

# BOROUGH OF LEESPORT

**MARCH 15, 2023**

The meeting of the Council of the Borough of Leesport was called to order by President Ronald Strause., on the above date for the Leesport Borough Council, 27 S. Canal Street, Leesport PA, 19533, in the Leesport Borough Hall, Leesport PA 19533, at 5:46 P.M. Present were Reimer, Maderia, Fronina, Walborn, Moquin, Moyer, Berger (Zoom) and Strause. Also present were MST Sandra L. Pascavage, Engineer Jason Newhard, Code Enforcement Officer Brad Pflum and Matt Fessler Esq.

A motion was made by Moquin and seconded by Reimer to accept tonight's agenda as advertised, all voted for the motion.

## **FINANCIAL REPORT FEBRUARY 28, 2023**

### **GENERAL**

<b>CHECKING</b>	<b>863.14</b>
<b>MM</b>	<b>268,852.67</b>
<b>CD</b>	<b>32,196.64</b>

### **WATER**

<b>CHECKING</b>	<b>1,168.19</b>
<b>MM</b>	<b>155,394.12</b>
<b>CD I</b>	<b>48,347.95</b>
<b>CD II</b>	<b>41,942.89</b>

### **STATE**

<b>CHECKING</b>	<b>217.77</b>
<b>MM</b>	<b>20,242.07</b>

<b>CODE ENFORCEMENT</b>	<b>2,050.81</b>
<b>DISTRICT JUSTICE</b>	<b>-</b>

### **SPECIAL FUNDS**

<b>Sesquicentennial Fund</b>	<b>13,955.65</b>
<b>Recreation-Rec Board</b>	<b>95,117.69</b>
<b>Payroll fund</b>	<b>963.49</b>
<b>Pension</b>	<b>330,233.43 (1/31/2023)</b>

A motion was made by Fronina and seconded by Madeira to approve the February financial report, all yes.

A motion was made by Moyer and seconded by Walborn to approve the February budget, all yes.

**BILLS PAID**

**15-Mar-23**

**STATE**

03/23/2023	1585	American Rock Salt	2000 · Accounts Payable	4,783.00
03/23/2023	1586	Frontier	2000 · Accounts Payable	160.00
03/23/2023	1587	Met Ed	2000 · Accounts Payable	4,000.00
				<b>8943.00</b>

**WATER**

03/23/2023	4193	Anderson Insurance ...	2000 · Accounts Payable	14,578.00
03/23/2023	4194	Bonkovich, David	2000 · Accounts Payable	300.00
03/23/2023	4195	Delaware River Basi...	2000 · Accounts Payable	528.00
03/23/2023	4196	Exeter Supply Inc.l	2000 · Accounts Payable	203.00
03/23/2023	4197	Kris Wholaver	2000 · Accounts Payable	150.00
03/23/2023	4198	Longhorn Landscaping	2000 · Accounts Payable	2,500.00
03/23/2023	4199	M.J. Reider Associat...	2000 · Accounts Payable	514.70
03/23/2023	4200	MET-ED	2000 · Accounts Payable	4,000.00
03/23/2023	4201	Spotts, Stevens and ...	2000 · Accounts Payable	7,554.70
				<b>30328.40</b>

