

DELMONT BOROUGH COUNCIL MEETING MINUTES

May 14, 2019

77 Greensburg Street
Delmont, PA 15626



ELECTED OFFICIALS:

<i>Alyce Urban, Mayor</i>	Present	<i>Ann Lantz</i>	Absent
<i>Andrew Shissler, Council President</i>	Present	<i>Becky Matesevac</i>	Present
<i>Bill Marx, Vice President</i>	Present	<i>David Piper, CBO</i>	Absent
<i>Stan Cheyne</i>	Present	<i>Pam Simpson -</i>	Present

EMPLOYEES:

Bill Heaps, Public Works Supervisor	Present
Chief TJ Klobucar - Delmont Borough Police Department	Present
Kellie Miele, Secretary/Treasurer	Present

PROFESSIONAL SERVICES:

Daniel J. Hewitt, Esq. Solicitor, McDonald Snyder, P.C.	Present
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ENGINEER REPORT:

LSSE Representative Not Able to Attend	Reports attached
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RESIDENTS ATTENDING: (ORDERED BY SIGN IN LIST)

Janet E. Blizzard	Tom Burke
Tim and Linda Schmida	Frank Kushner
Non-Resident Citizens	
Ed and Matt Rebitch	Georgia Boring – Penn Franklin/Delmont
Brandy Walters	Salem News
Amanda Bank	Patrick Varine – Star/Trib

CALL TO ORDER: Mr. Shissler calls meeting to order and join in the Pledge.

STANDARD MONTHLY BUSINESS

MEETING MINUTES:

Council reviewed the April Council Meeting Minutes, Stan Cheyne made the Motion to Accept the April Council Minutes, Mr. Marx Seconded the Motion. All Approved.

TREASURER'S REPORT:

Prepared and submitted by Council President, Andrew Shissler, on display, but not read. Motion to Approve Treasurer's Report made by Becky Matesevac. Motion Seconded by Pam Simpson. Motion Passed unanimously.

BILLS:

Bills on display but not read. Wheeled Vehicle Account will be added to the accounts shown for the bills. Meegan Ford was paid \$46,768.00 for the new Borough Dump Truck Body. Bill Marx made the Motion to Pay the Bills. Becky Matesevac Seconded Motion. Motion Passed unanimously without further discussions.

CITIZENS' COMMENTS

Linda Schmida – 131 West Pittsburgh Street (On behalf of the Delmont Library)

The Delmont Public Library is having a fundraiser – “Mini Golf – Between the Stacks” Friday, June 14, from 7pm – 9pm “Adult Night”. \$20 per person 21 and over. Includes Appetizers and Light Refreshments and Saturday, June 15, \$5/person from 11am-2pm. Ages 4 and under are FREE. Lunch items will be available to purchase. Limited tickets available at the library.

Amanda Bank, Farmer's Market

Ms. Bank told Council that they have 12 confirmed vendors so far for the Farmer's Market that will be held in the Borough Parklet starting June 1, 2019. They have ads on various social media platforms. She asked Council to have Heaps Way closed during the Market times. Becky Matesevac Made the Motion to Approve the Closing of Heaps Way during the Farmer's Market. Pam Simpson Seconded the Motion – All Approved - Motion Passed.

Janet Blizzard, 239 Rose Court North

Ms. Blizzard asked Council to speak on how roads were designated for pavement. She was not familiar with the process of the Road Committee and Borough Engineering firm's method of choosing what streets would be paved. She spoke on how her street had not been paved in years and that the temporary patches were not lasting with traffic and adverse weather.

Tom Burke, Rose Court North

Mr. Burke backed up the claims by Ms. Blizzard on how bad the roads in the Apple Hill plan are. He added that the trees need to be cut back for vehicles to be able to see the oncoming traffic from the Rose Court South and Rose Court North.

Mr. Cheyne spoke about the issues with stormwater in the Apple Hill plan. The water issue will need to be addressed before the roads are paved. Paving would not last if the stormwater is not first fixed.

Bill Marx inquired about a grant for the Valley Stream roads – based on income – to get residents to participate is not easy.

Brandy Walters – Apple Festival

Brandy Walters asked for volunteers for the Apple Festival. There is a website that they are able to get in touch with Festival workers. She asked Council if the field at Shields Farm will be straightened out before the next festival. The ruts in the field from the weather and winter have made it extremely difficult from the vendors to park.

Ms. Walters also asked if the Delmont Police Department would be willing to meet with the new and old vendors about an evacuation plan for adverse weather. She thanked Chief Klobucar for the work the department did during last year's sudden storm. Chief Klobucar said he would be happy to meet with the vendors and suggested it take place as early as August.

