

***MINUTES OF THE  
BOROUGH OF TOPTON  
BOROUGH COUNCIL MEETING  
Monday, January 9, 2023***

The regular semi-monthly meeting of the Tipton Borough Council was called to order by Council President Lorah at Borough Hall, 205 South Callowhill Street, Tipton, PA 19562 at 7:00 PM. Present were Council Members C. Cook, A. Falcone, M. Kunkel, M. Lorah, E. Polinsky, E. Stoudt and M. Stoudt, Solicitor Joan London, and Borough Manager Stacy C. Milo.

The meeting was opened with the Pledge of Allegiance.

**INTERVIEWS OF INTERESTED CANDIDATES & APPOINTMENT OF MAYOR**

Ms. Lorah stated today was the deadline for letters of interest for Mayor; the term would extend from tonight through year end, until the next election. The four interested candidates were present: Elizabeth Adam Wetzel, Toby Bower, Kathy Hassler and David Mosley. Council members asked questions of the candidates. After questions concluded, Ms. Lorah asked the candidates to leave the room to allow Council to discuss the matter in the presence of the public. At the conclusion of discussions, the four candidates returned to the room. Ms. Falcone nominated David Mosely for Mayor. Mrs. Stoudt seconded the motion. The motion passed unanimously. Ms. Lorah thanked all the candidates for their interest and residents for their feedback.

Mrs. Stoudt administered the oath of office to David Mosely.

Mr. Polinsky addressed the other applicants, noting all candidates were strong and would have represented the Borough well.

**PA DEP REQUIREMENT FOR IDENTIFICATION OF WATER LINE COMPOSITION**

Ms. Lorah informed attendees of a change to the agenda, and introduced Mr. Steltz and Mr. Sicher from the Water Plant/Public Works department. Mr. Steltz communicated that prior to October 16<sup>th</sup>, 2024, each water service line in the Borough would need to be checked and identified as lead, copper or galvanized steel; if visual confirmation of the material is not possible, it will be necessary to dig or vacuum lines from the street towards the homes or businesses; this is a requirement of the PA DEP and is a significant undertaking. Mr. Steltz noted after compiling the data, a comprehensive report would need to be completed and submitted to the DEP. Mr. Steltz also noted the Borough's lead testing of drinking water have consistently been good, and he was uncertain as to why this was being required for our water authority. Mr. Myers noted the driving force behind this requirement is fallout from issues encountered in Flint, Michigan, to include a lack of documentation and action. Mr. Myers noted the Infrastructure bill includes funding specifically to address lead pipe infrastructure costs; he stated upon completion of the investigative work and compilation of the data, a plan can be created to address any lead identified. Mr. Steltz and Mr. Sicher advised that the Borough is responsible for identifying and notifying the customers on their portion of the pipes as well. Ms. Kunkel clarified, the stretch of pipe being discussed is the line from the street to the house; Mr. Steltz confirmed that was correct. Additional discussion on the number of points that require validation in each line, and

the logistics of how to best execute the requirement continued briefly. Mr. Steltz confirmed any lines installed after 1991 had to be copper, but verification will still be required. Ms. Lorah asked what type of grants would be available to fund replacement of lead piping. Mr. Myers confirmed there was a specific grant available for lead service line infrastructure. Mr. Sicher noted during the DEP presentation he attended, it was stated that \$87 million in grant money would be available per year for the next 5 years for this program; awards may be in the form of low interest loans or grants with a match requirement. Ms. Kunkel asked if the funds were available for the labor involved up front to identify the composition of the lines. Mr. Sicher stated the funds were available for infrastructure costs only, not for the labor required to identify the lines. Mr. Myers agreed, stating documentation of the lead lines is required. Mrs. Stoudt stated it appeared completion of water line identification and the associated labor would require completion prior to applying for grant funds. Mr. Myers confirmed that was correct. Mr. Sicher raised concerns over the logistics of gaining access to residents' homes to perform the necessary identifications and the reaction of residents to digging on their property; he confirmed the DEP representative stated an agreement to access resident property is required and creation of that document is the responsibility of the municipalities; federal fines will be levied by the EPA for non-compliance. Mr. Polinsky asked what happens if the property owner says "no"? Additional conversation was had regarding how to best document the results, and the possibility of locating a company or other resource to provide assistance with the assessment of the lines. Mr. Sicher noted that when DEP comes to inspect, it will be necessary to have photos documenting the line. Mr. Steltz stated the first phase would involve evaluating lines at the curb stops.

