

**MINUTES OF THE
TOPTON BOROUGH COUNCIL MEETING
Monday, May 10th, 2021**

Members of the Tipton Borough Council met on Monday, May 10th, 2021 at 7:00 P.M. at Borough Hall for the regularly scheduled monthly meeting in person and virtually via Zoom. The meeting was called to order by Council President Bower with the Pledge of Allegiance.

Roll call was taken and the following members were present Mayor Biltcliff, Ms. Kunkel, Ms. Lorah, Mr. Bower, Mr. Stauffer, Mrs. Moll and Mr. Polinsky. Solicitor Joan London, Engineer Charley Myers, Police Chief Stinsky and visitors were also in attendance. Mr. Beck was absent.

APPROVAL OF MINUTES

On a motion by Mr. Polinsky, seconded by Mrs. Moll, the minutes of April 12th, 2021 were approved unanimously.

On a motion by Mr. Polinsky, seconded by Mrs. Moll, the minutes of April 26th, 2021 were approved unanimously.

POLICE REPORT

Chief Stinsky was present for questions and provided a patrolling report for the month of April by Fleetwood Police within the Borough of Tipton.

Mr. Stauffer noted that Chief Stinsky was honored for saving a life in England. The story was aired on WFMZ.

HEARING OF VISITORS

Ms. Colleen Kristula discussed possible discounted rates or flat rates for Lutheran Home residents.

COMMUNICATIONS

Council discussed the request received from Steve Kline, who is the Brandywine Heights Middle School Volleyball coach. Mr. Kline requested the use of the basketball court and the pavilion to hold a volleyball clinic on June 8th, June 9th and June 10th. Ms. Lorah made a motion to approve this request. Ms. Kunkel seconded this motion passing unanimously.

MAYOR'S REPORT

Mrs. Moll made a motion to approve the continuation of weekly disasters until further notice as needed. Ms. Kunkel seconded this motion passing unanimously.

Mayor Biltcliff discussed the great turnout that Topton Community Outreach Club had for their annual Fish Derby.

SOLICITOR'S REPORT

Ms. London discussed the proposed Ordinance 4-2021, Topton Park Code Ordinance. Ms. Lorah made the motion to adopt this ordinance. Mr. Polinsky seconded this motion passing unanimously.

Ms. London explained the purpose of the Berks County UCC Appeals Board and how the Borough of Topton benefits from this board. Mr. Polinsky authorized Solicitor London to advertise entry into an agreement with the Berks County UCC Appeals Board. Mrs. Moll seconded this motion passing unanimously.

BOROUGH MANAGER

Ms. Milo discussed the PHMIC surplus payments received for the 2020 calendar year of unused premiums. After further discussion Mr. Stauffer made a motion to approve the below refund amounts for the following employees for a yearly individual health insurance deduction. Mr. Polinsky seconded this motion passing unanimously.

Scott Steltz - \$1,362.40

Troy Fairchild - \$1,362.40

Jesse Kemp - \$1,362.40

Sherry Palinkas - \$1,362.40

Alex Lord - \$1,362.40

Sean Ward - \$1,362.40

Stacy Milo - \$366.80

Ms. Milo updated council on the application status of the current full time position available.

Ms. Milo also discussed the proposal of the addition of another security camera in the hallway of the pool area as well as other security recommendations for the borough office. Mr. Bower requested Ms. Milo to acquire other quotes for security measures for the borough office. Mrs. Moll made a motion to approve the purchase and addition of a security camera in the hallway of the pool entrance. Ms. Lorah seconded this motion passing unanimously.

Ms. Milo shared information on the plans for a warehouse project in the Maxatawny Project. Council discussed the effects this would have on the Borough of Tipton. Solicitor discussed the borough's options to be involved including passing a resolution. After further discussion council made the decision to not proceed on this matter.

Ms. Milo shared the request from Tipton Community Outreach Club to hold the 2021 Tipton Halloween Parade on October 9th, 2021. Mr. Bower and Solicitor discussed the protocols that would be required in accordance with all regulations with CDC and Pennsylvania Department of Health. Mr. Bower suggested having a meeting with TCOC to discuss these protocols and possibly give approval at the June council meeting.

COMMITTEE REPORTS

Public Affairs Committee – (Mr. Bower)

Mr. Bower announced this meeting will be our last Zoom meeting to be held unless guidelines and restrictions were to change.

Mr. Bower announced the grand opening of the Tipton Memorial Park and it will be held on Sunday June 20th, 2021 from 11am-9pm. Ms. Lorah requested the closure of Callowhill Street between West Barkley Street and the borough office parking lot and Oak Alley from Spruce Street to Callowhill Street for this event.

