



DELMONT BOROUGH COUNCIL MEETING MINUTES

June 10, 2025

77 Greensburg Street
Delmont, PA 15626

ELECTED OFFICIALS:

Alyce Urban, Mayor	Present	Jeff Cunningham	Absent
Andrew Shissler, Council President	Present	Krista Krautbauer	Present
Stan Cheyne, Vice President	Present	Pam Simpson	Present
Chris Bigley	Present	Dave Weber	Absent

JUNIOR COUNCIL:

Evangeline Cheyne	Present
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EMPLOYEES:

Bill Heaps, Public Works Supervisor	Absent
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 – N/A

RESIDENTS ATTENDING:

Krystle Brown	Teri Walborn
Justin Brown	

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 on June 2, 2025 re: Insurance and on June 10, 2025 re: Personnel. No decisions were made.

STANDARD MONTHLY BUSINESS

MEETING MINUTES:

Council reviewed the May 13, 2025 Council Meeting Minutes. Stan Cheyne Made a Motion to Approve the May 13, 2025 Council Meeting Minutes. A Second Motion was Made by Pam Simpson. All Approved.

TREASURER'S REPORT:

After review of the June 10, 2025 Treasurer's Report, Stan Cheyne, Made the Motion to Accept the June 10, 2025 Treasurer's Report. Chris Bigley Made a Second Motion. All Approved.

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. Krista Krautbauer Made the Motion to Pay the Bills. Chris Bigley Made a Second Motion. All Approved.

CITIZENS' COMMENTS

Residents, Krystle and Justin Brown, inquired about options for Park Drive. They provided pictures to Council asking for the curb on Park Drive to be replaced or repaired. The drainage issue has been ongoing, however, with the recent flooding, they stated that the rain has nowhere to go. The pictures reflected the rain settling in the yard and the residents stated that their basement gets flooded from it. Stan Cheyne said he would visit the site as well and confer with Bill Heaps on options. The residents were also told that they can attend the Stormwater Authority meeting as well, on June 24th.

Resident Teri Walborn expressed grievances that she has with the Borough over the years re: a neighboring fence, storm drainage and neighbor's bamboo. It was reported that she was granted the permit for a fence and that a riser was installed by the Borough to aid in leveling the storm grate with the ground. She reported that the grate was not high enough. Stan Cheyne said he would take a look at it and work with Bill Heaps to fix. She reported that the bamboo has come back from in between both the neighbor's fences. Council reminded the resident that bamboo is not listed on the invasive species, that it can't be enforced by the borough, but rather a public matter.

JUNIOR COUNCIL:

Mayor Alyce Urban recognized Evangeline Cheyne for her 6-months of service to the Borough as Delmont Borough's first Junior Council person. Evangeline has attended a majority of the Council Meetings, has taken on the organization of the National Night Out Event on August 5th, honoring our community's public safety entities, and is engaged in learning about local government and the issues that both Council and the residents face. Mayor Alyce Urban stated that she is an asset to the Borough. Evangeline will premiere in the PA Association of Borough's *Borough News* magazine and on their website, where they will also acknowledge her 6-months of service.

A Motion was Made by Andrew Shissler to Authorize the National Night Out Event on August 5th from 5:30 PM to 7:30 PM. A Second Motion was Made by Stan Cheyne. All Approved. Evangeline went on to say that the event will include the Salvation Army, the Delmont VFD, the Delmont Police Dept. and drone demonstration, State Representative Jill Cooper and more. The event will take place outside at the library. The library restrooms will be available to attendees and they will be providing a craft for the kids to do. She is still coordinating with local businesses for donations and parking availability. Kona Ice will be there and giving the event a 25% discount towards their fee.

Evangeline respectfully asked if Council would be willing to cover the additional portion. A Motion was Made by Stan Cheyne for spending for the Kona Ice not to Exceed \$1,000. A Second Motion was Made by Chris Bigley. All Approved.

ENGINEERING REPORT – LSSE

A Motion was Made by Stan Cheyne to Approve Change Order No. 3 (FINAL) for Contract No. 24-S3, 2021 Christy Road Interceptor and Forcemain Relocation Project for a Reduction of \$108,156.39. A Second Motion was Made by Chris Bigley. All Approved.

