

# Manager's Report – April 2024

## General Fund Related

### 1. CSVT 8<sup>th</sup> Avenue Traffic Signal & PennDOT Green Light Go Grant:

- No Update.

### 2. Sunbury Generation Annual Golf Tournament:

- The date of the golf tournament is set for Wednesday June 26<sup>th</sup> at 10:00 am. This tournament has raised over \$183,500 for the Borough parks and recreation fund since 2007.

### 3. Zoning Permits:

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

### 4. 11<sup>th</sup> Avenue Property (update):

- A meeting was held with the engineer to establish a proposed site layout, property description and schedule for review by the Council and the planning commission.
- A request for (1) EDU of sewage capacity will be required to be sent to ESCRA for approval.

### 5. Citizen request:

- The possibility of a 3-way stop sign at Jonathan Road and Cortland.

### 6. Police Vehicle Pricing (Approval):

- Pricing was done through Sunbury Motors by state co-star bidding procedures.
- The cost of the vehicle, which is a 2025 Ford Police Interceptor Utility AWD (K8A), V6 direct injection engine, 10-speed automatic transmission. Oxford White exterior color.
- Warranty as follows: Standard 3-year 36,000-mile + 5-year 100,000-mile powertrain.
- Purchase through ARPA funds.
- Base price = \$49,510.00. *Final co-stars discount price = \$47,210.00.*

### 7. Part-time Borough Crew Position (Approval):

- To advertise for a part-time Borough crew position. 24 hours a week, mostly labor type work to include mowing, landscaping, brush pickup, recycling, and tasks of that nature.

### 8. Snyder County Hazardous Mitigation Plan Update:

- Snyder County is in the process of updating their overall county plan, the latest update was 2019. The plan is used in future development in the way of planning and how they potentially could impact the county. Also, identifying possible hazardous type situations that may or could arise, such as natural disasters. Each municipality will be submitting information to help finalize the plan. This process will continue through 2024. Final adoption of the plan is not scheduled until early 2025.
- To date we have submitted our preliminary assessment sheets and will be participating in more meetings as the process progresses.

## Water / Sewer Related

### 1. Training:

- Upcoming training includes:
  - Infrastructure repair / replace seminar.
  - L/B Water seminar on miscellaneous products and field applications.

### 2. Water Treatment Plant effluent valve replacements (update):

- None as of 4/1/24.

### 3. 2023 Consumer Confidence Report:

- The 2023 Consumer Confidence Report was filed with DEP on March 12, 2024. This is a mandated report that must be filed by June 30<sup>th</sup> of the following year. The report is on our website and available for review in the Borough office.

## Water / Sewer Related (Cont'd)

### **4. Main Reservoir Compartment Inspections and Washout:**

- The work was done the week of March 28<sup>th</sup>. We are waiting for the final inspection report. The compartment is scheduled to be put back into service, subject to the results of the required bacteria tests.

### **5. Emergency Generators Consideration (update):**

- Remains on hold.

### **6. Lead & Copper Inventory (update):**

- We are coordinating the ability to enter all the data into our existing utility software with our utility billing company.

### **7. CSVT Engineering Reimbursement Request:**

- A request for the final engineering reimbursement costs for CSVT water line replacement was sent to PennDOT. The total amount of the request is \$8,478.65, 99.27% of the eligible amount of \$8,541.00, as per our original agreement that was executed in 2021.

### **8. Backwash Basin Sludge Removal:**

- The basins (located at the water treatment plant) are scheduled to have the sediment removed that builds up on the bottom of each concrete compartment (from our filter backwash process) on April 15<sup>th</sup>, through a current contract with Commonwealth Disposal. This required maintenance is typically done every 18 – 24 months.

## Miscellaneous

### **1. Royal Farms Site Update:**

- We received unofficial word that the owner will not be completing the project.
- The abatement of hazardous materials in the existing buildings, which began on January 9<sup>th</sup>, appears to be completed.
- Full demolition of the structures has not yet begun as of April 1<sup>st</sup> and action should be considered to ensure that the buildings are demolished, and the site totally cleaned up.

### **2. PMRS Pension Compliance Audits:**

- PMRS is still working to establish the exact amount that we will have to repay back to the fund.

### **3. 2023 Financial Audit:**

- The DCED report (2023 Municipal Annual Audit & Financial Report) was filed to the State of Pennsylvania. This report is due by 3/31 each year.

### **4. Nissan Site:**

- No update / progress since the previous Council meeting.

### **5. Main Computer Server Replacement (Approval):**

- The existing server is approximately 10 years old, and we have been experiencing some general issues, backing up files, equipment wear, plus outdated operation.
- The cost to replace with new (Government pricing) = ***\$12,347.86***.

## Items for Approval Consideration

### General Fund Items

**6. Police Vehicle Pricing : \$47,210.00.**

**7. Part-time Borough Crew Position : Advertisement**

### Miscellaneous Items

**5. Main Computer Server Replacement : \$12,347.86.**