



DELMONT BOROUGH COUNCIL MEETING MINUTES

September 9, 2025

77 Greensburg Street
Delmont, PA 15626

ELECTED OFFICIALS:

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

JUNIOR COUNCIL:

Evangeline Cheyne	Present
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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 – N/A

RESIDENTS ATTENDING:

Michael Bowen	William Grassel
Brandy Walters	Denni Grassel
Vicki Walters	Lynn Layman

OTHERS ATTENDING

Penn Franklin – Ken Bustin
Tribune Review – Patrick Varine – Not Present

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

STANDARD MONTHLY BUSINESS

MEETING MINUTES:

Council reviewed the August 12, 2025 Council Meeting Minutes. Stan Cheyne Made a Motion to Approve the August 12, 2025 Council Meeting Minutes. A Second Motion was Made by Chris Bigley. All Approved.

TREASURER'S REPORT:

After review of the September 9, 2025 Treasurer's Report, Stan Cheyne, Made the Motion to Accept the September 9, 2025 Treasurer's Report. Jeff Cunningham 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. Dave Weber Made the Motion to Pay the Bills. Chris Bigley Made a Second Motion. All Approved.

CITIZENS' COMMENTS

Denni and William Grassel attended to speak about the Delmont Christmas Pilgrimage. The Pilgrimage is scheduled for Saturday, December 6th starting at 5:00 PM and Sunday, December 7th. The Junior Pilgrimage is scheduled Sunday, December 7th at 3:00 PM to 5:00 PM and 5:00 PM to 8:00 PM. They also gave an update of the buildings: Joseph's house has been redone with new siding and paint. The Tax Building has been rid of the critters. And new roofs are being done on Mary's / Joseph's building / Tax Office soon. There will be a Christmas Pilgrimage Breakfast Fundraiser at the White Valley AMVETS on Sunday, September 14th from 9:00 AM to 11:00 AM. All proceeds benefit the Christmas Pilgrimage.

Lynn Layman spoke on behalf of the Delmont Visionary Committee. They are preparing for the Holiday Craft & Vendor Show being held at the Delmont VFD on November 22nd from 11:00 AM to 5:30 PM. They are in the process of scheduling vendors, offering booths for a discounted rate of \$25 for a single space and \$40 for a double space, until September 23rd. Each space will include an 8' x 3' table and at least two chairs. On September 23rd, the price will revert to \$35/single and \$60/double. They also gave an update on the progress on the next phase of the trail stating that they organized a steering committee. Their first meeting will be in October.

Vicki Walters spoke on behalf of the Historical Society. They are currently restoring the watering trough. Peace-It-Together School of Welding is providing an estimate. The Historical Society received a \$2,500 grant from Eastern Transmission Gas for the copper lining of the trough. Saturday, September 20th from 10:00 AM to 4:00 PM is the Westmoreland County Historical Society's Annual Historical House Tour. Local houses included a house on Christy Road and one house on each side of the Salem Lutheran Church. The Delmont Police will assist at the crosswalk at the Salem Lutheran Church and Overly Street to ensure safety.

Brandy Walters spoke on behalf of the Apple & Arts Festival. She confirmed with Dave Weber that the dumpsters will be up at Shields Farm for the event. She confirmed with Bill Heaps that the banners will be hung within the borough. She also informed Council and the public of a recent scam that was happening with the Apple & Arts page. At this time, they have stopped taking applications. They believe that they got the word out and have handled the scammers.

JUNIOR COUNCIL:

Junior Council Member Evangeline Cheyne reported that she is preparing to initiate Community Project, maybe a Giving Tree. More details to follow.

ENGINEERING REPORT – LSSE

Dalton Mack reported that he will follow up with CWM regarding the recent issues with the pumpstation. He also mentioned several grant opportunities opening up, including, but not limited to, the LSA Grant. This could be used for projects like, the roof on the garage, the tank, paving Freeport Street, a bucket truck, etc.

