

MANSFIELD BOROUGH COUNCIL
October 9, 2019
MEETING AGENDA

REGULAR MEETING:

1. Call to Order
2. Pledge of Allegiance
3. Recognition of Visitors
5. Approval of September 11, 2019 Minutes
6. Treasurer's Report for September
7. Review and Approval of Bills – September
8. Mayor's Report
9. Police Report
10. Public Works Foreman Report
11. Borough Manager Report
12. Standing Committee Reports:
 - A. Finance Committee
 - B. Personnel Committee
 - C. Public Works Committee
 - D. Public Safety Committee
 - E. Sewer Advisory Committee
 - F. Shade Tree Committee
 - G. Recreation Committee
- Executive Session
13. Old Business
 - A.
14. New Business
 - A. St. James Redevelopment
 - B. Census Resolution
 - C. Nutrient Credits
 - D. Swast Sewer Reduction Request
15. Correspondences
16. Public Comments
17. Adjournment

BOROUGH OF MANSFIELD

September 11, 2019

The regular meeting of the Mansfield Borough Council was held on Wednesday, September 11, 2019 in the Council Room of the Municipal Building, Mansfield, Pennsylvania, with the following people present:

Robert Fitzgerald
Steven McCloskey
Adrienne McEvoy
Kelvin Morgan
William Schlosser
Robert Strohecker

Lynnette Burton, Borough Manager
Casandra Cowles, Secretary-Treasurer
Merle Garrison, Police Chief
Richard Correll, Working Foreman
Michael Detweiler, Mayor
Terra Koernig, Solicitor

Absent: Lori Barnett

Visitors: Cheryl Clark, Wellsboro Gazette
Employees: Alan Clark, Heath Woolf

.....

President Strohecker called the regular meeting of Council to order at 6:00 PM. Council observed a moment of silence in memory of 9/11. The Pledge of Allegiance was recited. After the pledge, Strohecker called for recognition of visitors. There were no visitor comments.

Schlosser moved to approve the minutes of the August 14, 2019 meeting. McEvoy seconded the motion and it passed.

The Treasurer's report for the month of August was reviewed. Upon a motion made by McCloskey and seconded by Fitzgerald, Council approved the report.

McEvoy made the motion to approve the bills paid reports for August for the following accounts: General Fund: \$91,625.08; Sewer Fund: \$44,544.98; Liquid Fuels Fund: \$2,191.13; and Payroll Fund: \$79,292.13 and to draw vouchers for any unpaid bills. Schlosser seconded the motion, and it passed.

Police Report

McCloskey moved to accept the police report. Fitzgerald seconded, and it passed.

BOROUGH OF MANSFIELD

September 11, 2019

Page Two

Working Foreman Report

Upon a motion by McCloskey and seconded by Morgan, Correll's report was approved.

Borough Manager's Report

Morgan moved to accept the Manager's report. Schlosser seconded, and it passed.

Standing Committee Reports (from September 4, 2019 committee meetings):

Shade Tree Committee: Fall trees have been ordered.

Old Business

- A. Fitzgerald moved to approve the LERTA (Local Economic Revitalization Tax Assistance) Ordinance Amendments. Schlosser seconded the motion and it was approved.

New Business

- A. McCloskey motioned to approve the 2020 Audit Agreement with J.H. Williams, Schlosser seconded the motion and it was approved.
- B. The Partner in Progress group home was tabled because of the zoning hearing continuation.
- C. McCloskey would like to chair a committee that would work to make the PennDOT Main Street project a positive for Borough residents and businesses.
- D. Love Mansfield, a group of volunteers, have been working at cleaning up around Mansfield. They will be meeting again on September 18, 2019 to work on another section of town. Everyone is invited to help out.
- E. Mansfield University submitted a request to re-open the parking spaces that were in front of Einstein's Bagels, on Clinton Street. The parking spaces would be for students loading and unloading. The Safety Committee will meet to discuss this and make a recommendation.
- F. Borough Manager, Lynnette Burton, submitted a letter of intent to retire to Borough Council. She plans to work through the end of February 2020. This will allow time to hire and train a new manager.