Frank Kushner – 55 Circle Drive

Mr. Kushner asked Council why he had to have a Sewage Lateral Test done when he just did one in 2011. He said he only did a modified loan and that triggered a mandatory test. He expressed that he did not feel it was fair since that is the only way people are getting tested.

Mr. Hewitt said that the Sewage Lateral Tests will be getting even more stringent with the issues boroughs and cities are having with stormwater and sewer infrastructure. Mr. Hewitt said local municipalities are higher costs already. Council did not take any action related to Mr. Kushner's request.

Ed Rebitch – Salem Township

Mr. Rebitch asked Council if there was any news regarding the DEP looking into the sewage issues within the Borough. Mr. Hewitt said he is still waiting to hear from the DEP/Mr. Kessler. FTMSA meeting – flow monitoring.

Westmoreland Heritage Trail

Pam Simpson spoke for Annamarie Stackiewicz. Ms. Stackiewicz was officially named the Delmont Representative at the last meeting.

Progress of the Murrysville to Export Trail is going well. Hoping for completion of August 17th for the Export Ethnic Food Festival. The next phase from Export to Delmont is getting a little closer. Great Oak Energy has accepted WHT offer for their property.

June 1, 2019 – WHT Trail Towns Festival. Trafford 10:00am – 3:00pm then onto Slickville 4:00pm till 8:00pm. WHT is still looking for businesses to be sponsors.

Delmont Visionary Group

The Group is still looking for more members to help achieve their goals. Anyone that has a desire to improve our community is welcome. Next meeting will be Thursday, June 6th at 7:00pm at the Delmont Borough Office.

The Visionary Group attended the presentation that the IUP Students have drafted maps using the geographic information system and presented a poster at the Scholars Forum – it was very impressive. They are now moving forward on Step 2 of finalizing the geo database.

One of the fundraising ideas is to have 'Concerts In the Park' perhaps one in each month of June, July, and August. The Group is asking Council if they could have these concerts at the Amphitheater at Shields Farm. If so, what would they need to do? Mr. Hewitt said they would need their own insurance and to name Delmont as the Insurer. This would be treated like the Apple Festival.

COMMITTEE REPORTS

ENGINEERING REPORT

Lennon, Smith, Souleret Engineering Inc.
4536 Route 136, Suite 1
Greensburg, Pennsylvania 15601
Ph. (724) 837-1057 • Fax (724) 838-9811

Memo

TO: Delmont Borough Council
DATE: May 14, 2019
FROM: Kevin A. Brett, P.E.
Gary Baird
S. O. No.: 0398-02-01
cc: File
SUBJECT: Sewer Committee Items

- *Negotiations ongoing with DEP on order to address surcharging manholes upstream of Cramer Pump Station is ongoing.*
- *Round 2 of the Night Flow Isolation completed in the Cramer sewer shed. Bubble Diagram analysis complete, reduction of data into alternatives awaits authorization. LSSE to complete analysis of data from 2016 and 2018. Report to be prepared once order is executed.*
- *Aerial Mapping of Phase 1 Area flown, and Survey Control completed—mapping received supplemental surveys have started with field crew. Mapping and utility meetings to be scheduled to finalize the existing conditions plan. Mapping Completed. No Change.*
- *Conceptual plan to be prepared and reviewed with Sewer Committee once Order is finalized. At that time a rate increase recommendation will be provided for the Council's consideration per authorization at the April 2018 meeting. Surveys are 99% completed. Conceptual plan being prepared for review with Committee, Salem and inclusion with Order—work is on-going. LSSE beginning coordination with Utilities on Location of facilities relative to existing gas lines. LSSE preparing draft easement documents for Solicitor's use. Ongoing.*
- *RUS grant submittal-LSSE assisting Sewer Committee with researching requirements of various grant/loan potential for the sewer project. Currently the committee is researching the RUS grant. Meeting held with Staff – RUS providing some guidance on applicability of this grant for the interceptor upgrade and the EQ tank. Service Order authorized for Grant application per meeting with RUS staff. LSSE preparing items required by RUS per approved service order. See attached updated schedule. Goal is to submit application in late May or early June. LSSE to provide Sewer Committee with items needed from the Borough the week of May 13, 2019. LSSE to survey the interceptor from the Cramer force main discharge to the connection with Murrysville.*
- *Service order provided for Data Analysis/Sizing, PA DEP permitting and PADEP Part 2 WQM Permit Update for Councils authorization dated December 28, 2019. This work will be completed in 2019. LSSE is proceeding with preparation of data analysis and preliminary engineering report. Once completed a TAR will be forwarded to PaDEP for the Act 537 Update. Once Act 537 Plan is approved, LSSE to begin permitting for the interceptor upgrade.*
- *Service order for Phase 1 interceptor upgrade for NPDES permitting, final design, bidding, engineering related to right of way acquisition, Construction Phase Service and Project Resident Representative. This proposal is for 2019 through end of Phase 1 Construction. Awaiting authorization to proceed. Salem requesting results of design calculations once completed. No Change.*
- *FTMSA Draft COA-LSSE attending meetings with Solicitor for discussions on the pending COA in which FTMSA is negotiating with DEP. This order is independent of the order Delmont is currently negotiating. Delmont and Salem are being ask to execute this order also with the other tributary communities. Concerns remain over lack of definition of the size and scale of the problem and no cost being identified including who will pay for it. We are very concerned if the cost is substantially higher than they currently believe and have already executed an order which has a set time of less than seven years to eliminate the overflows the project is not achievable.*

