



PUBLIC WORKS COMMITTEE

October 14th, 2015

7:30 p.m.

MEETING MINUTES

Call to order: Councilor K. Farrell called the meeting to order.

Attendance:

- **Committee members present:** Chairperson J. Conners (arrived after the start of the meeting), Councilor K. Farrell, Councilor C. Soltysiak, Councilor J. Mixon, Councilor C. Durkin and Councilor K. McGlenn
- **Committee members absent:** None
- **Others present:**, Borough Manager G. Locke, Public Works Foreman J. Riggins, Police Chief A. DiValentino, 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 will be starting leaf season the first week in November as they are finishing up the summer projects this month. The Department is also approximately 85% done the man hole insert project.
- **Engineer:** A written report was provided with the monthly meeting materials. Engineer M. Saylor sent the flushing and video inspection for phases three and five for the Sewer Study as well as the reports that have been collected to Borough Manager G. Locke. A formal detailed report has been put on hold until funding becomes available. 47 manhole inserts are left to be delivered and installed for the manhole project. The Paving project has been completed and the Borough will be preparing. Boucher & James wanted to note that they will continue to help in any way needed.

New Business

1. **2015 Paving Progress Update** – Chairperson J. Conners stated the paving has been completed. Striping of the roads will be occurring in the near future. The Borough is creating a punch list for General Asphalt within the next few weeks.
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
3. **Purchase of Paving Roller** – Councilor J. Conners stated that the Borough purchased a paving roller for about \$6,000. This money was budgeted to be used for a thermoplastic kettle but the Department felt as though a roller was more important due to their daily work of repair pot holes. The thermoplastic kettle will not be purchased and budgeted for next year.

4. **Notice of Liquid Fuel Allocation** – Councilor J. Conners stated that Borough did receive notice of the 2016 Liquid Fuels allocation in the amount of \$108,000. This can be used to repave the streets next year.
5. **Public Works Staffing** – Borough Manager G. Locke stated that in this budget season the Public Works Department has included another full time laborer. This is to help continue and improve the level of service the department looks to give to the community. Borough Manager G. Locke believes that the fourth laborer is needed.

Old Business

1. **2015 Accessible Ramp Project** – Chairperson J. Conners confirmed that 11 ramps were completed however 3 more needed to be finished. These ramps should be completed by this Saturday. These are all at no additional expense to the Borough.
2. **Manhole Pan Inserts** – Chairperson J. Conners confirmed that additional inserts have been ordered and this project is almost completed. Public Works Foreman J. Riggins stated that they have ordered and will be having approximately 40 pans delivered.
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. 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. **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.
5. **LED Procurement Project Update** - Chairperson J. Conners wanted to remind the committee that this is a county wide project to update the street lights in Boroughs and Townships. Five Counties have joined together to save money on this project. This project will allow savings in the energy costs across the county. Once information is received from this meeting it will in turn be relayed back to the Public Works Committee.
6. **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 next budget meeting will be on Monday October 19th at 6:30pm at Borough Hall.
7. **H2O Sewer Grant Audit Update** – Chairperson J. Conners highlighted that the Borough awarded BBP LLC last month to do the closeout audit for the H2O Sewer Grant. This Audit will begin shortly and as more details become available Chairperson J. Conners will share with the Committee.

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