DRAFT



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MEMO

TO: Delmont Borough Council
FROM: Kevin A. Brett, P.E.
Dalton G. Mack, P.E.
Gary M. Baird
SUBJECT: Sewer Committee Items

DATE: September 9, 2025
S. O. NO.: 398-001
cc:

CRAMER COA

- *Flow meters were installed in December to begin monitoring for reduction in infiltration/inflow, reduction in overflow events, and Equalization Tank sizing. Flow meters were pulled at the end of August. Data review is currently in progress to size the equalization tank.*
- *Report due to DEP in July and December each year. Next report is due December 31, 2025.*
- **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 recommends the Borough submit an insurance claim for the damage due to items noted above. Pumps were reinstalled and reconnected to the lift station. Schultheis ordered replacement power surge protection. Kappe performed field review of Dual Auger screen. Further pump repairs are in progress following failure of Pump Set 1 following light operation. Replacement dual auger components were delivered to Borough; installation is on hold pending Manufacturer request that new surge protector be online prior to work.*

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.*
 - **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 COA, each enact an ordinance prohibiting the connection of any stormwater conveyance into the portions of their SSS referenced in this COA. Ordinance approved and implemented.*

○ *Within 12 months of the execution of this COA, 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 COA 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 COA, conduct smoke and/or dye testing of the portions of their SSS that are referenced in this COA in order to identify illegal connections associated with properties and structures. Dye testing is 100% complete; all lateral repairs complete.

○ **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 COA, televise the portions of their SSS that are referenced in this COA 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 COA, 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 COA. **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. Two alternatives are being reviewed for sewer replacement: in place, and relocation to the roadway. LSSE has prepared concept drawings and cost estimates. Meeting with Sewer Committee is being scheduled; potential funding notice for remaining funding through Statewide LSA program is tentatively expected this month.*

- **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. Complete.

Within 60 days of Cramer 537 Plan approval submit Part II for gravity sewer and forcemain. Complete.

Within 730 days of Part II approval construct gravity line and forcemain. Complete.

Within 270 Days of gravity line and forcemain to Cramer - submit revised Act 537 Plan to include the tank following post flow monitoring. Flow monitoring in progress.

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 January 1, 2026.**

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 September 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 McCormick appropriations for Phase 2 Equalization Tank forwarded in the amount of \$1,000,000.00 for consideration. Negotiations will last over the next six to nine months; notice of award anticipated in March 2026.*
- **CFA Multimodal Program:** *LSSE resubmitted the Freeport Street road widening and repaving application for consideration. Award notification is projected for Spring 2026.*
- **2025 Statewide Local Share Account (LSA):** **Program officially opened September 1, 2025, with a deadline of November 30, 2025; projects up to \$1 million with no match are eligible.**

September 9, 2025

ENGINEERING REPORT – MORRIS KNOWLES

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

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

A Motion was Made by Stan Cheyne to Approve Resolution 2025-14 for the Second (2nd) Amendment to the DEP Consent Order. A Second Motion was Made by Dave Weber. All Approved.

A Motion was Made by Stan Cheyne to Approve Resolution 2025-15, Appointing Marybelle Weber and Dawn Earhart to the Tax Collection Committee. A Second Motion was Made by Jeff Cunningham. All Approved.

COMMITTEE REPORTS

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

Chief Klobucar shared the August 2025 Police Department statistics. There were 111 calls for service, and 5 criminal arrests. He also reported the Delmont VFD Fire Calls on behalf of Fire Chief Cline. The VFD had 26 calls for service in August. Chief stated that Emergency Management Officials will be meeting on September 11th regarding the Apple & Arts Festival.

A Motion was Made by Stan Cheyne to Accept the Resignation of Dave Weber as the Emergency Management Coordinator. A Second Motion was Made by Jeff Cunningham. All Approved.

A Motion was Made by Dave Weber to Appoint Michael Bowen as the Emergency Management Coordinator. A Second Motion was Made by Jeff Cunningham. All Approved.

BUILDING AND RENTALS Pam Simpson / Jeff Cunningham / Krista Krautbauer

Nothing to report.

