

**MINUTES OF THE
TOPTON BOROUGH COUNCIL
Monday September 9, 2019**

Members of the Tipton Borough Council met on Monday September 9, 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, Ms. Lorah, Ms. Kunkel, Mrs. Moll, Mr. Beck, Mr. Stoudt and Mr. Jost. Borough Manager Mr. Dolny, Solicitor London and visitors were also in attendance.

APPROVAL OF MINUTES

On a motion by Ms. Kunkel seconded by Mr. Stoudt the minutes of August 12, 2019 were approved unanimously.

COMMUNICATIONS

Mr. Dolny shared a sponsorship request received from the Tipton Community Outreach Club for their annual Golf Tournament. Mrs. Moll made a motion to donate a 2020 season family pass to the Tipton Memorial Pool. Ms. Kunkel seconded this motion passing unanimously.

Mr. Dolny announced the Tipton Halloween Parade will be held on Saturday October 12th, 2019. Ms. Lorah made a motion to approve street closures for this event as well as to obtain rental lights and Fire Police to help during the parade. Mr. Stoudt seconded this motion passing unanimously.

MAYOR'S REPORT

No Report

HEARING OF VISITORS

None

SOLICITOR'S REPORT

Ms. London presented Council with a draft agreement regarding the new sewer services prepared by Longswamp Township Solicitor for review by Tipton Borough Council. This will be further discussed in the future.

Ms. London and Mr. Dolny gave an update regarding the maintenance and acquisition of 229 West Weis Street.

SECRETARY'S REPORT

Chief Stinski from the Borough of Fleetwood spoke to Council on behalf of a proposed partnership between Fleetwood Police, the Borough of Tipton and State Police to increase patrol services within the Borough of Tipton. The initial cost will be \$145,000 for the first year and will be further discussed during budget review.

Ms. Lorah made a motion to authorize the signing of a conflict of interest form our solicitors. Mrs. Moll seconded this motion passing unanimously.

Ms. Lorah made a motion to authorize Solicitor London to prepare an intergovernmental agreement with the Borough of Fleetwood. Ms. Kunkel seconded this motion passing unanimously.

Tipton Ambulance presented a new business outlook and request for funding for 2020. This will further be discussed during budget time and in cooperation with Longswamp Township.

Mr. Stoudt made a motion to accept the request to remove the planting strip located at 300 East Smith Street. Mr. Beck seconded this motion passing unanimously.

Ms. Kunkel made a motion to accept the presented MMO for 2020. Mrs. Moll seconded this motion passing unanimously.

COMMITTEE REPORTS

Public Affairs Committee – (Mr. Stauffer)

No Report

Personnel Committee – (Mrs. Moll) – Absent

No Report

Finance Committee – (Ms. Kunkel)

Ms. Kunkel 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 an update on the proposed flood wall at the sewer treatment plant.

Parks & Recreation Committee – (Mr. Stoudt)

Mrs. Moll made a motion to approve the retention of Flamin' Dick for music in the park in the amount of \$1800.00 on July 26, 2020. Mr. Stoudt seconded this motion passing unanimously.

An update was given regarding the almost near completion of the Toad Creek Project.

Streets Committee – (Ms. Lorah)

Ms. Lorah discussed the possible repairs to the following streets for future consideration.

- Main Street
- Penn Street
- Hoch Avenue
- Croll Street

Utility Committee – (Mr. Beck)

No Report

ENGINEER'S REPORT

1. Annual Reporting

PADEP:

Chapter 94 Report (Waste Load Management) was submitted to DEP on March 12th.

We have not received any response from DEP regarding the 2018 report nor the additional information that submitted on July 1st. We are still awaiting a response from DEP regarding this additional information and the 2018 annual report.

2. Toad Creek Improvements

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

Notice to Proceed for June 3, 2019

Work Start Date

June 19, 2019

Anticipated Date for Final Completion

September 14, 2019

Original Contract Value:

\$108,937.60

Construction is substantially completed at the Toad Creek Phase I Restoration Project; plantings are all that remain. The bio-logs will be planted the last week of September.

Additionally, Philips will do the live staking at that time, as they have found a local source for the live stakes. If the live stakes do not take, they will replant them in mid-December. Live staking in December has been cleared with all of the regulatory agencies already.

3. DEP MS-4

On 9/4/19, a draft appendix for the MS4 annual report was provided to the Borough for review. The appendix is part of the report and shows documentation of MS4 task items completed by the Borough over the past year. In addition to this document, BIA prepared a list of MS4 items that required further clarification in order to complete the entire annual report to DEP. BIA will complete the report and provide the Borough a full electronic copy for review and signature prior to submission to DEP.

No updates this month from the Berks County MS4 Steering Committee.

4. UGI Repairs

UGI has completed the restoration work (grass, concrete, and paving) involved in the Juliet Ave project, we will be making follow-up inspections in mid-September to ascertain adequacy of the measures.

5. Topton Transportation Alternatives Trail Connection Project

Isett met with Marcus to review the preliminary design. We are continuing with the design details so we can prepare utility and right of way clearance document to PennDOT in October.

6. Sewer Rehabilitation

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

Project Schedule:

Pre-Construction Meeting - 6/28/19

Notice to Proceed – 7/1/19

Substantial Completion Date - 12/28/19

Final Completion Date – 1/27/20

Contractor has started construction.

7. 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.

8. Barkley Street Repaving and Access Ramps

Contract documents with Bertolet Construction Corp have been executed.

Notice to Proceed for May 13, 2019

Contract Date for Substantial Completion days	August 11, 2019	90
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Contract Date for Final Completion days	September 10, 2019	120
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Original Contract Value:	\$92,555.00
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Change Order #1 (Additional work along curb line)	+\$1,558.00
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Revised Contract Value	\$94,108.00
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Work is complete and final paperwork has been submitted.

9. Topton Playground

We discussed the project with several contactors. The lack of bids was a result of contractors being too busy to complete the bid on time or already had a full workload this fall. It was requested we plan for a spring construction to fit into their schedules. The project will be prepared for bidding in late September for Council's consideration in November.

10. Transfer of Sewer Lines from Longswamp Township to Topton

Hanover Engineering sent over the sewer inspection reports for the sewer line that runs along Henningsville Road and Woodside Ave on August 8th. Initial review indicates that there are the following defects that should be corrected in this line and the Freehall sewer line:

- (1) Freehall – two defects between MH 188G & 188F –
- (2) Freehall – two defects between MH 188C & 188B –
- (3) Woodside – liner repair in MH 9
- (4) Woodside – offset joint at MH13 -
- (5) Woodside – offset joint between MH 11 and 10 – will likely need excavation
- (6) Henningsville – minor roots between MH 8 & 9 – should be cleaned
- (7) Henningsville – frame for MH 3 is offset by 4” – adjustment warranted

11. WWTP Flood Protection

BIA has met with Alex and has initiated the work to help protect the influent facility and the office from flooding. It is anticipated that Borough forces will complete the work.

OLD BUSINESS

None

ADJOURNMENT

Council adjourned at 8:24PM on a motion by Ms. Lorah, seconded by Mrs. Moll.

Next Borough Council meeting will be held on October 14, 2019 at 7:00PM.

Respectfully Submitted
Sherry Palinkas
Administrative Assistant