

1 MINUTES OF MIFFLINBURG BOROUGH COUNCIL  
2 May 15, 2018  
3

4		PRESENT	ABSENT
5	Beverly L. Hackenberg, Council President	X	
6	Tod M. Steese, Vice President	X	
7	Paul E. Bottiger, Council Member	X	
8	Richard J. Fry, Council Member	X	
9	Linda L. Lewis, Council Member	X	
10	Duane L. Zimmerman, Council Member		X - Arrived at 7:01 PM
11	David M. Cooney, Mayor	X	
12	Frederick C. Dyroff III, Chief of Police	X	
13	Ryan M. Tira, Solicitor		X - Robin A. Read was
14	Margaret A. Metzger, Borough Manager	X	present in his place
15	Robert M. Rowe, Borough Project Manager	X	(Arrived at 7:01 PM)
16	Misty L. Ross, Assistant Secretary	X	

17  
18 The regular meeting of Mifflinburg Borough Council was called to order at 7:00 PM.

19  
20 Visitors present at this meeting were Christina Wetzel and Erin Threet.

21  
22 Mrs. Hackenberg conducted a Public Hearing for Ordinance No. 2018-02; Amending Chapter 20, Sewer  
23 and Sewage Disposal, §20-109, Inspection of Private Property, to include the inspection at the time of  
24 transfer of ownership of estate to the Code of Ordinances of the Borough of Mifflinburg. Mrs. Metzger  
25 reported that Mr. Tira has prepared a draft amendment to the Mifflinburg Sewer Ordinance which would  
26 require point of sale inspection/correction requirements. The ordinance has been advertised for Borough  
27 Council consideration at tonight's meeting. There being no comments or discussion the hearing  
28 concluded at 7:02 PM.

29  
30 Motion by: Tod M. Steese  
31 Second by: Paul E. Bottiger

32  
33 **MOTION: To adopt Ordinance No. 2018-02; Amending Chapter 20, Sewer and Sewage Disposal,**  
34 **Section 20-109, Inspection of Private Property to include the inspection at the time of transfer of**  
35 **ownership of estate to the Code of Ordinances of the Borough of Mifflinburg.**

36  
37 Approved via unanimous voice vote.

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39  
40 Mrs. Hackenberg announced that Borough Council consideration is requested for Resolution No. 2018-  
41 08; For Sewage Permit fees charged to the public. Mrs. Metzger reported that the Borough establishes  
42 by resolution a schedule of fees for the processing of applications and other services provided and then  
43 collects the appropriate fees as designated in the established fee schedule. Mrs. Metzger informed  
44 Borough Council that she was notified that the rates for services from All Points Land Surveys, Inc., the  
45 appointed SEO for the Borough of Mifflinburg, have changed. Since the fees to be charged to applicants  
46 are to cover these costs, she has updated the Borough's resolution to reflect the new SEO fee schedule.  
47 Borough Council action is requested to adopt this resolution.

48  
49 Motion by: Paul E. Bottiger  
50 Second by: Tod M. Steese

51  
52 **MOTION: To adopt Resolution No. 2018-08; For Sewage Permit fees charged to the public.**

53  
54 Approved via unanimous voice vote.

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56  
57 Mrs. Hackenberg announced that Borough Council consideration is requested for Resolution No. 2018-  
58 09; Establishing and adopting a policy for the distribution of connection permits under State, Federal, or  
59 other Regulatory Limitations. Mrs. Metzger reported that that she has prepared a revised resolution  
60 which specifies how EDUs are to be distributed during a Connection ban as directed and discussed at the  
61 Tuesday, April 3, 2018 and Tuesday, May 1, 2018 Borough Work Sessions. Copies of the draft  
62 resolution have been distributed to Borough Council and Mr. Tira for review. Borough Council action is  
63 requested to adopt this resolution.

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68 Motion by: Linda L. Lewis  
69 Second by: Paul E. Bottiger

70  
71 **MOTION: To adopt Resolution No. 2018-09; Establishing and adopting a policy for the**  
72 **distribution of connection permits under State, Federal, or other Regulatory Limitations.**

73  
74 Approved via unanimous voice vote.

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76  
77 Motion by: Tod M. Steese  
78 Second by: Linda L. Lewis

79  
80 **MOTION: To approve the minutes of the Tuesday, April 17, 2018 regular meeting of Mifflinburg**  
81 **Borough Council.**

82  
83 Approved via unanimous voice vote.

