

**BOROUGH OF SLATINGTON
COMMITTEE WORKSHOP MEETING
APRIL 25, 2017**

The **Water, Sewer/Solid Waste, and Highway Committee Workshop Meetings** were held on **Tuesday, April 25, 2017** in Council Room, 125 South Walnut Street, Slatington, PA. The meeting was called to order by President Schnaars at 6:30 PM with the following in attendance:

PRESENT

President Schnaars
Joe Wechsler
Bryon Reed
Melvin Gildner
Mike Brogan
Jason Ruff
Manager Danko

ABSENT

Jon Rinker

OTHERS

Larry Turoscy
Tom Dinkelacker

VISITORS

Carol Gildner
Jeffrey Hausman

PUBLIC COMMENT:

Jeffrey Hausman – Vigilant Fire company – Jeffrey wanted to thank the Borough and the Police for their assistance in removing the fireman’s statue which is in need of repair. The statue is being stored safely at the Borough Maintenance building.

A. FINANCE/PLANNING/ZONING

Joseph Wechsler– Chairman; Members: Jon Rinker, Jason Ruff
Committee Member discussion on listed topics:

1. Discuss the review and investigation of billing methods for all rental units for water and sewer and review Ordinance #455 *an ordinance establishing procedures for connection to the Borough water and sewer facilities, providing for the administration and operation of the sewer and water facilities, creating authority for the establishment of fees and the collection thereof, and providing for penalties for violation of the said ordinance*, provided to Council for review and discussion. Councilor Gildner asked Attorney Dinkelacker if we were considered a public utility according to PUC. Attorney Dinkelacker stated that we are not. Councilor Gildner will research Lehigh, Walnutport, Palmerton Boroughs to see what procedures are in place in those municipalities for billing multiunit buildings. The Borough has at least 3 locations – Fine Lodging, Steven J (Eastern Comfort), and the Lehigh County Housing Authority, which would be of interest for fair billing practice. Attorney Dinkelacker will contact Catasauqua and Emmaus for their practice of billing along with reviewing laws in reference to housing authorities and billing.

The issue of shutting off water was brought up. Borough Manager Danko requested Attorney Dinkelacker research the state law for shutting water off. Borough Manager will get back to Council on this matter. These items will be placed on future workshop agendas for discussion.
2. Discuss Main St. Chamber Foundation Grant. Manager Danko asked the Council if they wanted to pursue this grant due to all projects being on hold until the Borough

has met with the auditors as discussed previously. Everyone agreed we would try to apply next round.

B. PUBLIC SAFETY

Jon Rinker-Chairman; Members: Joseph Wechsler, Jason Ruff
Committee Member discussion on listed topics:

1. Report on roof quotations at Vigilant building. Manager Danko is obtaining a 3rd quote. Manager Danko will bring information to Council meeting May, 8, 2017.

Councilor Brogan had inspected the door at the fire department and felt it only needed to be painted, suggesting possibly by the ambulance corp. A new door and roof had been replaced last year on the building and the Council felt that the door at the Maintenance building was in worse shape than the fire dept. door and needs to be replaced, although this project is currently on hold.

C. HUMAN RESOURCES/COMMUNITY SERVICES

Jason Ruff – Chairman; Members: Joseph Wechsler, Jon Rinker
Committee Member discussion on listed topics:

1. Councilor Gildner said there is an area of land across the street from the stain glass building that is in terrible condition. The property owner has only requested that the Borough deliver top soil and he would purchase the plants and maintain it. Discussion took place and Councilor Reed and Councilor Brogan will locate previous plans for renovation and cost for this project. The original plans had pavers and a bench. The neighborhood was concerned about the lot ending up being a hangout if a bench were installed. Larry Turoscy will provide site triangle information to Mgr. Danko to make sure the Borough is in conformance.
2. Councilor Ruff brought up yard sale permits. He said that Walnutport does not charge for their yard sales. Councilor Gildner feels the price for a yard sale of \$10.00 is too high. It was also mentioned that maybe the price could be or \$5.00. Discussion arose and it was said that a permit is necessary to avoid a permanent flea market or continual yard sale. At Council's direction Manager Danko will review the permit and make changes as notated: no charge for the permit, allowed to have 4 a year, and not to exceed 2 weeks consecutively, Mgr. Danko to provide new version of permit application to Council.
3. Proposed communication policy provided to Council for review. President Schnaars obtained some information from PSAB about a sample communication policy and then revamped it for Slatinton Borough. The policy would signify which Borough personnel may or may not speak, or reply, to news media, public record quests, news releases, etc. This will be discussed at a future committee meeting.

