

Borough of Somerset Council Meeting

July 27th, 2020 - 5:00 p.m.

1. Meeting Called to Order - President Ruby Miller

2. Pledge of Allegiance

3. Roll Call:

Council Members present: Ruby Miller; Fred Rosemeyer; Lee Hoffman; Sue Opp; Steve Shaulis and Gary Thomas

Council Member absent: Pam Ream

Also present: Mayor Scott Walker.

Absent: Junior Council Member Patrick Kuhn

Also present were the following: Borough Manager, Michele Enos; Director of Finance, Brett Peters; Administrative Assistant, Roger Bailey; Chief of Police, Randy Cox; Solicitor, James Cascio; Consulting Engineers, Tom Reilly and Jake Bolby.

4. Announcements

(a) *None*

5. Approval of Minutes of Previous Meetings:

(a) **May 11th, 2020 – Borough Council Committee of the Whole Meeting Minutes.**

Motion

Mr. Rosemeyer moved, Mr. Hoffman seconded to approve the May 11th, 2020 Borough Council Committee of the Whole Meeting Minutes.

Motion Unanimously Carried

(b) **May 26th, 2020 – Borough Council Meeting Minutes.**

Motion

Mr. Shaulis moved, Mrs. Opp seconded to approve the May 26th, 2020 Borough Council Meeting Minutes.

Motion Unanimously Carried

(c) **June 8th, 2020 – Borough Council Committee of the Whole Meeting Minutes.**

Motion

Mr. Thomas moved, Mr. Rosemeyer seconded to approve the June 8th, 2020 Borough Council Committee of the Whole Meeting Minutes.

Motion Unanimously Carried

(d) **Departmental Reports** – *Departmental Reports for May/June 2020.*

Motion

Mrs. Opp moved, Mr. Shaulis seconded to approve the Departmental Reports for May/June 2020.

Motion Unanimously Carried

6. Award of Bids:

(a) **WWTP Digester Cleaning Project** – *Consider awarding the lowest responsive bid to Synagro in the amount of \$285,904.00.*

Ms. Enos brought out that this is a maintenance project at our Waste Water Treatment Plant for the digestors. The digestors have not been cleaned for approximately 19 years.

She said that this project was budgeted for in the 2020 Budget. During that process, this project was already approved by Borough Council.

The estimated cost for this project is \$250,000.00 - \$300,000.00.

A Pre-Bid Meeting was held where several contractors expressed interest. When the bids were due, Synagro was the only responsive bidder. Synagro's bid was reviewed by the Engineers, to make sure all the documents were in compliance.

As a result, it is being recommended that Borough Council consider awarding the bid to Synagro, as the lowest responsive bidder.

Motion

Mrs. Opp moved, Mr. Thomas seconded to award the WWTP Digester Cleaning Project to Synagro, the lowest responsive bidder, in the amount of \$285,904.00.

Motion Unanimously Carried

(b) **2020 Paving Project** – *Consider awarding the paving bid to the lowest responsive bidder.*

Ms. Enos disclosed that paving bids went out for 2020.

She mentioned that based upon the streets that need the most attention, Industrial Park was made a priority along with several streets located in town.

Ms. Enos said that there were 4 bids received. One was from New Enterprise Stone & Lime, which totaled \$131,050.00; another was from Grannas Brothers Stone & Asphalt

Company, which came in at \$140,111.75. Also, CriLon Corporation's bid was \$142,262.33. Lastly, Tresco Paving Corporation's bid was \$155,898.50. The lowest responsive bidder in the group was New Enterprise Stone & Lime.

Ms. Enos noted that the bids were based upon unit price per/material. She added, then if we desire to trim the budget, or add to it, we have that ability because the tonnages could change a bit.

Ms. Enos also mentioned that a tandem truck is sitting at the Public Works Garage. She said that DEP, based upon that grant, wants us to try and trade the truck in. She added that the Borough is going to be bidding the truck out in 2021. The trade-in was to occur this year, but the signed contract documents got delayed back from DEP because of the Covid-19 shutdown. DEP wants us to use the Borough's tandem truck as a trade-in to reduce the cost of the grant that they will be paying out. We budgeted \$18,000.00, as a local match, in this year's budget that we won't be using.

Ms. Enos also pointed out that fencing, which was also budgeted for at the Public Works Garage, is another project being delayed because of Covid-19. As a result, that work will not be done this year. So the two combined budget totals, for the truck and fencing, is \$31,500.00.

She stated that Borough Council can choose two options. The first, is to pair-down the Paving Contract, and remove the \$30,000.00, and pick streets that stay within our allotted budget of \$100,000.00 this year for paving. Second, the two budgeted items for this year, that will not happen, can be added to the paving budget and the whole paving contract can be done.

Motion

Mr. Rosemeyer moved, Mr. Thomas seconded to award the 2020 Paving Project to New Enterprise, the lowest responsive bidder, in the amount of \$131,050.00. Borough Council also approved to add \$31,050.00 to the existing budget, which previously, was \$100,000.00.

Motion Unanimously Carried

7. General Public Comments:

(a) None requested.

8. Administrative Business:

(a) Communications (None)

(b) Payment of bills – Months of June & July 2020.

Motion

Mrs. Opp moved, Mr. Shaulis seconded, to approve the payment of bills for June 2020 numbered 34961-35090 totaling \$585,457.78, and for July 2020 numbered 35091-35259 totaling \$934,238.48.

Motion Unanimously Carried

9. Policy Agenda:

Old Business:

(a) *None*

New Business:

(a) *Pre-Treatment Ordinance* – Discussion concerning revising our local limits for certain pollutants as part of our Pre-Treatment Program.

