

**MINUTES OF THE
TOPTON BOROUGH COUNCIL
Monday September 10, 2018**

Members of the Topton Borough Council met on Monday September 10th, 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, Ms. Lorah, Mr. Miller, Mr. Jost, Ms. Kunkel and Mrs. Moll. Borough Manager Mr. Dolny and Solicitor London and visitors were also in attendance. Mr. Beck and Mayor Biltcliff were absent.

APPROVAL OF MINUTES

On a motion by Mr. Jost seconded by Mr. Miller the minutes of August 13th, 2018 were approved unanimously.

COMMUNICATIONS

Ms. Lorah made a motion to donate a Topton Memorial Pool family pool pass for the 2019 season to TCOC as a raffle prize for their golf tournament. Mr. Miller seconded this motion passing unanimously.

Mr. Dolny read a request for a monetary donation from Mr. Philip Fabian for his Eagle Scout Project. No action was taken.

Mayor's Report

Absent - No report

HEARING OF VISITORS

Mr. Bob Rauenzahn discussed information regarding the Zoning Hearing meeting on September 17, 2018. Mr. Rauenzahn also questioned regarding the mowing of an area of land in the housing are of East Penn Street.

Brandywine Community Library spoke to Borough Council regarding their annual request for funding.

Solicitor's Report

Solicitor London notified Council that there will be an appeal regarding Upper Macungie and Berks Regional Police Association on September 14th, 2018.

Solicitor London updated Council that the house at 229/231 W. Weis Street is now vacant.

Solicitor London invited Council and Borough officials to the Municipal Law Forum on Monday October 29th, 2018.

Secretary's Report

Mr. Dolny presented the 2017 Tax Collector Audit to the Borough Council.

Ms. Lorah made a motion to accept the presented MMO for 2019. Mrs. Moll seconded this motion passing unanimously.

Mr. Dolny informed Council that 2 sealed bids in regards to the dump truck. The 2 sealed bids were opened and are as follows:

Stephen Unis Jr. in the amount of \$527.99

Devino Used Truck and Parts in the amount of \$677.00

Mr. Jost made a motion to accept the offer from Devino Used Truck and Parts in the amount of \$677.00. Ms. Kunkel seconded this motion passing unanimously.

Mr. Dolny informed council that Ms. Sherry Palinkas the Borough Administrative Assistant is now a Notary Public. These services will now be available to the community at the Borough office.

COMMITTEE REPORTS

Public Affairs Committee – (Mr. Stauffer)

Mr. Stauffer reminded Borough Council and guests that this year's Halloween parade will be held on Saturday October 13th, 2018.

Personnel Committee – (Mrs. Moll)

Mrs. Moll made a motion to hire Mr. Sean Ward for the position of Public Works/Sewer Plant Operator at the rate as follows:

Starting Wage - \$17.25

After 6 month probation period - \$17.75

After completing the Wastewater Operator Class - \$18.25

After receiving certification of Wastewater licensing - \$18.75

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 updated council on the repair work on the new dump truck that was purchased.

Mr. Jost also spoke to council regarding the building of a small cement wall to redirect water to help prevent future flooding at the wastewater treatment plant.

Parks & Recreation Committee – (Mr. Miller)

After discussions with members of the Centennial Committee, Mr. Miller made a motion for Borough employees to implement and plan similar events throughout the course of the summer taking place of the former Street Fair and Car Cruise. Mrs. Moll seconded this motion passing unanimously.

Streets Committee – (Ms. Lorah)

Ms. Lorah discussed the traffic control at the intersection of Keller Street and Home Avenue.

Ms. Dolny also discussed the ponding of water at 43 W. Franklin Street behind the property.

Utility Committee – (Mr. Beck)

Absent - No Report

Engineer's Report

1. Sludge Hauling Contract

The Sludge Hauling Contract Project is out for bid. The schedule includes a bid date of October 3, 2018 and was advertised in the Reading Eagle on Thursday August 23rd and again on Wednesday August 29th. Council should be able to act on the bids at the October 8th meeting.

2. Sewer Metering

On August 9th we provided DEP with information that they had requested and requested a meeting with them in order to discuss the options for metering the plant's influent. We followed up with an email on August 23rd and on September 6th, we spoke with Dharmendra Kumar of DEP. Mr. Kumar said that he had forwarded our request for a meeting to his supervisor and to the local DEP Inspector and is still waiting on him in order to schedule a meeting at the treatment plant. Mr. Kumar agrees that an on-site meeting is warranted.

3. Toad Creek Improvements

As a result of our meeting with the DEP on July 2nd, it was learned that the Fish & Boat Commission has imposed a restriction on work from October 1st to December 31st annually. This taken in conjunction with the US Fish & Wildlife Services restriction from April 1st to September 30th, left a construction window of Jan 1 thru March 31. Given the limitations on stream work during the dead of winter, Isett is pursuing waivers and other options to achieve a more sensible work window—but this is independent of the permit application.

The permit was resubmitted at the end of July, delivered to the PADEP on July 30.

4. **Borough Park Master Site Plan**

Phase 1 playground project design and construction documents are complete and being submitted to DCNR for review.

Survey for Phase 2 (trail, pedestrian bridges and sidewalk connections from Home Avenue south to the Elementary School and Middle School) is being coordinated for later this month.

5. **DEP MS-4**

Isett still awaiting DEP to issue Topton's NPDES permit. In the meantime, upcoming conferences available for MS4 training opportunities in September, October and November were forwarded to the Borough's office. The outfalls and illicit discharge inspections are weather dependent requiring no rain events for a couple days. Isett continues to review weather forecasts for opportunities to conduct field work.

6. **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.

Access Ramps may need to be bid, as first prices in are in excess of normal pricing.

Ms. Lorah made a motion to bid the handicap ramps and mill & overlay in the spring for the Barkley Street project. Mr. Miller seconded this motion passing unanimously.

7. **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)

\$250.00

Quantity Overages (net)

\$69.94

Revised Project Value:

\$91,641.49

Contractor has completed field work, and delivered most of the reports, just need the final portion of the manhole reports to finalize the project.

Old Business

Mr. Dolny updated council that after further review the flooding issues at the Sotak property is due to a swale at a neighboring property. Mr. Dolny will contact the property owners regarding this.

ADJOURNMENT

Council adjourned at 8:13PM on a motion by Ms. Lorah, seconded by Mrs. Moll.

Next Borough Council meeting will be held on October 8, 2018 at 7:00PM.

Respectfully Submitted
Sherry Palinkas
Administrative Assistant