



PUBLIC WORKS COMMITTEE

November 18th, 2015

7:30 p.m.

MEETING MINUTES

Call to order: Chairperson J. Conners called the meeting to order.

Attendance:

- **Committee members present:** Chairperson J. Conners, Councilor K. Farrell, Councilor C. Soltysiak, and Councilor C. Durkin
- **Committee members absent:** None
- **Others present:** Vice President R. Bunker, Councilor M. Golden, Borough Manager G. Locke, Public Works Foreman J. Riggins, Police Chief A. DiValentino, Traffic Engineer E. Armitage, Engineer D. Jones, and Engineer M. Saylor.

Public Comment: None.

Reports

- **Public Works Director:** A written report was provided with the monthly meeting materials. Public Works Foreman J. Riggins wanted to highlight that the Public Works Department started leaf collection, and have been through each route at least once. Public Works has picked up 28 and a half trailer loads so far. Public Works is also preparing for the winter, prepping brine and salt. They have also bought new plow blades to be ready for the winter season and snow.
- **Engineer:** A written report was provided with the monthly meeting materials. Engineer M. Saylor stated that the manhole sanitary sewer inserts are 95% complete. Boucher & James has prepared and issued a letter to PennDOT for a waiver to the mix that was used for the 2015 Paving Project. PennDOT just responded that they cannot make that determination but have forwarded it along to Harrisburg for determination. The Jenkintown School District has completed the project for their softball field.

New Business

1. **2015 Paving Progress Update** – Chairperson J. Conners stated the paving has been completed. The Borough has been creating a punch list for General Asphalt. Engineer M. Saylor spoke to this earlier in the evening.
2. **2016 Paving Project Update** – Chairperson J. Conners confirmed that the Borough will be paving Rodman Avenue and Linda Vista Avenue. The preliminary letters have been sent out to those addresses but paving will not begin until August of 2016. Markings will be started in January of 2016.
3. **Multimodal Grant Opportunities – TAP Grant** – Councilor J. Conners stated that the Borough will be looking into applying for the Multimodal and TAP Grant this coming year to continue

Streetscape along York Road. The Borough is either looking to complete the streetscape on York Road from Cherry Street to Rydal Road or York Road from Summit Avenue to Washington Lane. The Borough is having their traffic engineers, Pennoni Associates, look into both of these grants.

Old Business

1. **2015 Accessible Ramp Project** – Chairperson J. Conners confirmed that all handicap ramps have been completed. The ramps were completed by Baricelli, who was not the original contractor on the job.
2. **Manhole Pan Inserts** –Public Works Foreman J. Riggins spoke to this earlier in the evening.
3. **Concrete Repair Update** – Chairperson J. Conners stated that the Borough is down to roughly 14 households that are non-compliant. Borough Manager G. Locke confirmed that the Borough had initially sent out 260 letters. All of these homes that have not completed the work yet have received a 60 day compliance letter. At least 6 or 7 of them have been in touch with the Borough stating that they will be complying and doing the necessary repairs. The Borough expects that most of the residents on this list will complete the required work.
4. **Public Works Staffing** – Chairperson J. Conners wanted to inform the Committee that Jim Riggins has officially been promoted to Public Works Foreman but now the department is down a laborer. Chairperson J. Conners stated that in this budget season the Public Works Department has included another full time laborer for the 2016 year. This is to help continue and improve the level of service the department looks to give to the community. Borough Manager G. Locke believes as though the fourth laborer is needed. Borough Manager G. Locke wants to bring the new laborer in December of this year.
5. **Street Light Installations York Road** - Chairperson J. Conners wanted to inform the Committee that there is only two left to be installed on York Road. The installation of the lights and poles will be discussed with Miller Brothers.
6. **LED Procurement Project Update** - Chairperson J. Conners stated that Director of Finance B. Lucy toured West Chester Borough on the 4th of November. Their lights are already in place. There are controls that controls when the lights turn on and off. The RFP for the pricing of the lights have gone out and is due very shortly.
7. **Department Budget Submitted** – Chairperson J. Conners highlighted that the budget has been submitted for the department and the budget meetings have been going well. The final budget meeting will be on Monday November 23rd at 6:30pm at Borough Hall.
8. **H2O Sewer Grant Audit Update** – Chairperson J. Conners highlighted that the Audit is complete and the report should be received next week.

Adjournment: On motion of Chairperson J. Conners, seconded by Councilor C. Durkin, the motion to adjourn the meeting passed unanimously.