Mr. Cheyne reported that there are no new issues with the Sewer Committee.

Roads Report

The attached letters were presented to Council by Stan Cheyne in the absence of the representative of Lennon, Smith, Souleret Engineering Inc. (LSSE).

Lennon, Smith, Souleret Engineering Inc.

4536 Route 136, Suite 1
Greensburg, Pennsylvania 15601
Ph. (724) 837-1057 • Fax (724) 838-9811

Memo

TO: Delmont Borough Council

DATE: May 14, 2019

FROM: Kevin A. Brett, P.E.
Gary Baird

S. O. No.: 0398-02-01

cc: File

SUBJECT: **Street Committee Items**

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- *MS4 Permit Review: On Going. Permit expected to be issued in upcoming month or two. MS4 training to be completed in September 2018. On-going, no response from DEP to date. Permit was issued by DEP.*
 - 2019 Roads Liquid Fuels – Budget: TBD once bids are opened April 8 at 11 AM. Bid Report has been provided.

Base Bid - W Pittsburgh Street
Add Alt 1 - Stotler Drive
Add Alt 2 - Cupp Way
Add Alt 3 - Crack on Greensburg Street

Per attached Bid Report (Revised) depending on what is awarded will depend on which Contractor is the low bidder.

- LSSE has completed Survey on the PRP plan areas and are beginning to prepare plans for the PRP improvements. The Residents in Apple Hill want notified when plans are available for the facility along Stotler Drive.



**Lennon, Smith, Souleret
Engineering, Inc.**

Civil Engineers and Surveyors

846 Fourth Avenue, Coraopolis, PA 15108
(412) 264-4400 • (412) 264-1200 Fax
info@lsse.com • www.lsse.com

Managing Principals:
Kevin A. Brett, P.E.
Ned Mitrovich, P.E.
Jason E. Stanton, P.E.

April 9, 2019
Revised May 7, 2019

S. O. No. 0398-2019

VIA EMAIL AND U. S. MAIL

Mr. Andrew Shissler, President
Delmont Borough Council
77 Greensburg Street
Delmont, Pennsylvania 15626

**Subject: Contract No. 19-R01 (Liquid Fuels)
2019 Roadway Improvement Program
Bid Report**

Dear Mr. Shissler:

In accordance with the Advertisement, sealed bids for the subject contract were received at the Borough office until 11:00 AM on April 8, 2019. The bids received were opened and read aloud. There were no addenda issued for this contract.

Prior to the bid opening, five contractors requested proposal bid forms. Bid proposals were received from three contractors for Contract No. 19-R01 (Liquid Fuels) – 2019 Roadway Improvement Program with bid amounts as follows:

Contractor	Base Bid Amount	Add Alternate No. 1 Bid Amount	Add Alternate No. 2 Bid Amount	Add Alternate No. 3 Bid Amount
Victor Paving & Construction, Inc.	\$203,492.50	\$39,296.25	\$55,056.25	\$44,300.00
El Grande Industries, Inc.	\$209,198.25	\$37,967.75	\$45,744.50	\$39,386.00
Derry Construction Co., Inc.	\$226,833.75	\$42,809.00	\$61,091.25	\$26,755.00

Add Alternate No. 1 – Stotler Drive (Route 66 to Manor Road)

Add Alternate No. 2 – Cup Way (Crest Drive to Route 66 / Crest Drive)

Add Alternate No. 3 – Greensburg Street (Crack Concrete Joint to East Pittsburgh Street)

Per the Instructions to Bidders, bid bond companies were checked and all are listed on the U.S. Treasury Circular 570.

