

***MINUTES OF THE
TOPTON BOROUGH COUNCIL
MONDAY February 8, 2016***

Members of the Topton Borough Council met on Monday February 8, 2016 at 7:00 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, Ms. Lorah, Mr. Jost, Mr. Beck, Mr. Arndt, and Mr. Stauffer. Mr. Wagaman arrived late. Borough Secretary Marcus Dolny. Solicitor London and visitors were also in attendance.

APPROVAL OF MINUTES

On a motion by Mr. Beck, seconded by Mr. Jost the minutes of January 11, 2016 were approved unanimously.

COMMUNICATIONS:

Mr. Lawrence Hughes submitted a letter included for the record. Mr. Hughes is asking for reimbursement of \$405.00 due to damage caused during cleanup efforts of the snow storm. However, the cleanout for the sewer line that became blocked was due to an improper installation. Council felt if the clean out was installed properly the pipe would have never become blocked as it did. Mr. Arndt made the motion to pay the requested amount, but the motion died for lack of a second. No further action was taken.

Charlie and Kathy DeVaul submitted a letter included for the record expressing the dissatisfaction with receiving a warning regarding snow and ice removal on their sidewalk and noting other concerns.

Sarah Gehman submitted an email include for the record regarding her displeasure with snow being plowed in front of her garage.

Sports Boosters requested use of the Weis Street Parking lot Sunday April 24th for their fundraiser. Mr. Jost made the motion to approve, seconded by Ms. Lorah and passing unanimously.

HEARING OF VISITORS:

June Ehrie thanked council for following through with their promise regarding her water and sewer bill.

Bob Rauenzahn again brought up the matter of paving parking lots. Asking when and how council decided to not enforce a statute set forth in a previous agreement. Ms. London said council has discretion in these matters sighting that reasoning can change.

Phillip Rollman complemented the Borough's efforts with snow removal and also thanked the council for following through with Ms. Ehrie. Mr. Rollman also noted that despite his feeling that him and Mr. Dolny may not see eye to eye, that once the Borough Managers position is recreated as advertised, he would recommend him for the position.

COMMITTEE REPORTS

Personnel Committee – (Ms. Lorah)

No Report

Finance Committee – (Mr. Wagaman)

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

Property Committee – (Mr. Jost)

No Report

Parks & Recreation Committee – (Mr. Beck)

Project "Pro" had a successful introductory meeting and after our next meeting there should be some more substantial information to report on.

Streets Committee – (Mr. Arndt) –

Mr. Arndt has received a lot of complements regarding storm clean up and the conditions of our roads after the snow storm. Fleetwood is even interested in visiting to see what our procedure is.

Regarding possible 2016 paving project Mr. Beck, Mr. Arndt, and Mr. Gehman met with Ryan Kern from Barry Isett. This matter will be discussed further in March but Mr. Dolny noted that it'll most likely need to be broke down in phases due to the nature of the project.

After inquisition it was noted that the possible matter of Speedway accepting Birch Alley is still a possibility but one that will not happen quickly.

Utility Committee – (Mr. Gehman) –

The Back Flow Prevention Ordinance is still awaiting comments from L&I.

Public Affairs Committee – (Mr. Stauffer) –

No Report

Mayor's Report –

Mr. Dolny conveyed that the Mayor wished to note the great job the road crew did in cleaning up after the storm.

Secretary's Report

- Mr. Dolny confirmed that per their instructions a refund was issued to Ms. Ehrie due to the discrepancy on her utility billing.
- Mr. Dolny informed council that an invoice was submitted to the Borough by Paradise Concrete and the invoice was denied as no authorization was given for the work to be done.
- Mr. Dolny stated that the revised job description for Administrative Assistant/ Open Records Officer has been completed and reviewed by Ms. Lorah. Due to the pending retirement of Ms. Stauffer in June Mr. Dolny would like to advertise the position to start the process of identifying her replacement. Mr. Arndt made the motion to post the position, seconded by Ms. Lorah and passing unanimously.
- Mr. Dolny noted the need for two minor changes/updates to the employee handbook and turned that information over to Ms. London for review and preparation.
- Mr. Dolny presented the opportunity for Tri-Valley YMCA to offer a Playground Program for the Borough. The borough's cost would be \$6,500.00 and provide a great offering. The motion was made by Ms. Lorah to allow for the Tri-Valley YMCA playground program, seconded by Mr. Jost and passing unanimously.
- Mr. Dolny inquired about the Borough's authority to force the removal of a tree. Unless there is a clear and present danger the matter is civil and would be handled between neighbors.