Correspondence

1. Invitation to MU Campus Event
2. DEP Connect Event Invitation on September 23, 2019 from 5:30-7:00 at Mansfield Borough Building.
3. Knoxville TCAB Invite

Public Comments

There being no further business, upon a motion made by Schlosser, the meeting was adjourned at 6:43 PM.

Cassandra J. Cowles, Secretary

**Mansfield Borough General Fund
COUNCIL - BILLS PAID
SEPTEMBER 2019**

| Date | Num | Name | Memo | Amount |
|--|------|--------------------------|------------------------------------|-------------------|
| 100.000 · General Fund Checking Account | | | | |
| 09/04/2019 | 9612 | PAYROLL | PAYROLL 8/17-8/30, PD 9/6/19 | -18,325.99 |
| 09/06/2019 | 9613 | CARDMEMBER SERVICES | SHADE TREE WEBINAR/POLICE SUPPLIES | -232.93 |
| 09/06/2019 | 9614 | PACE ANALYTICAL SERVICES | POOL SAMPLE | -17.00 |
| 09/06/2019 | 9615 | QUILL | OFFICE SUPPLIES | -19.59 |
| 09/06/2019 | 9616 | PRAXAIR | POOL CO2 | -76.14 |
| 09/06/2019 | 9617 | ARNOT | SUPPLIES/LINE PAINTING | -285.12 |
| 09/06/2019 | 9618 | J H WILLIAMS | 2018 FINAL AUDIT FEE | -830.00 |
| 09/06/2019 | 9619 | WILLIAMS OIL | AUGUST FUEL | -1,351.33 |
| 09/06/2019 | 9620 | MANSFIELD LIBRARY | QTR 3, 2019 CONTRIBUTION | -4,500.00 |
| 09/06/2019 | 9621 | COMPTROLLER OPERATIONS | PLAYGROUND PICNIC TABLE | -331.00 |
| 09/06/2019 | 9622 | VERIZON WIRELESS | POLICE & MMA CELL PHONES | -253.97 |
| 09/06/2019 | 9623 | AMERIHEALTH CASUALTY INS | W/COMP | -3,977.60 |
| 09/17/2019 | 9624 | PAYROLL | PAYROLL 8/31-9/13, PD 9/20/19 | -19,081.02 |
| 09/17/2019 | 9625 | PAYROLL | PAYROLL 8/31-9/13, PD 9/20/19 | -1,101.83 |
| 09/19/2019 | 9626 | PACE ANALYTICAL SERVICES | POOL SAMPLE | -17.00 |
| 09/19/2019 | 9627 | RICHMOND TWP | 50% TOWER ELECTRIC | -14.40 |
| 09/19/2019 | 9628 | UGI | GAS | -68.82 |
| 09/19/2019 | 9629 | PIP | AUGUST JANITORIAL SVC | -416.00 |
| 09/19/2019 | 9630 | PENELEC | ELECTRIC | -1,312.93 |
| 09/19/2019 | 9631 | TIOGA PUBLISHING | ADVERTISING ACCT#00000885 | -621.52 |
| 09/19/2019 | 9632 | SHARP ELECTRONICS | COPIER | -59.35 |
| 09/19/2019 | 9633 | MEIT | POLICE LIFE INSURANCE | -118.50 |
| 09/24/2019 | 9634 | PAYROLL - INSURANCE | OCTOBER HEALTH INS | -11,261.45 |
| 09/27/2019 | 9635 | MARCO | COPIER MONTHLY AGREEMENT | -31.20 |
| 09/27/2019 | 9636 | PARMENTER, INC | BACKHOE TIRES | -773.26 |
| 09/27/2019 | 9637 | MMA | BORO BLDG/POOL WATER | -209.41 |
| 09/27/2019 | 9638 | MITCHELLS AUTO | SHOP SUPPLIES/INSPECTION | -109.73 |
| 09/30/2019 | 9639 | PAYROLL | PAYROLL 9/14-9/27, PD 10/04/19 | -18,747.81 |
| Total 100.000 · General Fund Checking Account | | | | -84,144.90 |
| 101.00 · CHECKING - NW | | | | |
| Total 101.00 · CHECKING - NW | | | | |
| TOTAL | | | | -84,144.90 |

Mansfield Borough Sewer Fund
COUNCIL- BILLS PAID
SEPTEMBER 2019

| Date | Num | Name | Memo | Amount |
|---|------|------------------------------|------------------------------------|-------------------|
| 100.00 · Sewer Fund Checking Account | | | | |
| 09/03/2019 | 7147 | PAYROLL FUND | PAYROLL 8/17-8/30, PD 9/6/19 | -3,939.49 |
| 09/06/2019 | 7148 | NTSWA | CONTAINER & SLUDGE | -2,612.20 |
| 09/06/2019 | 7149 | PACE ANALYTICAL SERVICES LLC | LAB FEES | -677.40 |
| 09/06/2019 | 7150 | CLEAN WATERS, INC | POLYMER | -3,589.42 |
| 09/06/2019 | 7151 | ARNOT | WWTP MAINT SUPPLIES | -184.84 |
| 09/06/2019 | 7152 | J H WILLIAMS | 2018 FINAL AUDIT FEE | -330.00 |
| 09/06/2019 | 7153 | WILLIAMS OIL | AUGUST WWTP FUEL | -145.02 |
| 09/06/2019 | 7154 | AMERIHEALTH CASUALTY SVC | W/COMP PMT | -542.40 |
| 09/17/2019 | 7155 | PAYROLL FUND | PAYROLL 8/31-9/13, PD 9/20/19 | -4,256.04 |
| 09/19/2019 | 7156 | PENN WORKS PUBLIC | PENN WORKS LOAN PMT, P24001537-429 | -8,388.08 |
| 09/19/2019 | 7157 | PENELEC | SEWER DEPT. ELECTRIC | -10,231.02 |
| 09/19/2019 | 7158 | KEYSTONE WELDING | STEEL PLATE | -415.00 |
| 09/19/2019 | 7159 | UGI | GAS - WWTP | -152.42 |
| 09/19/2019 | 7160 | C H REED INC | ROTARY SCREW COMPRESSOR | -1,800.88 |
| 09/19/2019 | 7161 | TYLER WOOD | CLOTHING ALLOWANCE | -88.60 |
| 09/19/2019 | 7162 | PA ONE CALL | MONTHLY FAX FEE | -102.24 |
| 09/24/2019 | 7163 | PAYROLL - INSURANCE | OCTOBER HEALTH INS | -3,581.09 |
| 09/27/2019 | 7164 | PACE ANALYTICAL SERVICES LLC | LAB FEES | -1,450.80 |
| 09/27/2019 | 7165 | SHERWOOD LOGAN | MECHANICAL SEAL | -506.92 |
| 09/27/2019 | 7166 | PARMENTER, INC. | BACKHOE REPAIRS | -386.64 |
| 09/27/2019 | 7167 | MMA | WWTP WATER | -11.25 |
| 09/27/2019 | 7168 | PRWA | WOOLF TRAINING | -50.00 |
| 09/27/2019 | 7169 | MITCHELLS | WWTP SUPPLIES | -171.14 |
| 09/30/2019 | 7170 | PAYROLL FUND | PAYROLL 9/14-9/27, PD 10/4/19 | -5,327.78 |
| Total 100.00 · Sewer Fund Checking Account | | | | -48,940.67 |
| 101.00 · SF CHECKING - NW | | | | |
| Total 101.00 · SF CHECKING - NW | | | | |
| TOTAL | | | | -48,940.67 |

Mansfield Borough Liquid Fuels Fund
COUNCIL - BILLS PAID
SEPTEMBER 2019

| <u>Date</u> | <u>Num</u> | <u>Name</u> | <u>Memo</u> | <u>Amount</u> |
|--|------------|----------------------------|--------------------|----------------|
| 100.000 · LIQUID FUELS FUND CHECKING ACCT | | | | |
| 09/19/2019 | 563 | PENELEC | ELECTRIC | -177.79 |
| 09/27/2019 | 564 | STUART LISOWSKI EXCAVATING | COLD PATCH HAULING | -425.00 |
| Total 100.000 · LIQUID FUELS FUND CHECKING ACCT | | | | -602.79 |
| 101.00 · L F CHECKING - NW | | | | |
| Total 101.00 · L F CHECKING - NW | | | | |
| TOTAL | | | | -602.79 |

Mansfield Police Department
 Monthly Council Report Addendum

Date: Sept., 2019

| | Monthly | Total |
|-------------------------------|---------|---------|
| Miles Patroled -----> | 3,697 | 34,689 |
| Vehicle Mileage Car 620-----> | 2,808 | 4,809 |
| Car 621-----> | 543 | 50,099 |
| Car 622-----> | 346 | 169,617 |
| Fuel-----> | 359 | 3,136 |
| Felony Arrest-----> | 1 | 14 |
| Misdemeanor Arrest-----> | 6 | 43 |

ORI:
Population:

Monthly Statistics From: 9/1/2019 To: 9/30/2019

| | |
|-----------------------------|----------|
| Total Part I Crimes: | 1 |
| Murder: | 0 |
| Rapes: | 0 |
| Robbery: | 0 |
| Assault: | 1 |
| Burglary: | 0 |
| Larceny: | 0 |
| Motor Vehicle Theft: | 0 |
| Arson: | 0 |

| | |
|------------------------------|-----------|
| Total Part II Crimes: | 11 |
| Forgery: | 0 |
| Fraud: | 0 |
| Embezzlement: | 0 |
| Stolen Property: | 0 |
| Vandalism: | 0 |
| Weapons: | 0 |
| Prostitution: | 0 |
| Sex Offenses: | 0 |
| Drugs: | 2 |
| Gambling: | 0 |
| Family Offenses: | 0 |
| DUI: | 0 |
| Liquor: | 0 |
| Drunkenness: | 2 |
| Disorderly: | 4 |
| Vagrancy: | 0 |
| All Other: | 3 |

| | |
|---------------------------------|------------|
| Total Calls for Service: | 229 |
| Total Cases: | 5 |
| Total Arrestees: | 5 |
| Total Suspects: | 0 |
| Total Victims: | 3 |
| DUI Arrests: | |
| Traffic Citations: | 41 |
| Non Traffic Citations: | 11 |
| Total Warnings: | 0 |

This report summarizes all crime in the period selected and should not be mistaken for a UCR submission

ORI:
Population:

Monthly Statistics From: 1/1/2019 To: 9/30/2019

| | |
|-----------------------------|-----------|
| Total Part I Crimes: | 10 |
| Murder: | 0 |
| Rapes: | 0 |
| Robbery: | 0 |
| Assault: | 3 |
| Burglary: | 0 |
| Larceny: | 7 |
| Motor Vehicle Theft: | 0 |
| Arson: | 0 |

| | |
|------------------------------|-----------|
| Total Part II Crimes: | 85 |
| Forgery: | 2 |
| Fraud: | 5 |
| Embezzlement: | 0 |
| Stolen Property: | 4 |
| Vandalism: | 3 |
| Weapons: | 2 |
| Prostitution: | 0 |
| Sex Offenses: | 0 |
| Drugs: | 5 |
| Gambling: | 0 |
| Family Offenses: | 1 |
| DUI: | 18 |
| Liquor: | 1 |
| Drunkeness: | 5 |
| Disorderly: | 25 |
| Vagrancy: | 0 |
| All Other: | 14 |

| | |
|---------------------------------|-------------|
| Total Calls for Service: | 1713 |
|---------------------------------|-------------|

| | |
|---------------------|-----------|
| Total Cases: | 50 |
|---------------------|-----------|

| | |
|-------------------------|-----------|
| Total Arrestees: | 55 |
|-------------------------|-----------|

| | |
|------------------------|----------|
| Total Suspects: | 0 |
|------------------------|----------|

| | |
|-----------------------|-----------|
| Total Victims: | 46 |
|-----------------------|-----------|

| | |
|---------------------|----------|
| DUI Arrests: | 8 |
|---------------------|----------|

| | |
|---------------------------|------------|
| Traffic Citations: | 393 |
|---------------------------|------------|

| | |
|-------------------------------|-----------|
| Non Traffic Citations: | 50 |
|-------------------------------|-----------|

| | |
|------------------------|-----------|
| Total Warnings: | 18 |
|------------------------|-----------|

This report summarizes all crime in the period selected and should not be mistaken for a UCR submission

WORKING FOREMAN REPORT
For SEPTEMBER 2019
SEWER PLANT OPERATIONS
Dewatering Operations

The belt filter press ran 13 days in September for 60 hours to remove 28,098 pounds of solids from the plant. The Biosolids were sent to NTSWA.

OPERATION REPORT FOR SEPTEMBER 2019

There were 13,750,799 gallons of sewage treated; this gives an average flow of 0.4584 MGD. There were 3.2" of rain recorded.

| Date Sampled | FLOW MGD | INF BOD mg/L | INF LBS/DAY | AVERAGE INF LBS MONTH | EFF CBOD mg/L | EFF LBS/DAY | AVERAGE EFF lbs MONTH | Removal Efficiency Percent Removal |
|--------------|----------|--------------|-------------|---------------------------|---------------|-------------|--------------------------|------------------------------------|
| | | | | Permit Limit 2550 lbs/day | | | Permit limit 210 lbs/day | |
| 09/03/19 | 0.5573 | 269 | 1250 | | <2 | 9.30 | | |
| 09/05/19 | 0.4577 | 507 | 1935 | | <2 | 7.63 | | |
| 09/10/19 | 0.4287 | 358 | 1280 | | <2 | 7.15 | | |
| 09/12/19 | 0.8153 | 188 | 1278 | | <2 | 13.60 | | |
| 09/17/19 | 0.4447 | 290 | 1076 | lbs/day | <2 | 7.42 | | |
| 09/19/19 | 0.4337 | 193 | 698 | | <2 | 7.23 | 8.45 | |
| 09/24/19 | 0.4253 | 437 | 1550 | Average | <2 | 7.09 | lbs/day | % |
| 09/26/19 | 0.4077 | | | Organic Capacity | 2.4 | 8.6 | | |
| Total | 3.9704 | | | | <8.4 | <67.59 | | |
| Average | 0.4963 | | | | <2.05 | <8.45 | | |

Phosphorus Data and Permit Limits SEPTEMBER 2019

| Date Sampled | FLOW MGD | INF PHOS mg/L | INF LBS/DAY | EFF PHOS mg/L | EFF LBS/DAY | WEEKLY AVERAGE | MONTHLY AVERAGE PERMIT LIMIT |
|--------------|----------|---------------|-------------|---------------|-------------|------------------|------------------------------|
| | | | | | | Permit limit 3.0 | 2.0 mg/L |
| 09/03/19 | 0.5573 | 7 | 32.54 | 0.170 | 0.79 | | |
| 09/05/19 | 0.4577 | 6.9 | 26.34 | 0.130 | 0.50 | 0.15 mg/L | |
| 09/10/19 | 0.4287 | 8.1 | 28.96 | 0.074 | 0.26 | | |
| 09/12/19 | 0.8153 | 4.5 | 30.60 | 0.060 | 0.41 | 0.067 mg/L | |
| 09/17/19 | 0.4447 | 6.8 | 25.22 | 0.066 | 0.24 | | |
| 09/19/19 | 0.4337 | 7.7 | 27.85 | 0.086 | 0.31 | 0.76 mg/L | |
| 09/24/19 | 0.4253 | 7.4 | 26.25 | 0.120 | 0.43 | | mg/L |
| 09/26/19 | 0.4077 | | | | | mg/L | |
| Total | 3.9704 | | | | | | |
| Average | 0.4963 | | | | | | |

Once I have received the results for the nutrients for the 2018-2019 year, I will be working with other Blossburg Borough and other Municipalities for the sale of the credits that we have generated.

The following average daily flows received from the townships.

| Month | <u>Putnam</u> 55,000 gallons | <u>Richmond</u> 150,000 gallons | <u>Covington</u> 15,000 gallons |
|--------|---------------------------------|------------------------------------|------------------------------------|
| Sep-18 | 45035 | 100314 | 10900 |
| Oct-18 | 22009 | 83720 | 12133 |
| Nov-18 | 26142 | 90228 | 10550 |
| Dec-18 | 27174 | 89437 | 9691 |
| Jan-19 | 23820 | 75833 | 9844 |
| Feb-19 | 24586 | 77140 | 10923 |
| Mar-19 | 22068 | 64091 | 10800 |
| Apr-19 | 21722 | 69009 | 12234 |
| May-19 | 22803 | 80935 | 12423 |
| Jun-19 | 21469 | 74225 | 12273 |
| Jul-19 | 18843 | 55121 | 11672 |
| Aug-19 | 19102 | 50222 | 12131 |
| Sep-19 | 18423 | 45497 | 10795 |

I. SEWER PLANT AND EQUIPMENT MAINTENANCE

1. NTSWA Grinder

NTSWA brought the grinder to remove the brush that we had, it was at the Sewer Plant on 9/10 and 9/11; we are able to take in more brush.

2. Permeate Pump

A set of mechanical seals were ordered to be put into Permeate Pump #2 to restore this pump to normal operation.

3. Conveyor Repair

Conveyor repairs were done to keep the conveyor operational.

II. PUMP STATION AND COLLECTION SYSTEM REPAIRS/INSPECTION

1. Brooklyn Street Pump Station

#1 pump running. No issues. #2 pump running. No issues.

2. Meadow Street Lift Station, Running in Hand due to Debris Issues.

#1 pump running. #2 pump running.

3. Newtown Hill Pump Station

#1 pump running. No issues. #2 pump running. No issues.

4. Elmira Street Pump Station

#1 pump running. No issues. #2 pump running. No issues.

WATER PLANT:

The CMP (Comprehensive Monitoring Plan) was sent in on August 19th. We are working with Kevin Borden to have the electrical work on the Automatic Shutdown that is required for the plant. I sent in an extension request for the

Automatic Shutdown, this was approved and the new deadline is October 31, 2019.

A new Chlorine Analyzer was put into operation to replace the older one for the plant. A 14 day Verification of the unit is being done for Method 334 requirements.

I have been in contact with Mike Hale for the logging, he has assured me that the dollar amount will be below bid thresholds for this section of logging, and is currently working on the contract for this work.

Cryptosporidium Testing:

I have taken the first of 24 months of 1 sample a month for each source, for two years; giving a total of 24 tests on each source.

I have been in contact with Larry's Locksmithing to go over the needs for the Water Plant and associated areas.

DISTRIBUTION:

Townview Booster Pump Station:

Letters were sent to homeowners to give notice that they will want to check the plumbing in their residence and if they were uncomfortable with their plumbing, they should have a pressure reducing valve installed to allow their plumbing to work with the new pressures they will see. The tie in at the Eastern end of the piping was completed on 10/02/19. A Precautionary Boil Order was put into place due to the loss of positive pressure when the tie in was performed. The electric inspection was completed by Jay Erb. The pumps and controls will be tested along with the discharge piping coming out of the pumps on 10/07/19.

Paving Projects

I have received quotes from Stuart Lisowski Excavation for paving projects around the Borough for several spots for repairing pavement from previous water line repairs.

STREET AND BUILDING OPERATIONS:

I. Pool Operations

We are going to be looking into the remaining leaks and make a plan to discuss repair of the leaks.

The slide area will need the following areas to be repaired; new mechanical seal on the slide pump, the suction piping for the slide pump will have to be repaired by either using the existing piping and having a company come in to do a cure in place (CIP) style repair, or to have it dug up and then the repair being made. With the location of the piping and the slide infrastructure, I

would recommend that a CIP repair be done to minimize further issues created by concrete soil disturbance.

II. Paving Projects

I have received quotes from Stuart Lisowski Excavation and approved them for paving projects around the Borough for several spots for repairing pavement.

MANAGER'S REPORT

September 2019

1. PLAYGROUND

The paving is completed for the basketball court and the parking area. The ground work has been leveled and the fencing has been installed across the front.

