

***MINUTES OF THE  
TOPTON BOROUGH COUNCIL  
MONDAY October 10, 2016***

Members of the Tipton Borough Council met on Monday October 10, 2016 at 7:00 P.M. at Borough Hall for the regularly scheduled meeting. The meeting was called to order by Vice President Mr. Wagaman with the Pledge of Allegiance.

Roll call was taken and the following members were present Mr. Biltcliff, Mr. Beck, Mr. Arndt, Ms. Lorah, Mr. Jost, Mr. Wagaman and Mr. Gehman. Borough Secretary Marcus Dolny, Solicitor Mr. Alex Elliker (substitute for Ms. London), Ryan Kern and visitors were also in attendance. Mr. Stauffer was absent.

**APPROVAL OF MINUTES**

On a motion by Mr. Jost, seconded by Mr. Arndt the minutes of September 12, 2016 were approved unanimously.

**COMMUNICATIONS:**

Mr. Dolny shared with council that Tipton Ambulance has requested to use the Tipton Memorial Pool parking lot on October 20, 2016 from 2-6pm for their chicken bbq fundraiser.

Mr. Dolny also shared that Brandywine Task Force will be holding their Red Ribbon Run race on October 22, 2016. They have requested to place signs on the main streets for a week prior to the run and will remove them after the run. Ms. Lorah made a motion to allow these signs to be placed and removed by the Brandywine Task Force. Mr. Beck seconded the motion and it passed unanimously.

**Mayor's Report** –

Mayor Biltcliff congratulated Tipton Community Outreach Club on another successful parade, and stated they are always looking for more volunteers. He also noted that the Boy Scouts and Public Works did a great job at cleaning up after the parade.

It was also noted that the Lehigh Law Enforcement did an excellent job patrolling the parade. Mr. Jost requested that next year we have an officer at the corner of High St. & Haas St. to monitor parade traffic and the crowd.

**HEARING OF VISITORS:**

None

## **Solicitor's Report**

Ms. London was absent and Mr. Elliker presented in her place.

Ms. London advertised as required Ordinance 3-2016, Abandoned Property Ordinance, and is ready for adoption. Mr. Jost made the motion, seconded by Mr. Arndt passing unanimously.

Ms. London also advertised as required Ordinance 4-2016, Tax Collection Fees, and is ready for adoption. Mr. Jost made this motion, seconded by Mr. Beck passing 6 to 1 with Mr. Gehman voting in the negative.

Mr. Elliker requested an executive session.

Mr. Elliker also updated council that Ms. London is still in communications with other municipalities regarding the Service Electric Cable franchise agreement. She will have more information at future meetings.

## **Secretary's Report**

Mr. Dolny asked council to pass a resolution regarding the Infrastructure Grant Funding. This would be used to repair, replace and revitalize the sewer plant. A motion was made to pass RESOLUTION 16-2016 by Mr. Gehman seconded by Mr. Arndt and passing unanimously.

Mr. Dolny presented council with 2017 MMO obligation.

Mr. Dolny read to council letters received from property owners requesting an extension to replace sidewalks in Town Square Project. Mr. Jost made a motion to grant these extensions as well as any future requests received. The property owners would have 90 days after curb completion to have sidewalks replaced. Ms. Lorah seconded this motion and it passed unanimously.

Mr. Dolny presented council each with a copy of the 2015 Tax Collector Audit.

## **COMMITTEE REPORTS**

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

None – Mr. Stauffer was absent

**Personnel Committee – (Ms. Lorah)**

Ms. Lorah updated council on the employment of Alex Lord and that all is going well.

**Finance Committee – (Mr. Wagaman)**

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

**Property Committee – (Mr. Jost)**

Mr. Jost requested information on what would be needed for placement of shed at the Water Plant.

Ms. Lorah also presented council information regarding portable digital speed signs for placement around the Borough. Mr. Dolny will request more police presence within the Borough and in certain trouble areas. As well Mr. Dolny will acquire more information regarding the portable speed sign that was presented to council by Ms. Lorah.

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

None

**Streets Committee – (Mr. Arndt) –**

Mr. Arndt made a motion to have the public works crew paint a crosswalk in front of the Trinity Lutheran Church. Mr. Jost seconded this motion and it passed unanimously.

