



159 Monroe Street
Prospect, PA 16052
Regular Council Meeting
February 4, 2019

1. CALL TO ORDER
2. A SALUTE TO THE FLAG
3. A PRAYER by
4. ROLL CALL - Nick ___ Bill ___ Gus ___ Janice ___ Todd ___ Eric ___ Mary ___ Mayor ___
Judy ___ Terry- ___ Sam ___ Solicitor ___ George ___
5. APPROVAL OF MINUTES Motion 2nd
6. APPROVAL OF TREASURER'S REPORT – Bills that were paid during the month.
 - a. GENERAL FUND – last month this month
 - b. SEWAGE FUND – last month this month
 - c. VEHICLE FUND – last month this month
 - d. HIWAY FUND – last month this month

VISITORS TO BE HEARD (Each Visitor has 3 minutes limit unless Council overrides)

1. **LIBRARY/RECREATION – Todd & Eric**
OLD BUSINESS

NEW BUSINESS
2. **PUBLIC SAFETY – Janice, Mary, Gus & Jim**
OLD BUSINESS

NEW BUSINESS
3. **PLANNING COMMISSION - Alan**

OLD BUSINESS

NEW BUSINESS

4. STORM WATER MANAGEMENT & STREETS – Nick, Gus & Eric
OLD BUSINESS

NEW BUSINESS

5. BUILDING & GROUNDS/MAINTENANCE & FACILITY – Gus, Eric, Nick & Bill
OLD BUSINESS

NEW BUSINESS

6. PERSONNEL – Janice, Eric, Bill, Gus & Jim
OLD BUSINESS

NEW BUSINESS

Dental insurance or allowance for George Simcic

7. MAYOR/ POLICE DEPARTMENT
OLD BUSINESS

Repairs to police laptop – phone vote taken 1-10-19 – yes \$324.99 to pay out of Impact Fee Money– Motion to ratify

Bill finally came to pay \$4,786.30 for police radios. It was already approved to pay with Impact Fee money.

NEW BUSINESS

Open bids for police car

8. SEWAGE – Mary, Janice, & Bill
OLD BUSINESS

New taps to be given out – letters going out to relinquish taps

NEW BUSINESS

Proposal for Loan – see enclosed paper

SEWAGE MEETING DATE:

9. SOLICITOR ANDY MENCHYK

OLD BUSINESS:

Appoint Brian Taylor or Myron James Zmijowski to Zoning Hearing Board to replace George Rambacher expired term. Term will be now ending 2021.

Donation of \$1,000.00 for Preservation Society for 2018

Motion to separate Impact Fees from General checkbook and to make their account and to order checks for them. PLGIT Rates are now 2.56 for prime – 1st set of checks are free.

NEW BUSINESS:

Executive Session

PAY BILLS:

General Fund total - \$1,375.00	1 st motion	2 nd motion
Sewage Fund total - \$45,588.66	1 st motion	2 nd motion
Highway Fund total - \$0	1 st motion	2 nd motion
Vehicle Fund Total - \$0	1 st motion	2 nd motion

Motion to ADJOURN:

2nd motion



COUNCIL MEETING MINUTES
JANUARY 7, 2019 @7:00 PM
159 MONROE STREET
PROSPECT, PA 16052

CALL TO ORDER: President Bill Katz called the regular meeting of the Prospect Borough Council to order at 7:00 p.m. There was a salute to the flag and Janice Boice said a prayer. The following council members were present: Todd Wilson, Nick Vaccarello, Gus Guenther, Janice Boice, Mayor Jim Butler, Mary Harmon, Eric Hilliard, Stephanian & Menchyk, LLP Solicitor, Leo Stephanian and KLH Engineer, Sam Gibson, George Simcic, Terry Beck and Police Officer Tim Covert were also in attendance. Judy Stoops was absent.

APPROVAL OF MINUTES: Gus Guenther made a motion to approve the December 4, 2018 minutes as presented. 2nd motion by Nick Vaccarello. All in favor, motion carried and approved.

VISITORS: None to be heard.

APPROVAL OF TREASURER'S REPORT: A motion was made by President Bill Katz to table the Treasurer's report to next month when Judy Stoops is in attendance to answer questions. 2nd motion by Nick Vaccarello. All in favor, motion carried and approved.

LIBRARY/RECREATION: Todd Wilson reported that the library appreciated the Borough's donation. This money will be used to purchase new materials and provide new programs for the community.

PUBLIC SAFETY: Nothing new to report

PLANNING COMMITTEE: Alan Vagasky said there was nothing new to report.

STORMWATER MANAGEMENT AND STREETS: Nick Vaccarello contacted the Conservation District regarding the retention pond at One Prospect Place. Since the catch basins are on the road there is a pertinence to the roads and the Borough accepted the roads. So, both the Borough and our solicitor will have to get together with the Home Owners Association to determine who owns what and who is responsible for what. Ultimately the Borough is responsible for the roads and therefore; the Borough has shared liabilities to the retention pond. But the retention pond never had a conveyance as a right-of-way to it. It is part of a private property on that deed. Once the Conservation Districts comes and determines the deficiencies, we will need to set-up a meeting with the Home Owners Association. The Conservation District is to contact me later this month to schedule a meeting.

Nick also noted that the loggers have left scene leaving big ruts in the road. President Bill Katz stated that he believes they will be back. Nick said the bond shouldn't be referred to anyone except the Street Committee to apprise what damages needing to be assessed to them. He also had a complaint from a resident at the end of the road that the water is now going down his driveway to his dwelling. It didn't do that before, so they have also changed the water course.

Also, the right-of-way in the back is shared by the Borough and it is rutted at both ends. There is a pile of stone sitting there. President Katz said he spoke to Mr. Robinson a while ago and that the loggers pulled out due to mud, and they were moving down to the White Barn property. They would then be returning to finish logging and to repair any damage to the road. George Simcic was asked, and agreed, that the road is rutted up. President Katz asked Nick what he would like done. Nick wants to notify the bonding company that the road is in unsatisfactory condition for the residents and the Borough who transgress that road. Something needs to be done immediately. President Katz said he will personally go down and look at the road.

BUILDING AND GROUNDS/MAINTENANCE FACILITY:

Old Business: Gus Guenther informed council that our load of salt has been delivered. Also discussed was the need to have a wall built in one bay of the garage so equipment can be worked on out of the weather. George will draw up a plan and gets some costs for what he would need and present at another council meeting.

PERSONNEL: Dental insurance was briefly discussed but no action taken. Mary Harmon pointed out that neither dental insurance or personnel increases were factored into the 2019 budget. Janice Boice said since this wasn't discussed on how the insurance was to be paid that we would have to discuss this further.

Mayor Butler had spoken with 2 candidates for our police positions before the holidays but informed them we wouldn't be interviewing until after the holidays. I will now reach out and see if either are still interested in the position; and will set-up interviews.

MAYOR & POLICE: Mayor Butler reviewed the monthly police report. There were 2 complaints/calls, 370 vehicles were clocked, 1 traffic citation was written, and 8 warnings were issue. 88 hours were worked in the month of December and 433 miles were patrolled. This is an increase from last year and this number will continue to increase as Police Officer Covert is now on his own.

An "Out for Bid" ad for the Butler Eagle was distributed to council and reviewed by the Mayor for the Dodge Charger police car. Sealed bids will be accepted until February 1, 2019, and a decision will be made at the February 4, 2019 council meeting. Motion by Eric Hilliard to put ad in paper. 2nd motion by Janice Boice. All in favor, motion is carried and approved. Mayor Butler will provide Terry Beck with a PDF copy to be sent to the Butler Eagle.

Eric Hilliard also informed council about an orange Impreza that has been seen around town delivering packages. A resident reported this to Eric as he thought it may be a porch pirate. Per Eric the Postal Service has a contract with Amazon and are delivering packages to resident's homes. First it was just on Sundays but now it's every day.

The Mayor also informed council of people going door to door trying to sell electric power at reduced rates. All solicitors need to have a permit and can get one at the borough office.

Council President thanked Officer Covert for a job well done. Officer Covert showed the council the new jackets and hats that were purchased for the officers.