84  
85  
86 Motion by: Linda L. Lewis  
87 Second by: Paul E. Bottiger

88  
89 **MOTION: To approve payment of Bill List #2018-05 in the amount of \$252,413.53.**

90  
91 Yes – Mr. Bottiger, Mr. Fry, Ms. Lewis, Mr. Steese, Mr. Zimmerman, Mrs. Hackenberg

92  
93 No – None

94  
95  
96 Ms. Christina Wetzel introduced herself to Borough Council and announced that she is present at  
97 tonight's meeting with regard to the Sewer EDU's.

98  
99  
100 Motion by: Tod M. Steese  
101 Second by: Richard J. Fry

102  
103 **MOTION: To approve the Mifflinburg Borough Zoning Report for April 2018 and authorize**  
104 **payment to the Central Keystone Council of Governments (CK-COG) in the amount of \$1,334.42.**

105  
106 Yes – Mr. Fry, Ms. Lewis, Mr. Steese, Mr. Zimmerman, Mr. Bottiger, Mrs. Hackenberg

107  
108 No – None

109  
110  
111 Mrs. Metzger informed Borough Council that she has received a request from the Lewisburg Rotary  
112 Club, District 7360, to utilize the gazebo at the Mifflinburg Community Park on Saturday, May 19, 2018  
113 to set-up a registration table near the rail-trail for the 2018 Rotary Pedals Out Polio bike ride event to  
114 eradicate Polio. The Lewisburg Rotary Club is also requesting that the \$250.00 security deposit be  
115 waived since they will only be using the gazebo for registration. Mrs. Metzger clarified that the  
116 Lewisburg Rotary Club has provided the appropriate Certificate of Insurance. Borough Council action  
117 is requested to approve this event.

118  
119 Motion by: Paul E. Bottiger  
120 Second by: Linda L. Lewis

121  
122 **MOTION: To approve the Lewisburg Rotary Club's request to utilize the Mifflinburg**  
123 **Community Park on Saturday, June 4, 2016 in order to begin the bike ride to eradicate Polio and**  
124 **to waive the security deposit in the amount of \$250.00.**

125  
126 Approved via unanimous voice vote.

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133 Mr. Rowe provided Borough Council with an update on the status of the Zoning Ordinance and Map  
134 amendment. Mr. Rowe reported that the Public Hearing for the proposed amendments to the Zoning  
135 Ordinance and Map has been advertised for Borough Council consideration at the Tuesday, June 19,  
136 2018 regular Borough Council meeting. In accordance with Section 908 of the Pennsylvania  
137 Municipalities Planning Code, Act of 1968, P.L. 805, No. 247, where the proposed amendment involves  
138 a zoning map change, notice of the hearing must be mailed at least thirty (30) days prior to the date of  
139 the hearing by first class mail to the addresses to which real estate tax bills are sent for all real property  
140 located within the area being rezoned, as evidenced by tax records within the possession of the  
141 municipality. In addition, notice of the hearing must be conspicuously posted on the affected tract or  
142 area at least one (1) week prior to the date of the hearing. Mr. Rowe clarified that notice of the Public  
143 Hearing will be mailed to the affected property owners by the end of this week.  
144

145 Mrs. Metzger reported that LIVIC Civil has solicited bids for the S. 7<sup>th</sup> Street Reconstruction Project.  
146 The bid opening was held on Friday, May 11, 2018 at 1:00 PM. There were six (6) bids received and  
147 are as follows:  
148

149	<u>Company</u>	<u>Base Bid</u>
150	Dave Gutelius Excavating, Inc.	\$137,000.00
151	Mid-State Paving, LLC	\$139,999.20
152	HRI, Inc.	\$145,643.00
153	Schlegel Excavating, Inc.	\$147,130.15
154	Fairchild Brothers, Inc.	\$183,954.15
155	Glenn O. Hawbaker, Inc.	\$240,112.75

156  
157 LIVIC Civil has reviewed the bids and based upon their review of the bid opening and supporting  
158 qualification materials for this project, they are recommending that Borough Council take action to  
159 accept the low bidder, Dave Gutelius Excavating, Inc., with a submitted bid in the amount of  
160 \$137,000.00. Copies of the bid tabulation and the Recommendation to Award letter has been included  
161 in the information tonight. Borough Council action is requested on this matter.  
162

