

***MINUTES OF THE  
TOPTON BOROUGH COUNCIL  
MONDAY APRIL 11, 2016***

Members of the Tipton Borough Council met on Monday April 11, 2016 at 7:01 P.M. at Borough Hall for the regularly scheduled meeting. The meeting was called to order by Mr. Stauffer with the Pledge of Allegiance.

Roll call was taken and the following members were present Mr. Gehman, Mr. Beck, Mr. Arndt, Ms. Lorah, Mr. Jost, Mr. Wagaman, and Mr. Stauffer. Borough Secretary Marcus Dolny, Solicitor London, Ryan Kern and visitors were also in attendance.

**APPROVAL OF MINUTES**

On a motion by Mr. Gehman, seconded by Mr. Wagaman the minutes of March 14, 2016 were approved unanimously.

**COMMUNICATIONS:**

None

**HEARING OF VISITORS:**

Monica Kunkel inquired if the car cruise would return to this year's street fair, which it will.

**COMMITTEE REPORTS**

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

Just offered a reminder Street Fair will be held on May 21, 2016 from 8:00AM to 3:00PM.

**Personnel Committee – (Ms. Lorah)**

Ms. Lorah applauded again the accolades Russ Pilgert received being named Wastewater Treatment Plant Operator of the year by PRWA. Mr. Dolny and Mr. Stauffer were in attendance during the presentation of the award at the annual conference in State College, PA

Our Public Works crew just completed there One Call Certifications

Ms. Lorah read Bonnie's letter of intent regarding her retirement, making a motion to accept the notification of retirement effect June 30, 2016. The motion was seconded by Mr. Arndt and passed unanimously.

Ms. Lorah announced that interviews for the new Administrative Assistant/ Open Records Officer were completed and she would like to make a motion to offer the position to Sherry Palinkas starting at a rate of \$16.75 per hour and after her probationary period of six months a rate of \$17.25 per hour. Her start date would be April 18, 2016. The motion was seconded by Mr. Stauffer and passed unanimously.

Ms. Lorah also presented the list of proposed seasonal hires for the Topton Memorial Pool and Pool Side Café and the suggested pay rates (to be enclosed with the minutes). Ms. Lorah made a motion to accept the list as presented. The motion was seconded by Mr. Beck and passed unanimously.

Ms. Lorah also made a motion to hire Deborah Hummel for the Borough's Seasonal Grounds position at \$10.00 per hour. The motion was seconded by Mr. Jost and passed unanimously.

**Finance Committee** – (Mr. Wagaman)

Mr. Wagaman made a motion to pay bills as presented. The motion was seconded by Mr. Jost and passed unanimously.

**Property Committee** – (Mr. Jost)

No Report

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

Mr. Beck addressed an immediate need to address three light poles that are in deteriorating condition, located on the first base side of Main Field.

Project "Pro" committee continues to move forward. Next meeting April 25<sup>th</sup> at 7:00PM

Mr. Dolny Informed council that the small communities grant has been submitted.

**Streets Committee** – (Mr. Arndt) –

Street sweeping began this month in the town square, and town wide will be done after spring flowers drop.

Chipping will continue in 2016 on the last Tuesday of every month beginning in April and ending in October.

**Utility Committee** – (Mr. Gehman) –

Deferred to Engineer's Report

**Mayor's Report** –

No Report

**Secretary's Report**

- Mr. Dolny brought to council's attention that the vacated property at 209 S. Haas St. has now become a vector issue and will be proceeding to secure buildings on location and remedy as needed. The property will then be leaned.
- After last month's meeting where neighbors addressed concerns regarding the Dollar General Store, Mr. Dolny has met with the owner and believes that all addressable matters will be handled moving forward.
- Mr. Dolny was asked about the matter of abandoned cars within the Borough. Said he's still working with State Police at this time.

**Solicitor's Report**

Ms. London will work with Borough Office to obtain another firm to complete codification of ordinances. The borough received the electronic file that seemed to be 95% intact and we feel it's sufficient to move forward.

Ordinance ~~3-2016~~ 2-2016 Backflow Prevention Ordinance has been advertised and Ms. London feels ample time has been given to Labor and Industry to comment, to which we have received none. Mr. Gehman made a motion to adopt, seconded by Mr. Wagaman passing unanimously.

