

**PUBLIC WORKS COMMITTEE MEETING  
MINUTES  
February 20, 2024**

The meeting of the Public Works Committee was called to order at 7:20 p.m. by Chairman Thomas McHugh. Committee members present in addition to Mr. McHugh were Keith Endy, Jarid Miller, and ex-officio member Frank Deery.

Also present were Jeffrey Cascino, Councilman; Patricia Loder, Borough Manager; Bruce Hansley, Street Supervisor; Ralph Schoenly and Alex Eidle, Inframark LLC; Jason Newhard, SSM, Inc., and Thomas Unger, Systems Design Engineering, Inc. Mayor Lorraine Carnes arrived at approximately 7:40 p.m.

Mr. McHugh called for public comment on the agenda; no comments were forthcoming.

Mr. McHugh made a motion, second by Mr. Miller, to approve the minutes of the January 23<sup>rd</sup>, 2024 meeting of the committee. The motion was approved.

**Street Supervisor Report**

Mr. Hansley reviewed the report on the activities of the street department during the month of February.

Mr. Hansley reported that construction of the salt shed is complete with the exception of a few punch list items remaining to be completed. The total current contract amount is \$253,257.54; the Borough is holding \$5,065.15 pending completion of the punch list items. Two project change orders were provided by Mr. Unger. Change Order #1 is an increase of \$707.54 to add a footer below the overhead garage door in the equipment storage area. Change Order #2 is a decrease of \$3,000.00 crediting the contract line item for final grading and seeding, which will be done by staff. A motion to affirm the Borough Manager's signature on the Change Orders will be listed on the agenda of the March 4<sup>th</sup> meeting of Borough Council.

Regarding the 2023 Street Project, Mr. Hansley advised that New Enterprise did communicate with the borough through email to advise that they will review the roadway in the spring and schedule a meeting between all parties to find a satisfactory resolution, review the cause, and prevent any future issues. Mr. Unger advised that New Enterprise submitted a payment request for the full amount of the contract. He will deny the payment application and advise New Enterprise to resubmit for payment of the work on Spring Street only. Mr. Unger also noted that he plans to hold a ten percent retainage on Spring Street pending utility adjustments required.

Mr. Unger reviewed with the committee the cost projection for the 2024 Street Paving Project. Streets slated for paving include West 3<sup>rd</sup> Street from South Reading Avenue to Walnut Street; West 5<sup>th</sup> Street from North Reading Avenue to dead end; Warwick Street; and West 6<sup>th</sup> Street from North Reading Avenue to the Borough line. The projected cost is \$410,570 for a two inch mill and overlay and removal of concrete gutter. Mr. Unger requested the committee recommend Borough Council authorize him to advertise for receipt of bids in April. The committee agreed.

## **Unfinished Business**

**MS4 – Curb Bump Outs** – Mr. Newhard reviewed with the committee a plan to add a storm water basin on Fifth Street and one on Franklin Street and to modify the road profile to direct the water away from the east side of Franklin Street. Mr. Newhard advised that this should resolve the stormwater issues that occur at the Fifth and Franklin Street Curb Bump Out during extreme rain events. Mr. Newhard will prepare documents needed to obtain quotes from responsible contractors. The quotes received will be provided to the committee for a recommendation to Borough Council for award of the project.

## **New Business**

**Town Center Parking Lot – Light Pole Replacement** – Mrs. Loder advised the committee that the cost for TL Conrad Electric to relocate the light pole in the TC Walkway to the parking lot to replace the pole that was struck by a vehicle and knocked off the base is \$550.00. The cost to replace the light in the TC Walkway with a ten foot pole and light fixture is \$2,169. The light fixtures in the TC lot are no longer available; relocation of the walkway light will retain continuity of the lighting in the TC Lot. The TC Walkway light will be reduced from a twenty foot pole to ten foot pole mounted on the existing base, providing an overall height of twelve feet. This will prevent the light from spilling into the residential uses on the second floor of the properties adjacent to the walkway.

**ROW Weed Spraying** – Mrs. Loder inquired if the committee wishes to resume the annual right-of-way weed spraying in 2024. ROW Weed Spraying was not done in 2023 and some concerns were raised about the amount of weed growth along the curb line. Mr. Hansley will obtain quotes if the committee wishes to resume ROW Weed Spraying. Following discussion, the committee asked Mr. Hansley to obtain quotes to resume weed spraying in 2024.

## **Public Comment**

There being no public comment and no further business to conduct a motion to adjourn the meeting at 8:05 p.m. was made by Mr. Endy, second by Mr. McHugh. The next meeting of the Public Works Committee will be held on Tuesday, March 19<sup>th</sup>, 2024 at 7:00 p.m.

Respectfully submitted,

Patricia A. Loder  
Borough Manager