163 Motion by: Duane L. Zimmerman

164 Second by: Paul E. Bottiger

165

166 **MOTION: To award the S. 7th Street Reconstruction Project to Dave Gutelius Excavating, Inc.**  
167 **for the base bid amount of \$137,000.00.**

168

169 Yes – Ms. Lewis, Mr. Steese, Mr. Zimmerman, Mr. Bottiger, Mr. Fry, Mrs. Hackenberg

170

171 No – None

172

173

174 Mrs. Metzger reported that the bid opening for paving and double bituminous seal coat for the 2018  
175 Annual Street and Alley Paving Project was held on Monday, May 14, 2018 at 1:00 PM. A copy of the  
176 bid tabulation for the paving has been included in the information tonight which reads as follows:  
177

178	<u>Paving Bids</u>	
179	1. Dave Gutelius Excavating, Inc.	\$ 45,923.75
180	2. Jay Fulkroad & Sons, Inc.	\$ 74,714.50
181	3. Fairchild Brothers, Inc.	\$ 72,534.75
182	4. New Enterprize Stone & Lime Co.	\$ 51,281.00
183	5. HRI, Inc.	\$108,435.00
184	6. Glenn O. Hawbaker, Inc.	\$ 62,761.45
185	7. Meckley's Limestone Products	\$ 54,413.09

186

187 Borough Council action is requested to award the paving proposal to Dave Gutelius Excavating, Inc. in  
188 the unit price amount of \$45,923.75, contingent upon receipt of the completed Anti-Collusion affidavit.  
189

190 Motion by: Paul E. Bottiger

191 Second by: Linda L. Lewis

192

193 **MOTION: To award the paving proposal for the 2018 Annual Street and Alley Paving Project to**  
194 **Dave Gutelius Excavating, Inc. in the unit price amount of \$45,923.75, contingent upon receipt of**  
195 **the completed Anti-Collusion affidavit.**

196

197 Yes – Mr. Steese, Mr. Zimmerman, Mr. Bottiger, Mr. Fry, Ms. Lewis, Mrs. Hackenberg

198

199 No – None

200 Mrs. Metzger informed Borough Council that they also received a copy of the bid tabulation for the  
201 double bituminous seal coat proposal included in the information tonight which reads as follows:

202

203 Seal Coat Bids

204 1. Midland Asphalt Materials, Inc. \$ 48,892.56

205 2. Hammaker East LTD \$ 38,899.92

206

207 Borough Council action is requested to award the double bituminous seal coat proposal to Hammaker  
208 East LTD in the unit price amount of \$38,899.92, contingent upon receipt of the completed Anti-  
209 Collusion affidavit.

210

211 Motion by: Paul E. Bottiger

212 Second by: Linda L. Lewis

213

214 **MOTION: To award the double bituminous seal coat proposal for the 2018 Annual Street and**  
215 **Alley Paving Project to Hammaker East LTD in the unit price amount of \$38,899.92, contingent**  
216 **upon receipt of the completed Anti-Collusion affidavit.**

217

218 Yes – Mr. Zimmerman, Mr. Bottiger, Mr. Fry, Ms. Lewis, Mr. Steese, Mrs. Hackenberg

219

220 No – None

221

222

223 Mr. Rowe reported that in preparation for the Green Light GO Grant Project to update the traffic signal  
224 at Meadow Green, Mabel and Chestnut Streets, the Borough is required by PennDOT to receive  
225 Statements of Interest (SOI) from a minimum of three (3) engineering firms. Mr. Rowe informed  
226 Borough Council that he has been working with PennDOT to obtain the required SOI. To date, only one  
227 (1) response has been received from LIVIC Civil. Mr. Rowe stated that he contacted PennDOT to  
228 obtain their approval; however he hasn't received a response from PennDOT. A discussion was held;  
229 Mr. Bottiger expressed that he believes Borough Council should table action on until the Tuesday, June  
230 19, 2018 regular Borough Council meeting to receive a response from PennDOT.

