



## DELMONT BOROUGH COUNCIL MEETING MINUTES

December 12, 2023

77 Greensburg Street  
Delmont, PA 15626

### ELECTED OFFICIALS:

Alyce Urban, Mayor	Absent	Pam Simpson	Absent
Andrew Shissler, Council President	Present	Becky Matesevac	Present
Stan Cheyne, Vice President	Present	David Weber	Present
Jeffrey Cunningham	Present	Chris Bigley	Present

### EMPLOYEES:

Bill Heaps, Public Works Supervisor	Present
Dawn Earhart, Secretary/Treasurer	Present
T.J. Klobucar, Delmont Police Chief	Present

### PROFESSIONAL SERVICES:

Daniel Hewitt - Avolio Law Group, LLC	Present
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### ENGINEER REPORT:

LSSE Representative	Dalton Mack
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### RESIDENTS ATTENDING:

Lenny Wittman

### OTHERS ATTENDING

Georgia and Wade Boring - Penn Franklin	Patrick Varine - Tribune
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**CALL TO ORDER:** Mr. Shissler calls meeting to order and join in the Pledge.

Mr. Shissler stated that there was an Executive Session re: legal matter, and personnel.

## **STANDARD MONTHLY BUSINESS**

### **MEETING MINUTES:**

Council reviewed the November 14, 2023 Council Meeting Minutes. Stan Cheyne Made a Motion to Approve the November 14, 2023 Council Meeting Minutes as Amended. A Second Motion was Made by Jeff Cunningham. All Approved.

### **TREASURER'S REPORT:**

After review of the November 14, 2023 Treasurer's Report, Stan Cheyne Made the Motion to Accept the November 14, 2023 Treasurer's Report. Chris Bigley Made a Second Motion. All Approved.

### **BILLS:**

Bills on display but not read. The report of the Bill to be Paid reflect the day after the previous Council Meeting until the day of the new Council Meeting. Jeff Cunningham Made the Motion to Pay the Bills. Stan Cheyne Made a Second Motion. All Approved.

## **CITIZENS' COMMENTS**

Nothing to Report.

## **NON-CITIZENS' COMMENTS**

### **ENGINEERING REPORT – LSSE – Dalton Mack**

A Motion to Approve Proposal from Pumpman Pittsburgh to Repair Pump Set No. 1 in the Amount of \$5,530. Was Made by Stan Cheyne. A Second Motion was Made by Dave Weber. All Approved.

Dave Weber requested from LSSE all of the paperwork (PLC) from CWM Environmental to review. Dave Weber also reported that UPS Battery Back-up was purchased for the pump station.

Dalton Mack reported that LSSE would be closing out the Insight Pipe work in January 2024. He also reported that a walk through was done with State Pipe Services in November so that work will close out in January 2024 as well.

The CCTV needs one repair. LSSE recommending that the Borough repair that versus contracting it out. The CCTV Stage 4, which is the last stage, pending results will close out after.

LSSE submitted the LSA Grant Application in the amount of \$1,000,000. The Borough should receive a copy of the application tomorrow.

Mr. Mack will be reaching out to Butz Contracting to see why work has ceased on the repair they needed to finish.

LSSE is currently working on getting the traffic counter out to Delmont.



4534 Route 136, Ste. 9, Greensburg, PA 15601  
(724) 837-1057 • (412) 264-1200 Fax

Headquarters:  
846 Fourth Avenue, Coraopolis, PA 15108  
(412) 264-4400 • (412) 264-1200 Fax

## *MEMO*

TO: Delmont Borough Council                      DATE: December 7, 2023

FROM: Kevin A. Brett, P.E.                      S. O. No.: 0398-01  
Dalton G. Mack, P.E.  
Gary M. Baird                                      cc: File

SUBJECT: **Street Committee Items**

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- **MS4 Permit:**

*Butz Excavating and Bonding Company notified of run of pipe which was determined to have been installed incorrectly. They are returning by end of October / early November to correct. System was holding water during our final walkthrough with Paris. Once pipe is corrected system will be clear of water. Butz Excavating mobilized to repair segment of pipe under Maintenance Bond. Work is ongoing; pipe installation to be completed in December 2023.*

- **2024 Road Program:**

LSSE recommends Borough review roadways in February 2024 to determine if there will be a 2024 Road Program, and if so which roads will be part of the project scope.