**COMMITTEE ASSIGNMENTS**

Ms. Lorah introduced the committee assignments; the committees are not solely the responsibility of the Council member, but they are asked to lead the committee; Council members can approach residents or other Council members for input and support. Ms. Lorah clarified expectations, stating reporting to Council could include a recap of conversations had by Council, Borough Office employees, public works staff about one-time events, ongoing projects throughout the year or other pertinent information. Please see assignments below:

<b>Committee</b>	<b>Council Chairperson(s)</b>
Environmental	Cook
Finance	M. Stoudt
Parks and Recreation	E. Stoudt
Personnel	Lorah
Policy	Falcone
Property	Polinsky
Public Relations	Kunkel
Public Safety	Lorah
Quality of Life	Cook, Kunkel
Special Events	Falcone
Streets	Polinsky
Utilities	M. Stoudt

Ms. Lorah proceeded with feedback on the various committees, related to possible topics or referencing previous or ongoing discussions.

## **Public Safety Committee**

Ms. Lorah acknowledged it was national “Law Enforcement Appreciation Day” and thanked the Fleetwood Police for regularly attending meetings, and for their patrols and general support of the Borough. Ms. Lorah stated the pool guard house is being converted into a secure location for Fleetwood Police to utilize as an office; a safe online connection will be provided to allow the police to complete their documentation in a secure location; the conversion work has begun.

## **Personnel Committee**

Ms. Lorah stated Borough employee health benefits were emphasized by Mrs. Stoudt during previous budget discussions as accounting for a large portion of the Borough’s costs. Ms. Lorah confirmed this is consistent with other boroughs, businesses and school districts, adding employees are the most valuable resource and should be taken care of because they contribute most significantly to the proper functioning of the Borough.

Ms. Lorah advised a 3<sup>rd</sup> office employee was being hired; the position was currently posted and some applications have been received. Ms. Lorah also noted in February advertising for a seasonal public works employee should begin.

## **Public Relations Committee**

Ms. Lorah introduced the topic of trash hauling in the Borough, stating resident feedback and awareness on this issue would be important moving forward. Ms. Lorah stated an additional trash hauler has dropped service to Topton; other haulers are providing their list of customers to other haulers, or in some instances, are merging with other haulers. Ms. Lorah noted in order to avoid a monopoly in the Borough, which may result in price gouging, evaluation of options should continue. Ms. Lorah stated options might include selecting a single hauler for the Borough to provide greater volume, or purchasing a trash truck for the Borough and hiring someone to manage the trash pick-up. Ms. Falcone questioned why the haulers are dropping service; Ms. Milo and Ms. Lorah replied it was due to the small volume and profit associated with this route. Mr. Polinsky added another benefit of reducing the number of haulers would be reducing wear and tear on the streets.

## **Quality of Life Committee**

Ms. Lorah stated Quality of Life complaint and citation documentation must be accessible by Borough office staff in the event they are contacted directly; she also noted there must be documented follow-up of the work being completed.

## **Environmental Committee**

Ms. Lorah stated educating residents on stormwater runoff is part of MS4 requirements. Ms. Lorah asked Ms. Cook to provide “FYI”, “Did You Know” or other educational information for posting to Facebook so the Borough may satisfy that MS4 requirement.

Ms. Lorah advised a resident mentioned the area beside the creek appeared to need mowing; the Borough staff was not allowed to maintain the area initially, and are interested in direction on what maintenance is appropriate to perform. Ms. Lorah provided Ms. Cook with contact information for Justin Yolanski, with “Native Creations”, who indicated he can provide direction on how to create a more visually appealing landscape along the creek, while leaving the required grasses and foliage high. Ms. Cook confirmed she understood Toad Creek Bar & Restaurant property needed to remain untouched through this year to allow plantings to become established, so now was a good time to reach out to Mr. Yolanski.