231

232 Mrs. Metzger provided Borough Council with an update on the status of the Corrective Action Plan  
233 (CAP). Mrs. Metzger reported that the Borough submitted the CAP to address the existing sanitary  
234 sewer overload conditions associated with infiltration/inflow to DEP via correspondence dated Thursday  
235 April 26, 2018. DEP has responded to this submission via correspondence dated Monday, May 7, 2018  
236 which reads as follows:

237

238 Dear Ms. Metzger:

239

240 The Pennsylvania Department of Environmental Protection (DEP) has completed its review of  
241 your 2018 Corrective Action Plan (CAP) as required by 25 Pa. Code § 94.21(a) and our  
242 February 22, 2018 letter and your 2017 Annual Wasteload Management Report as required by  
243 25 Pa. Code § 94.12. The two (2) documents were reviewed in concert, since they both pertain  
244 to wasteload management. Based on our review, we have the following comments:

245

246 • There was no information for the tributary municipalities (Limestone Township and  
247 West Buffalo Township) submitted on with the Chapter 94 Report. This information  
248 is required to be included in the Borough's annual report by 25 Pa. Code § 94.21(b).  
249 Additionally, considering the issues with infiltration/inflow identified in the report  
250 and the CAP, this information is crucial.

251 • The CAP describes your intent to analyze the Borough's collective system and the  
252 privately owned and tributary municipality systems but fails to address the Borough's  
253 Wastewater Treatment Plant. While infiltration/inflow in the collection system may  
254 be an issue, the Department recommends that the entire treatment train at the sewage  
255 treat plant, including the utilization of the equalization tank, be properly evaluated to  
256 confirm proper operation and design capacity or deficiencies that may exist in the  
257 operation or capacity of the facility. This recommendation is, in part, based on the  
258 most recent overflow in April, which occurred despite influent flows being well  
259 below your expected peak flow capacity.

260 • The analysis of the collection system proposed in the CAP seems to fit within the  
261 parameters of normal operation and maintenance. Knowing that large portions of  
262 your system consist of vitrified clay pipe and brick manholes suggests that more  
263 aggressive solution may be prudent.

264

265

266 We request that you address these comments and submit a Chapter 94 report supplement and  
267 revised Corrective Action Plan by Tuesday, August 7, 2018. Until a CAP has been approved,  
268 you should continue to follow the connection prohibition described in 25 Pa. Code §  
269 94.21(a)(1).

270  
271 If you have any questions concerning this notice, please contact Amy Gresh or me.

272  
273 Sincerely,

274  
275 Daniel Thetford  
276 Environmental Group Manager  
277 Clean Water Program

278  
279 A copy of the correspondence from DEP has been included in the information tonight. Mrs. Metzger  
280 informed Borough Council that HRG, Inc. has discussed the comments with DEP and will be working  
281 with Borough Staff to respond. HRG, Inc. has requested another meeting with DEP Representatives to  
282 clarify exactly what is needed and then to submit the revisions by the Tuesday, August 7, 2018 deadline.  
283 Mrs. Metzger added that DEP Representatives have also indicated that the Borough will be receiving a  
284 fine for the overflows which have precipitated the connection prohibition.

285  
286 Mr. Zimmerman expressed that he would like to see HRG, Inc. solicit proposals for an engineering firm  
287 to come and analyze the entire Wastewater Treatment Plant (WWTP) facility in order to obtain a 2<sup>nd</sup>  
288 opinion. Mrs. Metzger reminded Borough Council that they previously authorized the Borough to enter  
289 into a contract with the Consultant Engineering Firm, AECOM, for a review of the membranes at the  
290 WWTP; and authorized Avista Technologies to perform a membrane autopsy. Mrs. Erin Threet, HRG,  
291 Inc., stated that in her opinion, at the time the WWTP was designed, they didn't have an accurate  
292 magnitude of the peak flows at the plant; they knew there was an issue with infiltration/inflow in the  
293 collection system, but they didn't have the data to quantify the volume. A discussion was held; Mrs.  
294 Threet expressed that she doesn't think spending more money to analyze the plant is the answer. Mr.  
295 Rowe agreed with Mrs. Threet and added that he thinks the Borough needs to spend their resources  
296 trying to fix the issues with infiltration/inflow.

297  
298 Mrs. Metzger informed Borough Council that as previously discussed at the Borough Work Session, Mr.  
299 Rowe has obtained pricing for both the purchase and the installation of portable flow meters. There was  
300 one (1) quote received from Exeter Supply Co., Inc. in the amount of \$6,665.00. Borough Council  
301 action is requested to approve the purchase of some portable units.