LSSE • Rabell • Senate

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SUBJECT: Sewer Committee Items

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### CRAMER COA

- *Phase 1 Interceptor and Forcemain upgrades ready to bid once Property Acquisition completed.*
- *Report due to DEP in July and December each year. July 2022 report was submitted on July 29, 2022. January 2023 Report was submitted on January 31, 2023. A revision to the January 31, 2023 submittal was submitted on February 14, 2023. July 2023 report was submitted on July 31, 2023. Next report is due December 31, 2023.*
- *RUS Grant Submittal: LSSE has uploaded the Preliminary Engineering Report and other required documents. Borough has application 99% complete. A few Borough submittals remain and certifications by the Borough. Once those items are completed, LSSE will contact RUS to verify they have received the necessary items. Borough Submitted application. LSSE updated per DEP Alternative comments. LSSE is responded to RUS's comments on the Osage Nation THPO clearance. RUS sent Emily Palmer (LSSE) info Borough needs to submit. If they accept it, no further action, if they do not a Phase 2 Archaeological study will be needed. RUS provided comment to the latest submittal. LSSE responded 6-9-20 and will follow up next week to check status. Borough received comments from RUS requesting a number of documents the Solicitor and LSSE will be reviewing with Sewer Committee for submittal. Solicitor and LSSE provided agreement documents request by RUS which were submitted to RUS for approval. LSSE received comments from RUS regarding proposed EQ Tank drawings, LSSE responded September 27, 2021. RUS advised they were requesting update on status of review of Environmental Assessment from their state environmental coordinator on January 5, 2022. RUS review ongoing, requested additional information March 3, 2022, response provided same day. RUS issued comments on April 25, 2022. LSSE provided response June 15, 2022. RUS issued further comments June 21, 2022, LSSE received comments from third parties prior to responding to RUS. LSSE response issued November 17, 2022. RUS indicated they received the report. RUS requested additional clarification on January 6, 2023; LSSE*

Page 7 of 17

December 12, 2023

responded via telephone call. RUS requested addition information related to the floodplain. LSSE provided response on February 2, 2023. RUS requested additional information for the Preliminary Engineer's Report (first round of additional information requests for this report), request is extensive. LSSE coordinated with Solicitor to complete advertisement publication which was placed week of August 1, 2023. Council recommended LSSE table the RUS application at the March meeting until resolution of the land dispute case. RUS requested copy of Alternative Analysis from our previous submittal to them. LSSE transmitted copy of Act 537 plan to RUS.

- Cramer Lift Station Pump Set No. 2 soft start stopped functioning on January 11, 2023. CWM Environmental provided quote (Estimate #267) to replace soft start on January 20, 2023 in the amount of \$5,720.00 with a 12-16 week lead time. Quote executed by Delmont and issued to CWM Environmental on January 31, 2023. Replacement soft start was shipped on May 30, 2023. CWM Environmental installed replacement parts in October. On October 11, CWM advised the seal cooling line for Pump Set No. 2 failed, ultimately resulting in the pumps failing. CWM pulled the pumps and delivered to Pumpman; Pumpman performed repairs and CWM installed the repaired pumps and repaired the seal cooling line. LSSE was alerted by the Borough that further issues with the pumps were being reported by CWM, including the removal for repair of one pump. LSSE is coordinating with CWM. LSSE is coordinating with Cambria systems to update lift station call list following further issues with the call system. Pumpman Pittsburgh provided a proposal to repair the damaged pump; the proposal is included as Attachment A to this report for Borough consideration.

## **FTMSA COA**

- The Sewer Committee met and drafted adjusted budget for the FTMSA Executed COA- which was been executed by all entities dated **August 29, 2019**. No work was planned for 2019 Budget as the FTMSA COA was not received until early 2019. The following milestones are required per the Order. LSSE to work with Sewer Committee to develop a budget for the items listed below which are each municipal entity's responsibility to complete. LSSE and Borough met with FTMSA on May 19, 2022 to review COA progress and LSSE met with FTMSA and GTE on June 2, 2022 to review connections and mapping. LSSE met with FTMSA and GTE on June 21, 2022 to review connections and metering data for each connection. Next virtual meeting is scheduled for July 26 at 9:00 AM. Salem's Engineer will be joining group to discuss flows from Salem and connectivity.

