

Public Works Committee

January 21, 2008

6:00 PM

Chairperson: Mike Kutschbach Council Chambers

Minutes

In Attendance:

Jerry Walter, Member
Jane Braunlich, Member

Tony Barbarino, DPW Superintendent
Mr. Jeff Wissner, Visitor

Mike Kutschbach arrived late. Jennifer Fleming, Acting DAS was excused.

Jerry Walter, called the meeting to order at 6:02 p.m.

Citizens:

- ❖ There are no citizens present that wish to speak.

Public Works:

- ❖ Mr. Barbarino notated that he does not have his report at this time.

Building:

- ❖ Mr. Walter explained to the Committee that he and Mr. Barbarino had previewed the upstairs with another gentleman who could do the plaster repairs and replacements for approximately \$1,200.00.
 - He notated that the DPW laborers are preparing the area in order for him to do the plaster work.
 - Mrs. Braunlich seconded by Mr. Walter made a motion to approve _____ to do the plaster work at a cost of \$1,200.00 out of bond money.
- ❖ Mr. Wissner notated to the Committee that he has been obtaining quotes for the building alarm system.
 - He stated that the current system is partially outdated and is unable to be repaired so it will need to be replaced.
- ❖ He stated that he has had a few companies come in to look into the three man doors to have them replaced.
 - He stated that he had not showed a couple of the companies a fourth door that will need to be replaced and he will need to have them come back to look at that door to amend their proposals.
 - There was discussion by the Committee about the specifications for various doors in the Fire Department that need to be replaced.
 - The Committee stated that all exterior doors need to be 36" across.
- ❖ Mr. Walter questioned Mr. Wissner if he has looked into replacing the fire pole.
 - Mr. Wissner stated that he is still looking into it and he further explained to the Committee what work will need to be done in order to get the fire pole fixed.
- ❖ Mr. Walter questioned about whether the volunteers for the Fire Department are going to help with the painting.
 - Mr. Wissner stated that one of the volunteers works at Home Depot and would be willing to do the painting as well as get information about flooring.
 - He stated that the volunteer would be willing to help with the installation for about \$1.00 for labor per square yard.

- There was discussion about whether the Borough can contract out the volunteer Fire Department's services without them being considered a contractor.
- Mr. Walter stated that he would rather the volunteers help without compensation since he believes that if the Borough pays for the services there could be liability and insurance issues that will need to be dealt with.
- There was discussion about whether there would be liability issues even if a volunteer completed the work.
- Mr. Wissner stated that he would be able to pass this information along to the volunteers.
- ❖ There was discussion by the Committee about what type of flooring would be best for the Fire Department.
 - There was discussion about the type of flooring that currently is in the Fire Department.
 - Mr. Wissner stated that he will talk to some volunteers about some potential floor designs.
- ❖ Mr. Wissner questioned if there will still be the drop ceiling.
 - There was discussion about whether a drop ceiling or plaster would be better.
 - There was discussion about what type of lighting would be better for the Fire Department.
 - There was discussion about what type of wiring would be over at the Fire Department.
 - The Committee established that they would do surface mount wiring.
 - There was further discussion about the various improvements that are projected to be completed in the Fire Department.
- ❖ There was discussion about the drain issues in the Fire Department.
 - Mr. Wissner stated that when it rains hard the Fire Department has a significant amount of water that drains into the alleyway through the Fire Department.
 - There was discussion about how to fix the issue.
 - Mr. Barbarino stated that he will look at the drain tomorrow.
- ❖ Mr. Walter questioned why the Fire Department Garage door was not replaced.
 - He stated that he believes that it was approved at a previous meeting.
 - Mr. Barbarino stated that he can contact the contractor.
 - The Committee stated that they would like him to do that.
- ❖ Mr. Walter stated that since it is going to come out of bond funds it can be ordered.
 - There was discussion by the Committee about the keyless entry for the exterior doors.
 - There was discussion about what doors will need to have this keyless entry.
 - Mr. Walter questioned if Mr. Wissner has received a quote for this.
 - Mr. Wissner stated that he has called about the quotes and has not received anything as yet.
- ❖ Mr. Wissner stated that he will look into the issues that were brought up this evening to be able to have the information for the next Building Committee.
- ❖ Mr. Barbarino stated that it was brought to his attention that the door downstairs in the Police station is difficult to reach for handicapped individuals due to the location of the door handle. He suggested looking to replace it since the Borough is trying to improve the building.
 - The Committee agreed that it is something that should be looked into.
 - There was further discussion about other improvements that can be made to the Borough building to make it handicap accessible.