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

Mr. Gehman updated council on problem areas the Wastewater Treatment Plant is experiencing. These issues are covered in the Engineer's report.

**Engineer's Report**

**1. Sewage Treatment Plant – Annual Reporting**

It has now been 4 months since we responded to DEP's concern related to the 2015 Annual Wasteload Management Report. Since we have not heard anything, it appears that the revised report was acceptable.

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

Mary Himmelberger of our office continues to work on an application for a sewer system grant through the Commonwealth Financing Authority. The scope of the proposed project is to make repairs to the sanitary sewer system in order to reduce the amount of infiltration and inflow getting into the sewers. The major items in the project include a cured in place pipe lining of 2,060 feet of pipe in Poplar, Dogwood and Maple Streets and Freehall Road, Replacement of 722 feet of sewer pipe in Barkley Street and repair to 6 Manholes at various locations in the Borough. The total project cost is estimated to be \$456,204.60 which includes construction, contingencies and engineering. The Grant requires a 15% match; therefore, the requested grant amount is \$387,774.08 and the local match is \$68,430.72.

Council must pass a resolution to apply for the grant and provide a letter committing to the local share.

## **3. Treatment Plant**

Russ has reported an issue with the influent screen in that he has been replacing the motor on the unit way to frequently and he routinely needs to pull the garbage out of the top of the chute because it is not dropping into the garbage can bag. The unit is now on its 4<sup>th</sup> motor in a little over 2 years. The motors are burning out due to bearing failure. Russ recently had a Lakeside (the manufacturer) serviceman visit the site and evaluate the unit. The serviceman was of little help and Russ decided to turn the spray wash off. With the spray wash off, Russ reported that the unit seemed to be running much quieter and smoother.

We have had several conversations with Jack at the factory who seems to be much more helpful. He has assisted Russ with programing the unit's spray wash cycles; however, the unit is not running as smoothly and there is still a problem with the garbage dropping into the bag. Russ sent a video to the Jack on Friday and he had promised to get back to him today. As of 10:00 AM (9:00 AM CST) this morning, Russ still had not heard back from Jack. Hopefully, with Jack's help, Russ will be able to get the unit running better so that he is not replacing the motor every 8 or 9 months and the garbage drops out into the bag without Russ pulling it out by hand.

Russ reported problem with the electric wiring to the sewage pumps. A couple of years ago Russ replaced the wiring when the wires shorted out due to the underground conduits getting water in them. Last week the wires shorted out again tripping the main electric to the plant. This time it also blew out the variable frequency drive. Russ will be running new wire; this time he will run it overhead from the main panel to the pump panel. He will also be ordering a new VFD.

## **4. 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.

## **5. Toad Creek Improvements**

A field meeting was held on September 14<sup>th</sup>. BIA is preparing the design plans and DEP documents.

**6. Borough Park Master Site Plan**

BIA will be meeting with the Parks committee on October 20<sup>th</sup> to continue discussing the project.

**7. Borough Town Square Improvements**

Sidewalk/Curb letters were mailed out in mid-September. Roadway design plans continue to be prepared. Councilman Frank Jost made me aware of a potential sinkhole issue on Franklin Avenue. Currently, we are planning to just mill and overlay Franklin Ave, but that should be discussed further with Borough Council.

**Old Business**

Mr. Gehman requested an update on the outcome of the Longswamp Township meeting Ms. London attended in September.

**Executive Session – Legal/Personnel**

Entered: 8:13 PM on motion by Ms. Lorah, seconded by Mr. Jost passing unanimously.  
Exit: 8:30 PM on motion by Ms. Lorah, seconded by Mr. Beck passing unanimously.

A motion was made by Mr. Gehman to approve Kozloff Stoudt to file an appeal of Longswamp Township Zoning Ordinance seconded by Mr. Arndt and passed unanimously.

Ms. Lorah made a motion to change the hourly rate for Bonnie Stauffer to \$15.00 an hour when she works to help cover the office. This motion was seconded by Mr. Arndt and passed unanimously.

**ADJOURNMENT:**

Council adjourned at 8:35 PM on a motion by Mr. Lorah, seconded by Mr. Gehman.

The next Borough Council meeting will be held on October 24, 2016 at 7:00 PM.

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