302  
303 Motion by: Paul E. Bottiger

304 Second by: Richard J. Fry

305  
306 **MOTION: To approve the purchase of portable flow meters from Exeter Supply Co., Inc. in the**  
307 **amount of \$6,665.00.**

308  
309 Yes – Mr. Bottiger, Mr. Fry, Ms. Lewis, Mr. Steese, Mr. Zimmerman, Mrs. Hackenberg

310  
311 No – None

312  
313  
314 Mrs. Metzger reported that she has forwarded some questions from the Borough Work Session that was  
315 held on Tuesday, May 1, 2018 for advice and direction. One (1) of these questions is regarding whether  
316 or not construction should be permitted during a connection prohibition. Mrs. Metzger reminded  
317 Borough Council that Mr. Rodney D. Neitz, Building Code Official for the Central Keystone Council of  
318 Governments (CK-COG), was present at the Borough Work Session to discuss whether or not it would  
319 be possible to allow property owner's to proceed with the construction during a connection prohibition,  
320 but not connect to the Mifflinburg sewer system. Mrs. Metzger clarified that the CK-COG would issue  
321 the building permit, but they wouldn't issue the occupancy permit which certifies a building's  
322 compliance with applicable building codes and other laws, and indicates it to be in a condition suitable  
323 for occupancy. A discussion was held; Ms. Read recommended that Borough Council defer action on  
324 this matter until after discussing this matter with Mr. Tira.

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332 Mrs. Metzger reminded Borough Council that they took action at the Tuesday, July 19, 2016 regular  
333 Borough Council meeting to approve the extension of the Elm Street Grant for New Communities  
334 Program Elm Street Project until Monday, May 14, 2018. Mrs. Metzger reported that she has been  
335 unsuccessful in changing the Scope of Work for the remaining Elm Street Grant funds. This grant has  
336 expired and Borough Council action is requested to authorize the return of the unexpended grant funds  
337 to the Pennsylvania Department of Community and Economic Development (DCED) in the amount of  
338 \$17,191.11, as well as the interest earned on the grant funds in the amount of \$1,987.98.

339  
340 Motion by: Paul E. Bottiger

341 Second by: Linda L. Lewis

342

343 **MOTION: To authorize the return of the unexpended Elm Street Grant funds to the Pennsylvania**  
344 **Department of Community and Economic Development (DCED) in the amount of \$17,191.11, as**  
345 **well as the interest earned on the grant funds in the amount of \$1,987.98.**

346

347 Yes – Mr. Fry, Ms. Lewis, Mr. Steese, Mr. Zimmerman, Mr. Bottiger, Mrs. Hackenberg

348

349 No – None

350

351

352 Mrs. Metzger informed Borough Council that Mr. Matt Wells and Miss Maura McGlaughlin, Co-  
353 Directors for the 2018 season at the Mifflinburg Community Park/Pool, are requesting Borough Council  
354 action to rehire Ms. McKenna Magyar for the 2018 season.

355

356 Motion by: Paul E. Bottiger

357 Second by: Tod M. Steese

358

359 **MOTION: To rehire Ms. McKenna Magyar for the 2018 season at the Mifflinburg Community**  
360 **Park/Pool.**

361

362 Approved via unanimous voice vote.

363

364

365 Mrs. Metzger announced that Mr. David Gessner has achieved both his Water and Sewer Operator  
366 Licenses. Based on this, she is recommending that Mr. Gessner be promoted to a Water/Wastewater  
367 Technician 2, and that his rate of pay be adjusted for merit to \$21.40/hour effective the date his license  
368 was issued. Borough Council action is requested to approve this new classification and pay rate.

369

370 Motion by: Tod M. Steese

371 Second by: Duane L. Zimmerman

372

373 **MOTION: To promote Mr. David Gessner to a Water/Wastewater Technician 2 and adjust his**  
374 **rate of pay for merit to \$21.40/hour effective the date his license was issued.**

375

376 Yes – Ms. Lewis, Mr. Steese, Mr. Zimmerman, Mr. Bottiger, Mr. Fry, Mrs. Hackenberg

377

378 No – None

379

380

381 Mrs. Metzger requested an executive session to discuss potential litigation.

382

383 Mrs. Metzger provided Borough Council with an update on the status of the N. 8th Street Sewer  
384 Repair/Replacement Project. Mrs. Metzger reported that Mr. Tira has advised Borough Management  
385 that since the estimated cost for this work exceeds \$100,000.00, this work would be subject to prevailing  
386 wage; however since the proposed work only addresses repairs to the sewer line, it can be quoted as  
387 maintenance work. Mr. Rowe, with the help of HRG, Inc., has prepared a request for quotations for this  
388 work and distributed it to potential contractors. Mrs. Metzger informed Borough Council that the  
389 project Scope of Work has been revised to eliminate the manhole work at Cherry Alley to Walnut Street,  
390 to just complete the slip lining work. Mrs. Metzger explained that one (1) of the bidders, Dave Gutelius  
391 Excavating, Inc., brought to Borough Management's attention some issues they had with the project  
392 which would essentially make this project a little more complicated. Dave Gutelius Excavating, Inc.  
393 indicated that they felt a detour would be required to complete the work at Cherry Alley to Walnut Street  
394 since it would be considered reconstruction. In addition, this work is very close to a 10" water main that  
395 is located in front of the Rusty Rail and then the one (1) manhole, there is a communications vault  
396 located kind of in the middle of the intersection.

