

**MINUTES OF THE
TOPTON BOROUGH COUNCIL
Monday June 10, 2019**

Members of the Tipton Borough Council met on Monday June 10, 2019 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, Mayor Biltcliff, Mr. Beck, Ms. Lorah, Ms. Kunkel, Mrs. Moll and Mr. Jost. Solicitor London and visitors were also in attendance. Borough Manager Mr. Dolny was absent.

APPROVAL OF MINUTES

On a motion by Mr. Beck seconded by Mr. Jost the minutes of May 13, 2019 were approved unanimously.

COMMUNICATIONS

A donation request from Kutztown Area Historical Society was shared with Council. No action was taken with this request.

Mayor's Report

Mayor Biltcliff spoke about the excellent turn out at the music in the park on Sunday June 9th. He is looking forward to the other upcoming events.

HEARING OF VISITORS

Mr. Paul Veet from Boy Scout Troop 585 approached Council requesting the use of the pool parking lot for a car wash either on August 3rd or August 10th. Ms. Lorah made a motion to approve this request if the facilities are available due to construction. Mrs. Moll seconded this motion passing unanimously.

Solicitor's Report

After further discussion, interviews and review Ms. Lorah made a motion to appoint Mr. Eric Stoudt to the open Council position for the remaining of 2019. Mr. Jost seconded this motion passing unanimously.

Ms. Lorah made a motion to adopt Ordinance 3-2019 regulating use and display of fireworks in the Borough of Tipton. Ms. Kunkel seconded this motion passing unanimously.

Mr. Beck made a motion to accept the post office easement agreement as presented. Mrs. Moll seconded this motion passing unanimously.

Solicitor London updated Council that the appeal regarding the Berks Regional Police matter has been denied.

Secretary's Report – Mr. Dolny was absent

Mr. Jost made a motion to approve the request of Borough Manager Mr. Dolny to attend the National Parks and Recreation conference in Baltimore, Maryland September 24-26th. Mr. Beck seconded this motion passing unanimously.

COMMITTEE REPORTS

Public Affairs Committee – (Mr. Stauffer)

No Report

Personnel Committee – (Mrs. Moll) – Absent

Mrs. Moll made a motion to hire Mr. Dustin Longacre as a seasonal lifeguard for the 2019 summer season to replace a previous hired seasonal employee. Ms. Lorah 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. Jost and passed unanimously.

Property Committee – (Mr. Jost)

Mr. Jost inquired and suggested the following projects:

- Sinkhole at Hoch Avenue and Hamsher Avenue
- Silt removal in retention pond
- Continuation of Spring Lids

Parks & Recreation Committee – (Position Currently Open)

No Report

Streets Committee – (Ms. Lorah)

A permit for a handicap parking was presented to Council. Ms. Lorah will review this request and discuss at July's Council meeting.

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. We await a response from DEP regarding this report.

2. Toad Creek Improvements

Contract documents with J. Phillips Excavating & Hauling have been executed.

Notice to Proceed for June 3, 2019

Anticipated Work Start Date

June 19, 2019

Contract Date for Final Completion

September 14, 2019

Original Contract Value:

\$108,937.60

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

3. DEP MS-4

MS4 tasks completed by June 30th will be applicable to the Borough's first annual report to DEP. The MS4 annual report is due by September 30th, 2019. Isett conducted a short review of MS4 tasks for Topton, and made suggestions on tasks that could be completed by the end of this month, if needed.

On June 5th, Isett conducted an outfall inspection of discharge points along Toad Creek. Inspections are required by DEP during the first year for new NPDES permits, then periodic updates afterwards during the permit. Isett is currently preparing the inspection report for submission and review by the Borough.

4. UGI Repairs

UGI has indicated that their repair contractor (Skoda) would be mobilizing in either the week of June 10th of 17th and completing all of the restoration work (grass, concrete, and paving) involved in the Juliet Ave project.

5. Sewer Rehabilitation

Project was awarded to National Water Main Cleaning for \$524,290.85.

Potential Project Schedule:

Potential Pre-Construction Meeting - 5/14/19

Anticipated Construction Start - 6/20/19

Anticipated Substantial Completion - 12/17/19

Anticipated Final Completion – 1/16/20

6. 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.

7. Barkley Street Repaving and Access Ramps

Contract documents with Bertolet Construction Corp have been executed.

Notice to Proceed for 2019

Contract Date for Substantial Completion	, 2019	90 days
Contract Date for Final Completion	, 2019	120 days

Original Contract Value:	\$92,555.00
Change Order #1 Request (Additional work along curb line)	+\$1,558.00
Potential Revised Contract Value	\$94,108.00

Contractor's Schedule indicates

8. Topton Transportation Alternatives Trail Connection Project

Preliminary design will commence upon survey completion of the base plan. Scoping Design Criteria form was submitted to PennDOT. Project 70 information was submitted to PennDOT for their preparation of a letter to DCNR regarding the funds' use.

9. Sludge Dewatering Assessment

BIA has completed a feasibility assessment for the purchase and installation of a screw press to dewater the sludge at the WWTP prior to disposal. The analysis indicates that the anticipated disposal cost of the dried sludge would be comparable to and maybe even slightly higher than the current cost to dispose of the liquid sludge. This means that it is not financially feasible to install the screw press as the cost of the press is more than the cost of cleaning the reed beds every 7 years.

Old Business

None

ADJOURNMENT

Council adjourned at 8:00PM on a motion by Ms. Lorah, seconded by Ms. Kunkel.

Next Borough Council meeting will be held on July 8, 2019 at 7:00PM.

Respectfully Submitted
Sherry Palinkas
Administrative Assistant