

**MINUTES OF THE
TOPTON BOROUGH COUNCIL
*Monday April 9, 2018***

Members of the Topton Borough Council met on Monday April 9th, 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, Mr. Jost, Ms. Moll and Ms. Kunkel. Borough Manager Marcus Dolny, Solicitor London and visitors were also in attendance. Ms. Moll was absent.

APPROVAL OF MINUTES

On a motion by Mr. Beck, seconded by Mr. Jost the minutes of February 12th, 2018 were approved unanimously.

COMMUNICATIONS

Mr. Jost made a motion to approve Cub Scout Pack 510 request to use the Topton Memorial Pool parking lot to have a car wash on Saturday June 23rd, 2018. Ms. Lorah seconded this motion passing unanimously.

Mayor's Report

Mayor Biltcliff applauded the road crew on their continued excellent work in regards to snow removal.

HEARING OF VISITORS

Scott Yenser from Topton Fire Company attended the meeting and updated Council on current plans for the Fire Company as well as informing Council they will be attending future Council meetings to be more involved.

Solicitor's Report

Ms. Lorah made a motion to authorize Solicitor London to advertise the prepared draft of Ordinance 3-2018 in regards to establishing street parking regulations. Mr. Jost seconded this motion passing unanimously.

Secretary's Report

Mr. Dolny shared with Council a letter received from Mr. Russ Pilgert announcing his retirement as of July 31, 2018. Mr. Beck made a motion to accept Mr. Pilgerts retirement letter. Mr. Miller seconded this motion passing unanimously.

COMMITTEE REPORTS

Public Affairs Committee – (Mr. Stauffer)

Centennial committee will hold the next meeting on Monday April 16th, 2018 at 7pm at the Borough Hall to discuss and continue planning of the street fair scheduled for Saturday May 19th, 2018.

Personnel Committee – (Mrs. Moll)

Ms. Moll made a motion to hire the seasonal staff for the Topton Memorial Pool for the summer of 2018 as presented to Council. Mr. Stauffer seconded this motion passing unanimously.

Ms. Moll made a motion to hire Owen Kerver for our seasonal grounds position as presented to Council. Mr. Stauffer 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. Beck and passed unanimously.

Property Committee – (Mr. Jost)

Mr. Dolny shared that the permit has been approved and received for the construction of the pole building at the water treatment plant. Construction will start in the very near future.

Mr. Dolny also shared that the construction for the new enclosure for trash storage at the Borough Hall is almost completed.

Parks & Recreation Committee – (Mr. Miller)

The flyer for campout was presented to Council for review.

Streets Committee – (Ms. Lorah)

None

Utility Committee – (Mr. Beck)

None

Engineer's Report

1. Sewage Treatment Plant

Chapter 94 Report was submitted March 20, 2018.

2. 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.

3. Toad Creek Improvements

Permit package resubmitted to the PADEP on March 2nd, 2018.

ACOE providing final piece to PA DEP week of April 2, 2018.

4. 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.

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5. DEP MS-4

Isett is still awaiting issue of Topton's MS4 NPDES Permit by DEP. Very few permits have been issued at this point, typically they have been General Permits. Topton Borough will be receiving an Individual Permit. Isett recommends the Borough document any MS4 related work before the permit is received. In the meantime, Isett is in the process of preparing an MS4 checklist to keep the Borough on track with initial task items to be completed by December 2018.

Isett shall continue to forward MS4 related handouts and educational information to the Borough Manager for review.

6. 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, restoration of disturbed ground is awaiting appropriate weather for dryness and seed uptake.

7. Barkley Street Sewer Rebuild Project

Contract documents with DOLI Construction have been executed.

Anticipate 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 mainline, manhole and 3 of off site laterals week of April 2, completing laterals on Barkley and remaining off site lateral this week.

8. 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

Pre-Construction Meeting was held March 9, 2018, anticipated start of work is April 23rd.

9. New Well and Grant Application

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

Old Business

Mr. Dolny reopened conversation regarding the request by Britney Jeschonek to hold a special needs egg hunt and fair starting in 2019. After Council's discussion Council requested Mr. Dolny to speak to Ms. Jeschonek regarding the changes they would like to have made to her proposal and to have her submit a new request.

Executive Session – Real Estate

Entered: 7:38PM on motion by Ms. Lorah, seconded by Mr. Jost passing unanimously.

Exit: 7:58PM on motion by Ms. Lorah, seconded by Mr. Miller passing unanimously.

ADJOURNMENT

Council adjourned at 7:59PM on a motion by Ms. Lorah, seconded by Mr. Jost.

Next Borough Council meeting will be held on May 14th, 2018 at 7:00PM.

Respectfully Submitted
Sherry Palinkas
Administrative Assistant