Councilor Ruff presented a request from Mr. Stettner requesting that another dog waste station be installed near the Covered Bridge. Councilor Ruff was directed to provide the request information to Manager Danko to follow through on. Council

Ruff was also directed to inform Mr. Stettner to provide all future requests to Manager Danko.

D. SEWER/SOLID WASTE

Mel Gildner – Chairman; Members: Bryon Reed, Michael Brogan, Jr.

Committee Member Discussion:

1. Execution of the, “PA small water” grant was completed...status update. The grant has been executed and sent in. Manager Danko is working with ARRO Engineering in reference to moving forward. Danko has reviewed the grant contract and an RFP is not required to be done for the professionals that would be utilized for this grant. Council could utilize the company they wish to use. Borough Manager Danko asked the Council if they would like to use ARRO since they were the ones to put the grant together. Council directed Manager Danko to use ARRO. Borough Manager Danko will inform ARRO to start working on a contract for the Council. We cannot enter into a contract or spend any monies in reference to this grant until we receive a fully executed agreement back.

E. WATER/SPECIAL SEWER COMMITTEE

Bryon Reed – Chairman; Members: Mel Gildner, Michael Brogan, Jr.

Committee Member Discussion:

1. Discuss Fire Hydrant at Union & Center St. (if changed must shut down water going to sewer plant). There are 3 possibilities to fix: installing an insertion valve at a cost of approximately \$5,000, or abandon it, but this is not feasible, to put a strap on and bolt to pipe prevent valve from blowing off. Councilor Reed will talk with John Bolton to find out more information and discuss alternate ideas.
2. Arrow – I&I status update. Borough Manager Danko is currently working with ARRO. They requested Danko to review the hotspots with her input. ARRO is currently putting items together for John Bolton to mark up and notate the information that Arrow is in need of. Manger Danko received an agreement that was signed by Borough Council last year in reference to paying for their services. Payment to begin on this agreement in order to move forward.
3. Letters were sent to several property owners in reference to leaks at their laterals at this time repairs have been made to 315 5th St., future progress reports shall be provided. Borough Manager Danko informed Council that Shannon (Codemaster), and Attorney Dinkelacker compiled a legal letter which had been sent out. Residents have been repairing their leaks due to this letter...the response has been very positive.

F. HIGHWAY

Michael Brogan - Chairman; Members: Mel Gildner, Bryon Reed

Committee Member Discussion:

1. Victory Park Sidewalk project update. Borough Manager Danko reported to Council that the project is 95% completed. This week they will be completing the line striping and the final walk through inspection is tentatively set for Friday, 4/29/17, at

10 AM. The only issues are with ECMs, Borough Manager Danko is in contact with IT to resolve the invoice approvals. The project should be completed by next month.

2. John Freed Way – Change Order, discussion and update. Larry Turoscy provided Borough Danko with information to be placed on Council meeting on May 8, 2017. Larry informed Council that an additional fence is needed. Depending on the location of the fence placement an easement maybe needed. Larry would like to put in curb – 4’ easement from the property owner. Attorney Dinkelacker will prepare an easement and Larry will put together a plan for Attorney Dinkelacker.

G. PRESIDENTS REPORT

1. Public Announcement – President Schnaars informed everyone to get their information to Borough Manager Danko the Wednesday prior to the Council and Committee meetings or the items will not be on the Agenda. *“Any and all items of request to be placed on a Council meeting agenda must be submitted to the Borough Manager by the Wednesday prior to the Borough Council meeting or Workshop meeting.”*

NEW BUSINESS

Borough Manager Danko asked Larry Turoscy about the appraiser to ARLE grant. Larry Turoscy has the bids and is preparing them for the next Council meeting on May 8. Larry obtained two prices \$2, 400 and \$1,600, Danko questioned if the price is for each corner? Larry Turoscy feels this is correct, but needs clarification.

Larry Turoscy requested the Borough adopt some specs for highway cuts. Larry Turoscy was going to provide the information to Manager Danko.

Part of South Street needs to be repaired, although a portion of the road does not show up as a road that was ever opened. The Assumption BVM Church is located in this area. The area of work to take place is in question as to ownership. Manager Danko will contact the church to obtain more information and if a written easement agreement from the church is needed Tom D. and Larry will work with Manager Danko to progress the project.

COURTESY TO THE FLOOR – None

Being no further business, President Schnaars declared the meeting was adjourned at 8:40 PM.

Judith A. Danko
Borough Secretary