**GENERAL**

03/23/2023	8303	Aetna Coventry	200.20 · Accounts Pay...	2,686.31
03/23/2023	8304	Berks County Treasu...	200.20 · Accounts Pay...	231.11
03/23/2023	8305	Co of Berks	200.20 · Accounts Pay...	9,051.87
03/23/2023	8306	Comcast	200.20 · Accounts Pay...	231.65
03/23/2023	8307	Frontier	200.20 · Accounts Pay...	500.00
03/23/2023	8308	Hartman, Valeriano, ...	200.20 · Accounts Pay...	1,332.00
03/23/2023	8309	Highmark Blue Shield	200.20 · Accounts Pay...	5,452.29
03/23/2023	8310	Kuzans Hardware	200.20 · Accounts Pay...	650.75
03/23/2023	8311	LTL Consultants, LT...	200.20 · Accounts Pay...	4,435.87
03/23/2023	8312	MET-ED	200.20 · Accounts Pay...	700.00
03/23/2023	8313	Miller Municipal Su...	200.20 · Accounts Pay...	266.00
03/23/2023	8314	Northern Berks Regi...	200.20 · Accounts Pay...	38,685.02
03/23/2023	8315	Office Basics	200.20 · Accounts Pay...	234.08
03/23/2023	8316	Onsolve LLC	200.20 · Accounts Pay...	1,866.77
03/23/2023	8317	Rhoads Energy	200.20 · Accounts Pay...	468.52
03/23/2023	8318	Southern States Bank...	200.20 · Accounts Pay...	251.99
03/23/2023	8319	Thren's Auto	200.20 · Accounts Pay...	101.95
03/23/2023	8320	Truckco Inc.	200.20 · Accounts Pay...	298.95
03/23/2023	8321	Twenty First Century	200.20 · Accounts Pay...	169.12
03/23/2023	8322	Twiford Electrical Se...	200.20 · Accounts Pay...	768.73
03/23/2023	8323	UGI Utilities, Inc.	200.20 · Accounts Pay...	700.00
03/23/2023	8324	United Concordia Inc.	200.20 · Accounts Pay...	362.00
03/23/2023	8325	USABLE Life	200.20 · Accounts Pay...	156.00
03/23/2023	8326	Waste Industries Inc.	200.20 · Accounts Pay...	16,864.00
03/23/2023	8327	Well Care	200.20 · Accounts Pay...	428.40
				<b>86893.38</b>

A motion was made by Moyer and seconded by Moquin to approve the February, 2023, minutes, all yes.

A motion was made by Reimer and seconded by Walborn to approve the March bills, all yes.

Tonight was an advertised joint meeting of Leesport Borough and Ontelaunee Township

### **Comprehensive Plan – Leesport Borough and Ontelaunee Township**

A motion was made by Madeira and seconded by Moquin to pass and sign our Resolution #256-2023, amending our Comprehensive Plan with Ontelaunee Township to designate land in Ontelaunee Township to be in agricultural preservation, all voted yes. A motion was made for Ontelaunee Township by Gary Hadden and seconded by Josh Steingraber to pass and sign their Resolution #4-2023 for Ontelaunee Township to amend their joint Comprehensive Plan with Leesport Borough to designate land in Ontelaunee Township to be in agricultural preservation,, they voted yes.

Leesport Borough has decided to purchase new equipment for our public water system for monitoring and testing the quality of our water. Our well #3 is in Ontelaunee Township. Leesport Borough has asked Ontelaunee Township for permission to perform some light excavation at our well #3 site. A motion was made by Gary Hadden and seconded by Josh Steingraber to allow a test water line to be connected to their sanitary sewer line in Loose Lane, they voted yes.

#### Guests

1. Elaine Strause of the Leesport Lockhouse and the Leesport Historical Society reported
  - a. a step back in time event and bus tour on June 10 from 9am to 4pm leaving from the SV High School
  - b. Easter Plant Sale on S. Centre Avenue to begin shortly
  - c. repairs to the gutters to be made shortly at the Lockhouse
2. A resident from Earl Road requested council to reconsider allowing chickens as pets in the borough

#### Correspondence

1. **our engineer's monthly report**
2. **NBRP monthly report**
3. **code enforcement report and copies of letters sent to residents**
4. **our trash and recycling totals**
5. **our chlorine totals for the month**
6. **our water report**
7. **minutes from the NBRP**
8. **an email from PennDot advising that the scoping meeting application was resubmitted for the Epting Development**
9. **copy of proposed resolution with Ontelaunee Township regarding the Comprehensive plan**
10. **quote from LB Water for a RAFA System for our wells and reservoirs**
11. **emails to Ontelaunee regarding connecting a Chlorine Analyzer to our Well #3**

Mayor – Mayor Berger reported the following:

1. speeding on Main Street is a problem

#### Committee Reports

Sewer- Madeira reported the following:

1. all is going well
2. our Plan #3 treatment option equipment is in place
3. Our neighboring township of Bern still has not contributed for the improvements to our sewer plant
4. Eqting, proposed development in Ontelaunee Township, has considered connection to our sewer plant through Ontelaunee sanitary sewer lines, we will request that all our lines be replaced for the increased load

Code Enforcement- Brad Pflum reported the following:

1. our monthly report is on file
2. we are working with the solicitor regarding an inspection ordinance

**Personnel – Reimer reported the following:**

1. **Monthly Report**
2. **Kim Naja retirement March 31, 2023..A motion was made by Walborn and seconded by Moyer to accept Kim’s retirement as of March 31, 2023, all yes.**
3. **Christopher Hemmig resignation April 14, 2023..A motion was made by Madeira and seconded by Fronina to accept Chris’ resignation as of April 14, 2023, all yes.**
4. **Marga Row hire March 20, 2023, as parttime 20 hours weekly with 90 days probation at \$18 hourly...A motion was made by Walborn and seconded by Fronina to hire Marga starting March 20, 2023, as parttime 20 hours weekly with 90 days probation at \$18 hourly, all yes.**
5. **Branden Wenrich hire from parttime to fulltime March 20, 2023, with full benefits at \$23.82 hourly, A motion was made by Moquin and seconded by Walborn to hire Branden as fulltime starting March, 20,2023, with full benefits at \$23.82 hourly, all yes .**

Police – Strause reported the following:

1. weather resistant citations have been ordered
2. we will have a NNO meeting shortly, our event will be August 1, 2023, and Leesport Borough will have a table at the event this year.

Fire Company – Ethan Moquin reported the following:

1. our monthly report is on file
2. we will be selling our one fire truck to a company in Maine
3. we have several parts ordered for our equipment that are backlogged
4. we will be using new software along with the county for local businesses

Recycling – Fronina reported the following:

1. our totals are on file

Engineer- Jason Newhard reported the following:

1. our monthly report is on file
2. we are waiting for word regarding our MS4 grant we applied for to install a new SV School water line, we have asked the school to help with the matching funds
3. we presented council with a time line for the \$3MM loan at 3.75% interest to resurface our roads that was recently applied for
4. we will be planning replacement of our older water lines before we resurface the roads.
5. we are having a drainage problem on Canal and Wall Streets, we will be walking the area

Solicitor – Matt Fessler Esq., reported the following:

1. we are working on several new ordinances for the borough
2. we are working with the code enforcement officer on a checklist to present to council for the re-inspections for property resales

Building & Properties- Moyer reported the following:

1. our Archives/Library is almost complete
2. the carpet is ordered for our office
3. our outside windows have been capped
4. the siding and stairs and sidewalk replacement will be finished shortly
5. the updates to our bathroom and closet will begin shortly plus an installation of a water cooler in the office
6. we are working on installing new windows at the pool's concession stand
7. our employee will be repointing the borough hall bricks and the chimney in the garage

Memorials –Strause reported the following:

1. we have several Hometown Hero's banners that need attention when we have a bucket truck
2. our two borough signs need repair and new finials at the tank, we have been trying to reach the company for service

**Water & Municipal Authority- Moquin reported the following:**

- 1. Monthly report**
- 2. our totals are on file**
- 3. Review of the Well Head Protection Plan and proposed Ordinance to be considered for adoption.**
- 4. our Well Head Protection Ordinance to be made part of our Zoning Ordinance...we are waiting for the approval of Ontelaunee and Bern Townships**
- 5. Review of the Intermunicipal Agreement with Bern and Ontelaunee Twps., regarding the well head protection ordinance**
- 6. RAFA Water monitoring system purchase..A motion was made by Reimer and seconded by Moquin to purchase the RAFA system for \$44,530.89 cost and installation, all yes**

**7. We have a quote from Elite Water Ops for operation of our water system, instruct our employees, see below...motion was made by Walborn and seconded by Moquin to accept Option #2, all yes**

- Option #2- \$2,000/month (15 hours per month)
  - o Provide certified operators to satisfy DEP's requirements
  - o Borough employees conduct daily chlorine testing and meter readings
  - o Two visits per week to review daily operation logs and make process control changes as needed
  - o Complete secondary standard verification
  - o Provide monthly report
  - o Submit monthly reports to DEP for chlorine residuals (SDWA-1)
  - o Provide consulting to Borough employees via phone as needed
    - Onsite work rate \$100.00/hour (time beyond what is included in the contract)
    - Offsite work rate \$75.00/hour

\*Rates billed per operator/hour

\*Does not include any distribution system sampling or operation. Does not include any reporting or testing not stated above. All work outside of the normal visits to the wells will be billed at the rates listed above.