Ms. London also presented a memorandum / sample ordinance for the authorization of fees charged by collection agencies as outlined by Berks Earned Income Tax. Mr. Jost made a motion to advertise, seconded by Mr. Beck passing 6 to 1 with Mr. Gehman voting in the negative.

## **Engineer's Report**

### **1. Sewage Treatment Plant – Copper Limit**

During March the Copper level was 0.011 mg/l which was well below the permitted level of 0.025 mg/l. The copper levels remain within the permitted limits and Russ continues to closely monitor the levels and chemical feed rates as we change from season to season.

### **2. Sewage Treatment Plant – Annual Reporting**

The Annual Wasteload Management Report was submitted to DEP on March 25, 2016. Two copies of the report are being provided to the Borough for their records.

### **3. Weather Protection for Influent Screen**

The carport has been ordered and it should be delivered and erected in about 4 to 6 weeks from now.

### **4. Sanitary Sewer System I & I**

After performing closed circuit television inspections of over 5,000 feet of sanitary sewer mains throughout the Borough, Utility Services Group (USG) recently submitted two copies of their report of the findings along with DVDs of the videos. We have one copy of the report and Russ has the other. There are two DVDs included, one from February 18<sup>th</sup> and the other from March 7<sup>th</sup>, unfortunately, Russ's report contained two DVDs of the February 18<sup>th</sup> inspections and none from March 7<sup>th</sup>.

On March 7<sup>th</sup>, USG was televising the sanitary sewer main in Poplar Drive, East of St. John's Street and encountered an area under a water course where the camera was submerged and there was no visibility. USG did not have a flush truck on site that day; therefore, that portion of the survey could not be completed. Last week Russ had Klines Services flush this line and televise the sewer main. This section of sewer is an area where excessive infiltration and inflow has been observed during post storm events.

Once Russ obtains the DVDs of USG's videos from March 7<sup>th</sup> and obtains a copy of Klines Services video from last week, we will work with Russ in order to put together a list of recommended repairs of the sanitary sewer mains throughout the Borough and include a priority rating as well as cost estimates so that the Borough can plan for repairing the sanitary sewers in the future.

### **5. NPDES Permit Renewal**

We have been advised by DEP that they are understaffed and that review of NPDES Permit Renewals are low priority; therefore, we should not expect a quick turnaround on the permit application.

## **6. Toad Creek Improvements**

A kick-off meeting was held with BCCD on 2/19/16. Draft plans have been handed out to Council members tonight. BIA will continue with design/permitting of Phase 1 of the Toad Creek improvements. A DEP pre-application meeting is scheduled for May 3<sup>rd</sup>.

## **7. Borough Park Master Site Plan**

BIA met with the committee on March 21st to review alternative site layouts for the park. The committee discussed a number of issues which resulted in a hybrid plan of various proposed changes and improvements. BIA is preparing a draft plan for the April 25th committee meeting.

## **8. Borough Town Square Improvements**

Field survey is scheduled to begin later this week.

## **Old Business**

Mr. Rauenzahn asked if there was more information regarding the YMCA playground program. Information would be included with the spring/summer newsletter. Reminded council that previously when the borough ran a playground program it was free of charge.

Mr. Rollman inquired to the success rate of payment regarding property liens. Ms. London said that generally although it may take time usually once the property sells you see full reimbursement.

## **Executive Session – Legal**

Entered: 8:57 PM on motion by Ms. Lorah, seconded by Mr. Beck passing unanimously.  
Exit: 9:13 PM on motion by Mr. Arndt, seconded by Ms. Lorah passing unanimously.

Mr. Wagaman made the motion, seconded by Mr. Beck to authorize a settlement agreement with Aegis and Aqua Serve granting a full release via settlement of \$15,000.00. The motion passed unanimously.

Mr. Wagaman made a motion to authorize joining in an application with other former members of Berks-Lehigh Regional Police in regards to litigation to move case to Pennsylvania Commonwealth Court. The motion was seconded by Ms. Lorah and passed unanimously.

## **ADJOURNMENT:**

Council adjourned at 9:18 PM on a motion by Mr. Gehman, seconded by Mr. Beck.

The next Borough Council meeting will be held on April 11, 2016 at 7:00 PM.

Respectfully Submitted  
Marcus V. Dolny  
Borough Secretary