

**MINUTES OF THE
TOPTON BOROUGH COUNCIL
Monday May 13, 2019**

Members of the Tipton Borough Council met on Monday May 13, 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, Mr. Jost and Mr. Miller. Borough Manager Mr. Dolny and Solicitor London and visitors were also in attendance. Mrs. Moll was absent.

APPROVAL OF MINUTES

On a motion by Mr. Beck seconded by Mr. Jost the minutes of April 8, 2019 were approved unanimously.

COMMUNICATIONS

Mr. Dolny announced Mr. Robert Grim, the solicitor for the Zoning Hearing Board is stepping down from his current position. The Zoning Hearing Board will need to select a new solicitor.

Ms. Lorah made a motion to donate \$200.00 to the Brandywine Heights meal packaging initiative. Mr. Jost seconded this motion passing unanimously.

Council chose to deny the request from Brandywine Heights High School Soccer to hold a car wash in June in the pool parking lot. This request was denied due to the lack of facility's available.

Mayor's Report

No Report

HEARING OF VISITORS

Mr. Robert Musick brought to Council's attention his concerns regarding storage unit on High Street. Council stated that a cease and desist order will be posted at this property on Tuesday May 14th, 2019.

Mrs. Susie Kistler questioned when the construction with roads and handicap ramps will be done on West Barkley Street. Council informed Mrs. Kistler that construction is set to begin the beginning of June.

Mr. Bob Hogan approached Council regarding the issues with fencing at the t-ball field. Mr. Dolny informed Mr. Hogan that fencing has been ordered and will be installed in June. Also that BYBA coaches were asked to help monitor the situation until permanent fencing is placed.

Mr. and Mrs. Unger approached council regarding their previous request regarding financial help to cover cost of damages due to water main break. After further discussion Ms. Kunkel made a request to reimburse the Unger's in the amount of \$2071.00. Mr. Jost seconded this motion passing unanimously.

Solicitor's Report

Solicitor London gave Council an update on the status of the cable franchise agreement.

Solicitor London presented Council with a recommendation made by the Planning Commission regarding property exchange between East Penn manufacturing and Lionhart Properties for approval. Mr. Beck made a motion to accept this recommendation, Ms. Lorah seconded this motion passing unanimously.

Secretary's Report

Ms. Lorah made a motion to advertise an ordinance regulating use of fireworks for adoption at the June council meeting. Ms. Kunkle seconded this motion passing unanimously.

Mr. Dolny updated council regarding the Topton Ambulance matters.

Mr. Dolny presented to Council that the Borough had received a refund of the 2018 health insurance premiums. Ms. Lorah made a motion to refund the employees their contributions towards the insurance premiums as noted below. Ms. Kunkel seconded this motion and it passed unanimously.

Marcus Dolny - \$1311.66

Troy Fairchild - \$1311.66

Jesse Kemp - \$1311.66

Scott Steltz - \$1311.66

Sherry Palinkas - \$1311.66

Alex Lord - \$1311.66

Sean Ward - \$109.31

Mr. Dolny shared with Council the resignation letter received from Council member Jason Miller. Letters of interest are due by May 31st to the Borough office.

Mr. Dolny presented Council with a copy of the 2018 Financial Audit. A copy will be posted online for public view or can be viewed in Borough office.

Mr. Beck made a motion to adopt Resolution 13-2019 opposing HB 349, requiring Boroughs to have two code engineers. Mr. Jost seconded this motion passing unanimously.

Ms. Lorah made a motion to adopt Resolution 14-2019 applying for DCED Greenways, Trails, and Recreation Grant in the amount of \$250,000. Ms. Kunkel seconded this motion passing unanimously.

Mr. Dolny shared issues with the restroom facilities in the park and what is being done to correct these issues.

Ms. Lorah made a motion to approve the Borough office to move credit card processing companies from Payment Service Network to M&T. Ms. Kunkel seconded this motion passing unanimously.

