

***MINUTES OF THE  
TOPTON BOROUGH COUNCIL  
MONDAY December 12, 2016***

Members of the Topton Borough Council met on Monday December 12, 2016 at 7:00 P.M. at Borough Hall for the regularly scheduled meeting. The meeting was called to order by President Mr. Stauffer with the Pledge of Allegiance.

Roll call was taken and the following members were present Mr. Stauffer, Mr. Beck, Mr. Arndt, Ms. Lorah, Mr. Jost, Mr. Wagaman and Mr. Gehman. Borough Secretary Marcus Dolny, Solicitor Ms. London, Mr. Garman (engineer representative) and visitors were also in attendance. Mr. Biltcliff was absent.

**APPROVAL OF MINUTES**

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

**COMMUNICATIONS:**

Mr. Dolny shared with council a letter that was received from the Brandywine Heights Girl Scouts requesting the use of the Borough's front parking lot for a drive through cookie stand on multiple dates in January, February and March. Mr. Wagaman made a motion to approve this request as long as they provide the Borough with an insurance certificate as well as signing a hold harmless to keep on record in the Borough office. Ms. Lorah seconded this motion and it passed unanimously.

Mr. Dolny also shared an email he received from the County of Berks in regards to MS4 Steering Committee. After further discussion council requested that Mr. Dolny obtain further information regarding this committee.

**Mayor's Report –**

Mayor Biltcliff was absent but had asked Mr. Dolny to share that he was very happy with the turnout for the Annual Christmas tree lighting in Topton.

**HEARING OF VISITORS:**

Phillip Rollman questioned how employee raises were calculated.

Bob Rauenzahn questioned matters brought up in October's minutes regarding placement of a storage shed at the water plant.

## **Solicitor's Report**

Ms. London requested a motion to be made to sign a resolution to approve Berks EIT to assign David Bieber as the alternate replacing retiree Bonnie Stauffer. Mr. Wagaman made the motion to sign this resolution. Mr. Gehman seconded the motion and it passed unanimously.

## **Secretary's Report**

Mr. Dolny informed council that he has been in touch with Brandywine Heights High School regarding the Junior Council Program and that the Borough is now accepting applications for any interested high school juniors. Applications for this program have been placed on the Borough of Topton's website as well as being available in the Borough office. Applications will be due on December 21<sup>st</sup>, 2016.

Mr. Dolny advised council that Topton Ambulance had contacted him regarding the proposed run cards. Mr. Dolny updated council regarding previous arrangement with Topton Ambulance and the run cards. After discussion Mr. Wagaman made a motion to support the proposed run cards presented by Topton Ambulance which would include Topton Ambulance being first due, Northeastern Ambulance second due and Kutztown Ambulance being third due. Ms. Lorah seconded this motion and it passed unanimously.

Mr. Dolny asked council for permission to closeout all business of 2016. Mr. Wagaman made a motion giving Mr. Dolny the permission to closeout all remaining business of 2016. Mr. Jost seconded this motion and it passed unanimously.

## **COMMITTEE REPORTS**

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

None

**Personnel Committee** – (Ms. Lorah)

None

**Finance Committee** – (Mr. Wagaman)

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

Mr. Jost made a motion to adopt the 2017 budget. Mr. Arndt seconded this motion and it passed unanimously.

Ms. London advertised as required Ordinance 5-2016, setting the tax rate for 2017. Mr. Jost made a motion to adopt and sign Ordinance 5-2016. Mr. Arndt seconded this motion and it passed unanimously.

After discussion council made a change to the proposed sewer rate increase that was previously advertised under Ordinance 6-2016. Ms. Lorah made a motion to re advertise Ordinance 6-2016 with the proposed rate change. Mr. Wagaman seconded this motion and it passed unanimously.

**Property Committee – (Mr. Jost)**

None

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

Mr. Dolny informed council he will have the final Project PRO plan soon and there will be a meeting either in January or February.

**Streets Committee – (Mr. Arndt) –**

Ms. Lorah made a motion for the Borough to purchase a solar radar speed sign not to exceed \$3750 to be used throughout the Borough. Mr. Beck seconded this motion and it passed in a 4 to 3 vote with Mr. Gehman, Mr. Arndt and Mr. Wagaman in the negative.

Mr. Arndt informed council that the curb painting on Callowhill Street had been completed and that it seems to be helping.

Mr. Arndt also spoke about possibility of having parking available on the Market Café lot for public use. Was noted that it can't be forced due to liability, but Mr. Dolny would reach out to owners.

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

Mr. Gehman spoke about the leak at the Water plant, and the auger issues at the Sewer plant.

## **Engineer's Report**

### **1. Sewage Treatment Plant**

It seems as though there is an improvement in the operation of the influent screen since Lakeside welded bars on the inside of the chute for the auger in early November; however, Russ continues to communicate with the factory regarding its operation. One concern Russ has is that there appears to be excessive head loss through the screen when the flow rate increase to about 500,000 gpd; the unit is supposed to handle 1,000,000 gpd.

On November 30<sup>th</sup>, DEP performed an onsite inspection of the treatment plant and reviewed the operation with Russ. Generally, the inspection went fairly well and no major items were flagged by DEP.

Russ has noted that the flow to the plant has seemed to be increasing recently and he has reported that it has been discovered that a valve in the backwash line at the water treatment plant was not completely closing. This could not only be attributed to excess flow at the sewage treatment plant; but, also, a source of chlorinated water affecting the bacteria in the plant. Scott is taking care of this item.

We have examined the operator's reports for 2016 and it is apparent that the existing organic loading is up and when the 2016 annual wasteload management report is prepared, there is a high chance that the projections will indicate that the plant will reach its organic loading capacity. If this is the case, a corrective action plan will be required.

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

We do not expect to hear anything on the application for a PA small Water and Sewer system grant through the Commonwealth Financing Authority until after the new year.

### **3. NPDES Permit Renewal**

The NPDES Permit for sewage treatment plant has not yet been reissued by DEP; therefore, the Borough shall continue to operate the plant in accordance with the expired permit. During DEP's inspection, Russ was told that some plants have been operating as long as two years on an expired permit.

### **4. Well # 5.**

Scott has been periodically checking to see when the well pump will be rebuilt and returned to the Borough; he has been told that they will be working on it and it should be ready soon. Until the pump is received, not much can be done as far as finalizing a treatment plan or preparing the permit applications. A review of past reports indicated that Well # 5 had a maximum yield of 300 gpm; however, in order to minimize turbidity levels, the pumping rate was kept below 200 gpm. Even at the reduced pumping rate, the use of the well was discontinued in 1987 due to high turbidity levels.

**5. Toad Creek Improvements**

Plans have been finalized and will be submitted to the Borough for review. The BCCD application is finalized and the Borough will need to issue a check for \$500 made out to Berks County Conservation District. The Borough may want to speak with the Conservation District about possibly waiving the fee.

**6. Borough Park Master Site Plan**

The plan has been submitted to the Borough for review.

**7. Borough Town Square Improvements**

Plans have been submitted to the Borough Manager for review. The Specs and Bid Package will be prepared upon approval of the roadway plans.

**Old Business**

None

**ADJOURNMENT:**

Council adjourned at 8:38 PM on a motion by Mr. Jost, seconded by Ms.Lorah.

The next Borough Council meeting will be held on January 9, 2017 at 7:00 PM.

Respectfully Submitted  
Sherry D. Palinkas  
Administrative Assistant/  
Open Records Officer