

AUGUST COUNCIL MEETING

August 1, 2017

The monthly meeting of the St. Clair Borough Council was held on Thursday, August 1, 2017, in Council Chambers, St. Clair Municipal Building, 16 S. Third Street, St. Clair. The meeting began at 7:00 pm.

Answering the roll call were council persons: Joann Brennan, John Burke, Thomas Dempsey, William Dempsey, John Houseknecht, Michael Petrozino, James Larish and Mayor Richard Tomko.

Also present included Engineer Brian Baldwin, Treasurer Carol Sutzko, and Joe Haffey.

Pledge of Allegiance

Councilmember Joann Brennan led council in a prayer.

Copies of the minutes of the previous council meetings have been given to borough council members and Mayor Tomko, are there any errors or corrections? The minutes stand approved.

Public Comment

No public comment

MAYOR'S REPORT

Mayor Tomko thanked Chief of Police William Dempsey, Bonnie Baker, President of Community and Historical Society, Jo Ellen McCarthy Gipe, East Norwegian Township Supervisor, Dr. Jason Bendle, Superintendent of St. Clair Area School District, Roland Price, Borough Secretary, and other St. Clair Borough employees for their leadership in preparing for the visit of GO JOE 20. I would also like to thank the churches and organizations as well as the hundreds of people who participated in welcoming GO JOE 20.

Mayor Tomko issued a Proclamation to commemorate the event of GO JOE 20.

Mayor Tomko handed out an article from the Pottsville Republican Herald newspaper. Key passages from the article stated in the new revenue bill DEP will be removed from the landfill and mining operations.

On a motion made by Burke, seconded by Brennan, to accept the report; approved.

BOROUGH SOLICITOR'S REPORT-No Report

ENGINEER'S REPORT

On a motion made by W. Dempsey, seconded by T. Dempsey, to accept the report; approved.

DEPARTMENTAL REPORTS**STREET DEPARTMENT REPORT**

On a motion made by W. Dempsey, seconded by Houseknecht, Borough council unanimously approved the report and it was made part of the minutes by reference

ELECTRIC LIGHT DEPARTMENT REPORT

On a motion made by W. Dempsey, seconded by T. Dempsey, Borough council unanimously approved the report and it was made part of the minutes by reference.

Council discussed and authorized the sale of the old Christmas swags if a buyer could be found on the internet

TREASURER'S REPORT

On a motion made by Petrozino, seconded by W. Dempsey, borough council unanimously approved the report and it was made part of the minutes by reference.

TAX COLLECTOR'S REPORT

On a motion made by Burke, seconded by Houseknecht, borough council unanimously approved the report and it was made part of the minutes by reference.

POLICE DEPARTMENT

On a motion made by Houseknecht, seconded by Petrozino, borough council unanimously approved the report and it was made part of the minutes by reference

ZONING DEPARTMENT REPORT

On a motion made by Petrozino, seconded by T. Dempsey, borough council unanimously approved the report and it was made part of the minutes by reference

FIRE DEPARTMENT REPORT

On a motion made by W. Dempsey, seconded by T. Dempsey, the report was unanimously approved by Borough Council and it was made part of the minutes by reference.

CODE OFFICIAL REPORT

On a motion made by Petrozino, seconded by W, Dempsey, the report was unanimously approved by Borough Council and it was made part of the minutes by reference.

COMMUNICATIONS

William Bowler submitted his resignation from the St. Clair Planning Commission ending 35-years of dedicated service to the borough.

Pastor Vincent Murray of Open Arms Ministry located at 220 south Second Street is requesting to have their parking space reinstated.

Schuylkill Haven Borough requests the use of our fire police for the purpose of traffic control on Saturday, September 16th for the 63rd annual Schuylkill County Firemen's Convention.

On a motion made by W. Dempsey, seconded by T. Dempsey, to accept communications; approved.

OLD BUSINESS

On a motion made by Petrozino, seconded by T. Dempsey, to adopt the following HOME Resolution; approved.

Resolution authorizing an amendment to the Agreement between the Borough of Saint Clair and Schuylkill Community Action for administration of the HOME program (HOME contract #C000065787).