### **Special Events Committee**

Ms. Lorah noted for Special Events, compiling a list of potential events being planned throughout the year, booking entertainment or vendors, status of events and the like would be examples of items that may be appropriate to report on during Council meetings.

### **Policy Committee**

Regarding possible policy discussions, Ms. Lorah reminded Council of previous conversations related to health benefit eligibility for spouses of Borough employees; she asked if an incentive for employees waiving benefit coverage through the Borough’s health plans should be considered, as employees waiving coverage could represent significant savings for the Borough. Ms. Lorah provided Ms. Falcone with an example of a “Benefit Waiver Policy”. Additional discussion ensued related to the current cost of employee benefits, self-funding of benefits by the Borough, due diligence requirements for self-funded plans, stop loss coverages and the options and restrictions associated with self-funded plans. Ms. Kunkel added, health benefit eligibility for spouses and extending benefit waiver, seemed an appropriate place to begin policy discussions.

### **Streets & Property Committees**

Ms. Lorah mentioned exploring the option to convert the old basketball court, located at Smith and Cherry Streets, to a dual use location with both parking and street hockey; initial thoughts were to keep the project in house, as an extension of the TASA park project. Mr. Polinsky raised the concern of Borough staff workload, especially given the apparent demands of the DEP water line project. Ms. Lorah acknowledged locating outside assistance options for the DEP water line project would be essential.

Mr. Polinsky stated he was also interested in getting the watershed property logged, indicating it could provide an influx of funds for the Borough.

### **Parks & Recreation Committees**

Ms. Lorah indicated the Recreation Committee would need to return to service, and noted Mr. Stoudt had been provided with a copy of the Recreation Committee ordinance (4-2018). Ms. Lorah stated revisions to the ordinance would be necessary due to changes in organizational structure and entities within the Borough.

## **Finance Committee**

Ms. Lorah stated pursuing RFP's for accounting or auditing firms for the Borough might be appropriate to consider. Ms. London advised she could provide sample documents.

## **Utility Committee**

Ms. Lorah noted a second water source, wastewater pump station and water service pipes are all appropriate considerations for discussion.

## **APPROVAL OF MINUTES**

Ms. Kunkel made a motion to approve the minutes from December 26<sup>th</sup>, 2022. Mr. Polinsky seconded the motion. The motion passed unanimously.

## **COMMUNICATIONS**

Ms. Milo noted that the Girl Scouts of Eastern PA would like to use the parking lot along Weis Street to set up cookie booths on weekends in January, February and March. Discussion ensued regarding a contingency location in the event construction activity prevents access to the requested location. Mr. Polinsky made a motion to allow the Girl Scouts to utilize space at the Weis Street parking lot to sell cookies. Ms. Falcone seconded the motion. The motion passed unanimously.

## **MAYOR'S REPORT (Mosley)**

Ms. Lorah provided a proclamation honoring retiring mayor Thomas A. Biltcliff, III to newly elected Mayor Mosley to present to Council. The proclamation bestowed gratitude and appreciation upon Mr. Biltcliff for his 17 years of service, and all he has done and will continue to do for the Topton community.

## **POLICE REPORT**

Officer Quinn provided the following report on Fleetwood Police activities for December:

<b>Activity Recap</b>	<b>No./Hrs.</b>
Patrol Miles	112
IRF (# Incidents / Hours to Handle)	10 / 4
Traffic Citations	12
Vehicle Stops	14
Follow-Up / CI	8 hrs.
Court	2 hrs.
<b>Citation Breakdown</b>	<b>No.</b>
Speeding	8
Parking	4

Officer Quinn advised a significant police event in December involved a vehicle becoming stuck on the railroad tracks; the vehicle was removed with no damage to the tracks, and appropriate charges were levied against the offending driver.

Officer Quinn stated Officer Troyer began employment with Fleetwood Police as of January 1<sup>st</sup>, 2023, bringing the number of full time patrol officers to 8; there are an additional 3 part time officers, though one is scheduled to retire; increased daytime patrol hours in Topton should follow.