A Motion was Made by Stan Cheyne to Approve Partial Payment No. 7 (FINAL) for Contract No. 24-S3, 2021 Christy Road Interceptor and Forcemain Relocation Project in the Amount of \$70,784.46, Pending Walk-Through. A Second Motion was Made by Krista Krautbauer. All Approved.

Dalton Mack reported that two (2) VFDs caught fire at the Pump Station during Friday night's storm. They believe a lightning strike had hit. The auger was out, as well as two pumps. Schultheis and Pumpman were on-site. Schultheis installed the new VFDs and Pumpman repaired the pumps. While the damage was bad, the repairs are going well. He is recommending that the Borough contact the insurance company and put in a claim.

A Motion was Made by Stan Cheyne to Acknowledge Emergency Status due to the Storm in Order to Proceed with Repairs Even if it Exceeds Bid Threshold. A Second Motion was Made by Pam Simpson. All Approved.

Dalton Mack reminded Council that CFA is now offering no-match grants, up to \$1,000,000. Deadline for submission is July 31st. He stated that this was the grant that was applied for previously for Freeport St. and/or Greensburg St. This would have to be on the July Agenda for consideration of application.



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MEMO

TO: Delmont Borough Council DATE: June 10, 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

CRAMER COA

- **Phase 1 Interceptor and Forcemain upgrades:** Contractor completed the punchlist items. Add Alternate No. 4 was removed from the scope minus the equipment previously agreed to be delivered to the Borough. Contractor submitted Partial Payment Request No. 7 (Final) in the amount of \$70,784.46 along with Change Order No. 3 (Final) for a Contract reduction in the amount of \$108,156.39; LSSE recommends payment upon sewer committee and LSSE doing one final walkthrough with Contractor to confirm all items complete.
- *Flow meters were installed in December to begin monitoring for reduction in infiltration/inflow, reduction in overflow events, and Equalization Tank sizing. Data collection is currently in progress; flow meters will be pulled at the end of July to comply with the consent order.*
- *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. Further grant work has been placed on hold at direction of Borough.
- **Cramer Lift Station Storm Damage:** LSSE was contacted by Metiri Group (lift station operators) on June 6, 2025, who reported that the lift station was offline following what seemed to be a lightning strike or a power surge; immediate damage observed included the VFDs and the dual auger unit. LSSE coordinated with Metiri and Borough staff to get a bypass pump set up and new VFDs ordered. During VFD installation, it was found that three of the four pumps were offline and required repair, along with one of the soft start units, the power surge protection device, and some of the wiring. Schultheis Electric is currently installing the VFDs and working

on the soft start units, power surge protection, and wiring. Pumpman Pittsburgh pulled the pumps and took them back to their shop, where per Mike Perone: “All three motors tested fine and ran in our shop fine. We dropped them off about an hour ago and they are reinstalled. Looks like the Delmont guys avoided damage to the pump or the motors.” LSSE recommends the Borough submit an insurance claim for the damage due to items noted above.

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**
 - a. *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**

a. *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.*

b. *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.*

c. **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. Survey work was completed; LSSE is preparing concept drawings and cost estimates for review with Sewer Committee.*

○ **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)**

- a. *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**

- a. *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 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 submitted application for Tollgate Lane. Application will be in the amount of \$500,000.00. Award notification is projected for Winter 2025.*
- **FY26 Appropriations:** **Senators Fetterman and McCormick appropriations were opened; LSSE resubmitted FY25 application for Phase 2 Equalization Tank for both.**
- **CFA Multimodal Program:** **CFA opened the program with a July 31, 2025 deadline. Eligible projects range between \$100,000.00 and \$3,000,000.00. The match requirement was waived for this application period.**

ENGINEERING REPORT – MORRIS KNOWLES

An Engineer's Report was not submitted by Morris Knowles.

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

No agenda items.

COMMITTEE REPORTS

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

Chief Klobucar shared the May 2025 Police Department statistics. There were 110 calls for service, 31 traffic citations and 3 criminal arrests. Chief Klobucar also added that the officers are currently participating in "Click-It or Ticket". This time is paid by a state grant.

Krista Krautbauer provided dates on upcoming meetings, to include June 30th is the next Delmont Daze meeting at the Borough Building and July 24th is the next Holiday Lights/HoliDaze meeting at Red Barn Winery.

A Motion was Made by Andrew Shissler to Accept the Resignation of Officer Aaron Thompson. A Second Motion was Made by Pam Simpson. All Approved.

