

**MINUTES OF THE
TOPTON BOROUGH COUNCIL
Monday June 11, 2018**

Members of the Topton Borough Council met on Monday June 11th, 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, Mrs. Moll, Mr. Jost and Ms. Kunkel. Solicitor London and visitors were also in attendance. Borough Manager Mr. Dolny was absent.

APPROVAL OF MINUTES

On a motion by Ms. Kunkel, seconded by Mr. Jost the minutes of May 14th, 2018 were approved unanimously.

COMMUNICATIONS

A thank you received for Borough Council and Borough Manager Mr. Dolny was shared from Ms. Geist.

Ms. Lorah made a motion to deny the request for a car wash requested by Lori Haas for cheerleading for private fundraising due to the lack of insurance coverage. Mr. Jost seconded this motion passing unanimously.

Mayor's Report

Mayor Biltcliff shared he was happy to see the great turnout at the school's out bash and music in the park events and is looking forward to all the other upcoming events.

HEARING OF VISITORS

None

Solicitor's Report

Solicitor London updated Council on the Borough/Blanchard land swap and the article featured in the Reading Eagle.

Solicitor London updated Council the amended Longswamp Official map. The new updated map should be adopted in September.

Ms. Lorah made a motion to adopt Ordinance 4-2018, Creation of Borough of Topton Parks and Recreation Committee. Mr. Miller seconded this motion passing unanimously.

Solicitor London informed council that they are still working with Clancy to finalize the parking enforcement.

Secretary's Report

Commenting in place of the Borough Secretary Mr. Dolny is Ms. Palinkas Borough Administrative Assistant.

Ms. Palinkas presented to Council that the Borough had received a refund of the 2017 health insurance premiums. Mr. Jost made a motion to refund the employees their contributions towards the insurance premiums as noted below. Ms. Lorah seconded this motion and it passed unanimously.

Marcus Dolny, Troy Fairchild, Jesse Kemp, Russ Pilgert, Scott Steltz, Sherry Palinkas and Alex Lord - \$1273.22 per each employee.

COMMITTEE REPORTS

Public Affairs Committee – (Mr. Stauffer)

Mr. Stauffer commented regarding the unfortunate weather for the Centennial Street Fair and hopes for better weather next year.

Personnel Committee – (Mrs. Moll)

Mrs. Moll made a motion to move Alex Lord to the Waste Water Treatment Plant Operator as Russel Pilgert is retiring as of July 31, 2018. Mr. Jost seconded this motion and passed unanimously.

Mrs. Moll made a motion to advertise for a public works/Assistant Waste Water Treatment Plant Operator. Ms. Kunkel seconded this motion and it passed 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 updated Council that the storage shed at the Water Treatment Plant is completed.

Mr. Jost made a motion to decommission the Borough's current dump truck and to advertise the sale of the dump truck via sealed bid. Mr. Beck seconded this motion and passed unanimously.

Mr. Jost also updated Council on the progress of the dog park and new t-ball field.

Parks & Recreation Committee – (Mr. Miller)

Mr. Miller informed Council regarding the Project Pro meeting that was held on Thursday June 7, 2018.

Streets Committee – (Ms. Lorah)

Ms. Lorah along with Charley Myers (Barry Isett Engineer) discussed the Barkley St. Project. Barry Isett will present a plan next Council meeting including sidewalk and curbing.

Ms. Lorah made a motion to place no parking signs on Sycamore Drive on both sides of the roads between Adler Drive and East Barkley Street. Ms. Kunkel seconded this motion passing unanimously.

Utility Committee – (Mr. Beck)

None

Engineer's Report

1. NPDES Permit Renewal

The draft permit has been issued.

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

Draft Permit mailed: May 15th, 2018

Draft Permit Posted in PA Bulletin on May 26th, 2018 – this starts a 30 day comment period

The changes that are in the draft 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. The reporting and discharge parameters around Phosphorus have been removed.
- c. There are requirements to test and report (but no limits imposed) on Total Dissolved Solids, Total Nitrogen and Nitrates. These are all quarterly tests, that were already required by DRBC.
- d. On Wednesday, June 6th, 2018 we advised DEP that the facility contact should be changed from Russ Pilgert to Alex Lord

2. Toad Creek Improvements

The DEP has provided preliminary comments on the March 7th resubmission. They have also agreed to meet to discuss these issues. It looks like the meeting will be early July and, in the meantime, Isett is addressing those comments that are straight forward.