### **HEARING OF VISITORS**

There were no topics raised by visitors.

### **SOLICITOR'S REPORT**

Ms. London advised the Water Authority had been updated on the status of revised Memorandum of Understanding related to the feasibility study related to the secondary well site; the memorandum is still in progress; Longswamp Township requested revisions to the wording in the Freehall and Woodside agreements that would prevent future terminations that would not be “for cause”; the Longswamp Township solicitor is working on proposed language; Longswamp Township is meeting tomorrow night and their solicitor will contact Ms. London with the proposed language.

Ms. London advised Norfolk Southern had provided names Borough employees could contact when needed for situations that may arise, such as clearing snow, right of way...etc.; the Norfolk Southern contacts are Mr. Botto, or if he is unavailable, Mr. Guenther. Ms. London supplied Council with the contact information for these Norfolk Southern representatives.

Ms. London introduced the Property Maintenance and Quality of Life Ordinance (01-2023) for public review; the amendment to the ordinance includes requiring the shoveling of snow and ice from sidewalks within 24 hours after an event, additionally, if there is no sidewalk, it is necessary to clear a pathway on grass adjacent to the street where a sidewalk would be. Ms. London stated the objective is to assist those walking to school, or delivering mail, and indicated that many municipalities have similar ordinances. Ms. London then outlined the procedure for providing feedback at the meeting, and opened the discussion to visitors. Prior to visitor feedback, Ms. Falcone stated she had been giving this ordinance additional thought since the last meeting, and wondered if this is “too much too soon”. Ms. Falcone asked about the possibility of only making this applicable to specific high traffic streets. Ms. London stated it had to be applied uniformly to either to all or none of the Borough streets. Ms. Falcone noted there were multiple ordinances on the books requiring sidewalk installation, but in many instances the sidewalks were never installed and the ordinances were not enforced. Ms. London advised that at any time under Borough code, notice can be given that sidewalks need to be installed. Ms. Falcone offered to spearhead long term plans to address sidewalk needs throughout the Borough. Mr. Polinsky noted the sidewalk conversation needed to extend to both properties without sidewalks, and properties with sidewalks that require repairs. Ms. Kunkel agreed, and acknowledged this ordinance was an affordable step in the right direction. Mr. Polinsky questioned who would enforce the ordinance, and the potential challenge of enforcing and additional workload for Borough employees. A resident raised a concern about locations where it was not physically possible to install a sidewalk due to drainage areas or grading. Ms. London reiterated it was only necessary to clear a path in locations where a sidewalk could be installed. Additional concerns raised by residents included the risk of people falling on slick grassy surfaces, and instances

where only a partial grass path could be created on the property. Brian Fronheiser, a former letter carrier for 36 years, indicated he had come to the Borough numerous times regarding ordinances not being followed, but nothing was done; he encouraged enforcement of active ordinances. Patricia Miller, a resident, stated unlike property owners who purchase homes with sidewalks, residents who purchased homes without sidewalks did anticipate a shoveling requirement, and it seems unfair to ask this of long time property owners who have never had this property maintenance requirement previously. Ms. Miller inquired if this ordinance would require Dollar Tree to shovel. Another resident stated something needed to be done tonight, or it will still be under discussion 10 years from now.

Ms. Kunkel made a motion to approve Ordinance 1-2023. Ms. Falcone seconded the motion. A roll call vote was then taken:

Aye Ms. Cook, Ms. Falcone, Ms. Kunkel, Ms. Lorah  
Nay Mr. Polinsky, Mr. Stoudt, Mrs. Stoudt

Ordinance 1-2023 was adopted with a 4-3 vote.

### **BOROUGH MANAGER'S REPORT**

Ms. Milo noted for the record that prior to the start of the meeting, Topton Volunteer Fire Company No.1, including all of the current officers and police, were sworn in by Mrs. Stoudt.

Ms. Milo noted that the bidding thresholds for 2023, effective January 1, 2023, are as follows:

- Below \$12,200.00 do not require formal bidding or written/telephonic quotations;
- Between \$12,200.00 and \$22,500.00 require three written/telephonic quotes;
- Over \$22,500.00 require formal bidding.