Solicitor's Report

Ms. London advertised as required Ordinance 1-2016 the creation of the titled position of Borough Manager and is ready for adoption. Mr. Jost made the motion, seconded by Mr. Beck passing 6 to 1 with Mr. Gehman voting in the negative.

Ms. London updated council in regards to the codification of borough ordinances. The owner of Keystate Publishers has passed away and the firm will be ceasing operation. We are awaiting clarification regarding the status of our project.

Engineer's Report

1. Sewage Treatment Plant - Copper Limit

As previously reported, the average copper levels for 2015 were below the permitted limit; thus, there were no violations last year. Russ will continue closely watch the copper concentration and will tweak the chemical feed rates as we transition from one season to another in order to achieve the most efficient use of chemicals and to keep costs at a minimum.

2. Sewage Treatment Plant – Annual Reporting

On January 25, 2016, the Annual Effluent Monitoring Report was submitted to the DRBC as required per the Docket.

Russ has provided our office with the monthly operations reports along with other pertinent information so that we can prepare the Annual Wasteload Management Report which must be submitted to DEP by March 31, 2016. We anticipate having a draft of the report completed within the next few days so that we can provide a copy to Russ and Marcus for their review prior to it being submitted to DEP. It appears that there will not be any projected overloads within the next five years.

3. Weather Protection for Influent Screen

We had advised DESCCO that the Borough had decided not to accept their proposal to pick up, deliver and install the carport over the influent screen at the sewage treatment plant and it was decided that the Borough would take advantage of the manufacturer's free delivery and installation option and order the carport in the spring.

We checked with the manufacturer, and we were advised that the free delivery and installation option will be available in about 6 to 8 weeks depending on the weather. The carport could be ordered at any time now.

4. Sanitary Sewer System I and I

Last week, as a result of rain and snow melt, Russ reported that the sewage flow into the plant was about 750,000 gallons per day for a couple of days. He was utilizing all available storage at the plant and had the wet well pumps cranked up and was barely keeping up with the flow. He also found some time to check certain key manholes in the collection system in order to identify areas where the flow was excessive.

At Russ' request, Utility Services Group provided a proposal to inspect 5,000 feet of sanitary sewer as well as performing some root cutting and grouting. We recommend that their proposal for mobilization and light clean and closed circuit television inspection of 5,000 feet of 8" sanitary sewer be accepted at their prices of \$1,000 for mobilization and \$1.25/ft for cctv inspection and a total estimated price of \$7,250. Russ has identified several areas where he observed high flows including the sewer line from the middle school.

5. Barkley Street Sewer Repair

This project will remain on hold, until financing arrangements have been made and a notice to proceed is given for preparing bidding documents. Last week when Russ was checking certain manholes throughout the Borough during high flows at the treatment plant, he reported excessive flows in this section of the Barkley Street sewer.

6. DRBC Dockets – Water System

The DRBC is in the midst of a comprehensive review of some of the older approvals and have requested that the Borough review their docket and confirm whether or not all of the sources are currently being utilized as approved in the docket. They have asked for a response by February 26, 2016. It our understanding that Scott is handling this request.

7. NPDES Permit Renewal

The NPDES Permit No. 0020711 for the Sewage Treatment Plant expires at midnight on August 31, 2016. An application for renewal of this permit shall be received by DEP at least 180 days prior to the expiration date, this means DEP must receive the renewal application on or before March 4, 2016. We will prepare the permit renewal application and review it with Russ so that it is submitted by the end of February. A \$500 check shall accompany the permit application.

8. Toad Creek Improvements

Design kick-off meeting is scheduled for February 19th.

9. Borough Park Master Site Plan

Attended kick-off meeting on January 25th. A second meeting will be set up to start the Park programming.

New/Other Business

BYBA Blast submitted a letter asking for a monetary donation or prize donation for their BINGO fundraiser. No Action was taken.

Mr. Jost made a motion to appoint Marcus Dolny to the newly created position of Borough Manager. The motion was seconded by Mr. Beck. Discussion took place regarding the timing of the appointment. The motion passed 5 to 2 with Mr. Gehman and Mr. Arndt voting in the negative.

Water leak repaired in Longswamp will be at the cost of the Township.

Old Business

Police Litigation is tied up within the courts.

Paul Hilbert has yet to satisfy the requests of Longswamp Township in order to move forward with a utility hook up with the Borough of Topton.

ADJOURNMENT:

Council adjourned at 8:23 PM on a motion by Mr. Arndt, seconded by Ms. Lorah.

The next Borough Council meeting will be held on March 14, 2016 at 7:00 PM.

Respectfully Submitted
Marcus V. Dolny
Borough Secretary