

***MINUTES OF THE  
TOPTON BOROUGH COUNCIL  
MONDAY February 13, 2017***

Members of the Tipton Borough Council met on Monday February 13, 2017 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. Biltcliff, Mr. Beck, Mr. Arndt, Ms. Lorah, Mr. Jost, Mr. Wagaman and Mr. Gehman. Borough Secretary Marcus Dolny, Solicitor Ms. London, Mr. Kern (engineer representative) and visitors were also in attendance.

**APPROVAL OF MINUTES**

On a motion by Mr. Arndt, seconded by Mr. Wagaman the minutes of January 9, 2017 were approved unanimously.

**COMMUNICATIONS:**

Mr. Dolny shared with council a request from Brandywine Sports Boosters permitting them to use the Borough parking lot in front of the pool for their chicken dinner fundraiser. Mr. Gehman made a motion to approve this request. Mr. Jost seconded this motion and it passed unanimously.

Mr. Dolny also shared with council a complaint the Borough office received regarding truck traffic on East Washington Street. After discussion with council Mr. Arndt made a motion to approve the placement of a no truck sign on corner of East Washington Street. Mr. Wagaman seconded this motion and it passed unanimously.

**Mayor's Report –**

Mayor Biltcliff praised work of Public Works crew for job well done with snow removal during last snow event.

Mayor Biltcliff also advised council he has been hearing a lot of talking and excitement regarding the future planned park renovations.

**HEARING OF VISITORS:**

Mr. Robert Heydt spoke to council regarding the possibility of the Borough creating an ordinance for new rentals to be enforced to be code compliant.

Mr. Bob Rauenzahn spoke to council regarding mandating the installation of sidewalks.

## **Solicitor's Report**

Ms. London updated council on the progress of the Toad Creek Land Exchange.

Ms. London also gave council an update on the Berks-Lehigh Regional Police matter.

Ms. London requested an executive session.

## **Secretary's Report**

Mr. Dolny presented council more information as requested regarding the MS4 Steering Committee. Mr. Dolny advised council that he feels this would be very beneficial for the Borough to join the committee. Mr. Wagaman made a motion approving solicitor London to prepare and advertise an ordinance allowing the Borough of Topton to join the MS4 Steering Committee. Ms. Lorah seconded this motion and it passed unanimously.

Mr. Dolny presented to council a quote the Borough received from Exeter Supply for leak detection equipment in the amount of \$4750.00. Mr. Arndt made a motion allowing the purchase this equipment. Ms. Lorah seconded this motion and it passed unanimously.

A motion was made by Ms. Lorah to purchase the concrete covers for the springs in the watershed. Mr. Jost seconded the motion and it passed unanimously.

Resolution 10-2017 – Disposition of Non-Permanent Records

Motion was made by Mr. Wagaman, seconded by Mr. Arndt passing unanimously.

Mr. Dolny updated council on well no. 5. After discussion, council requested more information regarding this matter to make decisions regarding the pump for well no. 5. Mr. Dolny will obtain information requested and present at next Borough council meeting.

## **COMMITTEE REPORTS**

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

Mr. Stauffer announced this year's Street Fair will be on May 20<sup>th</sup>. The centennial committee meeting for planning of the Street Fair will be on Monday, February 20<sup>th</sup> at the Borough Hall.

**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.

**Property Committee – (Mr. Jost)**

Mr. Jost advised council there is a leak in the roof at the sewer plant that will need to be corrected in spring when the weather breaks.

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

Bryan Smith from Barry Issett & Associates presented the Master Park Plan to the Borough Council prior to public meeting on February 27<sup>th</sup> at 7pm at the Borough Hall.

**Streets Committee – (Mr. Arndt) –**

Mr. Arndt updated council regarding previously discussed issue of intersection of High and Main Streets. At this time Mr. Arndt does not feel there is any change that needs to be made.

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

None

**Engineer's Report**

**1. Sewage Treatment Plant**

Russ continues to work on ways to operate the plant in a more efficient manor with the assistance of an ex-DEP official. Recently data loggers were installed in the aeration tanks to continuously measure the dissolved oxygen levels. Hopefully, once sufficient data is obtained it may be possible to install timers on the blowers which would limit their run time during certain periods of the day and save on electrical costs. Currently, the blowers run continuously.

Harry Garman has completed the DEP Spreadsheets for the 2016 Annual Wasteload Management Report. In 2016, the average daily flow to the plant was 242,000; the maximum monthly flow was 322,000 gpd in February. The average organic loading (BOD) was 593 Lbs/Day and the maximum monthly loading was 707 Lbs/Day in January. The plant is rated for 300,000 gpd and 750 Lbs/Day. The five-year projections list the average daily flow at 229,000 gpd and the average organic loading at 544 Lbs/day.

A concern is that the plant shall be considered organically overloaded if the rated capacity is exceeded in any given month during the year. During October, 2012 the average loading was 762 Lbs/Day and in July, 2014 the average loading was 898 Lbs/Day. With these numbers, the Projected Maximum Average for 2021 is 749 Lbs/Day. It is anticipated that DEP may be limiting new connections to the sanitary sewer system unless planning is done to upgrade the plant in order to increase its capacity.

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

Last August, Mr. Rehab submitted a proposal to perform closed circuit television inspections of 35 laterals in the Borough at a price of \$215 each for a total price of \$7,525. We checked with Mr. Rehab to see if their pricing was still good; however, we were advised that their pricing has increased and the current price would be \$230 each for a total cost of \$8,050.

Recently, Russ had inspected half of the sewer laterals in the Town Square and found them to be in good condition. The other half, he could not inspect because cleanouts were inaccessible; they were either inside the buildings, not found or could not be opened.

We have been advised that the Commonwealth Financing Authority is currently reviewing the small water and sewer grant applications that were received last October. In total, more than 600 applications were submitted. The CFA meets every other month and will be meeting next month. If awards are not announced during the March meeting, the next meeting will be in May.

## **3. NPDES Permit Renewal**

The NPDES Permit for sewage treatment plant has not yet been reissued by DEP.

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

Kohl Brothers has removed, disassembled and inspected the vertical turbine pump taken out of Well 5 and have determined that a replacement pump is needed. They have suggested two replacement options: The first is to replace it with a vertical turbine pump at a price of \$28,475 or replace with a submersible turbine pump at a price of \$31,950.

The above pump selections were based on a pumping rate of 200 gpm. Since there were turbidity issues in the past, at the 200 gpm pumping rate, consideration should be given to cutting back to a lesser pumping rate. In any event, it is most likely that a 48 hour pump test will be required by DEP before re-permitting the well and new source sampling should occur at the conclusion of the pump test.

## **5. Toad Creek Improvements**

BIA submitted the Permit Application and plans to BCCD and DEP in late December. BIA continues communication with Kent Himmelwright of BCCD and we await their review.

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

Bryan Smith of BIA is presenting the project at tonight's Council meeting.

## **7. Borough Town Square Improvements**

The project is scheduled to be advertised this Wednesday, 2/15/17 with bids due on Friday, 3/10/17. It is anticipated that the project will be awarded at the 3/13 Council meeting.

**Old Business**

None

**Executive Session – Legal**

Entered: 9:00 PM on motion by Ms. Lorah, seconded by Mr. Jost passing unanimously.

Exit: 9:45 PM on motion by Mr. Wagaman, seconded by Mr. Jost passing unanimously.

**ADJOURNMENT:**

Council adjourned at 9:46 PM on a motion by Ms. Lorah, seconded by Mr. Wagaman.

The next Borough Council meeting will be held on March 13, 2017 at 7:00 PM.

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