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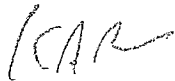
Headquarters: Coraopolis, Allegheny County, PA
Branch Office: Greensburg, Westmoreland County, PA

In accordance with Section B.3 of the Instructions to Bidders, using the bid quantities and contractors bid unit prices, the bids were checked for mathematical errors in extension and addition. No errors were discovered in the bids received. The enclosed bid tabulation presents a listing of the item descriptions and the lump sum amount for each item for the bids received. Victor Paving & Construction, Inc. is the apparent low bidder for Contract No. 19-R01 – 2019 Roadway Improvement Program (Liquid Fuels) if only the Base Bid is awarded. If the Base Bid and Add Alternate No. 1 is awarded, Victor Paving & Construction, Inc. is the apparent low bidder. If the Base Bid, Add Alternate Nos. 1 and 2 are awarded, El Grande Industries, Inc. is the apparent low bidder. If the Base Bid, Add Alternate Nos. 1, 2 and 3 are awarded, El Grande Industries, Inc. is the apparent low bidder. A copy of Victor Paving & Construction, Inc.'s and El Grande Industries, Inc.'s bid proposals are enclosed herewith.

Based on the bids submitted, we suggest award to Victor Paving & Construction, Inc. or El Grande Industries, Inc. as the apparent low bidders depending on the Borough's selection of add alternates subject to the Borough's review of the budget; Contractor obtaining the required insurance certificate, performance bond, and payment bond; and review and approval of same by the Borough Solicitor prior to execution of the Agreement by the Borough.

Should you have any questions, please call.

Sincerely,



Kevin A. Brett, P.E.



David L. Kovac, E.I.T.

KAB/DLK:nlk

Enclosures

cc/enc: Daniel J. Hewitt, Solicitor

El Grande was awarded the 2019 Delmont Borough Road Improvement Contract. Mr. Cheyne Made to Motion to Award the Base Bid with Alternates 1 and 2 to the lowest bidder El Grande. Mr. Marx Seconded the Motion – All Approved. Mr. Cheyne then Made the Motion to Authorize the borrowing process through S&T Bank for the amount of \$292,000.00. Bill Marx Seconded that Motion – All Approved.

Stan Cheyne Made the Motion to Accept the Bid for the Borough Road Line Painting in the amount of \$7,450.00. Pam Simpson Seconded that Motion – All Approved. It was noted that the lines on the portion of W. Pittsburgh that is going to be paved are not included in the plan for painting.

There was a discussion to try for a Grant for Valley Stream roads under a provision for lower-income residents. The residents of Valley Stream would need to comply with income information/validation. They have not wanted to do so in the past, but Mr. Hewitt suggested it

might be worth another try. A lot of the work to get the applications is done by the County. Bill Marx and Stan Cheyne will look into this option.

SOLICITOR'S REPORT Daniel J. Hewitt, Esq., McDonald Snyder, P.C.

The Harhai tax exemption was granted. There will still be the need to file taxes for this year.

Mr. Hewitt checked into the claim that the Borough's Log Cabin was co-owned. 1980-Pittsburgh History and Landmarks Association then given to the Borough in 1990. It was a Revisionary gift which means they would take it back and sell it if the Borough wrongfully used or failed to maintain it. There is no co-ownership. It is the sole responsibility of the Borough to maintain the property.

Mr. Hewitt asked Council to stay after the Council Meeting for a brief Executive Session.

PUBLIC SAFETY/POLICE AND FIRE DEPARTMENT REPORT – Mayor, Alyce Urban

Chief Klobucar gave the monthly Police Department Report. The Delmont Police Department reported 110 Total calls for Service in March 2019. 58 Traffic Citations issued and 2 Criminal Arrests.

Jeff Baer Memorial Bike Run is Sunday, May 19th starting at 8:00am at Shield's Farm and going through town to the bike trail and back.

Mayor Urban told Council that she stopped in the new Ace Hardware store. It will be hopefully be opened by the end July and they will have a Grand Opening in September. She expressed Mr. and Mrs. McCullough's gratitude for the Borough's support in taking on this endeavor.

The Mayor reminded everyone that May 21, 2019 is Election Day – get out and vote!

The Memorial Day - Monday, May 27th. A very nice ceremony at Twin Valley will start at 10:30am.

She will be planting flowers at the memorial in the front of the Borough Building on Monday, May 20th.

The Mayor said all 48 Borough Holiday Snowflakes and banners are sold!