Snow Removal:

- ❖ Mr. Kutschbach notated to the Committee that the delivery price for the rock salt has been increased due to the fuel prices increasing.

Road Maintenance:

- ❖ Mr. Kutschbach notated that there was discussion regarding vacating a portion of Maryland Avenue and the Solicitor sent the Borough engineer to get a survey on it.
 - Mr. Walter explained to the Committee that the reason of why they had started this was because the adjacent residents want the Borough to maintain it.
 - He stated that he feels that it could be given back to the residents.
 - There was discussion about how much of the street would be given back to the property owners.
 - There was discussion about whether the property owners would like to have this area given back to them.
 - Mr. Barbarino stated that he has talked to a few of them and they seemed interested in obtaining it.
- ❖ Mr. Kutschbach presented to the Committee a list that he compiled of streets that the Borough has abandoned.
 - There was further discussion about the roads that have been abandoned.
 - There was discussion by the Committee about whether the Borough is still maintaining some of these streets.
 - Mr. Walter stated that if it is found that the Borough is still maintaining some of those abandoned streets to see if they can be given back over to the residents.
- ❖ There was discussion about what types of roads would have to still be the Borough's responsibility.
 - Mr. Barbarino stated that if there is a road with a sanitary sewer line the Borough still needs to keep it as a right of way.
- ❖ There was discussion about the Farragut Avenue Street and whether it can be given to the property owners that reside adjacent to that area.
- ❖ There was further discussion about trying to get the paper streets given back to the property owners.

Road Construction:

- ❖ Nothing at this time.

Sidewalks & Curbs:

- ❖ Nothing at this time.

Sanitary Sewers:

- ❖ Nothing at this time.

Storm Sewers:

- ❖ Nothing at this time.

Signs, Markings & Parking Issues:

- ❖ Nothing at this time.

Administration:

- ❖ Mr. Kutschbach notated that PennDOT had won a recent lawsuit in regards to ADA standards with respect to Glaser Avenue.
 - Mr. Walter stated that he spoke with John Rusnack from the Engineering Firm and that he had been making the "Safe Route to School" specifications to the ADA standards.
 - Mr. Walter stated that he will be checking with him further to clarify that the Borough does not need to do further engineering studies due to the lawsuit decision.
 - Mr. Kutschbach notated that Mr. Rusnack requested the Committee to authorize him to set up a meeting with PennDOT to discuss the lawsuit.
 - There was discussion by the Committee.
 - The Committee established that they authorize Mr. Rusnack from Herbert, Rowland & Grubic Inc. to contact PennDOT to hold a meeting to discuss this situation.

- The Committee stated that they would like Mrs. Fleming to contact Mr. Rusnack to say that the Committee approved him setting up a meeting.
- Mr. Walter stated that he will contact Mr. Rusnack to clarify whether the specifications for Glaser Avenue are in compliance with the ADA standards.

Council Members:

- ❖ Nothing at this time.

Old Business:

- ❖ Nothing at this time.

New Business:

- ❖ Mr. Barbarino notated to the Committee that a DPW Laborer employee, Murl Thompson is retiring.
- ❖ Mr. Barbarino stated that an advertisement would have to be placed to hire a new laborer employee.
 - There was discussion by the Committee.
 - Mrs. Braunlich made a motion that was seconded to advertise for a full-time DPW employee once funds are available.
- ❖ Mr. Walter questioned if anything is happening with the abandoned properties from the list that was given to him by Mr. Barbarino.
 - He questioned what properties would Mr. Barbarino like to see torn down the most.
 - Mr. Barbarino stated the Davis Avenue property.
 - Mr. Barbarino stated that with the Committees approval and once he has a working backhoe he could tear it down without contracting it out.
- ❖ Mr. Walter notated to the Committee the status of the Glaser Avenue project.
 - Mr. Walter stated that the Solicitor gave him letters to have signed by the residents on the privately owned portion of Glaser Avenue.
 - He stated that hopefully those letters will be given back to him from the residents and forwarded to the Solicitor within the next month.
 - He stated that after that point the residents on the public portion of Glaser Avenue will have letters sent to them.
- ❖ Mr. Walter stated that North Avenue in his opinion is one of the worst roads in the Borough.
 - He requested to the Committee that once the funds are available could North Avenue be fixed.
 - There was discussion by the Committee.
- ❖ There was discussion by the Committee about the bid that was accepted for the removal of the tree on Virginia Avenue.
 - Mr. Walter asked if the property will be given to the adjacent property owners.
 - Mr. Walter clarified that the Borough will be taking the trees down and then asking the adjacent property owners if they want to take over that land.
 - Mr. Barbarino confirmed that is what the Borough intends on doing.
- ❖ Mr. Walter read a letter from Mr. Sciscianni about a lawsuit from PennDOT and West View Water. The Committee discussed about the situation where West View Water is responsible for paying for the damage done to roads when there is a water main break.
 - There was discussion about whether or not the Borough would like to pursue a lawsuit against West View Water for the damage that was done to Sheridan Avenue.
 - There was discussion by the Committee about whether or not they are to place the engineering services out for bid.
 - Mr. Walter stated that he feels that since the Borough has not been using the Engineers for unnecessary things then he sees no reason to place them out for bid.