- **Identification, Inspection and Mapping.**

- a. By **January 1, 2021** the Municipal Entities shall, at a minimum, identify and inspect all accessible manholes, pump stations, siphon chambers, combined sewer regulators, diversion chambers, exposed sewer lines, exposed force mains, outfalls and all other visible appurtenances of their respective sewer systems (the FTMSA Contributor Systems and the FTMSA Sewer System). This identification and inspection shall be referred to herein as the "Visual Inspection." By January 1, 2021, each Municipal Entity shall also provide the results of the Visual Inspection to FTMSA so as to permit FTMSA to complete an accurate GIS based map ("GIS Map") that includes this information. Field work completed - Public Works did an excellent job finding an opening all the manholes. A report will be provided



*to DEP and FTMSA on the findings, once they are reviewed with Sewer committee. Report is being prepared for review with Sewer Committee over the next few months. Meeting to be scheduled with Gibson Thomas to review our mapping versus their mapping to confirm ownership of the manholes at the Borough line. Goal is to have completed by year end. Map updated and transmitted to DEP, FTMSA and Gibson Thomas December 30, 2020. Meeting held with FTMSA to review points of connection and ownership of those sections. Map updated following this meeting.*

- b. GIS-Mapping of Sewer System: Both this Order and the Cramer Order requires system to be mapped and manhole physical surveys to be completed. LSSE to provide current mapping to FTMSA for their use in its current state. LSSE to work with Public Works to locate and access all manholes which are reasonably accessible in first 90 days of orders being executed. This work to be completed in November-January 2020. Locations are complete. LSSE 99% complete with map – to be reviewed with Sewer Committee and then transmitted with MPS to FTMSA and DEP. Public Works did an excellent job assisting with the locations. A list of manholes, which were unable to locate, or manholes which are in need of repair is being prepared for Public Works to address over the next five years. Ongoing – 5-year plan being developed with Public Works. Results provided to DEP, FTMSA and GTE with December update. Mapping data in GIS reviewed, LSSE provided our output that is in GIS, GTE reviewed and requested additional data which was provided.

○ **Ordinances: Due Date August 29, 2020**

- *Within 12 months of the execution of this Consent Order and Agreement, each enact an ordinance prohibiting the connection of any stormwater conveyance into the portions of their SSS that are referenced in this Consent Order and Agreement. Ordinance approved and implemented. First three months results provided to DEP, FTMSA and GTE. Submitted to DEP and enacted by Borough and implemented. Results will be submitted to DEP with Progress Reports.*
- *Within 12 months of the execution of this Consent Order and Agreement, each develop and enact an ordinance (“Lateral Resale Ordinance”) requiring the inspection of the integrity of each private sewer lateral tributary to the portions of their SSS that are referenced in this Consent Order and Agreement upon the sale, transfer, assignment (as in the event of a mortgage), pledge or hypothecation of any interest in real property on which those private laterals are located, provided, however, that no such inspection shall be required for (1) transfers between husband and wife incidental to a divorce; (2) transfers through a Decree of Distribution incidental to the administration of an Estate; and (3) a refinancing of an existing mortgage by a mortgagor who has had a visual inspection of the lateral and had action taken to correct any failure within 5 years of the refinancing. The inspection shall be accomplished by televising the laterals according to procedures adopted by each Municipal Entity designed to detect a “structurally defective” lateral as defined below. Upon receipt of inspection results that demonstrate the lateral is “structurally defective,” which shall constitute a failed test (“Failure” or*

*“Failed”), such private laterals must be repaired or replaced by the property owner prior to the issuance of a certificate indicating the absence of liens on the real property in question. The Municipal Entities shall diligently enforce the Lateral Resale Ordinance. A “structurally defective” lateral shall be defined as a sewer lateral that exhibits root intrusion, separated joint(s), broken pipe(s), cracks, inflow and/or infiltration of storm, spring and/or groundwater, or any other condition which lends itself to inflow and/or infiltration of water into the sewer lateral other than sanitary and/or gray water. Cramer will follow same language as FTMSA Order. Ordinance was adopted at the August meeting. Ordinance approved and implemented.*