WHEREAS, the Borough of St. Clair and Schuylkill Community Action (SCA) entered into an agreement to provide mutual services and funding to carry out a HOME funded housing rehabilitation program, and,

WHEREAS, the Borough has received a funding award from the Pennsylvania Department of Community and Economic Development (DCED) for \$500,000; and,

WHEREAS, DCED has issued specific housing rehabilitation guidelines that require additional inspections and other requirements not anticipated at the time of the contracting.

NOW THEREFORE, be it resolved by the Council of the Borough of St. Clair that:

The amendment setting forth an amendment to the Agreement authorizing work to begin to implement the new HOME grant and amend the budget for compensation to SCA for the Housing Rehabilitation Program is approved.

NEW BUSINESS

On a motion made by w. Dempsey, seconded by Petrozino, to hire the following individuals as swimming pool employees effective the first day of their employment.

Paul Liddick

Haley Ziimerofskky

Jacob McClelland

Ashley Richter

Jordan Young; approved.

On a motion made by W. Dempsey, seconded by Brennan, to reinstate the parking space for Open Arms Ministry for one-hour parking, Monday through Friday, between the hours of 10:00 am to 6:00 pm. At 220 S. Second Street; approved.

On a motion made by Burke, seconded by Houseknecht, to accept the resignation of William Bowler from the St. Clair Planning Commission; approved.

On a motion made by Petrozino, seconded by W. Dempsey, to accept the proposal from Connecteck for updating the office phone system for a price not to exceed \$2,000.00; approved.

Borough council tabled taking action on the Panchari & Associates proposal dated July 20, 2017, to install surveillance cameras around the borough garage for a fee of \$1,655.

On a motion made by W. Dempsey, seconded by Petrozino, to authorize the St. Clair Fire Police to assist Schuylkill Haven Borough for the Firemen's Convention to be held Saturday, September 16, 2017; approved pending the fire police are certified.

On a motion made by W. Dempsey, seconded by Petrozino, to adopt the following resolution concerning the Go Light Green Grant Award; approved.

BE IT RESOLVED this 1st day of August, 2017 that the Borough Council of the Borough of St. Clair in regular session that the Council President is authorized to sign the Green Light Go Agreement on behalf of the borough of St. Clair.

On a motion made by W. Dempsey, seconded by Petrozino, to purchase a crack sealer, A ROLL CALL VOTE WAS TAKEN WITH THE FOLLOWING RESULT: BRENNAN-NO, BURKE- YES, T. DEMPSEY-NO, W. DEMPSEY-YES, HOUSEKNECHT-NO, PETROZINO – YES, AND LARISH-NO. The motion was defeated. Council President Larish stated last month council voted to put the project out on bid. After various opinions were heard, Council President Larish called a halt to the dialog.

Engineer Brian Baldwin displayed a revised FEMA Flood Map. The Federal Emergency Management Agency is studying the whole Schuykill Water basin. Using more accurate aerial information to create this revised map. Parts of Cinder Alley and the west side of South Second Street are now in the 50-year flood zone.

Council President James Larish called an executive session of council to discuss police and union negotiations at 8:24 pm.

The executive session adjourned at 8:29 pm.

On a motion made by W. Dempsey, seconded by Houseknecht, to pay all bills and claims properly approved by borough council; approved.

On a motion made by Houseknecht, seconded by W. Dempsey, to adjourn the meeting at 8:29 pm, council approved the motion.

**Roland Price, Jr.
Borough Secretary**



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August 1, 2017

Mr. James Larish
Council President
St. Clair Borough Council
16 S Third Street
St. Clair, PA 17970

**Subject: Consulting Engineer's Report (CER)
Project No. 30839.02**

Dear Mr. Larish:

The following is the status of engineering services performed by our firm as of this date:

30839.02, Task 5 – Zoning Ordinance Amendments

A meeting of the St. Clair Planning Commission to consider proposed amendments to the Borough's Zoning Ordinance was held on July 6, 2017 (immediately before the Council Meeting). A public hearing was also held at the beginning of the July 6 Council Meeting to consider the proposed amendments. The amendments were adopted by Council as advertised with a slight revision to the proposed amendments to the Zoning Map (R-2 boundary through Adamchick, Campion, and Twardzik properties to remain in current location).

