

**MINUTES OF THE
TOPTON BOROUGH COUNCIL
*Monday April 8, 2019***

Members of the Tipton Borough Council met on Monday April 8, 2019 at 7:01 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, Mrs. Moll, Mr. Jost and Mr. Miller. Borough Manager Mr. Dolny and Solicitor London and visitors were also in attendance.

APPROVAL OF MINUTES

On a motion by Mr. Jost seconded by Ms. Kunkel the minutes of March 11, 2019 were approved unanimously.

COMMUNICATIONS

Mr. Dolny advised Council information received regarding land development on a tract of land owned by East Penn Manufacturing. Mr. Dolny will look into acquiring more information regarding this matter.

Mr. Dolny shared with Council a letter received from Mr. Larry Werst, Tipton Mini Museum Curator, regarding the Tipton Mini Museum.

Mayor's Report

Mr. Biltcliff announced he is excited for spring and events happening within the community. Solicitor London stated there is no new action regarding the Berks Lehigh Regional Police case.

HEARING OF VISITORS

Mr. Rauenzahn questioned upcoming vacancies on the Borough Council was told to contact the Board of Elections if he had any questions.

Mr. and Mrs. Unger of 223 E. Weis Street approached Council regarding loss from water damages. Currently working with Borough insurance company.

Solicitor's Report

Solicitor London addressed Council regarding the matter of the East Penn Manufacturing lot line adjustment. This matter will be sent to the Planning Commission and a meeting will be held on May 13th at 6pm prior to the regularly scheduled Council meeting.

Solicitor London presented Council with a draft easement for the United States Postal Service property in regards to the restoration of the historical well. Council chose not to take action and to wait for the completion of the land survey.

Secretary's Report

Mr. Dolny asked Council to stay to vote on the recycling drawing contest held for the upcoming newsletter.

RESOLUTION 12-2019 – Reimbursement Resolution – Ford Escape Lease
Motion made by Ms. Lorah, seconded Mr. Jost passing unanimously.

Mr. Dolny presented Council with updates regarding the Topton Ambulance including donations, fundraising, audit and mortgage refinance.

Mr. Dolny shared that we received our MS4 permit.

Mr. Jost made a motion to purchase a 2018 Ford F350 through the costars program through an end of the year closeout through Hondru Ford for purchase price of \$40,995.00. Ms. Kunkel seconded this motion passing unanimously.

Mr. Dolny advised Council regarding the Pennsylvania State Police investigation regarding the findings at the mine hole.

Mr. Dolny updated Council on the quality of life issues within the Borough and that they are being addressed.

COMMITTEE REPORTS

Public Affairs Committee – (Mr. Stauffer)

Mr. Stauffer reminded Council that Community Day will be held on Saturday May 25th. Mr. Jost made a motion to accept the request from Trinity Lutheran Church to hold a rummage sale and sell hot dogs, hamburger bbq and drinks on their premises during the community day. Mr. Miller seconded this motion passing unanimously.

Personnel Committee – (Mrs. Moll)

Mrs. Moll made a motion to hire the seasonal employees presented to Council for the Topton Memorial Pool for lifeguards and the pool side café. Mr. Beck seconded this motion passing unanimously.

Mrs. Moll made a motion to remove Sean Ward from probationary status and extend to him full time status. Ms. Lorah seconded this motion and it passed 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 discussed the seasonal position and the tentative start date for this position. These positions will be interviewed on Wednesday May 8th with a tentative start date after approved by Borough Council at the May meeting.

Parks & Recreation Committee – (Mr. Miller)

Mr. Jost made a motion pending settlement and receiving resignation to advertise open position for Jason Miller's council position. Ms. Lorah seconded this motion passing unanimously.

Streets Committee – (Ms. Lorah)

Complaints were discussed regarding the UGI project in the west side of town. A meeting is scheduled for next week to meet with UGI to correct these matters.

It was requested for the road crew to repair potholes located along Croll Street. This matter will be addressed.

Utility Committee – (Mr. Beck)

No Report

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. The report does include an organic overloaded condition. The treatment plant has an organic loading rating of 700 lb/day and is considered overloaded if this value is exceeded in any given month.

The overloaded condition is caused by two factors: 1) in July 2014 the organic loading was measured at 898 lbs/day, and 2) from September 2017 thru August 2018, there were five (5) months when the organic loading was above 700 lb/day with the highest being 836 lb/day in May 2018. Since it is required to go back 5 years, the July 2014 value will be dropped for next year's report and the high values in 2017 and 2018 were attributed to inaccurate influent meter readings. The influent meter has been fixed by W. G. Malden in

October 2018. From mid-October through the end of February, the difference between the two meters has been less than 10,000 gpd (previously it was between 65,000 to 80,000 gpd). This seems very reasonable especially when you factor in the recycle use for the influent screen spray wash, sludge wasting and evaporation.

We will await a response from DEP regarding this report.

2. Toad Creek Improvements

Potential Project Schedule:

Bid Opening	4/3/19
Potential Award Date	4/8/19
Potential Construction Start	6/3/19
Potential Construction Complete	9/14/19

Bids were received and emailed to the Borough. Isett has de-scoped the project with the apparent low bidder, Stonewood Contracting. Isett undertook this step due to the difference between the bid values of the bidders. During the de-scoping discussion with the contractor, he confirmed the scope and requirements of the project and that he had re-checked his bid and is confident that he can provide the needed services for the price indicated in the bid. Ryan will present a detailed summary at the meeting.

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

Mr. Jost made a motion to award the Toad Creek improvement project to Joe Phillips and Hauling in the amount of \$108,937.00 pending thorough vetting by the Borough Engineers and approval by the Borough Manager. This motion was seconded by Ms. Lorah and passed unanimously.

The lowest bid was discredited due to incomplete submission.

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 storm water improvements.

4. Sewer Rehabilitation

This phase is estimated at approximately \$600,000 in remediation/repairs, with approximately \$800,000 remaining in the funding. Total cost of all anticipated repairs is projected to be in the neighborhood of \$1M. Anticipated project Schedule:

Project open to contractors	3/27/19
Pre-Bid	4/10/19
Question End	5/2/19
Bid Opening	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

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 Schedule:

Bid Opening	4/3/19
Anticipated Award Date	4/8/19
Anticipated Construction Start	5/8/19
Anticipated Construction Complete	8/6/19

Apparent Low bid by Bertolet Construction Corp. for \$92,555.

Three bids received and emailed to the Borough. Isett has sent recommendation to award to client.

Mr. Beck made a motion to award the bid to Bertolet Construction Corporation as recommended by Barry Isett & Associates. Mr. Miller seconded this motion passing unanimously.

Old Business

A reminder that the Borough office has a complimentary ticket for the Berks County Grange Legislative Banquet if any Council member is interested in attending.

ADJOURNMENT

Council adjourned at 8:33PM on a motion by Ms. Lorah, seconded by Mrs. Moll.

Next Borough Council meeting will be held on May 13, 2019 at 7:00PM.

Respectfully Submitted
Sherry Palinkas
Administrative Assistant