



## DELMONT BOROUGH COUNCIL MEETING MINUTES

April 8, 2025

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	Absent
Chris Bigley	Present	Dave Weber	Present

### JUNIOR COUNCIL:

Evangeline Cheyne	Absent
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### EMPLOYEES:

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

### PROFESSIONAL SERVICES:

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

LSSE Report – Dalton Mack  
Morris Knowles Report - Submitted

### RESIDENTS ATTENDING:

Brandy Walters	Bob Stackiewicz
Bill Grassel	Annamarie Stackiewicz
Denni Grassel	Maria DePasquale

### OTHERS ATTENDING

Penn Franklin – Georgia Boring  
Tribune Review – Patrick Varine – Not Present

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

## **STANDARD MONTHLY BUSINESS**

### **MEETING MINUTES:**

Council reviewed the March 11, 2025 Council Meeting Minutes. Dave Weber Made a Motion to Approve the March 11, 2025 Council Meeting Minutes. A Second Motion was Made by Stan Cheyne. All Approved.

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

After review of the April 8, 2025 Treasurer's Report, Stan Cheyne, Made the Motion to Accept the April 8, 2025 Treasurer's Report. Jeff Cunningham Made a Second Motion. All Approved. Council noted that they are anticipating paying off the Tax Anticipation Note (TAN) at S&T Bank when the balance in the General Fund increases.

### **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. Dave Weber Made a Second Motion. All Approved.

### **CITIZENS' COMMENTS**

Denni Grassel spoke on behalf of the Delmont Pilgrimage. She thanked Council for their continued support of the annual event. She also reported that they have scoped repairs needed up at Shields Farm and approved the repair of 'Joseph's Building' and 'Caesar's Building'. Also recognizing that the barn is missing shingles. They recently submitted a list of these repairs to Andy Shissler and Dave Weber. She reminds Council and residents to mark their calendars!

Annamarie Stackiewicz spoke on behalf of the Delmont Visionary Committee. She reported that Dollar General backed out of the purchase of the property along State Route 66 next to Industrial Drive. The property was purchased by the Westmoreland Heritage Trail – Regional Trail Corporation, and will now be used to put a maintenance shed there for Westmoreland Heritage Trail head. The Visionary Committee recently received their grant funds for the Delmont Spur Trail Project. An additional grant was applied for from DCNR to cover the match and they will be notified of any award at the end of May or beginning of June. A Steering Committee has been established, among members are Stan Cheyne and Dave Weber. Delmont Visionary Committee's Litter Clean Up Day is scheduled during Delmont's Clean Up Days, April 26<sup>th</sup> 9:00 AM to 12:00 PM, meeting at the Parklet. Supplies are being donated from PennDOT and the Salvation Army will provide lunch for volunteers at noon.

Maria DePasquale spoke on behalf of the Delmont Visionary Committee's Fundraising Committee. A Murder Mystery Dinner Theater event ('No Clue') will take place on May 10<sup>th</sup> at the Lamplighter Restaurant. Doors open at 5:30 PM. Tickets are \$55, and include deluxe buffet with dessert. Export Floral has donated flowers for women who attend in honor of Mother's Day. Also, an additional fundraiser is ongoing for \$5 package of blank greeting cards, with Tom Washburn's photography. These are available at the Borough Office.

Brandi Walters spoke on behalf of the Delmont Historical Society. She asked if Bill Heaps can investigate the possible rotten log on the top of the log house. Dave Weber mentioned that he gave Dave Miller, an Amish builder, the go-ahead to get wood for the restoration of the water trough. A quote was given for \$3,000-\$3,500 for repairs and labor. He is also currently pricing out copper to line the trough. Brandi Walters reported that the Apple & Arts Committee is holding a Volunteer Fair on April 30<sup>th</sup> from 4:00 PM to 7:00 PM to recruit volunteers for a new committee.

**JUNIOR COUNCIL:**

Nothing to report.

**ENGINEERING REPORT – LSSE**

A Motion was Made by Stan Cheyne to Authorize LSSE to Survey and Prepare Drawings for Tollgate Lane Sewer Replacement Project for Comparison, up to \$10,000. A Second Motion was Made by Dave Weber. All Approved. Dalton Mack stated he will need the Resolution(s) and most recent Borough Audit, as well as a letter from the Planning Commission. Dan Hewitt will reach out to Planning Commission on LSSE's behalf to obtain he letter. Dalton also mentioned that the Dual Auger installation work was done the week of March 31<sup>st</sup>. Bill Heaps was present for the Dual Auger training on April 8<sup>th</sup>.



