



DELMONT BOROUGH COUNCIL MEETING MINUTES

February 13, 2024

77 Greensburg Street
Delmont, PA 15626

ELECTED OFFICIALS:

Alyce Urban, Mayor	Present	Jeff Cunningham	Present
Andrew Shissler, Council President	Present	Krista Krautbauer	Present
Stan Cheyne, Vice President	Present	Pam Simpson	Present
Chris Bigley	Present	Dave Weber	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 - Not Present
Morris Knowles Report	

RESIDENTS ATTENDING:

Annamarie Stackiewicz	Bob Stackiewicz
Matthew Cunningham	Bill Grassel
Denni Grassel	Randy Otto
Joe Krill	Bill Barnes
Carolyn Yagle	William Heiple

OTHERS ATTENDING

Georgia and Wade Boring - Penn Franklin

CALL TO ORDER: Mr. Shissler calls meeting to order and join in the Pledge of Allegiance. Council had an Executive Session prior to Council Meeting. No decisions were made.

STANDARD MONTHLY BUSINESS

MEETING MINUTES:

Council reviewed the January 2, 2024 Council Re-Organization Meeting Minutes. Stan Cheyne Made a Motion to Approve the January 2, 2024 Council Re-Organization Meeting Minutes. A Second Motion was Made by Chris Bigley. All Approved.

Council reviewed the January 2, 2024 Council Meeting Minutes. Stan Cheyne Made a Motion to Approve the January 2, 2024 Council Meeting Minutes. A Second Motion was Made by Pam Simpson. All Approved.

TREASURER'S REPORT:

After review of the February 13, 2024 Treasurer's Report, Dave Weber Made the Motion to Accept the February 13, 2024 Treasurer's Report. Stan Cheyne Made a Second Motion. All Approved.

Andy Shissler took note that the Heat Pump loan will be paid off in March. He also noted that a \$10,000 principal payment was made to the recent truck loan. These funds were recently donated to the Delmont Borough Road Crew.

BILLS:

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

CITIZENS' COMMENTS

Denni Grassel, spoke about the 2023 Pilgrimage in December. She thanked the Community and the Borough for their support of the annual event. This year was the 51st Annual Pilgrimage and in addition, the 1st Annual Kid's Pilgrimage was launched. She said there was an estimate of 1800 people in attendance. The only incident that was reported, was when she received a call from Chief Klobucar regarding the pending inclement weather. So, during the delay, a worker had spoke and prayed for a family, who was recognizing that this would be their last Pilgrimage as family with an ill family member.

William Barnes, spoke on behalf of Delmont Public Library. He thanked Council for supporting the library and the library programs. He gave an update on the librarian, who is currently off on medical leave. He is unsure as of now, when she will return. The library also just recently lost two (2) people from the library programs/staff. Jordan Burke recently stepped in to help out. Mr. Barnes also reported that the Homeschool Group is currently full but is trying to get 5-10 spaces available. The library has also added a K9 Therapy Program providing kids, ages 5 years old to 10 years old, with the opportunity to read to therapy dogs. The Pokemon club is nearly full as well. The library will also be adding an afterschool crafts program at least once a month, pending available funding. The library is planning a summer reading program. Chris Langford recently started an Adult Gaming Club, which is doing very well. The library is having a Mardi Gras themed Thank You event for Employees on Saturday, February 17, 2024 at 2:00 PM. He invited Council Members to the event.

Annamarie Stackiewicz spoke on behalf of the Visionary Committee. She reported that the Visionary Committee will be holding its Annual Clean Up Event on April 27, 2024. They will again be having a t-shirt contest as well. The Visionary Committee will be having their Annual Chalk Fest Event on June 15, 2024 at the Delmont VFD.

Matthew Cunningham spoke in regards to a communication he received from the Borough Solicitor following the sale of the Delmont American Legion. He was approached by the Legion with an offer to purchase the property, as he is the neighboring lot. The communication indicated that there may be a legality in whether the sale was permitted in accordance with the terms of the original deed. The Borough became aware that in the wording of the original deed, that while the American Legion Post has the right to sale the property, if for any reason, the Legion Post becomes inactive, that the property is to become property of the Borough. Joe Krill, one of the members of the American Legion Post, stated that the Legion is still active, even with very few members, and within their right to sell the property. He believes that the Legion went through all the proper channels in the process of selling the property. No Council decisions or comments were made at this time.

Randy Otto spoke in regards to the truck traffic in Delmont. He believes that the Borough should be obtaining permits and bonds from the truckers using Borough roads. Mr. Hewitt responded that Delmont cannot restrict all truck traffic or require them to pay to use the roads. PennDOT has exceptions for certain truck traffic, and the trucks that Mr. Otto was referring to are part of that exception. (i.e. local deliveries, etc.)

NON-CITIZENS' COMMENTS

ENGINEERING REPORT – LSSE – Dalton Mack – Not Present

Motion to Award Bid for Contract No. 24-S1 – CCTV Phase 4 to Insight Pipe was Made by Stan Cheyne. A Second Motion was Made by Dave Weber. All Approved.

Motion to Advertise Contract 24-S2 – Phase 3 Sewer Repairs was Made by Stan Cheyne. A Second Motion was Made by Dave Weber. All Approved.

Sewage Committee will follow up with Kevin Brett from LSSE re: the chemicals previously used and why it was recommended that the Borough discontinue use of them.

The wet well clean out was not done entirely, but it was washed and flushed.

FTMSA submitted a request to the DEP to extend the deadline of the COA.



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MEMO

TO: Delmont Borough Council DATE: February 9, 2024

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

SUBJECT: Sewer Committee Items

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. December 2023 report was submitted on December 29, 2023. Next report is due July 31, 2024.*
- *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 responded via telephone call. RUS requested additional 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 and Pumpman Pittsburgh. **LSSE performed a field review of the lift station with Borough Staff to review current operating conditions. LSSE is reviewing options to improve pump station functionality and efficiency. LSSE is preparing SOP with CWM for monthly operations and schedule of same.**

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 100% complete; lateral repairs are ongoing.**

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

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. LSSE prepared Phase 4 CCTV bid package. Phase 4 will be the final phase of the televising. Bid opening was held February 8; Bid Report was transmitted for Borough consideration. LSSE recommends Borough award at the February Council meeting.

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. Work is complete.

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. Borough awarded Base Bid in the amount of \$101,520.00 to State Pipe Services, Inc. at the September 2023 Board Meeting. Construction complete.

The outstanding sewer repairs from the Phase 2 Repairs project are being used for the scope of the Phase 3 Repairs project. LSSE is preparing bid package for Phase 3. LSSE requests authorization to advertise for April bid opening.

- 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 repairs will be performed in 2024 as mentioned above.

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 their use 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 Murrys ville 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. Meeting scheduled by**

PaDEP on February 22, 2024 at 10:00 AM to provide update to stake holders on FTMSA's request to delay SSO elimination plan which was due September 2022.

○ **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

- *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. Tentative award is expected in late 2024.*

Miscellaneous

- **Butz Excavating Outstanding Work:** Contactor has not returned to site to complete work. Solicitor is coordinating with Bonding Company. LSSE provided quote to Solicitor for Salandro to complete the project.

ENGINEERING REPORT – MORRIS KNOWLES

Morris Knowles completed the 2023 MS4 Reporting for the July 1, 2022 to June 30, 2023 period. Awaiting final plan approval. Morris Knowles has begun preliminary assessment of the requirements for this reporting period.

DELMONT BOROUGH JANUARY ENGINEERS REPORT

MS4 Program

2023 Annual MS4 Report: MKA completed the Borough's 2023 annual MS4 reporting for the period of July 1, 2022 to June 30, 2023. The annual report was uploaded to the DEP Greenport site on 11/15/2023. Awaiting final plan approval. No comments have been received to date.

MS4 Individual Permit Renewal: As a supplemental item to the 2023 annual report, MKA uploaded the and 5-yr MS4 renewal uploaded to DEP Greenport site on 11/15/2023. This report highlighted the proposed BMP's to be constructed Awaiting final plan approval. No comments have been received to date.

2024 Annual MS4 Report: MKA has begun a preliminary assessment of the requirements for this reporting period. MKA will coordinate with Borough staff regarding staff training for MS4, as well as outfall screenings to be performed this year.

Grants

Newhouse Park Paving: Westmoreland Conservation District (WCD) is working with Delmont Borough to utilize grant funding to extend the existing parking lot at Newhouse Park. WCD is proposing installing ~10 permeable paver parking spots along the playground side of the parking lot, installing an extra inlet and curbing along the existing paved area, as well as paving a 16'x100' driving lane along the permeable pavers. WCD estimated the new grant total to be ~\$45,450 for this work. MKA provided a paving estimate of \$12,980 for full depth pavement to extend the existing parking lot 16'x100' as their in-kind match to the grant. This estimate is below the public bid threshold and would require 3 quotes.

COVID-19 ARPA Capital Projects Fund Multi-Purpose Community Facilities Program: MKA met with the Borough staff on 2/9/2024 and performed a preliminary walkthrough of the facility to determine the scope for this grant application. MKA provided an initial cost estimate range between \$8,000 - \$12,000 for consulting services to complete this grant application. The anticipated fee will be based on field measuring, drawing the existing rooms, and performing two concept renders with probable costs for review by the Borough along with expected assistance with the grant narratives. A full fee proposal with outlined tasks will be provided prior to starting any work.

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

A Motion was Made by Chris Bigley to Approve Resolution 2024-05 for the Destruction of Outdated Municipal Records. A Second Motion was Made by Pam Simpson. All Approved. The Borough Office has prepared the supporting documentation and list of records that qualify.

A Motion was Made by Pam Simpson to Approve Resolution 2024-06 to the Appointment of Amanda Bauer to Vacant Seat on the Parks and Recreation Commission. A Second Motion was Made by Stan Cheyne. All Approved.

Letters regarding concerns of smoke and dye testing results have gone out from both the Borough Office and Mr. Hewitt's office with a deadline of mid-March for residents to complete repairs or any address any issues.

A claim letter has been submitted to the bonding company of Butz Construction addressing the issue of incomplete construction at the Butz Construction site. Still waiting on a definitive response so that the Borough can have the work completed.

COMMITTEE REPORTS

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

Chief Klobucar wanted to disclose additional information regarding the purchase of the Life-Vacs previously reported that the Borough would be purchasing. Amid the last Safety Meeting, additional information was provided by Chief Klobucar that he wanted to share with all of Council. Officer Stull, who is currently certified in teaching the Stop the Bleed training, is not certified to add Life-Vac training to his Stop the Bleed Training. The Life Vacs are not currently FDA approved. He inquired whether Council wanted to move forward with the purchase based on the additional information. Council decided to move forward with the purchase, as an additional tool as a last resort, in order to save a life. Training for the device is offered as a tutorial video and all holders of the equipment, will need to sign off on the video training. A Motion was Made by Dave Weber to Purchase the Life Vacs for Public Safety and Public Works. A Second Motion was Made by Chris Bigley. All Approved. The purchase of the Life Vacs will be made in conjunction with the Delmont VFD in order to get a bulk price, as they are providing the Life Vacs for the VFD and the schools located within the Borough.

Chief Klobucar reported the January 2024 stats for the Police Department. There was a total of 92 calls, of which 2 were criminal arrests, 30 traffic citations and one person cited for disorderly conduct.

BUILDING AND RENTALS Pam Simpson and Jeff Cunningham

The Borough Building has undergone some updates. The entrance hallway had the ceiling lowered and new flooring was installed. Pictures were also provided by Vicki Walters from the Delmont Historical Society. Council thanks them for sharing these prints.

STREETS/ROADS/STORM WATER Stan Cheyne and Jeff Cunningham

Stan Cheyne reported that Morris Knowles is still working on a rate calculation for the Stormwater Authority. It is estimated that the Stormwater Authority will incur about \$190,000 annually in expenses. Residents will have alternative ways to save on this fee (i.e. rain barrels, etc.)