- ❖ Mr. Walter stated that he would like to discuss establishing a Recycling Web site with the DAS.
 - He stated that this will need to be done in order to get the Recycling grant.
 - Mr. Barbarino stated that he has spoken to the Parks & Recreation Committee and they will be placing a recycling dumpster in Bayne Park.
 - Mr. Walter stated that flyers have to be out twice a year and have the website in order to get the Recycling Grant.
- ❖ Mr. Walter suggested for a light to be placed on the side lot in a dusk to dawn light.
 - He stated that it should not pose a lighting problem in the building.
 - There was discussion about where this light could be placed on the Borough building.
- ❖ Mr. Walter updated the Committee that the roof and windows will be started in March.
- ❖ Mr. Walter stated that he had received bids for the glass block windows.
 - There was discussion about the bids that were received.
 - There was discussion about what glass block windows would be replaced.
 - Mr. Kutschbach seconded by Mr. Walter made a motion to accept the John Glass Block bid for installing glass block windows at the Borough building at a cost of \$1,845.00 to come out of the Bond.
- ❖ Mr. Walter questioned about whether the sewage surcharge is keeping up with the repairs on the sewers.
 - There was discussion by the Committee.
- ❖ Mr. Barbarino notated to the Committee the recommendations that were given to him from the risk management company to make the DPW Warehouse safer.
 - He stated that paint thinners need to be in the cabinet, hang the tools on the wall and he needs a shield for the bench grinder.
 - There was discussion about where to store certain paints and paint products.
 - There was discussion about what those products are being used for.
 - Mr. Barbarino suggested possibly storing them up at the pool.
- ❖ There was discussion about the catch basins and conditions of the catch basins.
- ❖ Mr. Walter stated that the wall behind the basketball courts needs to be addressed.
 - Mr. Barbarino stated that it should be taken down and rebuilds it since there was no way to repair it.
 - There was discussion about what would be the most cost effective way to replace this wall.
- ❖ There was discussion by the Committee about handicap ramps around the Borough.
 - Mr. Barbarino stated that there are a lot of sidewalks without handicap ramps, but as a property owner replaces their sidewalks they are required to put them in.
- ❖ Mr. Walter questioned if the fuel and vehicle repair costs are being separated for all of the departments.
 - Mr. Barbarino explained to the Committee how he keeps track of the various departments' fuel usage as well as the mechanics time when he fixes various departments vehicles.
 - Mr. Walter stated that the parts and time should be coming out of the department where the work is being completed.
 - The Committee stated that Mr. Barbarino should get together with the new DAS to see how to break down the labor costs for the mechanic so that each department would get charged for the mechanics time that he worked on their vehicle.
 - Mr. Barbarino stated that the diesel cannot be metered like the regular gas meters.
 - There was discussion about how to have the diesel logged on usage by the specific individuals.

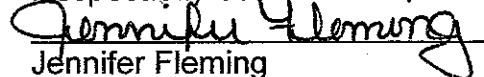
- There was discussion about what would be the best way to log this.
- Mr. Walter suggested having the various employees that get gas call the DPW phone line and leave a message of how much gas usage they get per stop.
- ❖ Mr. Walter stated that he would like to see the playground up at the Bayne Park possibly changed.
 - There was discussion about whether or not there could be a grant obtained to replace some of that equipment.
 - There was discussion about how to improve the playground in Bayne Park.

Citizen Comments:

- ❖ Nothing at this time.

The meeting was adjourned at 7:38 p.m.

Respectfully Submitted


Jennifer Fleming
Acting Secretary

Motions to be made:

- 1 Motion to approve _____ to do the plaster work at a cost of \$1,200.00 out of bond money.**
- 2 Motion to accept the John Glass Block bid for installing glass block windows at the Borough building at a cost of \$1845.00 to come out of the Bond.**