BUILDING AND RENTALS Pam Simpson / Jeff Cunningham / Krista Krautbauer

There was one bid for the old generator on MunicBid however it did not meet the reserve.

STREETS/ROADS/STORM WATER Stan Cheyne / Jeff Cunningham / Chris Bigley

Stan Cheyne reported that there had been one bid submitted for the East Pittsburgh Street Paving project and the Streets & Road Committee is recommending Council consideration. A Motion was Made by Stan Cheyne to Award the East Pittsburgh Street Paving Project to Tresco Paving Corp. in the Amount of \$74,422.50. A Second Motion was Made by Chris Bigley. All Approved.

A Motion was Made by Stan Cheyne to Close Greensburg Street and Create a Temporary One-Way to School Street. A Second Motion was Made by Pam Simpson. All Approved.

Also discussed, was curbing on Athena Drive. Stan Cheyne stated that it would be addressed at the Delmont Borough Stormwater Authority Meeting on Tuesday, June 24th.

PERSONNEL/INSURANCE COMMITTEE – Chris Bigley and Krista Krautbauer

A Motion was Made by Krista Krautbauer to Authorize Chief Klobucar to Proceed with Utilizing the Awarded COPS Hiring Grant. A Second Motion was Made by Chris Bigley. All Approved.

FINANCE COMMITTEE Andrew Shissler, Council President

A Motion was Made by Andrew Shissler to Payoff the Tax Anticipation Note (TAN). A Second Motion was Made by Stan Cheyne. All Approved.

A Motion was Made by Andrew Shissler to Payoff the Truck Loan Utilizing the Vehicle Fund. A Second Motion was Made by Chris Bigley. All Approved.

A Motion was Made by Stan Cheyne to Accept the 2025-26 PennDOT Winter Services Agreement. A Second Motion was Made by Krista Krautbauer. All Approved.

SEWAGE COMMITTEE - Stan Cheyne and David Weber

Sewage discussed during Engineer's Reporting.

SHIELDS FARM – Andrew Shissler, Council President

Nothing to report.

GRANTS COMMITTEE – Dave Weber

Nothing to report.

CONTRACTED TRASH COMMITTEE – Dave Weber

In Dave Weber's absence, it was discussed that he had gotten a dumpster to put at the Borough garage for residents to rid of storm-related debris.

COMPREHENSIVE PLAN COMMITTEE – Andrew Shissler and Jeff Cunningham

A Motion was Made by Andrew Shissler to Approve Advertising Meeting re: Survey of Public Opinion of Shields Farm Draft of Comprehensive Plan on June 25th at 5:30 PM to 7:30 PM. A Second Motion was Made by Stan Cheyne. All Approved. Discussions were had re: restrooms, pavilions, etc.

OLD AND NEW BUSINESS:

Discussion re: Pickleball Court usage for leagues was tabled, as Borough has not heard back with specific details of the inquiry.

Discussion of league use of the basketball courts at Newhouse, was tabled by Council at the May meeting. Stan Cheyne shared that Ed Washburn had volunteered to help organize the basketball clinics this season. This would include Wednesdays, with a start date of July 9th and additional dates of July 16th, 23rd and 30th. Ages 10 and under, from 10:00 AM to 11:00 AM and ages 11-14 years, from 11:00 AM to 12:00 PM. The Delmont Parks & Recreation Committee would be the Host. A Motion was Made by Stan Cheyne to Approve the Use of the Basketball Courts for the Basketball Clinics for the 2025 Season. A Second Motion was Made by Pam Simpson. All Approved.

Stan Cheyne reported that the Borough was recently awarded a \$400 Westmoreland County Local Arts Grant for Parks & Recreation.

Stan Cheyne would like to remind Council, visitors and the public to join Delmont Parks & Recreation Committee at Newhouse Park on Thursday, June 26th for the first Community Music Night of the season! He also asked Council to consider allowing a sign to be put in front of Borough Building. Council had no objections.

A Motion was Made by Stan Cheyne to Move Forward with the Bare Root Tree Grant for Fall 2025. A Second Motion was Made by Pam Simpson. All Approved. Stan proposed to place a few trees over the roads like Freeport Street and along East Pittsburgh Street. Placement of trees will be discussed closer to fall.

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

Respectfully Submitted:

Dawn Earhart
Delmont Borough Secretary
APPROVED: