

REGULAR MEETING OF THE WESTFIELD BOROUGH COUNCIL
January 12, 2021
Westfield Municipal Building

COUNCIL PRESENT: Gail Bollinger, Ed Rodarmel, Roxann Weidman, Leland Pond, Roger McCullen, Denis Landry, and Shaunta Vahey

COUNCIL ABSENT: None

OTHERS PRESENT: Theresa McCullen, Shawn Downey, Andrew Adams, Kelly Stemcosky, and Mayor Elizabeth Rowland (by telephone)

The meeting was called to order at 7:00 p.m. by President Gail Bollinger. The pledge of allegiance was said. A roll call of members present was taken, and all members of Council were present. Mayor Elizabeth Rowland attended by telephone.

Visitors – Agenda Items

Shawn Downey of Larson Design Group was present with sewer project items and for the SR 349 project.

- SR 349 Sewer Line Replacement

Many PennDOT projects have been pushed out, and the SR 349 resurfacing project has been moved to 2025. This will be milling and paving only as they will not be doing the original project of total reconstruction of the road.

There will be a video call with PennDOT officials at 6 p.m. before the February 9, 2021 meeting. Mr. Downey will be present with his computer to facilitate the call.

Mr. Downey has talked with Dan Styborski from Tioga County Housing Authority regarding the CDBG grant application. Lori Nelson has also been in touch with Mr. Styborski. The housing authority will need an updated map, cost estimate, etc. of the project showing that the costs are relatively the same. Mr. Downey is offering to update the map to include the work to be done on SR 349 (Church St.). He would then work out a project that is roughly the same cost. That would then be submitted to Mr. Styborski for official approval of doing that work with the CDBG funds.

Mr. Downey explained that the SR 349 project would be funded by the CDBG funds, and the Borough's contribution to the project would be engineering costs. If CDBG funds are not used for engineering fees, the Borough would not have to go through the bidding process.

Mr. Downey said that a solid project has not been worked out, and once we know for sure what the project is he will provide a proposal for the design and construction administration. Some of the engineering costs so far have been included in the Borough's retainer. Mr. Downey's time so

far has been very minimal on this project. Mr. Downey asked Council if they wish for him to update the drawings and cost estimates for this project.

Mr. Landry expressed concern with adding another extensive project on top of the sewer project given that the sewer rates are going up this year and will continue to go up for some years to come. He is concerned about how this is all going to affect the people living in the Borough.

Mr. McCullen asked how much trouble there has been lately with the sewer line on Church St. Mrs. Bollinger answered that they could not get the camera through. Mr. McCullen asked if this project is something that could be done in-house and explained past projects when the Borough used in-house labor, hired a subcontractor and used grant monies to install main lines. Mr. Downey agreed that by using in-house labor, subcontractors, and equipment this would stretch the money. Mr. McCullen noted that the Borough does have reserves, but it won't last with two large projects. He noted that it is a suggestion.

Mr. Downey said a large part of Portion #1 of this project is doing spot repairs, such as digging up ten foot sections and repairing collapsed pipe. He noted that this should be relatively easy for a Borough crew to locate where the collapsed pipe is, dig down, cut out a section of pipe, install a new section of pipe and move on. Mr. Downey said it can be included in this grant to the point that there would be hardly any engineering. The materials cost would be included in the grant. That would go a long ways. He noted that the cost could go from \$2,500 each to a few hundred dollars for each repair done by the borough crew. He said that if the Borough has the capability in house to do spot repairs that would go a long way, even dig and replace would save. Mr. Downey said this can be worked up into the project.

Mrs. Vahey brought up that the reason it had been drawn up as a contracted project was due to time constraints placed by PennDOT. Back in 2016 PennDOT had originally planned to do a complete reconstruction which would have involved digging up all the blacktop and concrete, which Mr. McCullen noted is the biggest part of the job.

Mr. Downey said that originally PennDOT was going to dig up everything, and it was planned to dig up and replace most of the line because of that. Now that they are not digging, it would be more practical to dig and replace only what needs to be taken care of. Mr. Downey talked about taking care of the dig and replace areas first then looking at trenchless lining in some areas. Mr. McCullen asked how many trouble areas there are, and Mr. Downey was unsure. Mr. McCullen asked that if there are very few, such as three or so, why we couldn't just do dig and repair in ten foot sections. Mr. Downey said dig and repair can be done right now.

Mr. Landry remembers PennDOT wanting the manholes moved to the side of the road. Mrs. Bollinger said they don't know how many bad spots there are because they couldn't get the camera down through the line.

Mr. McCullen noted that if council wants to go through with replacing the sewer and water lines it would mean about \$3 to \$4 million dollars more on top of what is being spent at the sewer plant, and he is wondering how the Borough can afford to do it. Mr. McCullen said that even when PennDOT was going to do all the digging it would still have cost about \$3 to \$4 million and council members agreed.

Mrs. Bollinger thinks Mrs. Nelson asked for money for the sewer line only. Mr. McCullen noted that if you replace the sewer line, then every lateral should also be replaced on that street. Mr. Downey agreed that this is what happens. Where do you stop? If you do it all and do it right, it adds up to a lot.

Mr. Downey noted that if you have a Borough crew who can do the dig and replace or repair you don't need a project. The Borough can identify failed spots and repair or replace without engineering costs. The Borough can put together a plan for repairing and work through a lot of it to get the up-front work done. Mr. Downey said the CDBG funds are available to do that and also a USDA community facilities grant program up to \$50,000. Their grant amount would be up to \$50,000 with up to 75 percent reimbursement. It would cover materials, equipment, and possibly labor hours.

The time frame for the CDBG project is expecting to award funds in the March/April time frame. Mr. Styborski has already started the environmental review. The time frame should be available quickly after award. Mr. Downey said the project design should be done by March/April to get in this construction season.

Mr. Downey asked how Council would like to proceed with the CDBG funding. Mr. Downey noted that if you decrease the amount of money spent, you can increase the amount of things to do. He will check on the time line. He can put together a scope of the project with the most important areas assuming all spot repairs done by the Borough with a slip line. Manhole replacement could also be done by the Borough crew to save money. He also suggested lining manholes that are structurally sound.

Council agreed to have Mr. Downey put together a scope of a project for spot repairs of the sewer line on SR 349 to be done by the Borough crew; manholes and slip lines to be done by a contractor.

Mr. McCullen asked about the manholes. Mr. Downey said that most of the manholes are brick, which is not bad, but toward the tops of the manholes, the risers are in poor shape. He said that a brick manhole in good shape can have a lining sprayed on it. A lot of them are in poor shape and need to be replaced. In a lot of cases, you cannot just dig it up and repair the riser because it causes the rest to collapse.

Motion was made by Shaunta Vahey and seconded by Leland Pond to proceed with CDBG funding for the SR 349 sewer line project. Those in favor were Landry, Pond, Rodarmel, McCullen, Vahey, Weidman, and Bollinger. The motion was carried.

- Sewer Plant Upgrade

Larson Design has drafted a letter for the Borough to send to PA DEP requesting an amendment to the Consent Order and Agreement. This needs to be approved.

Motion was made by Roxann Weidman and seconded by Ed Rodarmel to approve signing and sending the letter to PA DEP as explained requesting an amendment to the Consent Order and Agreement. Those in favor were McCullen, Pond, Rodarmel, Vahey, Weidman, Landry, and Bollinger. The motion was carried.

It was noted that the Borough is not currently accruing fines or penalties.

Mr. Downey gave Council an update on how much construction at the wastewater treatment plant has been completed.

Motion was made by Denis Landry and seconded by Ed Rodarmel to approve Change Order #2 adding 90 days to the contractor Lobar's contract time. Those in favor were Pond, Rodarmel, Vahey, Weidman, Landry, McCullen, and Bollinger. The motion was carried.

A form needs to be signed to add Lobar as the Co-Permittee to the NPDES Permit (Construction Phase Storm Water Permit).

Motion was made by Shaunta Vahey and seconded by Roxann Weidman to approve signing the NPDES Permit Co-Permittee form adding Lobar to the NPDES Permit (Construction Phase Storm Water Permit). Those in favor were Pond, Rodarmel, Vahey, Weidman, Landry, McCullen, and Bollinger. The motion was carried.

The digester sludge removal was discussed. All of the sludge from the existing digester was supposed to be disposed of on the sludge drying beds before the contractor demolished the digester. However, due to timing and the arrangement of the piping in the digester the sludge could not be disposed of in that manner. Sludge haulers were contacted for pricing of hauling away the sludge, and the lowest cost hauler was directed to remove the sludge. This cost was \$15,000 to pump and dispose of the sludge. This will be covered under the Administrative Cost line item in the funding which has \$40,000.

Applications for payment were presented for approval.

Motion was made by Denis Landry and seconded by Ed Rodarmel to approve the following applications for payment: Lobar Application for Payment #5 in the amount of \$112,930.87 and Tra Electric Application for Payment #4 in the amount of \$18,291.15. Those in favor were Rodarmel, Vahey, Weidman, Landry, McCullen, Pond, and Bollinger. The motion was carried.

Mayor/Police Chief Report

Neither Mayor Rowland nor Sargeant Adams had anything to bring up.