○ **Smoke and/or Dye Testing due August 29, 2023 (Testing), Final Illegal Connection Removal by end February 2025.**

*Within four years of the execution of this Consent Order and Agreement, conduct smoke and/or dye testing of the portions of their SSS that are referenced in this Consent Order and Agreement in order to identify illegal connections associated with properties and structures; all illegal connections shall be removed within 18 months of identification. To the extent that any Municipal Entity has conducted such smoke and/or dye testing within three years of the date of this Consent Order and Agreement, said Municipal Entity may rely on those results in lieu of additional testing, provided, however, that illegal connections detected during that time period must be removed in accordance within the timeframe referred to above in this subparagraph. LSSE preparing smoke testing specification for bids to be received in May for June award. Testing to be completed in August or September-Driest part of the year. We received two bids, one for \$.75/LF or \$32,105.25 and one for \$.88/LF or \$37,670.16. We recommend award of Smoke Testing for remainder of System 42,807 feet for \$.75 per foot or \$32,105.25 to Standard Pipe Services contingent on them providing insurance certificate. Pre-Construction meeting held with Standard Pipe Services July 22, 2021. Invoice No. 2911 in the amount of \$28,500.00 to Standard Pipe Services, LLC approved. Project is currently ongoing. Contractor completed the field work on October 4, 2021. All reports finalized and submitted to LSSE. LSSE prepared violations summary map and report. Report was reviewed with Sewer Committee January 13, 2022. Violation letters to residents were prepared by LSSE for Delmont transmittal. Violation compliance dates in letters were updated per Borough directive and resent to the Borough for transmittal. Resident violation letters were provided with deadline of September 30, 2022 to address the repairs. Borough is in progress of installing manpans, approximately 50 installed to date, and 40 more manpans are on order. One resident repair remains outstanding, Borough scheduling inspection to locate inspection stack. Borough to follow-up with Salem’s repairs for the Cramer Lift Station Smoke Testing. Borough has initiated dye testing; first batch of violation letters were transmitted. Dye testing status was included in COA report for January 2023. **Dye testing is ongoing; dye testing is currently approximately 90% complete, with 65 sewer laterals currently listed as failed and requiring repairs.***



- **CCTV and Clean – August 29, 2024 for FTMSA, Cramer is 365 days from when Order is signed for CRAMER**

*LSSE prepared bid package for Phase 3 CCTV work; project was advertised and bid opening held June 12, 2023. Bid was awarded at the June 13, 2023 Council meeting to Insight Pipe Contracting, LCC in the amount of \$62,560.00. The pre-construction meeting was held on July 27, 2023. Work was completed August 22, 2023. Change Order No. 1 (Final) to increase cost by \$395.75 and Partial Payment No. 1 (Final) in the amount of \$62,955.75 were submitted to Borough for consideration; LSSE recommends payment. Bid package for Phase 4 (final phase) to be prepared pending budgetary review in January 2024. LSSE prepared figure showing one defect identified during Phase 3 CCTV. **Spot liner needs replaced, a spot dig repaired is recommended by Borough Crew. LSSE is coordination with Borough staff on defect repair plus additional repair outside one manhole.***

*Phase 1 repairs are mostly within CoStars parameters. Two dig repairs from Phase 1 are ineligible for CoStars. Tollgate Lane line replacement to be separate project with cost estimate of \$400,000.00. Phase 2 repairs will not be eligible for the CoStars program; estimated cost to perform outstanding Phase 1 dig repairs and Phase 2 repairs is \$350,000.00.*

*Insight Pipe provided proposal for Phase 1 Repairs through CoStars; was provided to Borough for consideration. Borough awarded Phase 1 repairs to Insight Pipe Contracting, LLC in the amount of \$67,136.25 at the September 2023 Board Meeting. Pre-construction meeting was held October 10, 2023. Construction began October 23, 2023; construction was completed October 26, 2023. Partial Payment No. 1 in the amount of \$54,564.44 was submitted to Borough for consideration; LSSE recommends payment. **Contractor submitted post-construction CCTV; Contractor is working to complete grout work to close out project. Closeout anticipated in January.***