397 Mr. Rowe informed Borough Council that the quote opening for the N. 8th Street Sewer  
398 Repair/Replacement Project was held on Tuesday, May 15, 2018 at 1:00 PM. A copy of the quote  
399 tabulation has been included in the information tonight which reads as follows:  
400

401	Fairchild Brothers, Inc.	\$156,373.00
402	Dave Gutelius Excavating, Inc.	\$273,435.00
403	MacMor Construction LLC	\$192,819.00

404  
405 Borough Council action is requested to award this project to Fairchild Brothers, Inc. for the lump sum  
406 amount of \$156,373.00, contingent upon receipt of an executed performance bond for 110% of the cost  
407 to do the work. Mrs. Metzger clarified that this project has not been included in the 2018 Budget and  
408 would be completed in place of the Hickory Street Sewer Replacement Project. A lengthy discussions  
409 was held; Mrs. Metzger expressed that she believes the N. 8th Street Sewer Repair/Replacement Project  
410 is a good project to complete and that by completing this project in connection with PennDOT's Milling  
411 and Resurfacing Project, the Borough would save a significant amount of money. Mrs. Metzger added  
412 that the N. 8th Street Sewer Repair/Replacement Project isn't a perfect project; however it would help to  
413 eliminate infiltration/inflow on 8<sup>th</sup> Street.  
414

415 Motion by: Paul E. Bottiger  
416 Second by: Linda L. Lewis  
417

418 **MOTION: To award the N. 8th Street Sewer Repair/Replacement Project to Fairchild Brothers,**  
419 **Inc. for the lump sum amount of \$156,373.00, contingent upon receipt of an executed performance**  
420 **bond for 110% of the cost to do the work.**  
421

422 Yes – Mr. Steese, Mr. Zimmerman, Mr. Bottiger, Mr. Fry, Ms. Lewis, Mrs. Hackenberg  
423

424 No – None  
425  
426

427 Ms. Lewis expressed that she believes an article should be placed in the Mifflinburg News & Views  
428 which explains why the 8<sup>th</sup> Street Bridge is not being replaced as part of PennDOT's Milling and  
429 Resurfacing Project.  
430

431 Mrs. Metzger informed Borough Council that Mr. Rowe has prepared the RFPs for Engineering for three  
432 (3) Borough Projects: Quarry Road Inlet Replacement, Gessner/Shelley Lane Culvert Replacement, and  
433 Hickory Street Sewer Replacement as directed. The bid opening was held on Tuesday, May 15, 2018 at  
434 1:00 PM. Copies of the bid tabulations, as well as a Combined/Variou Engineering bid tabulation, have  
435 been included in the information tonight which read as follows:  
436

437		<u>LIVIC Civil</u>	<u>HRG, Inc.</u>	<u>Uni-Tec</u>
438	Quarry Road Inlet Replacement	\$ 7,600.00	\$16,930.00	\$14,000.00
439	Gessner/Shelley Lane Culvert Replacement	\$14,500.00	\$19,850.00	\$17,000.00
440	Hickory Street Sewer Replacement	\$15,000.00	\$21,140.00	\$15,000.00
441	Combined/Variou Engineering	\$32,500.00	\$28,360.00	\$25,000.00