Minutes

Motion was made by Roxann Weidman and seconded by Roger McCullen to approve the minutes of the December 8, 2020 meeting. Those in favor were Vahey, Weidman, Landry, McCullen, Pond, Rodarmel and Bollinger. The motion was carried.

Financial Report

Motion was made by Denis Landry and seconded by Shaunta Vahey to approve the financial report as presented. Those in favor were Weidman, Landry, McCullen, Pond, Rodarmel, Vahey, and Bollinger. The motion was carried.

Old Business

Motion was made by Denis Landry and seconded by Roxann Weidman to adopt Ordinance No. 338 setting the sewer rates. Those in favor were Weidman, Landry, McCullen, Pond, Rodarmel, Vahey, and Bollinger. The motion was carried.

New Business

- Mountain Laurel Recovery Center Sewage

The following resolution was presented for approval:

RESOLUTION NO. 2021-325

**A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF WESTFIELD,
TIOGA COUNTY, PENNSYLVANIA, TO REVISE THE OFFICIAL SEWAGE FACILITIES
PLAN OF THE BOROUGH OF WESTFIELD**

WHEREAS, Section 5 of the Act of January 24, 1966, P.L. 1535, No. 537, known as the Pennsylvania Sewage Facilities Act, as Amended, and the Rules and Regulations of the Pennsylvania Department of Environmental Protection (DEP) adopted thereunder, Chapter 71 of Title 25 of the Pennsylvania Code, require the municipality to adopt an Official Sewage Facilities Plan providing for sewage services adequate to prevent contamination of waters of the

Commonwealth and/or environmental health hazards from sewage wastes, and to revise said plan whenever it is necessary to determine whether a proposed method of sewage disposal for a new land development conforms to a comprehensive program of pollution control and water quality management, and

WHEREAS, Mountain Laurel Recovery Center has proposed the development of a parcel of land identified as Dormitory Construction, and described in the attached Sewage Facilities Planning Module, and proposed that such subdivision be serviced by sewer tap –ins;

WHEREAS, Westfield Borough finds that the subdivision described in the attached Sewage Facilities Planning Module conforms to applicable sewage related zoning and other sewage related municipal ordinances and plans, and to a comprehensive program of pollution control and water quality management.

NOW, THEREFORE, BE IT RESOLVED that the Council members of the Borough of Westfield hereby adopt and submit to DEP for its approval as a revision to the “Official Sewage Facilities Plan” of the municipality the above referenced Sewage Facilities Planning Module which is attached hereto.

RESOLVED this _____ day of _____, 20_____.

Motion was made by Denis Landry and seconded by Roger McCullen to approve Resolution No. 2021-325 as presented. Those in favor were Landry, McCullen, Pond, Rodarmel, Vahey, Weidman, and Bollinger. The motion was carried.

- Ambulance Membership

Mrs. Bollinger brought up that the Sabinsville Firemen’s Ambulance Association is offering memberships to businesses at a cost of \$125. This would cover the employees while they are at work.

Motion was made by Shaunta Vahey and seconded by Ed Rodarmel to join the Sabinsville Firemen’s Ambulance Association at a cost of \$125. Those in favor were McCullen, Pond, Rodarmel, Vahey, Weidman, Landry, and Bollinger. The motion was carried.

Committee Reports

- Administrative & Finance Committee

Mrs. Bollinger brought up that the collective bargaining agreements (union contracts) are ready to be approved.

Motion was made by Ed Rodarmel and seconded by Shaunta Vahey to approve the public works collective bargaining agreement. Those in favor were Pond, Rodarmel, Vahey, Weidman, and Bollinger. Landry voted no; McCullen abstained. The motion was carried.

Motion was made by Ed Rodarmel and seconded by Shaunta Vahey to approve the police department collective bargaining agreement. Those in favor were Rodarmel, Vahey, Pond, and Bollinger. No votes were cast by Landry, McCullen, and Weidman. The motion was carried.

During the first motion Mr. Landry explained that he would be voting no to both contracts because of the deficit in the budget. He said that if the Borough continues spending like they have with a \$40,000 deficit, the surplus will be gone.

Motion was made by Ed Rodarmel and seconded by Roxann Weidman to approve a raise for Lori Nelson equal to the other employees' raises. Those in favor were Vahey, Weidman, McCullen, Pond, Rodarmel, and Bollinger. Landry voted no. The motion was carried.

Motion to adjourn was made by Roger McCullen and seconded by Shaunta Vahey. All were in favor; the motion was carried.

The meeting was adjourned at 8:15 p.m.

A handwritten signature in black ink, reading "Theresa McCullen". The signature is written in a cursive, flowing style.

Theresa McCullen
Assistant Secretary