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## *MEMO*

TO: Delmont Borough Council                      DATE: April 2, 2025

FROM: Kevin A. Brett, P.E.                      S. O. NO.: 398-001  
Dalton G. Mack, P.E.  
Gary M. Baird                                      cc:

SUBJECT: Sewer Committee Items

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### CRAMER COA

- *Phase 1 Interceptor and Forcemain upgrades: Dual auger installation work was done week of March 31; startup being conducted April 7 with training April 8. Contractor is awaiting decision on Add Alternate No. 4 lateral.*
- *Flow meters were installed to begin monitoring for reduction in infiltration/inflow, reduction in overflow events, and Equalization Tank sizing. Data collection is currently in progress.*
- *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. Report was submitted on July 31, 2024 for the first half of 2024. Report was submitted December 31. Next report is due July 30, 2025.*
- *RUS Grant Submittal: Borough approved Service Order Authorization for LSSE to prepare response to RUS using reduced scope of Phase II EQ Tank. LSSE is preparing response; LSSE is coordinating with RUS on current outstanding items.*

### FTMSA COA

- *The FTMSA COA was executed by all entities dated August 29, 2019. The following milestones are required per the Order. The First Amendment to this COA dated January 16, 2025 was executed by all parties, revising milestones as follows.*
- *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).
- 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. Mapping data in GIS and complete.

○ **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.
- 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. 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. 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**

- 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. All televising is complete.
- 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. Tollgate Lane sewers are only remaining defects requiring repair; cost projected to be \$500,000.00.

- **Tollgate Lane Sewer Replacement:** Borough received \$200,000.00 in funding through LSA Westmoreland County for the work. LSSE met with Sewer Committee on March 28; Service Order Agreement was transmitted to Borough to perform survey and design work. Two alternatives will be reviewed for sewer replacement: in place, and relocation to the roadway. Concepts for both plans will be presented to the Sewer Committee in early June prior to decision on which alignment to pursue.
- **Flow Monitoring (BY FTMSA).** *No later than September 1, 2025, FTMSA shall commence and complete by April 1, 2026, 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.*
- *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”):*
- **SSO Elimination Plan( BY FTMSA)**
  - a. *By April 1, 2026, FTMSA shall develop a hydraulic model of the FTMSA Sewer System.*
  - b. *By September 1, 2026, 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”).*
- **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 (AMENDED January 16, 2025):** *The Municipal Entities shall each submit semi-annual (January 31 and July 31 of each year) 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 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.*
  - d. **Next report is due July 31, 2025.**
  - e. *LSSE transmitted 2025 tap request to FTMSA via letter dated December 5, 2024.*

## **Grants**

- **2024 Westmoreland County Local Share Account (LSA):** *LSSE submitted application in the amount of \$500,000.00 for Tollgate Lane sewer replacement. Borough was awarded \$200,000.00 in funding for this project.*
- **2024 Statewide Local Share Account (LSA):** *LSSE submitted applications in the amount of \$500,000.00 for Tollgate Lane Sanitary Sewer Replacement and \$1,000,000.00 for the Phase II Consent Order Equalization Tank. Award notification is projected for Fall 2025.*
- **2025 PA Small Water and Sewer Grant:** *LSSE is preparing application for Tollgate Lane. Application will be in the amount of \$500,000.00. Resolution was adopted at the March meeting.*

## ENGINEERING REPORT – MORRIS KNOWLES

An Engineer's Report was submitted by Morris Knowles, in lieu of attending.



## CONSULTING ENGINEERS REPORT

April 7, 2025

### DELMONT BOROUGH MARCH ENGINEERS REPORT

#### Greensburg Street Repaving Project:

Morris Knowles and Associates developed design plans to address roadway surface runoff issues following a field visit with Brough representatives on March 5, 2025. The proposed improvements include installing a speed bump at the base of the slope near the S&T Bank parking lot, milling 5-6 inches of material at the intersection of Greensburg Street and East Pittsburgh Street, milling and re-grading the intersection of Greensburg Street and Bierer Street, and upgrading the bituminous wedge curb along various sections of Greensburg Street.

#### Development Reviews

1. None for March

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

Mr. Hewitt discussed property concerns, reminding residents to be a good neighbor and maintain your properties. He also reported a couple sewage lateral issues, one being resolved and one scheduled for testing this week.

**COMMITTEE REPORTS**

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

Mayor Alyce Urban shared that the monthly safety meetings are going really well. All the emergency responder departments have been attending these meetings and working really well together to share safety concerns and find solutions. Among these attendees are the Police Department, the VFD, Mutual Aid, EMC Dave Weber, the Borough Road Crew and the Borough office.

Chief Klobucar shared the March 2025 Police Department statistics. There were 132 calls for service, 109 traffic citations and 2 criminal arrests. He also shared the Delmont VFD stats on behalf of Fire Chief Cline, with the VFD having 27 alarms, including but not limited to, a couple accidents/brush fires. He also said they will be getting the traffic trailer out soon, and let Council know if they it for counting traffic, to let him know.