442  
443 Mrs. Metzger pointed out that it's almost twice the cost to complete these projects individuals. Mr.  
444 Rowe added that basically, the culvert crossing is the big discrepancy as far as the time frame. Mr.  
445 Rowe explained that in accordance with the Pennsylvania's Dam Safety and Encroachments Act (25 PA  
446 Administrative Code Chapter 105), a Permit is required for projects involving the construction,  
447 modification, or relocation of any dam, water obstruction, or encroachment. General Permits (GP's)  
448 were created for activities or structures that do not pose a significant threat to flooding or the  
449 environment. The Union County Conservation District (UCCD) is delegated by the Pennsylvania  
450 Department of Environmental Protection (PA DEP) to review and acknowledge GP's meeting the  
451 conditions of the permit. There are many different types of GP's and the Engineers have different  
452 opinion on which GP would be required for the Gessner/Shelley Lane Culvert Replacement: one (1)  
453 of the Engineers indicated GP and left it go at that; one (1) indicated a GP-7 (Minor Road Crossings); and  
454 the another one (1) indicated a GP-11 (Maintenance, Testing, Repair, Rehabilitation, or Replacement of  
455 Water Obstructions & Encroachments) which must be reviewed by PA DEP North Central Regional  
456 Offices, and not by the UCCD, and takes much longer. Mr. Rowe clarified that this could potentially  
457 extend this project four (4) months. A lengthy discussion was held; Mr. Zimmerman expressed that he  
458 thinks the Engineering Proposals for these projects should be awarded as a combined project.  
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464 Motion by: Duane L. Zimmerman  
465 Second by: Paul E. Bottiger

466  
467 **MOTION: To award the Engineering Proposal for the Quarry Road Inlet Replacement,**  
468 **Gessner/Shelley Lane Culvert Replacement, and Hickory Street Sewer Replacement as the**  
469 **combined project to Uni-Tec Consulting Engineers, Inc. for the combined amount of \$25,000.00**  
470 **for all three (3) projects, contingent upon a copy of the required insurances documentation**  
471 **naming the Borough of Mifflinburg as an additional insured in the amount stipulated in the bid**  
472 **specifications.**

473  
474 Mrs. Hackenberg clarified that Mr. Rowe would be contacting Uni-Tec Consulting Engineers, Inc. to  
475 confirm whether or not these projects could be completed in 2018.

476  
477 Yes – Mr. Zimmerman, Mr. Bottiger, Mr. Fry, Ms. Lewis, Mrs. Hackenberg

478  
479 No – Mr. Steese

480  
481  
482 Mr. Zimmerman announced that the Annual Kids Fishing Derby that is scheduled for May 19 and May  
483 20, 2018 has been canceled due to a stocking issue.

484  
485 Mayor Cooney informed Borough Council that they received a copy of the Monthly Police Report for  
486 April 2018 included in the information tonight.

487  
488 Mayor Cooney informed Borough Council that he has approved the street closures for the following  
489 upcoming events:

- 490
- 491 • The Annual Memorial Day Parade that is scheduled for Monday, May 28, 2018.
  - 492 • The 2nd Annual Mifflinburg Miracle Mile event that is scheduled for Thursday, June 7,  
493 2018 from 5:30 PM to 7:30 PM.
  - 494 • The Annual Chili Cook-off that is scheduled for Saturday, February 24, 2018. Mayor  
495 Cooney clarified that they're looking to close a section of 3<sup>rd</sup> Street and Cherry Street;  
496 however he is waiting to receive a written request.

497  
498 Mayor Cooney announced that the Mifflinburg Safety Fair is scheduled for Wednesday, June 13, 2018  
499 from 5:00 PM to 8:00 PM at the Mifflinburg Community Park. New this year, there will be a 25 foot  
500 climbing wall from the Pennsylvania Army National Guard.

501  
502 Chief Dyroff presented Borough Council with some Monthly Highlights for the Mifflinburg Police  
503 Department for April 2018.

504  
505 Mayor Cooney presented Borough Council with an update for the Mifflinburg Regional Economic  
506 Development (MRED) Alliance. Mayor Cooney updated Borough Council on the following businesses  
507 in the Borough:

- 508
- 509 • Spoke with the individuals opening up Compassion Parochial Clinic located at 150 E.  
510 Chestnut Street.
  - 511 • Spoke with some individuals looking for office space for five (5) to seven (7) employees.

512  
513 Mr. Zimmerman announced that he spoke with some individuals regarding Elkay Wood Products' (aka  
514 Yorktowne Cabinets) located at 100 Industrial Park Road and Ritz-Craft Corporation located at 15  
515 Industrial Park Road. Mr. Zimmerman stated that Elkay Wood Products' and Ritz-Craft Corporation are  
516 both looking to expand their business and recruit new employees which would bring economic  
517 development and stability to the Borough. In addition, Ritz-Craft Corporation is also looking to reopen  
518 Plant No. 2. Mr. Zimmerman expressed that he believes the Borough should get involved and work with  
519 these companies to help them succeed with this.