*LSSE prepared bid package for Phase 2 Repairs based on the CCTV Phase 2 and outstanding CCTV Phase 1 defects. Bid Opening was held August 21, 2023. LSSE recommends using Add Alternates as budgetary numbers for 2024 repairs. Borough awarded Base Bid in the amount of \$101,520.00 to State Pipe Services, Inc. at the September 2023 Board Meeting. Pre-construction meeting was held October 11, 2023. Partial Payment No. 1 in the amount of \$74,940.21 was submitted to Borough for consideration; LSSE recommends payment. **Walkthrough was held November 14, 2023 with members of the Borough staff and the Contractor. Construction complete. Contractor owes post-construction submittals to LSSE and Borough; closeout anticipated in January.***

- Within **five years** of the execution of this Consent Order and Agreement, televise the portions of their SSS that are referenced in this Consent Order and Agreement and clean all segments necessary to restore full hydraulic capacity; excepting however that FTMSA shall on or before March 1, 2021 televise and clean the FTMSA Interceptor System. To the extent that any Municipal Entity has conducted such televising and cleaning within 5 years



of this Consent Order and Agreement, said Municipal Entity may rely on those results in lieu of additional testing and cleaning.

- Within six years of the execution of this Consent Order and Agreement, identify and repair all Grades 4 and 5 defects (“Grades 4 and 5 defects”) observed in the portions of their SSS that are referenced in this Consent Order and Agreement. Grades 4 and 5 defects refer to the most significant defects in a sewer system indicating imminent or near imminent pipe failure for pipes that need to be repaired as soon as possible to prevent illegal discharges of sewage and to assure that sewage flows are properly conveyed to a treatment plant. Grades 4 and 5 defects are determined using industry criteria created by the National Association of Sewer Service Companies (“NASSCO”) under its Pipe Assessment and Certification Program (“PACP”). NASSCO is a nationally recognized organization of sewer system professionals such as professional engineers. **(August 29, 2025 work completed)**

**For Cramer:** (4 and 5 Defects identified - 730 days, within 60 days following ID need schedule for repair for Cramer). Phase 1 and Phase 2 repairs have been awarded as mentioned above. **Phase 3 to be budgeted for 2024.**

*The sewers on Tollgate need replaced, Service Order to be provided for Surveys and Bidding for this section. LSSE is preparing a PA Small Water Grant Application to perform this work. Anticipated cost is \$ 400,000. Borough match \$60,000.00 and \$340,000.00 Grant.*

- **Flow Monitoring (BY FTMSA).** No later than March 1, 2020, FTMSA shall commence and complete by November 30, 2020, a flow monitoring program to determine the magnitude, frequency, duration, source(s) and cause(s) of all SSOs and the hydraulic overload in the FTMSA Sewer System. All flow monitoring shall be performed in accordance with the requirements and protocols listed herein. FTMSA shall be entitled to use flow monitoring data provided to FTMSA by the Municipal Entities, provided that the flow monitoring data is obtained in conformity with all flow monitoring requirements and protocols discussed herein. Within three months of the execution of this Consent Order and Agreement, FTMSA shall develop and distribute to each Municipal Entity performing flow monitoring on which FTMSA will rely, an additional protocol to facilitate the cooperation and coordination necessary for FTMSA to receive accurate flow monitoring results. This additional protocol shall be consistent with all flow monitoring protocols and requirements in this Consent Order and Agreement and shall be adhered to by the Municipal Entities. A copy of the additional protocol shall be submitted to the Department at the time it is submitted to the Municipal Entities.
- *Flow meters shall be installed in order to obtain accurate data demonstrating capacity above connection points, flow entering from tributary connection points, and capacity downstream from connection points, and shall, at a minimum, be placed at the following locations (the “Monitoring Locations”):*

*Meters were removed in December 2020. LSSE to complete QA/QC and a model will be developed and transmitted to FTMSA for there us by end of March 2021.*

*These flows will be provided to FTMSA for our points of connection. SOA will be providing for all 2021 items as incorporated in budget review at the January Sewer Committee meeting. QA/QC report and existing conditions model being prepared for submittal to FTMSA for their use. Model transmitted to FTMSA and DEP, no work proposed on the Delmont system based on model. LSSE, Salem and FTMSA Engineers have been meeting to review meter data and develop a standard reporting format for the Delmont connection point which has Salem, Delmont and Murrysville flow. GIS mapping comments to date have been addressed.*