Based upon the approved amendments, our office has been tasked with providing updated official versions of the Zoning Ordinance and Zoning Map for publication and availability to the public. The County offered our office their GIS data to facilitate the revisions to the Borough's Zoning Map. In order to do so, the Borough needed to enter into a sharing agreement with the County, which the Borough did on July 14, 2017. We will have the revised map and ordinance prepared for Borough signature at the next Council Meeting.

30839.02, Task 6 – Borough Bridges

McMahon Associates, Inc., has completed their scheduled inspections of several Borough-owned bridges (Franklin St, Carrol St, Lawton St, and Thwing St). Our office along with Borough officials are scheduled to meet with McMahon on Friday, August 4, 2017, at those bridges to review their inspection findings.

30839.02, Task 7 – FIRM Investigation

On July 10, 2017, FEMA hosted a Flood Risk Review (FRR) meeting for Schuylkill County municipalities at the School of Nursing Building in Pottsville. Our office as well as the Borough Secretary and Borough Code Enforcement Officer attended on behalf of the Borough. FEMA is updating the Flood Insurance Study (FIS) and Flood Insurance Rate Maps (FIRMs) for the County as part of the Schuylkill Basin-Wide Watershed Study.

FEMA provided Schuylkill County municipalities with a web address to review the proposed changes in the floodplain boundaries. The preliminary maps are expected to be released in April 2018 with an appeal period, ordinance preparation, and ordinance adoption to follow. There is no timeline when adoption will occur.

Only two areas were remodeled by FEMA (Celebration Creek in McAdoo/Kline Township, and Wabash Creek in Tamaqua). Zone A and Zone AE areas (St Clair) were updated with LIDAR data – no bridges/culverts nor stream survey was performed, nor was hydrology/hydraulic analysis performed.

CONSTRUCTION PROJECTS

30732.20, Task 1 – Third Street Playground – Engineering Survey/Design

The playground project plans and bidding documents are being finalized and will be forwarded to DCNR for final approval next week. We anticipate advertising later this month for construction later this year. The installation of the Lions drinking fountain will be handled under separate contract.

30839.20 – Garage Roof

A majority of the work has been completed by the Contractor with the last planned work scheduled for today. We anticipate receiving the first and possibly final application for payment in the next few weeks.

30839.21 – Lawton Street Bridge Replacement

Engineering design for the replacement of the Lawton Street Bridge over Mill Creek has been initiated. An anticipated project schedule is as follows:

- Field Survey – Summer 2017
- Complete preliminary engineering and submit environmental permitting (GP-11) – Fall/Winter 2017
- Obtain permitting and complete final design – Spring 2018
- Advertise for bids – Summer 2018
- Complete Construction – Late Fall 2018

However, this schedule is aggressive and assumes a fairly quick permit review and issuance. A prolonged permit review might delay the project by several months.

Route 61 Signal Upgrades (Green Light-Go Grant)

On July 6, 2017, the Borough was officially notified by PennDOT that its application for the 2016 Green Light-Go Program was approved. The Borough will be awarded the full requested amount of \$229,600 (Borough's matching portion is \$57,400) once the grant acceptance package is returned to the Department. The package shall consist of:

1. Acceptance Letter – provide a municipal letter stating acceptance of the grant award.
2. Grant Agreement – an Authorized Official must sign, date, and complete the Grant Agreement.
 - a. Resolution – provide a Resolution that identifies the signature authority of the individual signing the Grant Agreement.
3. Funding Match – identify the source of the funding match and indicate how the funding can be obtained.

The Grant Agreement must be completed and the original copy returned to PennDOT no later than **September 1, 2017**. Once the original copy is received and processed, PennDOT will provide a grant award letter along with the fully executed grant agreement.

The project must be completed by the following deadlines:

- Completion of Construction **June 30, 2019**
- Submission of Final Invoice to PennDOT **August 30, 2019**
- Agreement Expiration **December 31, 2019.**

SUBDIVISIONS & LAND DEVELOPMENTS

8773.33 – Woodland Terrace LD

The majority of the earth moving associated with the public improvements is complete. Our office did field verify this on July 11, 2017. The goal of the bank's engineer is to convert the basin into a permanent stormwater basin by the end of August (after grass has been established and accepted by Conservation District). Lehigh Engineering will be preparing plans for dedication as soon as the roads are paved. Aungst is scheduled to complete paving within the next week.

