

**Port Carbon Borough Council**  
**Regular Session Meeting**  
**June 20, 2023**

**COUNCIL MEMBERS**

Scott Krater, President, p  
Ron Zimmerman, Vice-President, a  
James McBreen, p  
Tiffany Sullivan, a  
Megan Borowski, p  
William Devers, p  
Jorge Sullivan, a

**ANCILLARY MEMBERS**

Harold Herndon, Mayor, p  
William Burke, Solicitor, p  
Sharon Jesperson, Treasurer, p  
Loretta Skoufalos, Secretary, p

The meeting was called to order by President S Krater opening with the pledge of Allegiance.

**Meeting Minutes Approval (May 2023)**

M Borowski motioned/w Devers second the motion.

**Announcement of Executive Session-**

None held since Health Care session

**Citizens Portion-**

J McBreen concerned about 4<sup>th</sup> Street and the road conditions, Dave, streets supervisor can fill it again but told Council it will not hold for long.

W Devers on lot, Casey still owns it.

**Committee Reports:**

**Finance-**No report

**Public Works-**

**Sinkhole on Wood Street, repair & vote-**

The sinkhole is in line with an existing Borough cross pipe. From information gathered in the field, it is believed that the daycare or previous owner connected their private drainage system to the existing cross pipe. The sinkhole appears to be near the connection of the private drainage system and the Borough cross pipe. Contractor, Norm Kauffman was contacted by the daycare and met on site. Based on past recollection, Mr. Kauffman indicated that the Borough's corrugated metal cross pipe has likely deteriorated, similar to the upstream section of the pipe that was replaced approximately 8 years ago. If the bottom section of pipe is deteriorated, the structural integrity of the pipe has been compromised and should be replaced. It is also recommended that an inlet box is installed at the junction of the Borough pipe and private pipe, for maintenance purposes. Similar to the above drainage concerns, the Borough may consider completing all of those drainage projects concurrently for cost effectiveness.

**Property-**No report

**Safety**

**Full Time Police Officer discussion**

We received 2 applications for full time Police positions. We will have to get together with Palo Alto & Mechanicsville to do interviews.

**Recreation**- No report

**Zoning/Code Enforcement**- Nick Hazlett/Report attached

**Personnel**- No report

**Sanitation**- No report

**Special**- No report

**Treasurers Report-**

<b>S Jespersen reported: The General Fund Beginning Balance</b>	<b>\$91,665.82</b>
Checks & Payments	\$84,785.72
Deposits & Credits	\$144,009.76
Total Cleared Transactions	\$59,224.04
Cleared Balance	\$150,889.86
Ending Balance	\$259,608.42

<b>S Jespersen reported: Liquid Fuels beginning balance</b>	<b>\$20,935.87</b>
Checks & Payments	\$1,281.00
Deposits & Credits	\$ .85
Total Cleared Transactions	\$1,280.15
Cleared Balance	\$19,296.54

S Krater entertained a motion to accept treasurers report, J McBreen motioned/M Borowski second the motion

**Tax Collector Report-**

**Total Collected \$3,495.22**

Motion to accept/ W Devers motioned/J McBreen second the motion.

**Engineer Report-** J Tohill report attached

**Fire Chief Report-**

There was a total of 19 Calls, 6 Fire & 13 EMS

**Mayor Report-**

H Herndon left Council know about the 5K Run on July 4- 2023 at 8:00 am, Parade at 10 am and Fireworks at 9:30 pm.

Porcupine Pat "The Ways of the Wildlife" Saturday June 24, 2023 at 11:00 am Memorial Gazebo next to the Port Carbon Library, 111 Pike Street. Come out and help us kick off the summer reading program with special Porcupine Pat and Henry the reading therapy cat, tortoises and arts and crafts and Hot dogs and Drinks.

Chief Joe Ferraro informed Council of his need for supplies, such as batteries for the tasers, ammo, go bags with tourniquets, ammo for rifles, etc. Total without batteries is approximately \$1,400.00 Safety Committee to take a look at the Totals needed.

Go Joe 26/ July 27<sup>th</sup>, stopping at Lubinsky Playground from 4 pm to 6:30 pm. Events at Lubinsky Playground to start at 3:00 pm. They will be doing their Newscast from there, Joe Snedeker to arrive around 4 pm. Chief

Ferraro volunteered to go into Dunk Tank, Code enforcement Officer, Nick Hazlett, & Jim McBreen & Greg Schuettler, possibly Bill Burke!

Mayor Herndon invited Palo Alto's Brian Dries & Mayor of Mechanicsville to come up with some ideas also. Its in the beginning stages.

**Emergency Management**

**Solicitor Report**- No report

**Unfinished Business**- The Burning Ordinance has to be redone & advertised.

Dave Rubright needs permission to purchase rebar, going to get a price.

**New Business**-

**Health Insurance renewal vote**- S Krater met with Lisa last meeting, he motioned to go with what she had recommended.

Premium is due August 1, 2023, motion to renew, J McBreen motioned/ W Devers second the motion.

**Citizens Portion**-

L Skoufalos inquired about the half dead tree next to her property, any news? S Krater to look into it.

Nick Hazlett/ handy cap sign/ concerns on site line from his property. Chief Joseph Ferraro to check on it.

**Adjournment**- S Krater, President entertained a motion for Adjournment

W Devers motioned to Adjourn/M Borowski second the motion.

Meeting Adjourned.

Respectfully Submitted,

Loretta Skoufalos,  
Borough Secretary



**BOROUGH OF PORT CARBON  
PORT CARBON BOROUGH HALL  
301 FIRST ST. PORT CARBON, PA 17965**



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REASON: JUNE MEETING UPDATE  
TO: COUNCIL, MAYOR, SOLICITOR AND ALL APPLICABLE APPROVED PARTIES

FOR YOUR REVIEW:

**THE FOLLOWING RESEARCH WAS DONE WAS DONE FROM 6/6/23-6/20/23**

- RENTAL INSPECTIONS ARE STILL BEING SCHEDULED IN ZONE 2.
  - HAD A CONVERSATION WITH THE OWNER OF 125 PIKE ST. THEY HAVE STARTED TO GET MATERIALS TO REPLACE THE BALCONY IN THE REAR OF THE BUILDING. MEETING THEM THERE NEXT WEDNESDAY AT 4 PM
- RESPONDED TO A COMPLAINT AT 548 AND 542 3RD ST. FOR HIGH GRASS TOOK PHOTO DOCUMENTATION AND DRAFTED NOTICE OF VIOLATION. SENT USPS FIRST CLASS MAIL.
- RESPONDED TO A COMPLAINT AT 631 2<sup>ND</sup> ST. FOR HIGH GRASS TOOK PHOTO DOCUMENTATION AND DRAFTED NOTICE OF VIOLATION. SENT USPS FIRST CLASS MAIL
- RE-POSTED THE PROPERTY AT 221 FIRST STREET (59-03-0089.001) CONDEMNED
- POSTED LOT ON JACKSON ST. FOR THE EXCESSIVE WEED AND GRASS OVERGROWTH.

RESPECTFULLY,

NICK HAZLETT  
PROPERTY CODE ENFORCEMENT OFFICER  
PORT CARBON BOROUGH  
570.573.7195



June 20, 2023

Port Carbon Borough Council  
301 First Street  
Port Carbon, PA 17965

**Subject: Borough of Port Carbon - Consulting Engineers Report  
Project No. 31422.00**

Dear Council:

Alfred Benesch & Company is pleased to submit the following update on items completed or in progress.

**DR 4408 FEMA Update (2018 Flood)**

- Category C (Roads) – 4<sup>th</sup> Street Repairs
  - We have completed our field investigation with SCMA and verified waterline depths. We have interpolated our pipe profile to verify that our proposed work will not conflict with existing waterlines.
  - We have hit another obstacle with your Business Partner ID. We have re-applied for a new Borough Business Partner ID based on the signed application provided by Council; however, we were informed that a Business Partner ID already exists with your credentials. The issue is that your credentials do not appear in their system. We have submitted a request for assistance to the PennDOT Help Desk but have not received a response. As soon as we receive guidance from PennDOT, we will inform the Borough of the next steps.
  - As an alternative approach, the Borough may want to consider preparing bid documents for roadway work on 4<sup>th</sup> Street between Market Street and Lawton Street and between Market Street and Mill Creek. This work can be completed without an HOP Permit. The proposed work will not include the Market Street cross pipe or curb ramps crossing Market Street, which may include the failed ramp on the southwest corner of 4<sup>th</sup> and Market Street, however it will allow work to be completed this year. We can further discuss with PennDOT the possibility of constructing ramps not crossing the State Route which may include the failed ramp on the southwest corner. We do not know how much longer FEMA will allow this work to be extended.
- Category D (Drainage) – Mill Creek Channel Wall Repairs
  - We have spoken with Ed Mylet of Bi-State Construction and Pam Foley to coordinate a field meeting to address restoration concerns with the lack of lawn growth and a potentially invasive barnyard grass. Ms. Foley indicated that no further action is needed. The Foley's have hired an independent landscaper to reseed their yard to rectify their concerns. No further action is anticipated.