Ms. Milo noted an increase in IRS reimbursement rate to \$0.655 per mile for business travel purposes.

Ms. Milo introduced resolutions 1-2023 through 10-2023. Ms. Milo stated that as a result of the Borough Secretary's resignation, it was necessary to revise the agenda to add the following resolutions:

- 11-2023 Appointment of Borough Secretary
- 12-2023 Appointment of Open Records Officer

Mr. Polinsky made a motion to revise the agenda to include resolutions 11-2023 and 12-2023. Mr. Stoudt seconded the motion. The motion passed unanimously.

Mr. Polinsky made a motion to adopt all resolutions (1-2023 through 12-2023). Mr. Stoudt seconded the motion. The motion passed unanimously.

Ms. Milo stated there were major revisions to Resolution 4-2023 with assistance from Barry Isett & Associates, updating the fee schedule to cover the cost of inspections.

Ms. Milo stated it was necessary to authorize Council President, Finance Committee Chair, Borough Manager, and Borough Treasurer to co-sign checks drawn on Borough funds. A motion to add Trynda Schoonover as a signor, as the new Borough Treasurer, was needed. Mr. Polinsky made the motion. Mrs. Stoudt seconded the motion. The motion passed unanimously.

Ms. Milo informed the community there are currently 4 open board vacancies:

- Municipal Authority - 2 vacant positions; 3 filled positions; the term is 5 years.
- Planning Commission - 1 vacant position; 4 filled positions; the term is 4 years.
- Zoning - 1 alternate is needed; 3 filled positions; term is 3 years.

Ms. Milo noted the Vacancy Board has no active members, and asked residents interested in any of the vacant positions to e-mail herself, or Council.

Ms. Milo directed Council to the pension compliance audit results for the period 1/1/2018 through 12/31/2021, which was performed by the Pennsylvania Auditor General Representative. Ms. Milo stated there were 2 findings in the audit. Ms. Milo stated the first finding related to bookkeeping errors that were delayed; these will be rectified; the errors stemmed from a difference in the aid amount given to the Borough by the state, which was lower than the MMO (Minimum Municipal Obligation) amount which was provided to PMRS (Pennsylvania Municipal Retirement System); the difference was not recorded nor sent to PMRS. Ms. Milo noted there was one such occurrence in the 5 year period audited. The second finding related to PMRS itself, and the systems they utilize to administer pensions.

Ms. Milo stated annually, the Borough elects to be a member of the countywide Uniform Construction Code appeals board; a small fee is paid to the county for membership. Ms. Milo noted if a UCC permit is denied in the Borough, an applicant can appeal to this board. Ms. Kunkel made a motion to renew membership with the countywide UCC appeals board. Mr. Polinsky seconded the motion. The motion passed unanimously.

Ms. Milo stated the Borough has a used backhoe that is no longer needed and could raise approximately \$30,000. Ms. Milo requested authorization to place the backhoe on Municibid, indicating it draws from a broad group of users who would have a need for the equipment. Ms. London confirmed the Borough code allows for electronic auction, as long as proper procedures are followed. Ms. Falcone asked if it were possible to place a reserve on the auction. Mr. Polinsky agreed a reserve was a good idea, but felt Mr. Steltz should be consulted for guidance on the reserve amount. Mr. Polinsky made a motion to authorize electronic auction of the backhoe, with advice from Mr. Steltz regarding the reserve amount. Ms. Falcone seconded the motion. The motion passed unanimously.

Ms. Milo referenced a prior discussion around closing the Borough office to the public during national holidays that are not observed as paid holidays by Borough staff; the proposed holidays are Martin Luther King Day, President's Day, Columbus Day and Veterans Day. Mrs. Stoudt expressed concerns around adding additional closure periods, noting the office hours were previously reduced to 8:00-4:00, and Wednesday office hours ended at noon. Ms. Kunkel noted Borough office hours were changed from 8:00-5:00 to 8:00-4:00 to enable the office to remain open during the lunch hour. Mrs. Stoudt stated this change would further reduce the hours available for working residents to access the Borough Office. Ms. Kunkel noted residents were allowed to make appointments for times outside the scheduled Borough office hours, Ms. Milo confirmed this was correct. Ms. Kunkel made a motion to approve closing the office for the



additional 4 national holidays noted. Mr. Polinsky seconded the motion. Ms. Lorah requested a roll call. The motion failed with a 4-3 vote.