30330.33, Task 1 – Aspen Dental Phase 1 LD

30330.33, Task 2 – Aspen Dental Phase 2 LD (bridge)

30567.32, Task 2 – Taco Bell LD

30839.32, Task 1 – Coal Creek Commerce Center LD, Sketch Plan Submission

On May 10, 2017, the Borough received a Sketch Plan Submission for continued land development at the Coal Creek Commerce Center south of Aspen Dental. Our office reviewed this submission and provided comments to the St. Clair Planning Commission for their July 6, 2017 meeting. The Planning Commission officially accepted the Sketch Plan Submission and did offer some comments of their own to the Applicant. No official action is required of Council at this time. It is anticipated that the Applicant will be submitting a Preliminary/Final Land Development submission within the next few weeks.

Our office did visit the site on July 11, 2017 to review the status of the outstanding items remaining from the three previously approved land developments. Some items are complete while some will be addressed with this new land development. Our report of the status of the outstanding items was provided to the Developer via email on July 11, 2017.

POTENTIAL FUNDING/GRANT SOURCES

FY2017 County Community Development Block Grant (CDBG)

Applications are now being accepted by the County through **October 5, 2017**, for various types of projects servicing predominantly low/moderate income areas (income surveys are required). Council should decide if there are any projects for consideration by this meeting since a project scope, cost estimate, and income surveys will need to be prepared and submitted with the application.

PENDING GRANT APPLICATIONS

2017 DCNR Community Conservation Partnerships Program (C2P2)

Project Summary	Third Street Playground Play Structure Replacement
Total Project Estimate	\$40,000
<i>Borough Portion</i>	<i>\$10,000</i>
Date Submitted	Apr 12, 2017
Anticipated Award Notification	Late 2017
Application Status	Under Review

ST. CLAIR ACTION ITEMS

1. Green Light-Go Grant Acceptance – Council will need to complete the following by **September 1, 2017**:
 - a. Pass a Resolution that identifies the signature authority of the individual signing the Grant Agreement (this should be done at tonight's meeting).
 - b. Identify the source of the funding match and indicate how the funding can be obtained.
 - c. Provide a municipal letter stating acceptance of the grant award.
 - d. Submit a complete, signed, and dated Grant Agreement.
2. FY2017 CDBG Application(s) – Council should consider any potential projects (application deadline is **October 5, 2017**).

Thank you for your time and consideration in this matter. If you have any questions or comments concerning the above, please contact our office.

Sincerely,



Brian W. Baldwin, PE
Project Manager

cc: Atty. Edward M. Brennan, Solicitor

Sanitation - Street Dept. - Mechanic
July 17th to August 1st - 2017

Sanitation - Picked up garbage and ashes in this period. Picked up large items number #2710 to #2767. Truck # G-1 - 2008 International had a metal tare in the hopper section also on both sides of the body was worn and had to have small sections replaced. The truck was finished on Monday 7-31 and is back in serv.

Fuel Report

G-1 - 2008 Inter. 65 Gallons Diesel
G-2 - 1999 Inter. 41 Gallons - Diesel
G-3 - 2016 Mack 30 Gallons - Diesel

Street Dept. - Cleaned and checked all playgrounds. Cut grass throughout the borough also proper trees that were directed by Michelle to cut. Replaced three signs that were knocked down. Helped the sanitation dept. with garbage, ashes and large items this period. Washed pick up trucks and dump trucks. Set up parking signs, barricades and made sure the area was cleaned for the Go Joe 20 happening. Made men work overtime to clean up area after it was completed. Had new knee placed on May 1st and returned to work on July 17th with a doctors excuse

Fuel Report:

S-5 - #2003 Ford pick-up - 31 Gallons - Diesel
S-6 - 2005 Ford dump - 22 Gallons - Diesel
S-8 - 1989 JCB Backhoe - 8 Gallons - Diesel
S-9 - 2006 Sweeper - 1/2 Gallons - Diesel