PERSONNEL/INSURANCE COMMITTEE – Chris Bigley and Krista Krautbauer

Nothing to Report.

FINANCE COMMITTEE Andy Shissler, Council President

As discussed at this year's budget meeting, Andy Shissler reminded Council of the possible need to transfer money from the Grant Operating Account (Covid money) to the General Fund to cover operating expenses, if needed. A Motion was Made by Andy Shissler to Transfer \$25,000 from the Grant Operating Account to the General Fund. A Second Motion was Made by Dave Weber. All Approved.

Mr. Shissler also provided Council with the Big Picture Reports for review. He mentioned that the Sewage Budget still needs worked out.

SEWAGE COMMITTEE - Stan Cheyne and David Weber

Dave Weber is sending out the second electrical box from the pump station for repairs. This will be used as a back-up, if the recently repaired one should fail.

Bill Heaps recommended that Council publish a public notice to the residents of Delmont regarding the use of "flushable" wipes. These are not actually flushable, as they are clogging the sewage

system and lay whole in the screen that Public Works cleans weekly. Stan Cheyne said that he will provide a notice to the Penn Franklin for publication.

SHIELDS FARM – Andrew Shissler, Council President

Andy Shissler pointed out the map of Shields Farm that he had made hanging in Council Chambers. The map will be used for brainstorming different ideas for the use of space/land at Shields Farm. The map shows the boundary and the trails. He is also looking to making maps in the same manner, of Newhouse Park, etc.

Andy Shissler also addressed the renewal of the Pilgrimage Contract for the 2024 season, confirming Denni Grassel as the main contact.

GRANTS COMMITTEE – Dave Weber

Dave Weber reported that he is currently working on finalizing the Generator Grant.

CONTRACTED TRASH COMMITTEE – Dave Weber

Dave Weber reported that dumpsters will be delivered to the Delmont Borough Maintenance Garage on April 10, 2024 in time for Clean Up Days.

COMPREHENSIVE PLAN COMMITTEE – Andrew Shissler and Stan Cheyne

A Motion was Made by Stan Cheyne to Table Consideration of Resolution 2024-04, Closing Out of the Community Conservation Partnerships Grant Project. A Second Motion was Made by Jeff Cunningham. All Approved.

OLD AND NEW BUSINESS:

Stan Cheyne approached Council with a Vending Machine Agreement for the term of two years for the vending machine that is housed in the Borough Building. The agreement states that the owner of the vending machine will submit an annual \$100 fee to the Borough. Mr. Cheyne recently purchased the machine from a previous vendor. A Motion was Made by Pam Simpson to Accept the Vending Machine Agreement between Stan Cheyne and the Delmont Borough. A Second Motion was Made by Jeff Cunningham. Stan Cheyne Abstained. All Approved.

Stan Cheyne reported that he and Annamarie Stackiewicz, from the Delmont Visionary Committee, had a call with DCNR regarding a Feasibility Study needed for Newhouse Park and Trail. The Visionary Committee has committed to providing the 50% Match for the study/grant application. This will address track updates on a "Challenge Trail". A Motion was Made by Stan Cheyne to Move Forward with the Grant Application to DCNR for the Trail Feasibility Study in cooperation with the Delmont Visionary Committee. A Second Motion was Made by Jeff Cunningham. All Approved.

Stan Cheyne reported that the Annual Delmont Parks and Recreation Easter Egg Hunt will take place at Newhouse Park on Saturday, March 30, 2024.

Stan Cheyne also shared that the Annual Delmont Chili Cook-Off at Newhouse Park will take place on Sunday, March 24, 2024.

Andy Shissler inquired whether or not Council wanted to place an ad in the Westmoreland County Borough Association. A solicited request came into the Borough Office for this service. Council declined to purchase the ad in the program booklet.

ADJOURNMENT: Krista Krautbauer Moves to Adjourn. Pam Simpson Seconds Motion. Motion Carries.

Respectfully Submitted:

Dawn Earhart
Delmont Borough Secretary
APPROVED: