

Manager's Report – 4/7/25

General Fund Related

1. Borough masonry sign maintenance / repairs:

- We have inspected the masonry Borough signs, (1) at each end of the Borough along Rtes. 11&15 and the one at the Borough office. The signs need some minor repairs such as cleaning and repointing of the masonry joints. We can do them in-house with our Borough crew. We try to keep the costs below \$3000 which would include adding a precast concrete cap on the Borough office sign.

2. Police entrance stoop and sidewalk repairs:

- The rear entrance stoop and sidewalk areas need some repair, and we would like to repair the stoop and repour the sidewalk leading to the stoop to eliminate one of the steps. Making a much safer situation for the officers when entering and leaving the building. I anticipate it to cost less than \$5000, and the Borough crew can do the majority of the work.

3. Zoning Permits:

- (2) zoning permit were issued in the month of March.

4. Planning Application:

- 7Brew submitted a planning application, which will be reviewed by the planning commission on April 9th, for approval by Borough Council at the May 5th meeting.

5. Attig Park pavilion reroofing:

- We should consider replacing the pavilion roof. I would suggest pricing metal as a replacement. The recreation committee could be involved in the process of choosing the type and color.

Water / Sewer Related

1. Source Water Protection Plan Update (SWPP):

- The Borough's SWPP is a required document by DEP. The plan was done in 2017 and requires yearly updates, which I did, and submitted to the department on March 12th. A copy of the entire plan and the most recent update is available at the office.

2. Main Reservoir Compartment Rehab:

- The contract was updated to reflect all (4) compartments and was signed on March 10th. In summary, the total project amount = **\$126,815**, and will be completed in 2025, 2026 & 2027.

3. NPDES Permit Renewal:

- The NPDES permit is up for renewal. This permit is associated with our backwash discharge basins, located at the water treatment plant. This permit is issued by DEP and allows us to discharge the backwash water into Fiss Run, next to the water treatment plant, by accepted quality parameters. The permit renewal is good for (5) years. The renewal will take effect in May 2025 and will be in effect until 2030.

4. CSVT Waterline project update:

- The scope of the work comprises of (4) separate utility-related projects, which I have been coordinating and working on the final designs over the last few months. Everything except the fourth item has been approved by PennDOT.
 - The first is the relocation of the water line near the elevated tank.
 - The second is relocating a portion of the water main near Routes 11&15 at the south bound ramp to Sunbury.
 - The third is relocating the sewer main near the elevated tank.
 - The fourth is the adjustment and reinforcement of the existing sanitary sewer manholes from 8th Avenue to Kessler Avenue.
 - This work is part of the CSVT project, and all engineering related fees are fully reimbursable.
 - PennDOT's tentative schedule to complete this work is in 2026.

5. Upcoming Training:

- I will be attending a two-day class on April 16th & 23rd in Williamsport. The topic is Water Auditing & System Leakage. Josh is scheduled to join me on the 23rd. The training is being hosted by RCAP Solutions and is free of charge.
- Water Storage Tank Operation / Maintenance Related in Middleburg, April 8th, Josh & Brady.

6. 2024 Consumer Confidence Report (CCR):

- The final draft of our 2024 Consumer Confidence Report was sent via email to our DEP sanitarian for review and comment and I am waiting for the final response. I hope to have it posted sometime in April. This is a mandated report that must be filed by June 30th of the following year. The report is on our website and available for review in the Borough office.

7. CSVT Engineering Payment Request:

- Included in the payment of bills will be an invoice from HRG for engineering work as part of the CSVT agreement. This amount will be fully reimbursed, by PennDOT, to the Borough within a few months.

8. Sewer Line Flushing:

- We have been experiencing a problem with our main sewer lines at two separate locations in the Borough. We flushed one of the lines on April 4th and will need to do additional flushing to correct the issue. The second line will be flushed this coming week. We also camera the lines when doing this type of work. None of the pipe appears to be a problem, at this point.

Miscellaneous

1. Water / Sewer CD:

- A CD in the amount of \$102,850 has matured and I would suggest investing the money in the (2) capital projects that we have to fund in 2025. The first is the final payment for the elevated tank project and the second is the interior compartment rehab at the main reservoir for a combined total of \$84,820. The remaining funds would remain in the daily market (averaging slightly over 4% return at this time) and can be used for exterior portions and valve rebuilds of the reservoir project, not covered by the contract.

2. 2024 Financial Audit (update):

- All items have been submitted to the auditor.

3. Office Smoke / Co2 detectors:

- The Borough crew installed (6) detectors throughout the Borough office. The detectors are interconnected and are powered by a (10) year sealed battery.

Items for Approval

1. Signs and entrance stoop / sidewalk: Repairs.

2. Water / Sewer CD: Reinvest.