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

Jeff Cunningham mentioned that the Public Works department is currently working on the second upstairs room of the borough building and they are anticipating it being completed by mid-April. Bill Heaps mentioned how much warmer it is up there with above the ceiling and walls being insulated.

Jeff Cunningham also inquired about putting the old generator out for bid. Dan Hewitt said it will need advertised. It doesn't necessarily need to go out on MuniBid, but it will need to be advertised. Interested parties can be notified of upcoming advertisement, to submit their bid to the Borough. A Motion was Made by Jeff Cunningham to Prepare Bid Advertisement for Old Generator and Advertise. A Second Motion was Made by Dave Weber. All Approved.

Dave Weber mentioned to Council that he was approached by the owner of the sign at the car wash, asking if the Borough would be interested in taking over the sign, stating that it could be used for advertising. Stan Cheyne said that he would reach out to the land owner as well.

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

A Motion was Made by Stan Cheyne to Extend the Deadline for Submitting Sealed Bids for the Greensburg Street Paving Project to Monday, April 14<sup>th</sup>, 2025 at 1:00 AM, with an Opening Bid Time of 3:00 PM. A Second Motion was Made by Jeff Cunningham. All Approved. The Streets and Roads Committee will review bids and make a recommendation to Council. Council will award the bid at the May 13<sup>th</sup> Council Meeting. The Borough Office will notify contractors that have picked up their bid packages of the extension the morning of April 9<sup>th</sup>.

Stan Cheyne reported that the Delmont Stormwater Authority (DSWA) had a meeting to outline the process of which they will work with the Borough Office. This includes the process of resident concerns, expenses and how they're tracked and communicated to the DSWA, etc. Residents should visit [Delmont Stormwater Authority - Delmont, PA \(www.delmontboro.com/delmont-stormwater-authority/\)](http://www.delmontboro.com/delmont-stormwater-authority/), scroll down and fill in the CONTACT US form, to contact the Stormwater Authority directly.

**PERSONNEL/INSURANCE COMMITTEE** – Chris Bigley and Krista Krautbauer

Krista Krautbauer reported that the Insurance Committee sent email out to Council for review, reflecting the new terms of contracting with Henderson Brothers for the Borough's new Insurance Brokerage Firm. The change will have no increase in fees to the Borough and the coverage is 'apples-to-apples'. A Motion was Made by Krista Krautbauer to Approve Henderson Brothers as the Delmont Borough Insurance Brokers. A Second Motion was Made by Dave Weber. Chris Bigley Abstained. All Approved.

Dave Weber, in his capacity as part of Delmont Concerned Citizens, reminded the Insurance Committee to add the Salvation Army building to their insurance portfolio.

**FINANCE COMMITTEE** Andrew Shissler, Council President

Andrew Shissler reviewed the Big Picture Reports with Council, stating where the Borough sits with Revenues and Expenses at this point in the year, confirming with the Borough Office that the Property Tax payments have started to come in. Principal and interest payments to the sewage loan will start in July.

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

Nothing to report.

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

Andrew Shissler reported that the Big Bounce Event scheduled for June 14<sup>th</sup> at Shields Farm has been cancelled by the event coordinators, due to not enough time for advertising the event. They hope to be able to use the property next year for the event.

**GRANTS COMMITTEE** – Dave Weber

Nothing to report.

**CONTRACTED TRASH COMMITTEE** – Dave Weber

Nothing to report.

**COMPREHENSIVE PLAN COMMITTEE** – Andrew Shissler and Jeff Cunningham

Andrew Shissler reported the he and Jeff Cunningham have another walk through scheduled with the EADs Group and the Steering Committee at Shields Farm on April 9<sup>th</sup> at 4:30 PM.

**OLD AND NEW BUSINESS:**

Stan Cheyne announced that the Parks & Recreation Committee will be holding a Pickleball Tournament on May 10<sup>th</sup>, with an 11:00 AM start time. Participants can register, with a \$25 registration fee for a team. The event is a fundraiser. Parks & Rec will also have a BBQ during the event. Stan Cheyne also announced the Easter Egg Hunt event at Newhouse Park on April 19<sup>th</sup> at 12:00 PM. No registration required. Free event.

A Motion was Made by Chris Bigley to Approve the Closing of Freeport Street to the end of Greensburg Street for the Delmont Daze parade on Saturday, August 2<sup>nd</sup> During the Parade, and Greensburg Street from the First Commonwealth Bank to the Intersection of Greensburg Street and East Pittsburgh Street Intersection from 11:00 AM to 7:00 PM. A Second Motion was Made by Krista Krautbauer. All Approved.

Stan Cheyne discussed updating the RULES sign at Newhouse Park. He recently obtained a quote from US Municipal for a pickleball sign.

**ADJOURNMENT:** Krista Krautbauer Moves to Adjourn. Dave Weber Seconds Motion. Motion Carries.

*Respectfully Submitted:*

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