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

Stan Cheyne gave Council an update on the Greensburg Street Paving Project. The Borough had received complaints about construction trucks parked in front of businesses. Stan Cheyne stated that utility companies have no requirements to notify businesses of upcoming work. The borough was unaware of the exact date/times that the utility company would be working on portion of Greensburg St.

In reference to the upcoming Greensburg Street paving project, the Borough had sent out letters to obtain ROW (Right-of-Way) agreement from businesses along Bierer Street. The Borough was able to obtain one from Windstream, however the other request was not agreed to, in order to widen Bierer Street during the paving project. Postal Way has been leveled out, allowing use without vehicle "bottoming out".

Bill Heaps and crew have been putting down hot patch and tamping on Church Street. They also had to replace a catch box on Circle Drive/Church Street.

PERSONNEL/INSURANCE COMMITTEE – Chris Bigley and Krista Krautbauer

Nothing to report.

FINANCE COMMITTEE Andrew Shissler, Council President

Andy Shissler reminded Council and residents that budget sessions begin in October.

A Motion was Made by Stan Cheyne to Approve the 2026 MMO for PMRS. A Second Motion was Made by Chris Bigley. All Approved.

SEWAGE COMMITTEE - Stan Cheyne and David Weber

Dave Weber updated Council that the pumps at the pumpstation are not working properly. Pumpman is working on getting it back up and running.

SHIELDS FARM – Andrew Shissler, Council President

Council discussed concerns and approval of the archery only deer management program that was presented by Andy Shissler and Stan Cheyne at the August meeting. Chris Bigley expressed concerns for liability and safety. Jeff Cunningham expressed concerns about safety and kids getting to the tree stands and possibly falling off. Mayor Urban also expressed concerns for the safety of the patrons at the park. Andy Shissler stated that the trail will be marked with signs, waivers will be signed by participants, encouraging folks to wear orange if they are at the park. Also reminding Council that only four (4) archery hunters will be randomly chosen to hunt at the farm. A Motion was Made by Stan Cheyne to Approve the Archery Only Deer Management Program at Shields Farm. A Second Motion was Made by Dave Weber. Chris Bigley Opposed. Jeff Cunningham Opposed. Motion Carries with a three (3) to two (2) vote.

There was a recent issue with the Shields Farm yard waste dumping area at Shields Farm, with materials not permitted were being dumped there. Dan Hewitt stated that he will reach out to the DEP Representative that notified the Borough of the issue, and get clarification of what is expected of the Borough in order to maintain the area for dumping yard waste. Stan Cheyne believes that securing the site would be a good idea.

GRANTS COMMITTEE – Dave Weber

Nothing to report.

CONTRACTED TRASH COMMITTEE – Dave Weber

Nothing to report.

COMPREHENSIVE PLAN COMMITTEE – Andrew Shissler and Jeff Cunningham

There will be another Steering Committee meeting on September 10th at 4:30 PM.

OLD AND NEW BUSINESS:

Chris Bigley expressed interest in changing the name of the Rose Wigfield Parklet on Greensburg Street. He proposed that the Borough incorporate the Ernest name, as they were the owners of the property over by the Parklet as well as the local gunsmith. Brandy Walters, a representative of the Historical Society also mentioned that the Ernest Family donated funds to put a plaque at the Parklet recently, honoring Jacob Ernest. Mayor Alyce Urban discussed how the parklet became named after Rose Wigfield, who was the oldest resident in Delmont at her passing and one of the first members of the Delmont Fireman's Ladies Auxiliary. Mentioning also how touched and proud her family and residents were to have the Borough honor a well-known and well-loved Delmont resident and expressed her disappointment and concern for the Wigfield family and residents who supported naming the Parklet after Rose Wigfield. Discussions will continue.

ADJOURNMENT: Dave Weber Moves to Adjourn. Jeff Cunningham Seconds Motion. Motion Carries.

Respectfully Submitted:

*Dawn Earhart
Delmont Borough Secretary
APPROVED:*