

**MINUTES OF THE  
BOROUGH OF TOPTON PLANNING COMMISSION MEETING  
Wednesday, July 13<sup>th</sup>, 2022**

The regular quarterly meeting of the Borough of Tipton Planning Commission was called to order by Chairman Leo Scott at Borough Hall, 205 South Callowhill Street, Tipton, PA 19562 at 7:00 PM. Present were Commissioners Bruce Meitzler, Borough Manager Stacy C. Milo, and Borough Secretary Courtney M. Corona. Commissioners Julie Pummer, Daniel Schlegel, and Andrew Kelhart was absent. Borough Council members Ethan Polinsky and Carol Cook were also present.

The Pledge of Allegiance was performed.

**QUOROM**

Chairman Scott noted for the record that the Borough Manager received the resignation of Mr. Andrew Kelhart. Chairman Scott revised the agenda due to a lack of quorum. Mr. Scott explained that the April 13, 2022 meeting minutes will be considered for approval at the next meeting. He also noted that anything requiring approval during this meeting will need to be placed under Old Business at the next meeting.

Chairman Scott stated that agenda items under New Business tonight, *Update Training Materials/Opportunities* and *Update Regional Comprehensive Plan*, will be postponed discussions and will be on the next meeting's agenda.

**APPROVAL OF MEETINGS**

Postponed until next meeting

**NEW BUSINESS**

*Review / Comments for the Tipton Borough Source Water Protection Plan*

Chairman Scott explained that in June the Borough Council requested the Planning Commission review the Borough of Tipton Source Water Protection Plan during this July meeting. The Planning Commission's interpretation of review is to provide comments to the Borough Council for consideration and not make recommendations. Commissioner Meitzler had no comments and agreed with the comments from Commissioner Schlegel, which were submitted via email due to his absence.

Mr. Scott had comments.

1. The plan is found to promote the goals of health, safety, and welfare of the community. The Plan is sufficient in scope and thorough in its research. It also follows a solid framework as set forth by the Commonwealth. We find that the plan's current management strategies pose little impact on current land use and that they are

noninvasive toward local businesses. We appreciate the fact that the plan is flexible, in that it sets forth potential for future updates as new situations arise.

2. Page 4: Indeterminate due to language: To recommend the plan's language change from to will or shall to show more of a committed language.
3. Page 4: We recommend that Management Strategies should be specific to the items listed on pages 40 through 44 and Table 7-2. This should be done through citation of both Section and Table in the executive summary.
4. Table 7.2: We recommend that "Selected Source Water Protection Management Strategies" and make consistent changes throughout the document upon Borough Council Adoption.
5. Pages 37-38: We recommend that this section should be updated with the status of the Topton Borough / and Longswamp Township Efforts to Site and Prepare an Alternate Water Source at the Site of the Topton Fire Co., if any progress has been achieved prior to the approval of the Plan.
6. Page 42: Posting Plan on Topton Borough Website – We recommend changing the text "Plan's Executive Summary" to "Plan and Attachments" – We recommend that Borough Council consider including the complete plan text and attachments in downloadable PDF format once the plan is approved.
7. General Statement: The plan, when adopted, should be incorporated where applicable in the Regional Comprehensive Plan in its preliminary research and drafting.
8. We recommend that a statement of cost feasibility for the Selected Mitigation Strategies could be beneficial. This statement could include a list of potential funding sources if applicable.

Mr. Scott also said that it could be worth considering sources of funding and including a statement of pursuit of funding resources.

Mr. Scott presented the comments from Mr. Schlegel: The railroad is identified several times throughout the Plan as Conrail. Norfolk Southern Railway is the current owner. This should be corrected in all sections where ownership of the railroad is mentioned. Mr. Schlegel also stated that he supports the plan.

Mr. Scott stated that he will be accepting Ms. Pummer's comments and compiling all Commissioners' comments to submit to Borough Council next week. Mr. Scott added that he will be attending the next Borough Council meeting to speak to these comments, to answer questions, and to seek direction if Borough Council requests recommendations on the plan from the Planning Commission. If Borough Council is seeking recommendations, then the Planning Commission would need to call a special meeting in order to vote or wait until the next regularly scheduled quarterly Commission meeting in October.

## **PUBLIC COMMENTS**

Comments from Council Member Ethan Polinsky: Council wanted to know what the Planning Commission thought of the SWP plan. Mr. Scott and Mr. Polinsky discussed the language of the plan.

Ms. Milo introduced the Planning Commission to Rhonda Hakundy-Jones, P.G., Source Water Protection, Department of Environmental Protection Safe Drinking Water Program, who attended by telephone to briefly explain the SWP program and that the program is 100% voluntary and PADEP requests a report be submitted annually. She explained that the program encourages education.

Mr. Scott asked Ms. Hakundy-Jones about the language of the plan: May versus Shall/Intends To. Ms. Hakundy-Jones stated that this language decision is the decision of Borough Council and the plan would be changed if Council chooses.

Mr. Scott asked Ms. Hakundy-Jones about changes to the plan in the future based on zoning and planning changes. Ms. Hakundy-Jones stated that changes that would strengthen the intent would be the Borough's decision to change and DEP does not require any of these changes. She will provide examples of wellhead protection ordinances to Ms. Milo to make available to the Commission.

Ms. Hakundy-Jones also explained that the Borough will be provided a huge document once the plan is approved. She further explained that the appendices of the plan contain educational materials that will be useful to the Borough to educate the public.

Mr. Scott said that, after hearing that the plan's language is standard, changing the language will no longer be a comment provided to Borough Council by the Commission.

### **OLD BUSINESS**

None

### **ADJOURNMENT**

Chairman Scott adjourned the Planning Commission at 7:30PM. The next Planning Commission meeting will be held on October 12, 2022, at 7:00PM.