

**MINUTES OF THE  
TOPTON BOROUGH COUNCIL  
Monday March 11, 2019**

Members of the Tipton Borough Council met on Monday March 11, 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, Mr. Beck, Ms. Lorah, Ms. Kunkel, Mrs. Moll, Mr. Jost and Mr. Miller. Borough Manager Mr. Dolny and Solicitor London and visitors were also in attendance.

**APPROVAL OF MINUTES**

On a motion by Mr. Beck seconded by Ms. Kunkel the minutes of February 11, 2019 were approved unanimously.

**COMMUNICATIONS**

Mr. Dolny shared information regarding the Legislative banquet with Council.

Mr. Dolny presented Council with the Tipton Volunteer Fire Department fire call breakdown. A copy will be available at the Borough office for public view.

Mr. Dolny shared a request from the Brandywine Heights High School Boosters to have use of the pool parking lot to host their annual chicken dinner. Ms. Lorah made a motion to grant this request, seconded by Mrs. Moll and passed unanimously.

Mr. Dolny also shared an event request from Trinity Lutheran Church on May 25<sup>th</sup>, 2019. After further discussion this item has been tabled till the April 8<sup>th</sup> Council meeting.

**Mayor's Report**

Mayor Biltcliff commended the road crew on a job well done with the plowing this past snow storm.

Mayor Biltcliff requested more information regarding when the walk to discuss the UGI repair work that needs to be completed would take place.

**HEARING OF VISITORS**

Brett and Elliott Beadle approached Council regarding the appeal process for a denied fencing permit. Mr. Dolny responded with process for appeal and what information will need to be submitted to the Borough office.

## **Solicitor's Report**

Mr. Jost made a motion to authorize Solicitor London to prepare a draft easement regarding the historical well on the United States Postal Service property. Mr. Miller seconded this motion passing unanimously.

Solicitor advised Borough Council she received the Windstream bankruptcy packet and will review and report back to Council.

Solicitor London requested an executive session to discuss property acquisition of 229 West Weis Street.

## **Secretary's Report**

Mr. Dolny reminded Council of the Municipal Official Dinner.

Mr. Jost made a motion to lease a 2019 Ford Escape with \$0 down and \$4000 a year as approved in the 2019 budget. Mr. Beck seconded this motion passing unanimously.

Mr. Dolny gave an update to Council regarding the Topton Ambulance.

As well it was announced that Ms. Kunkel has now joined the Topton Ambulance board.

After further discussion Mr. Miller made a motion to make the yearly contribution to Topton Ambulance early this year to be allocated for an audit. Ms. Kunkel seconded this motion passing with a vote of 6 to 1 with Mr. Jost in the negative.

Mr. Dolny shared a request received from Mr. and Mrs. Unger at 223 East Weis Street in regards to damage received from a Borough water main break. The request is for damage in the amounts of \$7500.00. This request will be forwarded to the Borough's insurance for further investigation.

## **COMMITTEE REPORTS**

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

No Report

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

Mrs. Moll announced seasonal applications are now being accepted and are due by March 22<sup>nd</sup>.

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

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

**Property Committee – (Mr. Jost)**

No Report

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

Mr. Dolny announced that the Borough of Topton has confirmed and reserved the date of December 4, 2020 to hold a Gala to continue fundraising efforts for the Project PRO park rehabilitation.

**Streets Committee – (Ms. Lorah)**

No Report

**Utility Committee – (Mr. Beck)**

No Report

**Engineer's Report**

**1. Annual Reporting**

DRBC:

Wastewater AEMR was due 1/31/19 – Report was submitted on 1/14/19, no violations or exceedances to note. On 2/4/2019, the DRBC requested a change in the report on how nitrogen was reported and a revised report was submitted on 2/7/2019.

Water – DRBC Water Audit is due March 31, 2019 – Scott prepares this annual report

PADEP:

Chapter 94 Report (Waste Load Management) is due March 31, 2019 – The report is complete and ready for submittal.

**2. Sewer Metering**

On November 8<sup>th</sup>, Dharmendra Kumar of DEP sent a letter stating that the 2017 Waste Load Management Report was acceptable and asked for justification for the organic loading exceedance during September. The results of the flow meter calibrations will be useful in addressing this issue. This discussion is part of the 2018 Chapter 94 Report.

**3. Toad Creek Improvements**

Project Schedule:

Project open to contractors	3/8/19
Pre-Bid	3/19/19
Question End	3/26/19
Bid Opening	4/3/19
Anticipated Award Date	4/8/19
Anticipated Construction Start	6/3/19
Anticipated Construction Complete	9/14/19

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

**4. DEP MS-4**

No changes or updates in MS4 task items this month.

**5. Sewer Rehabilitation**

This phase is estimated at approximately \$600,000 in remediation/repairs, with approximately \$800,000 remaining in the funding. Total cost of all anticipated repairs is projected to be in the neighborhood of \$1M. Anticipated project Schedule:

Project open to contractors	3/18/19
Pre-Bid	3/27/19
Question End	5/2/19
Bid Opening	5/8/19
Anticipated Award Date	5/13/19
Anticipated Construction Start	5/8/19
Anticipated Substantial Completion	11/5/19
Anticipated Final Completion	12/4/19

**Council requested Solicitor London to send a letter to Longswamp Township Solicitor Jill Nagy to obtain an update regarding the Woodside Avenue sewer line camera project.**

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

Project Schedule:

Project open to contractors	3/8/19
Pre-Bid	3/13/19
Question End	3/27/19
Bid Opening	4/3/19
Anticipated Award Date	4/8/19
Anticipated Construction Start	5/8/19
Anticipated Construction Complete	8/6/19

**Old Business**

None

**Executive Session**

Entered: 8:13PM on motion by Ms. Lorah, seconded by Mr. Beck passing unanimously.

Exit: 8:23PM on motion by Ms. Lorah, seconded by Ms. Beck passing unanimously.

**ADJOURNMENT**

Council adjourned at 8:24PM on a motion by Mr. Beck, seconded by Mr. Miller.

Next Borough Council meeting will be held on April 8, 2019 at 7:00PM.

Respectfully Submitted

Sherry Palinkas  
Administrative Assistant