○ **SSO Elimination Plan( BY FTMSA)**

- a. By March 1, 2022, FTMSA shall develop a hydraulic model of the FTMSA Sewer System.
- b. By September 1, 2022, FTMSA, on behalf of the Municipal Entities, shall submit to the Department for its review and approval, or modification and approval, a joint plan and schedule to eliminate the hydraulic overload and all SSOs in the FTMSA Sewer System (“SSO Elimination Plan”). **Have not received the draft plan as of this date. No Change.**

○ **ACT 537 Plan (BY FTMSA)**

- Within 270 days of the Department’s approval of the SSO Elimination Plan, FTMSA, on behalf of the Municipal Entities, shall submit to the Department a joint amended Act 537 Plan (“Act 537 Plan”) for the construction of the projects elected in the SSO Elimination Plan.

**For Cramer following:**

*Within 180 days submit Act 537 Plan for gravity sewer and forcemain from January 14, 2020? This is ready to submit. This is ready once Order is executed.*

*Within 60 days of Cramer 537 Plan approval submit Part 2 for gravity sewer and forcemain. To be drafted while Act 537 is being reviewed by DEP.*

*Within 730 days of Part 2 approval construct gravity line and forcemain – preliminary plans prepared.*

*Within 270 Days of gravity line and forcemain to Cramer - submit revised Act 537 Plan to include the tank following post flow monitoring (to be scheduled once interceptor is completed).*

*Within 60 days of Planning approval submit a Part II permit.*

*Within 545 Days complete construction of EQ tank.*

○ **Construction of Improvements**

- On or before 41 months after DEP’s approval of the Act 537 Plan, FTMSA shall complete construction and operate the new or modified sewerage facilities in the approved SSO Elimination Plan.

- **Progress Reports Signed August 29, 2019:** The Municipal Entities shall each submit semi-annual progress reports to the Department documenting their efforts to comply with their obligations described in Paragraphs 3, 4, 5, 6, 7, 8, 10, 11 and 12 of this Consent Order and Agreement (“Progress Report”). The first Progress Report shall be

submitted seven full months after the execution of this Consent Order and Agreement and every six months thereafter for the duration of this Consent Order and Agreement. The Progress Reports shall be submitted in both printed and electronic form. The Progress Report shall be sent to the address in Paragraph 20 of the Agreement, and include, but not be limited to:

- a. A description of the actions taken in the previous six months to comply with the obligations in Paragraphs 3, 4, 5, 6, 7, 8, 10, 11 and 12 of this Consent Order and Agreement.
- b. A description of all activities scheduled for the next six months to comply with the obligations in Paragraphs 3, 4, 5, 6, 7, 8, 10, 11 and 12 of Consent Order and Agreement.
- c. A description of any problems or delays encountered or anticipated regarding the performance of the activities required by this Consent Order and Agreement.

*Progress report submitted December 30, 2020 to DEP, GTE and FTMSA. Next Progress Report due March 29, 2021 and last day of September 2021. LSSE transmitted last round of reports to DEP via email on March 9, 2021 per DEP's request. Hard copies were transmitted in December, but DEP requested email copy of each. LSSE transmitted update. Next update due in September. September 2021 progress report issued to PADEP. March 2022 report was submitted to PaDEP on March 25, 2022. September 2022 report was submitted to PaDEP on September 26, 2022. March report was submitted on March 31, 2023. September 2023 report was submitted. Next report is due March 25, 2024.*

## **Grants**

- *The PA Small Water and Sewer Grant is available for projects with a cost between \$30,000.00 and \$500,000.00 involving construction, improvement, expansion, repair, or rehabilitation of sanitary sewer, storm sewer, or water systems. The required match is 15% with a \$100.00 application fee due digitally at time of application. LSSE submitted application for Tollgate Lane Sewer Replacement with approximate cost of \$400,000.00, and application for Phase 3 and 4 CCTV and Sewer Repairs with approximate cost of \$400,000.00. Grant award notification date is tentatively scheduled for January 2024 following delay of awards at November meeting.*
- *The H<sub>2</sub>O PA Water and Sewer Grant is available for projects with a cost between \$500,000.00 and \$20 million involving construction, improvement, expansion, repair, or rehabilitation of sanitary sewer, storm sewer, or water systems. The required match is 50% with a \$100.00 application fee due digitally at time of application. LSSE submitted application for the Cramer Lift Station Equalization Tank project for \$3,500,000.00. Grant award notification date is tentatively scheduled for January 2024 following delay of awards at November meeting.*
- *LSA opened new Grant Application period with a due date of November 30, 2023. Eligible projects include infrastructure construction projects, demolition projects, vehicle and equipment purchase, and road and sidewalk programs. There is no local match required.*