- Nay - Ms. Cook, Ms. Falcone, Mr. Stoudt, Mrs. Stoudt
- Yay - Ms. Kunkel, Mr. Polinsky, Ms. Lorah

Ms. Milo stated over the holidays, during a sewer emergency, it was necessary for an employee to use Mr. Steltz's credit card; currently Ms. Milo, Ms. Schoonover and Mr. Steltz have Borough credit cards that pool to combined maximum limit. Ms. Milo asked if it would be appropriate to provide Mr. Lord with a credit card as well. Mrs. Stoudt made a motion to provide Mr. Lord with a credit card. Ms. Falcone seconded the motion. The motion passed unanimously.

Ms. Milo closed by stating information, related to the earlier discussion by Mr. Steltz and Mr. Sicher around service line composition (aka "Lead and Copper Rule Revised"), is available in the Borough office.

## **COMMITTEE REPORTS**

### **Public Safety and Personnel Committee – (Lorah)**

Ms. Lorah reported Mr. Sicher's offer at hire included a \$1.00/hour increase upon completion of his water plant operator certification. Ms. Lorah stated Mr. Sicher recently successfully completed 4 three hour water certification exams, though only one exam was required, and was fully certified as a Water Treatment Plant Operator. Ms. Lorah noted Mr. Sicher would receive the agreed upon increase. Ms. Falcone inquired if the increase was in the budget, and Ms. Milo confirmed it was. Ms. Milo mentioned it was noteworthy that Mr. Sicher successfully completed all exams on his first attempt.

### **Public Relations and Quality of Life Committee - (Kunkel)**

Ms. Kunkel indicated she did not have anything to report at this time.

### **Environmental and Quality of Life Committee – (Cook)**

Ms. Cook indicated the Topton Borough Preservation Board met January 9, 2023 and the Lions Club was disbanding. Ms. Cook added, the remaining Lions Club funds will be transferred to the Preservation Board, who will be assuming the management of the awards previously distributed by the Lions Club. Ms. Cook noted the next meeting of the Preservation Board was scheduled for May 14, 2023.

### **Policy and Special Events Committee – (Falcone)**

Ms. Falcone indicated she would like to meet with Ms. Milo to review special events and anything that might be on the books for this coming year.

Ms. Falcone indicated she had sent over information on the water/sewer policy to the Borough office, and that it was on hold until she heard back further. Ms. London inquired if her comments regarding the policy were received, and Ms. Falcone confirmed they had been.

**Streets & Property Committee – (Polinsky)**

Mr. Polinsky indicated he had no pressing issues to discuss this evening.

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

Mr. Stoudt indicated the pool survey returned a wide variety of responses, adding that 50% of residents indicated they wanted the pool back, but 75% indicated they did not want to spend money to do so. Mr. Stoudt stated he planned to present some options that could benefit a broad range of residents at future meetings.

There was additional conversation around light and pole donations for the softball field. Mr. Myers confirmed a zoning permit would be required for the lights, and electrical and building permits for the electrical service and poles to install lights for nighttime games at the softball field.

**Finance and Utility Committee – (Mrs. Stoudt)**

Mrs. Stoudt requested assistance with preparing water/sewer bills for distribution, and posting payments since the Borough office is currently shorthanded. Mrs. Stoudt projected bills would be printed on the Friday, January 20, 2023, and that she would be available that weekend to assist with stuffing envelopes. She stated she would appreciate assistance throughout the water/sewer billing cycle as Council members are able.

Mrs. Stoudt reviewed the Borough account balances presented by the Borough Treasurer.