Mr. Bower reminded council that next Tuesday May 18th, 2021 is primary election day.

Personnel Committee – (Mrs. Moll)

Mrs. Moll noted we are still accepting applications for the full time public work position.

She also noted that our newly hired lifeguards are in the process of their training.

Finance Committee – (Ms. Kunkel)

Mr. Polinsky made a motion to approve the list of bills and transfers as presented on May 10th, 2021. Mrs. Moll seconded this motion passing unanimously.

Mr. Charley Myers with Barry Isett & Associates presented the bids for the Phase II project of Toad Creek. After further discussion, Mr. Stauffer made a motion to award the bid to Stonewood Landshaping, Inc. Mr. Polinsky seconded this motion passing unanimously.

Property Committee – (Mr. Stauffer)

Mr. Stauffer discussed Resolution 20-2021, Disposition of the 2019 Ford Escape. Mr. Stauffer made a motion to adopt Resolution 20-2021 with a reserve of \$17,500 and to advertise for a sealed bid. Mrs. Moll seconded this motion passing unanimously.

Mr. Stauffer noted that Ms. Milo, Mr. Beck, Mr. Bower and he met with Longswamp Township and the Topton Fire Co. to discuss a possible new water well.

Parks & Recreation Committee – (Ms. Lorah)

Ms. Lorah made a motion to approve the hiring of 6 previous lifeguards and 2 additional new lifeguards. Mrs. Moll seconded this motion passing unanimously.

Streets Committee – (Mr. Polinsky)

Mr. Polinsky announced the meeting with PennDOT was rescheduled.

He also noted that he is working on the audit of the stop signs around the borough.

Utility Committee – (Mr. Beck)

Absent – No Report

ENGINEER'S REPORT

1. DEP MS-4

MS4 Annual Report to DEP – Isett continues to provide assistance to the Borough for annual tasks, as needed.

Student Coordination Toad Creek – being coordinated by Borough Manager

Berks County MS4 Steering Committee

- **The Berks County Planning Commission website** - Page is being overhauled. There will be new MS4 Steering Committee links and updated educational

information/handouts available on site for members to download and use.

- **Sponsoring Students** - Approval to sponsor two Science Research Institute (SRI) students this year, grades 9 through 11. Program will explore research projects focused on improving water quality of streams.
- **Countywide GIS mapping of BMPs available to public** – County issued a survey to members if they'd be willing to share their MS4 mapping information. This project is moving forward. Staff member of the Berks Conservation District will prepare the GIS mapping and files for the County. Municipalities will be contacted with a list of data being requested. Being this information will be open to public, we anticipate the data to be general, referring to latitude/longitude, DEP permit IDs, owner names, and similar.

2. **Topton Transportation Alternatives Trail Connection Project**

- DEP response planned for 4/20/21. Incorporating 90% Constructability review and ADA ramps.
- There is a meeting with PennDOT on May 18 at the Borough.
- Current schedule is to bid the project in August/September 2021.

3. **Toad Creek**

Schedule for the project is as follows:

Potential Award	May 10, 2021
Notice of Award	May 11, 2021
Preconstruction Meeting	July 5, 2021
Construction Start	July 5, 2021
Substantial Completion	September 15, 2021
Grant Remaining - \$194,518.48	
Engineering Inspection Estimate - \$5,000	
Construction Cost Estimate w/20% Contingency - \$187,044.00	
Apparent Low bidder is Stonewood at \$90,000.	

4. **New Public Water Well**

The Borough met with the Fire Company and received some information about the property and its transfer from the Township that needs to be investigated.

5. **Washington Street Pumping Station**

Fieldwork is complete. Preliminary design has been completed for a station to be built in place of the existing station. Have two pump station packages currently and expecting a third. First two are both for complete dual submersible stations, both with price tags of approximately \$90,000. Primarily due to the depth of the stations and cost escalations that have been occurring.

OLD BUSINESS

Mr. Bower discussed the request for Carol Cook. Ms. Milo will provide Ms. Cook with

information requested.

Mr. Bower requested Ms. Palinkas provide an accounts receivable update on water and sewer bills at the June Meeting.

ADJOURNMENT

Council adjourned at 8:12PM on a motion by Ms. Lorah, seconded by Mrs. Moll.

Next Borough Council meeting will be held on June 14th, 2021, at 7:00PM.

Respectfully Submitted
Sherry Palinkas
Borough Secretary