*There is a \$100.00 application fee. LSSE submitted grant application for road work on Greensburg and Freeport Street in the amount of \$1,000,000.00. A copy of the submitted grant application is being provided for Borough files.*

**SOLICITOR'S REPORT Dan Hewitt, Avolio Law Group, P.C.**

A Motion to Approve Advertising of the 2024 Council Meeting Schedule was Made by Stan Cheyne. A Second Motion was Made by Jeff Cunningham. All Approved.

A Motion was Made to Approve Ordinance 2023-6 Increasing the Property Tax Millage Rate for the Borough by Two (2) Mills by Jeff Cunningham. A Second Motion was Made by Dave Weber. Stan Cheyne Opposed. Motion Carries.

A hearing scheduled for December 7, 2023 regarding property maintenance concerns has been cancelled. The Borough waiting for a new date to be scheduled.

Property maintenance concerns for an East White Oak Drive property has been addressed. Bill Heaps and Dan Hewitt have spoke with the new owners and are content with the progress being made to the property. The new owner stated that the property should be available for residency in the spring.

Mr. Hewitt reported that Judge Krieger will be available to swear in the newly elected and reelected officials at the January 2, 2024 Reorganization Meeting at 7:00 PM.

Mr. Hewitt circulated the Annual Appointments Memo to Council. He is requesting that if Council has any other suggestions for any of the Boards to let him know and he will have the Resolutions prepared for the January Meeting.

**COMMITTEE REPORTS**

**PUBLIC SAFETY/POLICE AND FIRE DEPARTMENT REPORT – Mayor, Alyce Urban and Chief Klobucar**

Chief Klobucar requested consideration for the Federal COPS Hiring Grant that Delmont was awarded in the amount of \$125,000. He states that the Borough has forty-five (45) days from awarded date to accept the award. The Borough has until September 2025 to start using the grant. The Borough has a monetary match of \$44,211 spread over the three-year period of the grant. The Borough is required to keep newly hired officer on as an employee for at least one year after the grant period is over. If the Borough decides that the budget does not allow for the expense in the future, prior to accessing the grant funds, a letter of withdraw is all that is needed to rescind. A Motion to Accept the COPS Hiring Grant in the Amount of \$125,000 was Made by Jeff Cunningham. A Second Motion was Made by Becky Matesevac. All Approved.

Chief Klobucar reported the November stats: 94 total calls for service.

Chief Klobucar reported that the Pilgrimage went well. The storm came through and the event was delayed for about thirty minutes.

A reminder to the community that the Santa Parade will start at 3:30 PM at the Faith Global Methodist Church and end at the Parklet. There will be a community event held at the Parklet until 8:00 PM. Santa will be there!

Monticello Lights went well. Traffic was a little heavy, but no incidents.

**BUILDING AND RENTALS** Pam Simpson and Jeff Cunningham

Nothing to report.

**STREETS/ROADS/STORM WATER** Stan Cheyne and Jeff Cunningham

Stan Cheyne reported that he received calls regarding the trees at Apple Hill. In the bid for the work there, included trees. The Borough was also issued a few grant-provided trees. He mentioned that since there is money left in the streets and roads budget, that maybe the Borough can carry it over to use for additional pine trees after the Butz Repair work is done there.

**PERSONNEL/INSURANCE COMMITTEE** – Becky Matesevac and Chris Bigley

Nothing to Report.

**FINANCE COMMITTEE** Andy Shissler, Council President, Becky Matesevac

Andy Shissler reviews the Big Picture Reports.

A Motion was Made by Andrew Shissler to Approve the 2024 Budget in the Amount of \$1,673,445.00 A Second Motion was Made by Chris Bigley. Stan Cheyne Opposed. Motion Carries.