**On-Line Bank Account Balances as of 1/9/2023:**

General Account:	\$ 306,344.73
Water Account:	\$ 81,907.28
Sewer Account:	\$ 484.62
Reeds Beds – Sewer	\$ 5,002.35
Pool Account:	\$ 232.03
Payroll:	\$ 4,625.76
Recreation/Park Project:	\$ 345,781.90
Liquid Fuels:	\$ 274,253.48
Fire Fund:	\$ 51,356.02
Ambulance Fund:	\$ 1,723.41
ARPA Funding:	\$ 217,365.12

Mrs. Stoudt introduced the bills and transfers. Ms. Kunkel made a motion to approve the list of bills and transfers. Mr. Polinsky seconded the motion. The motion passed unanimously.

Mrs. Stoudt indicated 10 water meters had been replaced since the end of last quarter. Mrs. Stoudt stated there are 43 accounts with an open finance charge balance on the account, and that a decision on how to manage past due balances needs to be finalized; Mrs. Stoudt confirmed the most significant pending balances are 31-60 days past due. Ms. Kunkel and Ms. Lorah suggested a reminder be added in the current round of bills for residents with open finance charge balances.

Mrs. Stoudt stated 20 Hometown Hero banners are hung, 10 are on order, and 10 more have been received and residents have just been contacted for payments. Mrs. Stoudt stated she checked on available capacity with Mr. Sicher, who confirmed we still have space for additional banners.

## **ENGINEER'S REPORT**

### **ENGINEER'S REPORT**

1. **PADEP Sewer and Water**
  - a. NPDES Permit for WWTP
    - i. Permit application is due to PADEP by 2/1/2023
    - ii. Initiated work with Alex on Renewal – 9/19/22
    - iii. Packet Finalized
    - iv. Submit to PADEP January 2023
  - b. Media Replacement for Water Plant – In review
2. **DEP MS-4**

**MS4 Annual Report to DEP** – Borough is halfway through the current MS4 reporting period (6 mo.). Isett reviewing completed tasks thus far and provide a mid-permit update on remaining items before July 1<sup>st</sup>, 2023.

**Perennial Stream Work** – No change.
3. **Topton Transportation Alternatives Trail Connection Project**

Work is dependent on weather conditions
4. **Grants:**
  - A. LSA Grant: Application is in for Keller Street: \$620,000
  - B. East Barkley - \$385,000, Small Water & Sewer
5. **Washington Street Pumping Station**

Project is currently waiting for Grant Funding feedback; Next meeting of CFA is 1/12/2023.
6. **DCNR – Oak Alley Project**

DCNR has approved the alternate project, funds are being held for possible use on either Oak Alley or TASA.

## **OLD BUSINESS**

Ms. Falcone asked if a list of “old business” was maintained by the Borough office. Ms. Milo indicated that she maintains a list. Ms. London confirmed that old business may appear under the respective agenda item, not necessarily the “Old Business” agenda topic. Ms. Lorah asked for the utility finance charge to appear as a recurring item for Utility Committee.

A resident estimated 40-50 homeowners will be required to shovel grass based on the ordinance that passed (1-2023), and asked how residents will be notified about the new requirement and who would be enforcing it. Ms. Lorah confirmed the Quality of Life Committee co-chairs, Ms. Kunkel and Ms. Cook, will be responsible for enforcement. Another resident stated he will be out after the next storm and will bring a list of violators to the office. Ms. Lorah asked him to bring pictures if possible. Ms. Lorah indicated affected residents would be notified, but was not able to confirm the exact timing of the correspondence. Mr. Myers stated residents would not be cited until that notification occurred, to which Ms. Lorah agreed.

Ms. Falcone asked Ms. Milo if she had followed up with Mr. Kemp regarding the concerns he expressed at the last meeting. Ms. Milo indicated she had not. Ms. London added it was not advisable for the Manager to initiate that conversation. Ms. Lorah confirmed she had spoken with Mr. Kemp.

### **ADJOURNMENT**

Council adjourned at 9:16PM on a motion by Mr. Polinsky, seconded by Ms. Kunkel.

The next regular Borough Council meeting will be held on February 13th, 2023, at 7:00PM.

Respectfully Submitted,  
Terry Hook for  
Stacy C. Milo / Borough Secretary