

**MINUTES OF THE
TOPTON BOROUGH COUNCIL
Monday January 13, 2020**

Members of the Tipton Borough Council met on Monday January 13, 2020 at 7:00 P.M. at Borough Hall for the regularly scheduled monthly meeting. The meeting was called to order by Council President Ms. Kunkel with the Pledge of Allegiance.

Roll call was taken and the following members were present Mayor Biltcliff, Ms. Kunkel, Ms. Lorah, Mrs. Moll, Mr. Stauffer, Mr. Beck, and Mr. Jost. Borough Manager Mr. Dolny, Solicitor London and visitors were also in attendance. Mr. Bower was absent.

APPROVAL OF MINUTES

On a motion by Mr. Beck, seconded by Mrs. Moll the minutes of January 6, 2020 were approved unanimously.

COMMUNICATIONS

Mr. Dolny shared a request for a handicap parking space received from Kathy Schadler at 53 East Washington Street. This request has been passed to Ms. Lorah with the streets committee to review the request and report back in February.

Mr. Jost made a motion to approve a request from Brandywine Girl Scout Troop to hold a cookie drive through in the front pool parking lot on January 18th, 25th, February 1st, 8th, 15th, 22nd, 29th and March 7th from 9am-3pm. Ms. Lorah seconded this motion passing unanimously.

MAYOR'S REPORT

Mayor Biltcliff spoke regarding all the positive reaction he has heard regarding the Fleetwood Police presence in the community.

POLICE REPORT

Chief Stinsky was present for questions and provided a report on the first week of patrolling by Fleetwood Police within the Borough of Tipton.

HEARING OF VISITORS

Ms. Kathy Duffy addressed Council in the need and usage of tax increases and what its relation was to proposed recreation facilities. Ms. Duffy to voice concerns of the future costs of recreation facilities in the Borough and its correlation with future taxes pertaining particularly to the senior population.

SOLICITOR'S REPORT

Solicitor London addressed Council regarding the proposed rental ordinance and discussed possible revisions to the draft copy. More discussion to follow at the February Council meeting.

SECRETARY'S REPORT

Mr. Dolny presented Borough Council with a summary of all Borough bank accounts as of December 31, 2019.

RESOLUTION 12-2020 – Disposition of Records

Motion made by Ms. Lorah, seconded Mrs. Moll and passing unanimously.

Mr. Dolny discussed the Borough of Topton's agreement with Safety Net Sanctuary. The previously approved amount of \$1000 for services for 2020 will be disbursed and agreement signed.

The assignment of Borough Council Committee roles for 2020 are as follows:

Public Affairs – Ms. Kunkel

Personnel – Mr. Stauffer

Finance – Mrs. Moll

Property – Mr. Jost

Parks & Recreation – Mr. Bower

Streets – Ms. Lorah

Utilities – Mr. Beck

Ms. Lorah made a motion to advertise pending Ordinance 1-2020 electing to amend its non-uniform Pension plan administered by the Pennsylvania Municipal Retirement System. Mr. Beck seconded this motion passing unanimously.

COMMITTEE REPORTS

Public Affairs Committee – (Ms. Kunkel)

Ms. Kunkel thanked all Council members for their service.

Personnel Committee – (Mr. Stauffer)

Mr. Stauffer discussed the possible need of a replacement Deputy Tax Collector.

Finance Committee – (Mrs. Moll)

Mrs. Moll made a motion to pay the bills as presented. Mr. Beck seconded this motion passing unanimously.

Property Committee – (Mr. Jost)

Ms. Lorah made a motion to advertise to approve the request for sealed bids on the Borough's Ford Expedition. Mrs. Moll seconded this motion passing unanimously.

Parks & Recreation Committee – (Mr. Bower)

Mr. Dolny gave an update on the recent meeting with Barry Isett & Associates regarding the park project in regards to the upper part of the playground.

Streets Committee – (Ms. Lorah)

No Report

Utility Committee – (Mr. Beck)

No Report

ENGINEER'S REPORT

1. Annual Reporting

PADEP:

A review of the sewage treatment plant loading through October shows that thus far in 2019 the average daily flow remains at about 0.22 MGD and the average organic loading is 593 lbs/day. The rated capacities are 0.300 MGD and 750 lbs/day. The 2019 Chapter 94 Report will not project any overloads. The Chapter 94 Report (Waste Load Management) is due to be submitted to DEP by March 31, 2020.

DRBC:

The Annual Effluent Monitoring Report is due to be submitted to the DRBC by January 31, 2020. This will be submitted once we receive the data from December.

DEP MS-4

On 01/07/20, BIA met with the Borough to review and walk the Phase II section of the Toad Creek Improvements.

The Berks MS4 Steering Committee meeting is 01/16/20. Agenda topics will include the use of watershed magnets as available handout materials for use by MS4 members in 2020.

2. Topton Transportation Alternatives Trail Connection Project

Plans have been submitted to PennDOT for plan review. Coordinating with utility provider on returning PennDOT forms. Coordination with PennDOT on environmental clearances.

3. Sewer Rehabilitation

Project was awarded to National Water Main Cleaning for \$524,290.85.

Project Schedule:

Pre-Construction Meeting - 6/28/19

Notice to Proceed – 7/1/19

Substantial Completion Date - 12/28/19

Final Completion Date – 1/27/20

Original Contract Value:	\$524,290.85
Change Order #1 (Additional Road Patching)	+\$7,500.00
Change Order #2 (Quantity Revisions)	-\$64,867.00
Change Order #3 (Manhole Repairs)	+\$5,000.00
Revised Contract Value	\$471,923.85

Contractor has completed most work, two lines remain for lining.

4. 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.

5. Topton Park Improvements

Construction plans and bid specifications for the playground, pavilion and basketball court are being finalized. Plans will be bid in late January/February for award by Council at the March 9 meeting.

6. Topton Pool/Recreation Center Feasibility Study

DCNR approved the consultant. Project to be coordinated with the study committee.

7. Transfer of Sewer Lines from Longswamp Township to Topton

The Township is following-up on repairs.

8. WWTP Flood Protection

BIA met with Alex on January 10 to discuss this project, and the plan is for Borough forces will complete the work in the spring of 2020. Isett is revising the plan based on our discussion with Alex, will be finalized by the end of the month.

9. Pavement Condition Evaluation Report for Croll Street, Penn Street, Hoch Avenue and Main Street

The report was completed, submitted and was discussed at the last council meeting. A subsequent tar & chip letter outlining the pros & cons of tar & chip was sent to the Township Manager on November 7, 2019 to assist in the Borough's decision to use tar & chip. Tar & chip is normally to be used on 'low volume' roadways. From site observations during the midday in September, Croll Street and Hoch Avenue can be considered 'low volume'. Traffic counts could be utilized to confirm the visual observation.

OLD BUSINESS

None

EXECUTIVE SESSION

Entered: 8:17PM on motion by Ms. Lorah, seconded by Mrs. Moll passing unanimously.

Exit: 8:43PM on motion by Ms. Lorah, seconded by Mrs. Moll passing unanimously.

ADJOURNMENT

Council adjourned at 8:44PM on a motion by Ms. Lorah, seconded by Mrs. Moll.

Next Borough Council meeting will be held on February 10th, 2020 at 7:00PM.

Respectfully Submitted
Sherry Palinkas
Administrative Assistant