspection costs funded by PennDOT). Isett will coordinate with Marcus as this project moves forward.

5. **DEP MS-4**

Isett working on finalizing the revised PRP report. The report shall be sent to Jacob Rakowsky at DEP by Friday, July 13<sup>th</sup>.

6. **WWTP Recycled Water Project**

This project has been completed and the Contractor, Bellview Pump has been paid in full. It appears that this project is saving nearly 50,000 gallons per day from the drinking water system.

7. **Barkley Street Sewer Rebuild Project**

Contract documents with DOLI Construction have been executed.

Notice to Proceed for February 12, 2018

90 days to Substantially Complete

May 13, 2018

120 days to Finally Complete

June 12, 2018

CO#2 includes a 90 day contract extension (8/12/18 & 9/11/18)

Original Contract Value:

\$179,220.00

Change Order #1 (laterals)

+\$12,284.00

Revised Contract Value

\$191,504.00

Change Order #2 Request – service conflicts

+\$6,887.68

Potential Revised Contract Value

\$198,491.68

Contractor completed sewer line work, waiting on UGI for paving work to be completed.

8. **2017 Sanitary Sewer Cleaning and Televising Project**

Notice to proceed issued for March 19 of 2018

90 days to Substantially Complete

June 18, 2018

150 days to Finally Complete

August 17, 2018

Granted a 30 day time extension (7/18/18 & 9/16/18)

Contract Value:

\$ 91,321.55

Change Order #1 (lateral video)

\$250

Revised Contract Value:

\$91,571.55

Contractor has completed main line video, expects to deliver the complete report shortly. Contractor has requested a 30 day time extension due to disruptions caused by the PACP/MACP certification process.

## **Executive Session – Personnel**

Entered: 8:14PM on motion by Ms. Lorah, seconded by Mrs. Moll passing unanimously.

Exit: 8:34PM on motion by Ms. Lorah, seconded by Mrs. Moll passing unanimously.

Mr. Jost made a motion to adopt Resolution 15-2018 authorizing the filing of a Declaration of Taking for the Property at 229-231 West Weis Street. Ms. Kunkel seconded the motion and passed unanimously.

Ms. Lorah made a motion to accept the proposal from Barry Isett to perform a Phase I Environmental Site Assessment at 229-231 West Weis Street. Mrs. Moll seconded this motion passing unanimously.

Mrs. Moll made a motion to authorize a 10 day letter of inspection to be issued to the property owner of 229-231 West Weis Street. Ms. Kunkel seconded this motion passing unanimously.

## **ADJOURNMENT**

Council adjourned at 8:50PM on a motion by Ms. Lorah, seconded by Ms. Kunkel.

Next Borough Council meeting will be held on August 13<sup>th</sup>, 2018 at 7:00PM.

Respectfully Submitted  
Sherry Palinkas  
Administrative Assistant