

**MINUTES OF THE
TOPTON BOROUGH COUNCIL
Monday May 14, 2018**

Members of the Topton Borough Council met on Monday May 14th, 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, Mr. Beck, Mr. Miller, Ms. Lorah, Mrs. Moll and Ms. Kunkel. Borough Manager Marcus Dolny, Solicitor London and visitors were also in attendance. Mr. Jost was absent.

APPROVAL OF MINUTES

On a motion by Mr. Beck, seconded by Ms. Kunkel the minutes of April 9th, 2018 were approved unanimously.

COMMUNICATIONS

Mr. Dolny shared with Council and visitors that The Borough of Topton was the recipient of the TASA grant from Penndot in the amount of \$927,078.00.

Mr. Dolny updated Council on communications with the Lutheran Home regarding litter left behind due to their employees smoking off campus on their breaks.

Mayor's Report

None

HEARING OF VISITORS

Mr. Larry Werst discussed with council his thoughts and interest in creating a board for the Topton Mini Museum and the possible inclusion of the Topton Union Cemetery. After further discussion council advised Mr. Werst they agree with the creation of a board for the Topton Mini Museum but the cemetery is a separate entity and should not be combined with the museum.

Solicitor's Report

Ms. London informed council she has received communication from Ms. Nagy, Solicitor for Longswamp Township regarding the amended official map. Ms. Lorah made a motion to authorize Solicitor London to act and communicate with Ms. Nagy regarding this matter. Mr. Miller seconded this motion passing unanimously.

Secretary's Report

Ms. Lorah made a motion to accept and adopt Ordinance 3-2018, establishing street parking regulations. Mr. Miller seconded this motion passing unanimously.

Mr. Dolny shared correspondence from The Topton Lutheran Home requesting potable water in amounts of 35,000 to 50,000 gallons a day. After further discussion and advice from our engineers, Council feels at this time they are unable to fulfill this request.

A copy of the 2017 Borough of Topton Financial Audit was presented to Council. A copy will also be placed on our website and available in the office for public view.

Mr. Beck made a motion to authorize Solicitor London to advertise Ordinance 4-2018, creation of Borough of Topton Parks and Recreation Committee. Ms. Kunkel seconded this motion passing unanimously.

Ms. Lorah made a motion to adopt Resolution #13-2018, applying for the DCED grant for Project "PRO" basketball court and pavilion. Mr. Miller seconded this motion passing unanimously.

Ms. Moll made a motion to adopt Resolution #14-2018, continuing involvement with the MS4 Steering Committee. Mr. Miller seconded this motion passing unanimously.

COMMITTEE REPORTS

Public Affairs Committee – (Mr. Stauffer)

Mr. Stauffer gave his applause on a job well done on the community newsletter recently mailed out to all the residents.

Centennial committee will hold its last meeting on Wednesday May 16th, 2018 at 7pm at the Borough Hall to discuss the final stages of planning of the street fair scheduled for Saturday May 19th, 2018.

Personnel Committee – (Mrs. Moll)

Mrs. Moll gave council an update on our seasonal employee Owen Kerver. Mr. Kerver was badly injured in an accident a few weeks ago. Mrs. Moll will keep council update on his progression.

Mrs. Moll gave Mr. Dolny the approval to hire another employee to fill in for the seasonal position for the time being. Mr. Beck seconded this motion passing unanimously.

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)

None

Parks & Recreation Committee – (Mr. Miller)

Ms. Lorah gave approval for Mr. Dolny to replace play structure within the pool area. Mr. Miller seconded this motion passing unanimously.

Streets Committee – (Ms. Lorah)

Mr. Dolny updated council on the Barkley Street project including UGI construction, cost to mill and overlay the entire area of project and possible needs for updating sidewalks and ramps.

Mr. Dolny request Ms. Lorah to look into the parking issues in the alley between smith and weis streets. Ms. Lorah will look further into this issue and will report back to Mr. Dolny and council.

Utility Committee – (Mr. Beck)

None

Engineer's Report

1. NPDES Permit Renewal

The permit has not yet been issued. It has now been over two years since the application was submitted:

Permit Expiration: 8/31/16

Permit Application Due: 3/4/16

Renewal Submittal 2/25/16, additional information submitted 3/15/16.

