



PUBLIC WORKS COMMITTEE

July 10, 2013

7:30 p.m.

Meeting Minutes

1. **Call to order:** Chairman Boutcher called the meeting to order at 8:00 p.m.
2. **Attendance**
 - **Committee members present:** Chairman Boutcher, Councilman Durkin, Councilwoman Farrell, Councilwoman Soltysiak.
 - **Committee members absent:** Councilman Conners
 - **Others present:** Councilman Bunker, Chief DiValentino, Interim Manager Locke, Assistant Manager Bashore, Engineer Hughes, and Public Works Director Micciolo.
 - **Others absent:** Mayor Foley
3. **Public Comment:** There was no public comment at this time.
4. **Reports**
 - **Public Works Director:** A written report was provided with the monthly meeting materials. Public Works Director Micciolo reported that he is looking into training from PennDOT on a new asphalt paving technology.
 - **Engineer:** A written report was provided with the monthly meeting materials.
5. **Old Business**
 - a. **Cedar/Walnut Stormwater Project:** Engineer Hughes reported that the project is moving into the restoration phase. Engineer Hughes stated that he is working to determine if a cash payment may be provided to residents for new plantings in lieu of having Borough contractors install the plantings. Engineer Hughes stated that he hopes to use the contractor for the paving program to due the paving restoration on the project in order to provide a cost savings. Councilman Boutcher asked if the Borough is under a project completion clock. Engineer Hughes stated that he hopes to have all CDBG funds expended by August 31, 2013. Councilman Durkin asked if the new piping was sustained. Engineer Hughes stated that it has stabilized.
 - **111 Cedar St. - Drainage/Retaining Wall:** Engineer Hughes stated that the retaining wall at 111 Cedar Street was discussed prior to bidding the project. The possibility of adding this item to the project was dismissed because it would have required an extension of the easement agreement with the property owner and not wanting to do any physical work behind and underneath the wall. Engineer Hughes noted that the new property owner is asking for the Borough to review the wall and noted risks with doing work with the wall. Councilman Boutcher noted that he does not believe the wall has changed since the project began. Engineer Hughes stated that he does not believe the contractor will provide a cost estimate for doing work on the wall.

Engineer Hughes recommended putting the Borough's opinion in writing to the new property owner. Councilman Bunker recommended providing guidance on how to redirect storm water away from the wall.

The Committee directed Interim Manager Locke to send a letter to the new property owner outlining the Borough's position and providing recommendations for storm water management.

- b. Inter-municipal Agreement with Cheltenham Township:** Interim Manager Locke stated that he is awaiting the release letter from the PA Department of Environmental Protection (DEP) for the five (5) additional EDUs issued to the Borough. Councilman Bunker asked about the 8 potential EDUs from 600 Greenwood Avenue. Interim Manager Locke stated that they may return to the Borough's EDU pool once the previously approved project is withdrawn.

- **Cheltenham Township Act 537 Sewage Facilities Plan:** Engineer Hughes prepared a review on Cheltenham Township's Act 537 Sewage Facilities Plan. Engineer Hughes stated that Cheltenham Township has proposed cost estimates for repairs to interceptor A, which includes a multi-phase program to complete repairs. Engineer Hughes noted that the Borough would be required to share costs on the repair of this facility. Chairman Boutcher asked if the Borough's cost percentage be decreased if Cheltenham Township receives a grant to complete this work. Engineer Hughes stated that this is being discussed as part of the inter-municipal agreement. Councilman Durkin requested that Assistant Manager Bashore speak with the Borough's state representation regarding possible grant funding.

Discussion turned to the proposed resolution approving the plan. Engineer Hughes recommended Council approve the plan with the conditions outlined in his review and finalizing the inter-municipal agreement. Councilman Durkin recommended having this as a discussion item for the July Council meeting. Engineer Hughes stated that he will forward this review to Cheltenham Township and provide an updated document at the Council meeting in July. The Committee requested that Engineer Hughes prepare an executive summary at the full Council meeting and to have Assistant Manager Bashore send the proposed resolution to the Borough Solicitor for review.

ACTION: On motion of Councilman Durkin, seconded by Councilman Bunker, the motion recommending approval of the proposed resolution passed unanimously.