3. Borough Park Master Site Plan

Phase 1 (partial funding by DCNR) playground design is being completed and will be prepared for bidding later this summer. Phase 2 of the park development will include trail, pedestrian bridges and sidewalk connections from Home Avenue south to the Elementary School and Middle School.

(construction and inspection costs funded by PennDOT). Isett will coordinate with Marcus as this project moves forward.

4. DEP MS-4

Review status of Toad Creek permit and review stream restoration guidelines with DEP.

Isett received copy of review letter from DEP on Topton Borough's Pollution Reduction Plan (PRP). Isett talked with Jacob Rakowsky from DEP regarding the letter items and is preparing a response letter with an amended report. DEP requested the pollution load values be revised. The revised load values also changed the proposed BMP pollution reductions, but other report items stayed the same.

5. WWTP Recycled Water Project

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
Work Completed		
Contract #1 Bellview Pump	\$13,700.00	
Contract #2 Bellview Pump	\$45,950.00	
Total Contract Value	\$59,650.00	
Change Order #1	\$3,714.00	
Revised Contract Value	\$63,364.00	

Change Order No. 1 has been prepared and has been signed by Bellview Pump and the Engineer, it is to be signed by the Borough.

Bellview has submitted payment requests for both contracts and Change Order No. 1 for a total amount due of \$63,364.00. We recommend payment be made.

6. Barkley Street Sewer Rebuild Project

Contract documents with DOLI Construction have been executed.

Notice to Proceed for February 12, 2018	
90 days to Substantially Complete	May 13, 2018
120 days to Finally Complete	June 12, 2018

CO#2 includes a 90 day contract extension (8/12/18 & 9/11/18)

Original Contract Value:	\$179,220.00
Change Order #1 (laterals)	+\$12,284.00
Revised Contract Value	\$191,504.00
Change Order #2 Request – service conflicts	+\$6,887.68
Potential Revised Contract Value	\$198,491.68

Contractor completed sewer line work, waiting on UGI for paving work to be completed.

7. 2017 Sanitary Sewer Cleaning and Televising Project

Notice to proceed issued for March 19 of 2018	
90 days to Substantially Complete	June 18, 2018
150 days to Finally Complete	August 17, 2018

Requested a 30 day time extension (7/18/18 & 9/16/18)

Contract Value:	\$ 91,321.55
Change Order #1 (lateral video)	\$250
Revised Contract Value:	\$91,571.55

Contractor has completed main line video, expects to deliver the report shortly. Contractor has requested a 30 day time extension due to disruptions caused by the PACP/MACP certification process.

Mr. Beck made a motion to accept the change order #1 in regards to the Waste Water Treatment Plant Recycled Water in the amount of \$3714.00. Ms. Lorah seconded this motion and passed unanimously.

Mr. Beck made a motion to accept the change order #1 in regards to the Sanitary Sewer Cleaning and Televising Project in the amount of \$250.00. Mr. Miller seconded this motion and passed unanimously.

Executive Session – Personnel

Entered: 8:35PM on motion by Ms. Lorah, seconded by Mr. Beck passing unanimously.

Exit: 8:50PM on motion by Ms. Lorah, seconded by Mrs. Moll passing unanimously.

Mr. Jost made a motion to authorize Solicitor London to prepare a resolution authorizing the filing of a Declaration of Taking for the Property at 229-231 West Weis Street. Mr. Miller seconded the motion and passed unanimously.

Mr. Miller made a motion to authorize Solicitor London to retain a phase I Environmental Site Assessment for hazards and 10 day inspection of the property at 229-231 West Weis Street. Mrs. Moll seconded this motion and it passed unanimously.

ADJOURNMENT

Council adjourned at 8:53PM on a motion by Ms. Lorah, seconded by Mrs. Moll.

Next Borough Council meeting will be held on July 9th, 2018 at 7:00PM.

Respectfully Submitted
Sherry Palinkas
Administrative Assistant