Mr. Dolny announced that Mr. Kap Stauffer has been selected as the 2019 Outstanding Council Member and will be honored at the 2019 PSAB conference in June.

COMMITTEE REPORTS

Public Affairs Committee – (Mr. Stauffer)

Mr. Stauffer reminded Council and the public that Election Day is Tuesday May 21st.

Mr. Stauffer also reminded that Topton community Day will be May 25th.

Mr. Stauffer commended Borough office staff member Trynda Schoonover on a job well done on the informative spring newsletter that was mailed to community members.

Personnel Committee – (Mrs. Moll) – Absent

Mr. Jost made a motion to offer the seasonal maintenance position to Mr. Logan Gehman at the rate of \$12.00 an hour. Mr. Beck seconded this motion passing unanimously.

Mr. Dolny gave an update on Mr. Sean Ward's progression with his sewer testing certifications.

Mr. Beck made a motion to hire Ms. Haley Hertzog as a seasonal lifeguard for the 2019 summer season to replace a previous hired seasonal employee. Ms. Kunkel 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 requested we place a temporary fence at the property next to t-ball field on West Smith Street until the permanent fence is in place.

Parks & Recreation Committee – (Position Currently Open)

Mr. Dolny shared the pool is up and running and will open on Saturday May 25th.

Mr. Dolny also shared the new play structure is being installed at the pool.

Streets Committee – (Ms. Lorah)

Ms. Lorah made a motion to paint the curbs yellow at the corners of Evergreen Alley and Smith Street for safety concerns. Ms. Kunkel seconded this motion passing unanimously.

Ms. Lorah also asked that we have the intersection of South Callowhill Street and West Barkley Street monitored for lack of stopping issues.

Utility Committee – (Mr. Beck)

Mr. Beck inquired about sewer plant flows.

Engineer's Report

1. Annual Reporting

DRBC:

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

PADEP:

Chapter 94 Report (Waste Load Management) was submitted to DEP on March 12th. We await a response from DEP regarding this report.

2. Toad Creek Improvements

Potential Project Schedule:

Bid Awarded to J. Phillips Excavating & Hauling, LLC
Pre-Construction meeting with Conservation - 5/13/19
Potential Construction Start - 6/3/19

Potential Construction Complete - 9/14/19

Contract Amount: \$108,937.60

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

3. DEP MS-4

No changes in task items this month.

Information circulated to the Borough on tips to give residents conducting automotive repairs within the street right-of-way. These are prevention tips on keeping oils and other fluids from saturating and spilling onto the roadways.

Toad Creek improvements will be included in MS4 tasks for the annual report and required stormwater improvements.

4. Sewer Rehabilitation

Bids Opened - 5/8/19

Anticipated Award Date - 5/13/19

Anticipated Construction Start - 6/8/19

Anticipated Substantial Completion - 11/5/19

Anticipated Final Completion - 12/4/19

10 Bids were received with a range of \$524,290.85 to \$921,245. The apparent low bidder, National Water Main Cleaning Co., appears to have submitted a responsive bid. It is Isett's recommendation that a tentative award of the contract be made to National Water Main Cleaning for the project.

Mr. Beck made a motion to award the sewer rehabilitation project to National Water Main Cleaning Company in the amount of \$524,290.85 as recommended by Barry Isett & Associates. Ms. Lorah seconded this motion passing unanimously.

5. 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.

6. Barkley Street Repaving and Access Ramps

Project was awarded to Bertolet Construction Corp for \$92,555.

Project Schedule:

Pre-Construction Meeting - 5/14/19

Anticipated Construction Start - 5/20/19

Anticipated Construction Complete - 8/18/19

7. 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.

Old Business

None

ADJOURNMENT

Council adjourned at 8:43PM on a motion by Ms. Lorah, seconded by Mr. Beck.

Next Borough Council meeting will be held on June 10, 2019 at 7:00PM.

Respectfully Submitted
Sherry Palinkas
Administrative Assistant