2. TRAILHEAD PROJECT

My latest update from Rob Schnell is that the Baltimore District Office has assigned someone to handle the Tioga Real Estate actions.

Steve and I have been in contact with the owner of the plaza. We are trying to schedule a meeting with him and his maintenance person in an effort to get the plaza area cleaned up and several safety issues addressed.

3. LED REPLACEMENT LIGHTS

Installation of the second order of LED lights, for Wellsboro Street, is in progress. Chief Garrison and I will begin preparing for the next order so it can be placed as soon as this one is completed.

In reviewing the electric bills the first 21 replacement lights are a cost savings of approximately \$84/month. These were all originally 100 watt lights reduced to 50 watt LED. The Wellsboro Street lights had higher wattages replaced. I will keep Council informed as to the savings once billing is received.

4. ARCHPIPE

Jimmie Joe and I met with Megan Lehman, of DEP. We took her to the arch pipe entrance and stream bank. Jimmie Joe reviewed with her some of the ideas we have for phase 1. Megan got approval to do a media event at the site prior to the DEP Open House event on September 23rd. Unfortunately I was unable to attend the media event but Rob and Steve were able to represent the borough. Kelvin, Steve, Will, Jimmie Joe and I attended the DEP Open House, which was very informative and gave us several options to check into for funding for this project. Once(if) the Restore PA funds are available we will definitely want to apply for this grant.

5. SIDEWALK PROGRAM

Several people have inquired as to availability of grant funds.

6. PENNDOT ROUTE 6 / ROUTE 15 PROJECT

The AWK Consulting Engineers crew was here to survey items that were inadvertently missed during the previous site visit. Our guys assisted them with this.

7. CAT TNR PROGRAM

The September 18th trapping was a huge success, with 19 cats spayed/neutered. The next tentative trapping will be October 22nd.

8. ZONING

- 6 zoning permits were issued in September.
- The zoning hearing board met on September 9th. There was a special exception hearing for PIP for a new group home at 29 North Hill Terrace, in an R1 zone. The hearing was continued and reconvened on September 24th. The board unanimously approved the special exception request.
- They are still reviewing verbiage for the short term rental amendments to the zoning code. Once they have recommendations, I will provide them to council for review and authorization to have the solicitor draft the amendments.

9. PLANNING

- Jimmie Joe has been working with Mike O'Connell, of Larson Design, addressing the site plan and storm water management plan reviews for the St. James Housing Redevelopment. The County Conservation District has reviewed and verbally given approval to Larson Design. Jimmie Joe has just a couple more items he would like addressed. The committee unanimously approved the site plans, in final form, subject to review of the building permit application and subject to Jimmie Joe approving the final site plans, within fifteen days. Council's approval is an agenda item. Reminder, they are still in the funding application process. If funding is approved, they will proceed with final plans.
- Renegade's engineer has submitted an NPDES permit application, for construction of a new building and paved area for their newer site in the I-99 Park.

10. STREET MAINTENANCE

Public works committee will be meeting to discuss street maintenance for 2020. 6 streets were selected for tar and chip: East Main Street, Brooklyn Street, Extension Street, Vosburg Street, Garside Street, and Wakefield Terrace. East Main Street was chosen because paving project is now several years old and this will ensure a longer life span for the street. And, for Brooklyn Street it is the beginning section that got omitted from the paving project. If Council approves, I will contact Brian Haight, of PennDOT, to get the bid specs ready and advertised, to hopefully to open bids at the December meeting.

11. BUDGET

Budget worksheets were prepared and provided to the finance committee. We will be meeting in October to review and work on the proposed budget for councils review.

12. MISCELLANEOUS

- Union negotiations continue on the Police Contract. We will be meeting several times in October to try to finalize negotiations.
- Alan is getting the leaf truck ready. We are planning to start leaf pick up on Monday October 14 through Wednesday November 20th. Weather permitting we will only be doing pick up on Mondays, Tuesdays, and Wednesdays each week.
- I drafted an ad for the manager position. The personnel committee is still reviewing for changes.