

***MINUTES OF THE
TOPTON BOROUGH COUNCIL
Monday October 9, 2017***

Members of the Tipton Borough Council met on Monday October 9, 2017 at 7:00 P.M. at Borough Hall for the regularly scheduled 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. Wagaman, Mr. Beck, Mr. Arndt, Ms. Lorah, Mr. Jost, and Mr. Gehman. Borough Manager Marcus Dolny, Solicitor Ms. London, Mr. Garman (engineer representative) and visitors were also in attendance.

APPROVAL OF MINUTES

On a motion by Mr. Gehman, seconded by Mr. Beck the minutes of September 11th, 2017 were approved unanimously.

COMMUNICATIONS

Mr. Dolny reminded council and visitors that there will be a second meeting this month on Monday October 23, 2017 to present 2018 budget for future consideration.

Mayor's Report

Mayor Biltcliff reminded council and visitors that the Tipton Memorial parade is this Saturday October 14th at 7pm.

HEARING OF VISITORS

Angie Jakubowski with Pennsylvania Adult & Teen Challenge introduced herself and the program to make Borough Council and the community of Tipton aware they are available if needed. More information is available at the Borough Hall.

Solicitor's Report

Solicitor London requested an executive session to discuss Longswamp Township and litigation matters.

Solicitor London also updated council on the Service Electric Cable Franchise Agreement. A regional public meeting will be held in the near future along with Fleetwood, Lyons and Tipton. As soon as the date is available it will be advertised.

Secretary's Report

After Mr. Dolny reviewed the petition with Council that was received to officially vacate Willow Alley, Mr. Wagaman made a motion to authorize Solicitor London to advertise ordinance and public hearing regarding this matter. Ms. Lorah seconded this motion and it passed unanimously.

Mr. Dolny briefed Council on the proposed change to Topton's Zoning Ordinance regarding sheds. Mr. Jost made a motion to authorize Solicitor London to advertise proposed change and public hearing regarding this matter. Ms. Lorah seconded this motion and it passed unanimously.

Mr. Dolny also updated Council regarding the Spotted Lanternfly and the steps being taken within the Borough to try and control them. Mr. Dolny stated he will get more information regarding products to help control them and include on the next water bill and our social media sites.

COMMITTEE REPORTS

Public Affairs Committee – (Mr. Stauffer)

Mr. Stauffer reminded everyone of the Topton Parade this Saturday October 14th.

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.

Mr. Jost made a motion to give approval to sign and execute required documents for sewer fund loan closing October 16, 2017. Mr. Arndt seconded this motion passing unanimously.

Property Committee – (Mr. Jost)

None

Parks & Recreation Committee – (Mr. Beck)

None

Streets Committee – (Mr. Arndt)

Mr. Arndt informed council he had received a complaint regarding possible sinking of the road in front of Toad Creek Bar. This will be looked into further by Borough officials.

It was requested the electronic speed limit sign be moved to more locations throughout Borough more often.

Mr. Arndt questioned an update on 13/15 N. Main Street matters from previous meeting regarding damage to attached porch at this residence.

Utility Committee – (Mr. Gehman)

None

Engineer's Report

1. Sewage Treatment Plant

Bid proposals were due last Friday, October 6 and only one bidder submitted bids. Bellview Pump, LLC. Submitted the following bids:

Contract 1 (Pump and VFD)	\$ 13,700.00
Contract 2 (Base Bid – Northern half of pipe loop)	\$ 30,100.00
Contract 2 (Alternate Bid – Southern half of pipe loop)	\$ 15,850.00

The bid amounts appear to be in line with what was expected and are slightly less than Bellview's offer to negotiate a price change a couple months ago. Should Council award both contracts and accept the alternate bid in Contract 2, the total price will be \$59,650. It is estimated that use of process water that would be recycled at the treatment plant will save the Borough's water supply system between 30,000 and 40,000 gallons per day.

Mr. Gehman made a motion to accept and award the bid as noted above totaling the amount of \$59,650.00 for Contract 1, Contract 2 (base bid) and Contract 2 (alternate bid). Mr. Arndt seconded this motion and it passed unanimously.

We met with Marcus and the treatment plant operators (Russ and Alex) a couple of weeks ago to discuss television inspection of the sewer system and rehabilitation of sewer lines in need of repair. We are currently preparing bid documents and specifications for 1) replacement of the Sanitary Sewer in Barkley Street and 2) closed circuit television inspection of the entire sewage collection system. The estimated costs for these projects are \$161,000 for Barkley Street and \$118,000 for the CCTV Inspections. If Council authorizes the advertisement for bids, bids can be received prior to the November meeting.

Mr. Gehman made a motion to authorize Barry Isett & Associates to prepare and advertise a bid for the replacement of the Sanitary Sewer line in Barkley Street and to have closed circuit television inspection of the entire sewage collection system. Mr. Beck seconded this message passing unanimously.

The DRBC has notified Russ that they do not have an Emergency Response Plan on file for the Topton Sewage Treatment Plant and they provided Russ with the Plan Requirements. Russ has checked the Borough's Emergency Response Plan and has found that it does not address all DRBC's requirements. It is recommended that an updated Emergency Response Plan be prepared and submitted to the DRBC as required.

Sanitary Sewer System I & I

Once DCED approves the change in scope for the sewer rehabilitation project and authorizes the Borough to proceed with the project, Isett will prepare the Bid Documents for the Barclay Street sewer replacement and the Poplar Street Sewer Lining Project.

3. NPDES Permit Renewal

The permit has not yet been issued. It has now been a year and a half since the application was submitted.

4. Toad Creek Improvements

Alex Ulmer of Isett met in the field with the Army Corps of Engineers and after walking the site the COE determined that there are likely a few (2 or 3) wetland communities. While the COE will not require a formal delineation, the PA DEP is requiring that the boundaries of the wetland communities be identified and surveyed. Alex will be meeting with Marcus this Thursday to assess options and develop a plan to address this issue. DEP will not take any action on the wetland permit until this issue is resolved.

5. Borough Park Master Site Plan

The Master Site Plan is completed and Isett continues to search for grant opportunities to implement the plan.

6. Borough Town Square Improvements

The punch list items have been completed by the Contractor and Isett did another walk-through with Marcus and Frank and it appears that everything is satisfactory. Charlie Paris of PennDOT will be meeting with Marcus and Rich Fain of Isett on Tuesday, October 17th to review the final close-out as it relates to the use of liquid fuels funds.

8. DEP MS-4

The NOI application and the filing fee check was submitted to DEP on Wednesday, September 13th.

Old Business

None

Executive Session – Legal

Entered: 7:45PM on motion by Ms. Lorah, seconded by Mr.Jost passing unanimously.

Exit: 8:08PM on motion by Mr. Gehman, seconded by Mr. Wagaman passing unanimously.

ADJOURNMENT

Council adjourned at 8:09PM on a motion by Mr. Gehman, seconded by Ms. Jost.

The next Borough Council meeting will be held on October 23, 2017 at 7:00 PM.

Respectfully Submitted
Sherry Palinkas
Administrative Assistant