### **DR 4618 FEMA Update (2021 Remnants of Hurricane Ida)**

- We are completing the final design of the concrete retaining wall. We are incorporating additional wall loading based on the parameters provided by PPL.
- We have investigated the property boundaries in this area. We have pulled all current deeds and many prior deeds, as well as recorded pages from the Miscellaneous Book. We have also reviewed all available maps and plans. All of the information we have reviewed is inconclusive for ownership. We recommend consulting with Solicitor Burke for opinion and recommendation so we can proceed.
- PPL has indicated that they will not begin their design for the relocation of a utility pole in the excavation footprint without right-of-way clearance.
- We will need to discuss potential staging easement areas once the R/W has been finalized. We anticipate we will need similar easements like the easements executed for the Mill Creek Project.
- There is an existing sewer line in the alley. This line may need relocation. We have requested a field meeting with GPASA but have not received a response.

### **Jackson St / Washington Street CDBG Curb Ramp Project**

- No Change this month. We anticipate beginning Phase II Ramps once approved by the County.

### **Growing Greener Grant Update**

- We are currently finalizing plans and specifications for the installation of a rain garden at Lubinsky Park. We are planning this project to occur during the planting season (fall) for the rain garden plants.
- Act 14 notification letters were recently sent to the Borough and Palo Alto for the DEP permit. These notification letters are a condition of the permit, intended to notify affected municipalities of the work in the permit. These notifications are DEP's way of determining municipal feedback as they review the permit. Since Port Carbon is proposing this work, no action is needed from the Borough.

### **Borough Drainage Concerns**

- Oak Street
  - Earlier this month, we were informed of (2) sink holes in the north shoulder near 505 Oak Street. Both sink holes are located in the Borough Right-of-Way for Oak Street. The Borough Public Works Department uncovered a buried steel plate located over an inlet box and a buried manhole. Both structures appear to be part of the previously combined storm and sanitary sewer system. We believe the storm and sewer are now completely separated in this area and only stormwater utilizes this pipe network. Upon further investigation, it appears that the sink hole is related to the existing terra cotta pipes, however the extent of the issue in either case could not be determined. It would be beneficial to video survey both existing pipes to determine the cause of the sink holes, however an alternative solution would be to excavate each area to uncover the issue. A pipe repair consisting of an equivalent size SR35 pipe, fittings/pipe connections and connection to the existing manhole / inlet box are likely.

- Wood Street and Oak Street
  - Although we do not believe the sink holes on Oak Street are related to the storm drain blockage at the intersection of Oak Street and Wood Street, the Borough may want to consider repairs to both drainage systems at the same time for cost effectiveness.
  
- Wood Street
  - Last week, we were notified of a sink hole near the intersection of Wood Street and SR 209 in the daycare parking lot. The sinkhole is in line with an existing Borough cross pipe. From information gathered in the field, it is believed that the daycare or previous owner connected their private drainage system to the existing cross pipe. The sink hole appears to be near the connection of the private drainage system and Borough cross pipe. Contractor, Norm Kauffman was contacted by the daycare and met on site. Based on past recollection, Mr. Kauffman indicated that the Borough's corrugated metal cross pipe has likely deteriorated, similar to the upstream section of the pipe that was replaced approximately 8 years ago. If the bottom section of pipe is deteriorated, the structural integrity of the pipe has been compromised and should be replaced. It is also recommended that an inlet box is installed at the junction of the Borough pipe and private pipe, for maintenance purposes. Similar to the above drainage concerns, the Borough may consider completing all of these drainage projects concurrently for cost effectiveness.

Thank you for your time and consideration in this matter. If you have any comments concerning the above, please contact our office.

Respectfully,

  
James S. Tohill, P.E.  
Project Manager

Cc: Borough Secretary / Borough Treasurer