Additional Information Requested: 11/15/17 via email, requesting additional testing and answers to several questions

Submittal of Requested Data: December 29th, 2017

We have had discussions with DEP regarding the new permit. There are a few changes that will be in the new permit:

- a. There will be a daily max of 0.039 mg/l or 0.97 lbs/day for copper. The monthly average will remain at 0.025 mg/l.
- b. There will be an instantaneous max for Total Residual Chlorine of 0.02 mg/l. The current chlorine test kit is only good to 0.05 mg/l; therefore a photo spectrometer will be needed – this will cost about \$5,000.
- c. The testing parameters that are required by DRBC will be incorporated into the new permit. DEP expects to issue the draft permit in short order and then Topton will have a one-year period to meet the new requirements.

2. Toad Creek Improvements

The wetland application was submitted to the DEP on March 7th. The Army Corps has finalized the Preliminary Jurisdictional Determination (PJD). The paperwork was sent to the DEP and copied to Marcus. On Monday, we received a call from Marcus regarding a call he had just

received from the Army Corps—apparently the DEP realized, after a year and a half of review of the application and contrary to what they said in earlier meetings, that there is no Bog Turtle habitat assessment for this project. Awaiting additional comments.

3. **Borough Park Master Site Plan**

Development of Phase 1 of the master site plan focus' on the playground. The primary goal is to develop each phase with as little impact to the rest of the park and permit continued use of existing park facilities until they can be replaced. For the playground project, topographical survey and preliminary design are complete. We are working with a playground manufacturer to obtain details and pricing. Once received, an updated plan and cost estimate will be provided to Council for review and comment.

4. **DEP MS-4**

The 2018-2023 MS4 Permit from DEP will officially start for Topton Borough on July 1st. Permits are beginning to be sent out by the agencies, but in case Topton does not receive their official permit by that date, our office recommends the Borough continue its MS4 work and documentation.

Isett is currently preparing the MS4 checklist for Topton Borough to assist with meeting benchmark tasks during year 1. Isett is planning a meeting at the end of June beginning of July to go over the permit requirements and checklist with staff.

Christine Mildner is meeting with Southcentral District office staff on 5/14/18 in Harrisburg to review the stream restoration requirements with DEP. The meeting is intended to clarify the restoration work for Toad Creek and verify that the work will receive credit towards satisfying the Borough's pollution reductions, as noted in the PRP from September 2017.

5. **WWTP Recycled Water Project**

Pre-construction meeting	11/16/17	
Notice to Proceed on Recycled Water Line	12/11/17	
Contract Date for Substantial Completion	2/10/2018	60 days
Contract Date for Final Completion	3/12/2018	90 days
Materials started arriving on site	Week of 12/11/17	
Started Construction Work	Week of 12/18/17	
	(location of potential conflicts)	
Contract #1 Bellview Pump	\$13,700.00	
Contract #2 Bellview Pump	\$45,950.00	

The system is up and running and disturbed areas have been raked and seeded; although, the grass has not yet been re-established.

During April, 2017, the average discharge was 193,100 gpd. The average discharge for the past 5 years, 2013 through 2017 was 234,000 gpd and the average discharge for the month of April during the years 2013 through 2017 was 234,000 gpd. It appears that the recycle water system is saving approximately 40,000 gpd.

The Contractor, Bellview Pump Sales and Service did install some additional equipment at the request of the operators. The additional devices included; but, were not necessarily limited too: two Rusco filter cartridges, two pressure switches, several pressure reducing valves and backflow preventers, a thermo expansion tank, some additional length of piping and miscellaneous fittings and valves. We are currently working out a price for these extras and will present them to the Borough Manager and then to Borough Council in the form of a change order along with a request for payment.

6. Barkley Street Sewer Rebuild Project

Contract documents with DOLI Construction have been executed.

Notice to Proceed for February 12, 2018

Contract time is (based on anticipated NTP):

90 days to Substantially Complete	May 13, 2018*
120 days to Finally Complete	June 12, 2018*
Original Contract Value:	\$179,220.00
Change Order #1 (laterals)	+\$12,284.00
Revised Contract Value	\$191,504.00

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

7. 2017 Sanitary Sewer Cleaning and Televising Project

Notice to proceed issued for March 19 of 2018

Contract time is (based on anticipated NTP):

90 days to Substantially Complete	June 18, 2018
150 days to Finally Complete	August 17, 2018
Contract Value:	\$ 91,321.55

Contractor has three weeks of videoing in and is on schedule to complete field work this month. Currently have one extra of \$250 for the videoing of a service line that was experiencing difficulties.

8. New Well and Grant Application

The DCED Grant Application for the Potable Water Well has been submitted and is being reviewed.

ADJOURNMENT

Council adjourned at 8:17PM on a motion by Mr. Beck, seconded by Mr. Miller.

Next Borough Council meeting will be held on June 11th, 2018 at 7:00PM.

Respectfully Submitted
Sherry Palinkas
Administrative Assistant