520  
521 Mrs. Erin Threet, HRG, Inc., informed Borough Council that they received a copy of the Engineer's  
522 Report for May 2018 included in the information tonight.

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527  
528



529 Mrs. Erin Threet, HRG, Inc., provided Borough Council with an update on the Retainer Engineering  
530 Services. Mrs. Threet reported that HRG, Inc. continues to provide miscellaneous engineering services  
531 as requested by the Borough. A brief summary of these activities is as follows:  
532

- 533 • Assistance related to preparation of the required 5-day notice of violation for the April  
534 Wastewater Treatment Plant (WWTP) overflow and associated coordination with the  
535 Pennsylvania Department of Environmental Protection (DEP).
- 536 • Coordination with the Evoqua regarding the sludge blockage/membrane function issue at  
537 the WWTP and the maintenance agreement.
- 538 • Coordination with Headworks Inc. regarding the issues with the fine screens at the WWTP.
- 539 • Assistance with 2018 Construction Projects scoping and RFP preparation.
- 540 • Assistance with the 8<sup>th</sup> Street Sanitary Sewer Repairs Project, including review of CCTV  
541 data, site visits, preparation of an improvements exhibit and quantity take off for use in  
542 obtaining quotes, and associated coordination with Borough Staff and Contractors.

543  
544 As previously reported, HRG, Inc. submitted the annual Chapter 94 Wasteload Management Report via  
545 correspondence dated Thursday, March 29, 2018. DEP responded to this submission and the Borough's  
546 Corrective Action Plan submission via correspondence dated Monday, May 7, 2018.

547  
548 Mrs. Erin Threet, HRG, Inc., provided Borough Council with an update on the status of the Mulberry  
549 Street Reconstruction Project. Mrs. Threet reported that HRG, Inc. issued substantial completion via  
550 correspondence dated Monday, November 20, 2017. A minor punchlist was developed and issue to the  
551 contractor (Fairchild Brothers, Inc.). Final completion is anticipated prior to next month's meeting.

552  
553 Mrs. Erin Threet, HRG, Inc., provided Borough Council with an update on the status of the Oak Avenue  
554 Sanitary Sewer Main Replacement Project. Mrs. Threet reported that HRG, Inc. issued substantial  
555 completion via correspondence dated Thursday, January 11, 2018. A punchlist was developed and  
556 remaining items will be addressed by the contractor (Dave Gutelius Excavating, Inc.) in prior to next  
557 month's meeting.

558  
559 Mrs. Erin Threet, HRG, Inc., provided Borough Council with an update on the status of the 2017 Water  
560 Allocation Permit Renewal Application. Mrs. Threet reported that HRG, Inc., submitted the Borough's  
561 Water Allocation Permit Renewal Application to the Pennsylvania Department of Environmental  
562 Protection (DEP) the Susquehanna River Basin Commission (SRBC) via correspondence dated Tuesday,  
563 November 14, 2017. The application is currently under review and administratively extended until  
564 receipt of new permits.

565  
566 Mayor Cooney informed Borough Council that he participated in or will be participating in the  
567 following meetings or events:

- 568  
569 • The ribbon cutting for the newly-built Original Italian Pizza located at 914 Chestnut Street  
570 that was held on Saturday, April 28, 2018.
- 571 • The ribbon cutting for the Family Link Adult Day Care located at 69 Maple Street that was  
572 held on Monday, April 30, 2018.
- 573 • The Arbor Day celebration that was held on Friday, April 27, 2018 at 10:00 AM at the  
574 Mifflinburg Community Park. Mayor Cooney stated that he issued a proclamation during  
575 the celebration.
- 576 • The Mifflinburg Little League Association's Opening Day Celebration that was held on  
577 Saturday, April 28, 2018 at the Mifflinburg Community Park. Mayor Cooney thanked the  
578 Mifflinburg Hose Company and the Mifflinburg Police Department for their assistance  
579 with this event.

580  
581  
582 Mrs. Hackenberg called an executive session to discuss potential litigation. An executive session was  
583 held from 8:42 PM to 9:02 PM.

584  
585  
586 Motion by: Paul E. Bottiger

587  
588 **MOTION: To adjourn the Mifflinburg Borough Council meeting.**

589  
590 Approved via unanimous voice vote.

591  
592  
593 Meeting adjourned at 9:02 PM.

594

595 Respectfully Submitted,  
596  
597  
598 Misty L. Ross  
599 Assistant Borough Secretary