BUILDING AND RENTALS Ann Lantz and Bill Marx, Council Vice President

Mr. Bill Marx reported the tests came back for the Borough Building roof – and there was NO ASBESTOS. Mr. Marx Made the Motion to direct the engineers to create bid specs for the roof with the help of LSSE and advertise for bids. Stan Cheyne Seconded the Motion – All Approved. They will look to include snow birds and lightning rods for a metal roof. They will get bids on both shingle and metal roofing.

Mr. Marx then told Council that the windows in the Borough Building need replaced. He asked Council for approval for 10 of the worse windows to be replaced immediately. This would be at a cost of \$6,804.88 with installation included. These would be vinyl frame windows with the raise bar – that stops them from opening completely in the daycare. Firemen are still able to enter from the outside. Mr. Marx Made the Motion to Approve the purchase and installation of 10 windows in the Borough Building, Becky Matesevac Seconded the Motion – All Passed.

The Borough Boiler Funds need to be increased with the upcoming Budget review in October this year. There are many issues and potential trouble with the boiler in the Borough Building.

STREETS/ROADS/STORM WATER Stan Cheyne and Ann Lantz

There was \$50,000.00 from the Wheeled Vehicle Account budgeted to purchase the new dump truck for the Borough. Stan Cheyne Made a Motion to Purchase the new Borough F550 for \$46,768.00. Becky Matesevac Seconded the Motion – All Approved.

Mr. Cheyne then Made the Motion to purchase the bed, salt spreader, plow and other peripherals from U.S. Municipal (also on CoStars) at the cost of \$33,263.00. Bill Marx Seconded the Motion – All Approved.

Mr. Cheyne then Made the Motion to get proposals for a loan to pay for the new dump body and plow. Mr. Cheyne Made the Motion to Authorize the Process of establishing a loan from S&T Bank at 4.34% for 3/years at a cost of \$1009.00/month. Becky Matesevac Seconded that Motion – Motion Approved by All. Mr. Hewitt asked that we get a written proposal from S&T Bank for the loan.

PERSONNEL – Becky Matesevac and Pam Simpson

Ms. Matesevac informed Council that First National Insurance coverage for the Borough will increase by \$315.00. Becky Matesevac Made the Motion to Accept the increase in the insurance policy coverage. Pam Simpson Seconded that Motion – All Approved.

Mr. Shissler announced the new Borough Office hours will be 7:00am - 3:30pm to have the Borough Secretary support the Public Works Department during their working hours.

Mr. Ed Rebitch asked Council if he could receive a 'formal response' from the Borough for the Insurance Claim that was submitted in November of 2018. He did receive the response from the insurance carrier, but wanted something in writing from the Borough regarding their future plans, if any, on this matter.

FINANCE COMMITTEE Andy Shissler, Council President, Becky Matesevac

The "Big Picture" monthly report was changed to reflect the Full and Part-time Officers and Code Enforcement expense/revenue.

Mr. Shissler will be working on the electric accounts to reflect better which accounts are for what the Borough is paying out.

Sewage Fund Report reflects the increase.

SHIELDS FARM – Andrew Shissler, Council President

Mr. Shissler spoke on the Log Cabin restoration effort. Bob Rankin is the lowest bid to replace the 6 logs (previously purchased) fork lift rental and re-chinc the exterior only. Becky Matesevac Made the Motion to Allow Mr. Rankin to do the repairs on the Log Cabin. Mr. Marx Seconded the Motion – All but Mr. Cheyne Approved – Motion Carries.

GRANTS – David Piper.

Mr. Piper was not in attendance.

CONTRACTED TRASH – Stan Cheyne

Mr. Cheyne announced there will be NO equitable adjustment to Republic's request for the increase. Stan Cheyne Made the Motion to remove glass as one of the recyclable. Bill Marx Seconded that Motion – All Approved.

Georgia from Penn Franklin News told Council that there is a recycle place in Latrobe that will take the glass from recycling.

Mr. Cheyne reminded all the Borough Spring Cleanup will be May 16, 17 and 18th at the Borough Garage.

OLD AND NEW BUSINESS: The Mayor had information on a pass-out sheet regarding the Delmont Pilgrimage. There is a list of items to contribute and that the committee is looking for sponsors. Buy a bus - buy donkey or a camel!

ADJOURNMENT: Mr. Hewitt requested that Council Members stay after the meeting for a brief Executive Session to discuss a personnel item. All agreed to stay. Mrs. Matesevac Moves to Adjourn. Ms. Simpson Seconds. Motion Carries.

Respectfully Submitted,



Kellie E. Miele
Secretary