- c. Greenwood Ave. Bridge Project - Status Update:** Assistant Manager Bashore reported that the next Committee meeting will be held on August 5, 2013 at Cheltenham Township. The temporary gas regulator has been installed in order to avoid the seasonal shut-off concern. Assistant Manager Bashore reported that work on the abutments is continuing.

d. 2013 Paving Program

- **Bid results:** Engineer Hughes reported that the low bidder on the project is Glasgow, Inc. The bid includes a base bid and three (3) alternate bids. Engineer Hughes stated that Alternate #1 is paving Florence Avenue, Alternate #2 is Mather Spur, and Alternate #3 is any sidewalk and curb work if necessary. Interim Manager Locke asked about the cost for the base bid and alternates #2 and #3. Engineer Hughes stated that it is approximately \$170,982.50. Councilwoman Farrell noted that residents on Florence Avenue were already notified that they would need to do sidewalk and curb repair if necessary. Engineer Hughes noted a possible cost reduction if there are no sub-base repairs. Engineer Hughes noted that the cost for all bids, including sub-base repairs, would be \$211,112.50 and it would change the apparent low bidder.

ACTION: On motion of Councilman Bunker, seconded by Councilwoman Soltysiak, the motion recommending issuance of a Notice of Intent to Award passed unanimously.

- **Storm Water project on Mather Road:** Public Works Director Micciolo stated that the work involves the installation of new inlets and piping near Mather Spur. Public Works Director Micciolo stated that this project is scheduled to be completed in August.
- **Handicapped ramps on roads to be paved:** Public Works Director Micciolo that there are eight (8) handicapped ramps in the vicinity of the proposed paving project that are scheduled to be completed in August.

e. **Metric Parking Lot Server:** Interim Manager Locke stated that both kiosks are operational and the server has been reconfigured. The server will be 100% operational by the end of the week.

6. New Business

a. **Parking stall striping on West Ave., Hillside Ave., and Cherry St.:** Public Works Director Micciolo stated that the parking stalls on West Avenue, Hillside Avenue, and Cherry Street have been painted. Public Works Director Micciolo reported an issue with abandoned cars. Public Works Director Micciolo noted that there were 8 spots on Hillside Avenue, 6 spots on Cherry Street, and 10 spots on West Avenue. Chairman Boutcher asked if SEPTA could still access the area. Public Works Director Micciolo that they could.

b. **10-hour Parking Meters on West Ave., Hillside Ave., and Cherry St.:** Public Works Director Micciolo stated that he will install the poles and is having the meters reprogrammed. Interim Manager Locke stated that he requested that Public Works Director Micciolo not install the meters on Hillside Avenue and Cherry Street prior to obtaining direction from the Committee.

The Committee directed Assistant Manager Bashore to have the Borough Solicitor draft an ordinance for enforcement of parking meters on West Avenue, Hillside Avenue, and Cherry Street. The Committee directed Public Works Director Micciolo to install the meters at the designated location.

c. **Cedar St. / Harper Ave. handicapped ramps:** Public Works Director Micciolo stated that he has scheduled to complete these ramps prior to the end of July. Interim Manager Locke recommended having the Borough Engineer on site during the construction in order to determine the appropriate ramp for the location and to ensure that the ramps are done per code. Interim Manager Locke stated that there would be two (2) visits to the site.

The Committee directed Public Works Director Micciolo to work with the Borough Engineer on the completion of the ramps.

d. **Greenwood Ave. and Leedom St. Parking Lot:** Chairman Boutcher stated that four (4) spaces on the York Road side of the parking lot need to be marked for four (4) hour parking.

e. **Greenwood Ave. – Parking by Pioneer Fire Company:** Chairman Boutcher requested that the parking stalls on Greenwood Avenue near Pioneer Fire Company be shortened in order to avoid a conflict with a fire truck leaving the fire house.

7. **Adjournment:** On motion of Councilman Durkin, seconded by Councilman Boutcher, the motion adjourning the meeting passed unanimously.

Please see “Action Items” list on next page.

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Action Items

George Locke, Interim Manager	111 Cedar Street – Send letter with recommendations and the Borough's position to new property owner
Chris Bashore, Assistant Manager	Cheltenham 537 Plan – Forward resolution to the Borough Solicitor 10-hour meters – Have Borough Solicitor prepare ordinance for enforcement of 10-hour meters
Mike Micciolo, Public Works Director	10-hour meters – Install meters
Paul Hughes, P.E., Borough Engineer	Cheltenham Act 537 Plan – Prepare summary for Council and forward comments to Cheltenham Township