A Motion was Made by Stan Cheyne to Approve the Annual Deposit to the Vehicle Account in the Amount of \$6,000. A Second Motion was Made by Jeff Cunningham. All Approved.

A Motion was Made by Stan Cheyne to Approve the Annual Deposit to the Building Account in the Amount of \$5,000. A Second Motion was Made by Jeff Cunningham. All Approved.

A Motion was Made by Stan Cheyne to Approve the Annual LST Donation to the Delmont VFD in the Amount of \$2,000. A Second Motion was Made by Becky Matesevac. All Approved. Dave Weber acknowledged all of the Delmont VFD's community service and improvement in communication over the past year and express gratitude to them. A Motion was Made by Dave Weber to Increase the Delmont VFD Donation by an Additional \$2,000. A Second Motion was Made by Becky Matesevac. All Approved.

Council discussed balancing out the increased donation to the VFD, as well as community feedback about the current service of the library. A Motion was Made by Dave Weber to Approve Annual Library Donation in the Amount of \$2,500. A Second Motion was Made by Jeff Cunningham. All Approved.

Stan Cheyne stated that there was money left in the tools budget for Public Works to purchase the jumping jack tamper. Bill Heaps will get some estimates and purchase.

**SEWAGE COMMITTEE** - Stan Cheyne and David Weber

Stan Cheyne reported that the Sewage Committee, with the help of Public Works and the Borough Office, are currently finalizing the dye test reports. There has been good progress with them.

**SHIELDS FARM** – Andrew Shissler, Council President

Andy Shissler reported that he received the Fort Allen Report. The proposed dates for the 2024 Apple and Arts Festival are October 5<sup>th</sup> and 6<sup>th</sup>, 2024. Also, in the report was a list of proposed improvements plans. Some improvements include, but are not limited to, repairing the ruts and mud by possibly putting gravel or concrete down, repairs and replacement of roof and walls as needed, replacing sky lights in the engine building/exhaust, repair posts at the Apple Barn, work on the area between the barn and the cider press, etc. Council expressed concern re: the concrete, but agreed that gravel would be a better option. Fort Allen is requesting a written response from

Council approving any improvements to the land. The buildings are the property of Fort Allen, therefore do not require written approval for those improvements. Council would like to request a sketch plan prior to approving. Andy Shissler said that Council can provide approval for some things, however Public Works would have to review any "road work" that they are proposing.

Andy Shissler gave an update on the trail at Shields Farm. The Nature Trail is currently blazed in yellow. He will add blue and orange blazes, as well.

Stan Cheyne mentioned that he was contacted by Franklin Regional MS Cross Country to use Shields Farm again next year in September.

**GRANTS COMMITTEE – Dave Weber**

Nothing to report.

**CONTRACTED TRASH COMMITTEE – Dave Weber**

Nothing to report.

**COMPREHENSIVE PLAN COMMITTEE – Andrew Shissler and Stan Cheyne**

Consideration of Resolution 2023-12: Closing out the Community Conservation Partnerships Grant Project has been Tabled until the January Meeting.

**OLD AND NEW BUSINESS:**

A Motion was Made by Stan Cheyne to Approve the Westmoreland County Transit Authority Agreement for 2023-2024 in the Amount of \$1,307.25. A Second Motion was Made by Jeff Cunningham. Becky Matesevac Opposed. Motion Carried.

Stan Cheyne reported that the Newhouse Park Pavilion Reservation Portal opens at 8:00 AM on Tuesday, January 2, 2024. All pending reservations currently on the portal calendar will be cleared prior to opening date. All reservations are to be done online. Residents access the reservation portal and then will have two weeks from the date they make the reservation to send in their respective fee and security deposit. Once the application and fee are received by the Borough Office, the date will be approved.

Council would like to thank Becky Matesevac for her years of service to the Borough, as her term ends at the end of the year. She has been an asset to Council and the Community.

**ADJOURNMENT:** Becky Matesevac Moves to Adjourn. Dave Weber Seconds Motion. Motion Carries.

*Respectfully Submitted:*

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*Dawn Earhart*  
*Delmont Borough Secretary*  
**APPROVED:**