- Documentation Prep/SOP Creation \$750
  - o Provide daily and weekly worksheets for staff to record testing and operational data.
  - o Create Standard Operating Procedures
- Employee training and 334 certifications will be billed at the hourly rates established in the options above.
- Quarterly 334 Verification- \$100/quarter

**8. Epting updates...we have until April 10, 2023, to either approve or disapprove the Epting Development**

**9. Chlorine Monitoring system purchase..A motion was made by Moyer and seconded by Madeira to purchase 3 Chlorine Analyzers for our entry points for \$18,568.71, all yes**

**10. Hach also has Arsenic Analyzers, we will consider installing one at our well #3 if the Epting soil is remediated to along side our well #3 in Ontelaunee Township**

**11. we have applied for a grant to install a new water service for SV school and have asked the school to help with our matching fee...**

**12. we have repaired a water main break on N. Schuylkill Avenue recently**

**13. A motion was made by Reimer and seconded by Walborn to purchase Diversified Tech Co Cloud Based water billing program for \$240, a one time payment and \$2880 yearly support shared with our sewer authority, all yes.**

**14. Ontelaunee Township has asked if we would allow our hydrants in their township to be painted red, they were told yes.**

Roads and Lights – Madeira reported the following:

1. Monthly Report is on file
2. We have planned for our engineer to visit a drainage problem on Canal St and to review the condition on W. Shackamaxon St
3. We are trying to contact the owner of the corner on Water Street to purchase the land
4. we should have quotes for line painting shortly
5. we have found a possible replacement for our bucket truck
6. we need to put a new barricade at the end of Main Street at the river for safety
7. we will get a quote from Telco for traffic signal preemption at our three traffic lights for emergency traffic

Recreation- Fronina reported the following:

1. all is going very well and we are making our plans for the playground and pool improvements for this coming season.
2. we will be looking into updating or constructing a pool office and shower
3. we will be installing new windows in the concession stand
4. we have contract for the construction of a stage at our playground
5. we will have the YMCA do our summer program again this year, a motion was made by Moyer and seconded by Fronina to send the YMCA a check for \$1000 for the summer playground program, all yes
6. we have begun our summer employee interviews
7. we have started a Rec Board Face Book page
8. we are planning lights on the Connor Kleffel field in the front and back

Unfinished Business –

1. 133 N. Centre Avenue (old bank) attended our PC meeting asking for a waiver of land development....they were told they needed to submit land development plans with the proper fees...
2. Well Head Protection Ordinance .. in progress
3. Trucks' brakes' noise ordinance....being worked on by our solicitor and codes' officer
4. Intermunicipal Agreement with Ontelaunee and Bern Twps. for our Well Head Protection Ordinance....still being worked on
5. Real Estate Reinspection Ordinance being worked on by our code officer and solicitor

New Business

1. The borough will be continuing the newsletter now instead of the Rec Board...a motion was made by Reimer and seconded by Moquin to continue with the quarterly newsletter for the borough residents, all yes.

EMC – Reimer reported the following:

1. a motion was made by Reimer and seconded by Moyer to purchase emergency radio equipment from Motorola for \$5297.16 for our EMC's use if the fire company or the EMS doesn't have an extra unit that could be utilized for the EMC's use, all yes, except Strause voted no.
2. we submitted our plan to the county last year and will submit to FEMA and PEMA, we will need a motion to pass a sample resolution shortly.

Good and Welfare

Fornina may be able to obtain a bucket truck to use temporarily.

A motion was made by Moyer and seconded by Madeira to adjourn at 7:51 P.M., all yes, meeting adjourned at 7:51 P.M.

Attested \_\_\_\_\_