

Manager's Report – 5/5/25

General Fund Related

1. Borough masonry sign maintenance / repairs (Update):

- The crew pressure washed the signs, and we will be repointing and adding a pre-cast cap to the office sign to prevent future water damage issues. We are hoping to do the work in the next few weeks. The total cost will be about \$2000.

2. Police entrance stoop and sidewalk repairs (Update):

- I am in the process of putting together a drawing of the proposed work and finalizing costs. We are hoping to do the work this summer.

3. Zoning Permits:

- (1) zoning permit was issued in the month of April.

4. Attig Park pavilion reroofing:

- Waiting to determine the type (metal or shingled) to determine a budgetary cost.

5. Orchard Hills marque removal on Jonathan Road:

- The crew removed the brick marque that was collapsing (next to the dental office) on April 16th. We are working with PennDOT to hopefully remove the dilapidated one on the other side of Jonathan Road.

6. Orchard Hills marque letters on Baldwin Blvd.:

- The crew installed the letters on April 24th.

7. SLFRF Compliance Report (ARPA / Cares Act Funding):

- The final report ARPA report was submitted on April 17th. All the funds have been spent on the ARPA and Cares Act revenue that we began receiving in 2020.

8. Wellerfield Ballfield Project:

- I met with the engineer and a county conservation district representative to review the permitting process that will be involved in proceeding with the ballfield project. We will have to phase the project and provide an erosion and control plan for pre and post construction. The engineer will handle the permitting and be submitting a formal proposal and construction estimates by the end of this month.

Water / Sewer Related

1. NPDES Permit Renewal:

- We are still waiting for the last version of the updated permit from DEP, which we are anticipating in May. Once finalized, the permit will be in effect until 2030.

2. Water Storage Tank Operation / Maintenance Related Training:

- Josh and Brady attended this one-day training class on April 8th, in Middleburg. They will receive continuing education credits for attending.

3. Water Audit Training:

- I attended a one-day class on April 16th reviewing water loss ratio auditing. I do a loss ratio calculation for DEP each year, but this class reviewed a much more comprehensive approach and possible a look into the future of how reporting will be changed.

4. Water System Leakage Training:

- Josh and I attended a one-day class on April 23rd reviewing strategies to locate and control and upgrade water system distribution leak detection. The training was hosted by RCAP Solutions and was free of charge.
- Josh will receive continuing education credits for attending.

5. 2024 Consumer Confidence Report (CCR):

- The final 2024 Consumer Confidence Report was finalized on April 22nd and was sent via email to our DEP sanitarian for their files. The report is now on our website and available for review in the Borough office.

Water / Sewer Related (continued)

6. Sewer Line Flushing:

- We flushed and ran a camera through the two of areas of concern on April 29th and May 1st. I will have a report on the condition of lines by the May meeting.

Miscellaneous

1. Royal Farms Site Update:

- I reached out to the architect, and they are still planning to begin the project, but not until mid-June due to multiple delays.

2. PMRS Pension Financial Activity Reports:

- The 2024 PMRS Municipal Financial Activity reports for plans # 55-048-3 N.0827 (non-uniformed employees and retirees and # 55-048-3 P.0828 (Uniformed employees, retirees and vested) were emailed to me last week. The non-uniformed plan ending balance was \$826,837.28 *an increase of \$103,179.46* since 2023, and the uniformed ending balance was 904,652.64 *an increase of \$80,015.19*. The full report is on file in the Borough office.

Items for Approval

None