Ms. Enos mentioned that, as part of our Pre-Treatment Program, there are local limits set for different types of chemicals at the Sewage Treatment Plant. She added that when the chemicals change, an ordinance needs to be adopted for the new limits. These limits are established by the E.P.A.

Mr. Bolby explained that every 5 years the Borough is required to look back at the local limits of what the Sewage Treatment Plant can accept. E.P.A. focuses in on mostly metals and other carcinogens.

He said that in 2019 a re-evaluation was conducted based on what is being received by the Sewage Treatment Plant. After being analyzed, only silver was required to be revised. Mr. Bolby stated that this will not affect anything, but only part of the process we have to go through with E.P.A.

Mr. Bolby added that, as a result, a new ordinance was being presented to Council for their consideration with this sole change.

Ms. Enos pointed out that this ordinance is just adopting the guidelines set forth that are given to us from EPA to maintain compliance from time to time. Those limits change, and we have to officially adopt them by ordinance. She added that this will be discussed further at the Committee of the Whole Meeting.

b) *Winter Maintenance Agreement with PennDot* – Consider approving the annual Winter Maintenance Agreement with PennDot for the removal of snow and ice on N. and S. Franklin Avenue for the 2020-2021 Winter Season. PennDot is offering to pay \$4,341.16 which is an increase of 1.28% from last season.

Ms. Enos mentioned that this is something we typically look to renew with PennDOT every year. It is for the snow and ice removal, during the winter season, on N. and S. Franklin Avenue only. Ms. Enos added that this is through a contract with PennDOT. They will pay us for that removal.

Motion

Mr. Thomas moved, Mrs. Opp seconded to approve the annual Winter Maintenance Agreement with PennDot for the removal of snow and ice on N. and S. Franklin Avenue for the 2020-2021 Winter Season.

Motion Unanimously Carried

(c) Sale of Surplus Property – Authorization acknowledging the Sale of Surplus Property in accordance with Resolution No. 2018-10. 1999 Chevy Pickup Truck - \$500.00; 2001 Chevy Cavalier - \$200.00; and 2003 Ford Pickup Truck - \$500.00.

Ms. Enos mentioned that the 1999 Chevy Pickup Truck came from our Sewer Plant. The 2001 Chevy Cavalier was used as a general purpose car. The 2003 Ford Pickup Truck was from the Public Works Department. She added that another truck will be added for surplus sale in the next 2 weeks from the Water Plant, and will be sold in the same fashion.

She said that all of these vehicles had been established to be valued under \$1,000.00 each. A prior Resolution adopted by Borough Council stated that all equipment, or surplus property, that is valued under \$1,000.00, can be administratively disposed of as long as we have record of the amount that was given, what it was being used for, and having Borough Council acknowledge it at a public meeting.

Ms. Enos pointed out that Stoystown Auto Wreckers will purchase the vehicles for parts. Borough Council had been given this information by Ms. Enos, which included the purchase price for the vehicles, and what they will be used for.

Motion

Mr. Rosemeyer moved, Mrs. Opp seconded to authorize the Sale of Surplus Property, in accordance with Resolution No. 2018-10, to Stoystown Auto Wreckers.

Motion Unanimously Carried

(d) Dick Adams – Discussion concerning the offer of Mr. Adams to donate a strip of land along S. Edgewood Avenue to the Borough of Somerset.

Ms. Enos explained that Mr. Dick Adams was the prior owner of S.D.C. He has been selling off items associated with S.D.C.

She said that there is still 4 parcels of land that he has offered to sale to the homeowners who abut the properties. None of the homeowners were interested.

Mr. Adams asked if the Borough would be willing to accept the donation of those 4 separate parcels. Ms. Enos expressed to Mr. Adams that the decision to accept the properties would have to come from Borough Council.

Discussion was held among Borough Council regarding this issue.

Motion

Mr. Rosemeyer moved, Mr. Shaulis seconded to respectfully decline the offer of Mr. Adams to donate a strip of land along S. Edgewood Avenue to the Borough of Somerset.

Motion Unanimously Carried

(e) *Somerset Volunteer Fire Department– Requesting a donation for their annual Golf Tournament Fund Raising Event. (Last year’s donation was \$100.00 to sponsor a hole)*

Ms. Enos mentioned that this is a fund raiser for the Fire Department. The Borough Council agreed to contribute \$100.00 to sponsor a hole for their annual Golf Tournament last year.

Motion

Mr. Rosemeyer moved, Mrs. Opp seconded to donate \$100.00 to Somerset Volunteer Fire Department for their annual Golf Tournament Fund Raising Event.

Motion Unanimously Carried

10. Executive Session – To discuss matters of potential litigation, collective bargaining and personnel issues.

5:26 p.m. President Miller led Borough Council into Executive Session to discuss matters of potential litigation, collective bargaining and personnel issues.

Back in Public Session

6:19 p.m.

Borough Council discussed having a joint Borough Council Meeting/Committee of the Whole Meeting on the same evening once a month.

It was decided that, beginning the month of August 2020, there will be one joint Borough Council Meeting/Committee of the Whole Meeting per month. It will be held on the fourth Monday of each month at 5:00 p.m. The Committee of the Whole Agenda will be combined with the regular Council Meeting Agenda items.

Motion

Mr. Shaulis moved, Mr. Thomas seconded that beginning the month of August 2020, a joint Borough Council Meeting/Committee of the Whole Meeting will be held on the fourth Monday of each month at 5:00 p.m. The Committee of the Whole Agenda will be combined with the regular Council Meeting Agenda items.

Motion Unanimously Carried

Mr. Bolby briefly mentioned that the Highland Park Waterline Project is basically complete.

11. ADJOURNMENT

Motion

Mrs. Opp moved to adjourn, motion seconded by Mr. Thomas.

Motion Unanimously Carried
6:30 p.m.

Michele A. Enos, Borough Manager/ Secretary