SEWAGE:

Old Business: Sam Gibson informed council that the Corrective Action Plan was submitted to DEP at the end of December 2018. The basic result is to increase capacity at the
January 7, 2019

Wilson Road Pump Station. The Borough is looking to upgrade the pumps and going from 3 pumps to 2 pumps for more efficiency. Flyght pumps were listed in the Corrective Action. Flyght pumps are better at handling clogging from feminine products. For the Wilson Pump Station upgrade the 5-year storm model was used. The Borough is currently evaluating potential sources of financing to fund the Wilson Road Pump Station improvement project. In addition to the pump replacement project at Wilson Road, the Borough continues to evaluate sewer system rehabilitation work to identify and reduce I/I with focus on the Wilson Road Pump Station service area. The Borough expects to have financing in place by early 2019.

DCNR has also received a copy of this report regarding our request for more taps for the Borough.

New Business:

George Simcic reported that a couple of capacitors blew out over New Year's Eve at McGowan Station, but they have since been replaced.

Mary Harmon asked the committee about a grant coming through the Act 13 dealing with the Act 537 Plan for Sewage. Sam informed council that this was regarding the actual planning costs of the 537. Right now, we don't need to do anything.

Next sewage meeting will need scheduled after confirming date with our solicitor.

SOLICITOR: Attorney Leo Stephanian attended the meeting and requested that we wait until Attorney Menchyk returns to discuss the decrease in council members.

OLD BUSINESS: Nothing to report.

NEW BUSINESS:

New Resolutions to approve:

2019-01 Appoint Secretary, Assistant Secretary – Judy, Terry

1st Motion to accept this Resolution, Nick Vaccarello, Gus Guenther 2nd. All in favor; motion carried and approved.

2019-02 Appoint Treasurer – Terry

1st Motion to accept this Resolution Eric Hilliard, Gus Guenther 2nd. All in favor; motion carried and approved.

2019-03 Appoint Open Records Officer, Judy, Terry

1st Motion to accept this Resolution Eric Hilliard, Gus Guenther 2nd. All in favor; motion carried and approved.

2019-04 Appoint Solicitor, Stepanian & Menchyk, LLP

1st Motion to accept this Resolution Eric Hilliard, Gus Guenther 2nd. All in favor; motion carried and approved.

2019-05 Appoint Depository for All Monies; First National Bank and PLGIT

1st Motion to accept this Resolution Eric Hilliard, Nick Vaccarello 2nd. All in favor; motion carried and approved.

2019-06 Appoint Borough Auditor – Motion to change auditors to Caruso and Spencer

1st Motion to accept this Resolution Mary Harmon and Eric Hilliard 2nd. All in favor; motion carried and approved.

2019-07 Appoint Newspaper of Circulation; Butler Eagle

1st Motion to accept this Resolution Eric Hilliard and Gus Guenther 2nd. All in favor; motion carried and approved.

2019-08 Pension Plan Contribution, \$625 per each full-time employee

1st Motion to accept this Resolution Eric Hilliard and Nick Vaccarello 2nd. All in favor; motion carried and approved.

2019-09 Appoint Zoning Enforcement Officer; Municipal Code Association (Dave Hazlet)

1st Motion to accept this Resolution Eric Hilliard and Gus Guenther 2nd. All in favor; motion carried and approved.

2019-10 Appoint Sewage Enforcement Officer; Doug Duncan and Dave Ice as back up
SEO.

1st Motion to accept this Resolution Eric Hilliard and Janice Boice 2nd. All in favor, motion carried and approved.

2019-11 Borough Fee Schedule

1st Motion to accept this Resolution Eric Hilliard and Nick Vaccarello 2nd. All in favor; motion carried and approved.

2019-12 Appoint Vacancy Board Member (George Simcic, Jr.)

1st Motion to accept this Resolution Eric Hilliard and Nick Vaccarello 2nd Motion. All in favor; motion carried and approved.

2019-13 Appoint Zoning Hearing Board Member (Curt Miller)

1st Motion to accept this Resolution Mary Harmon and Eric Hilliard 2nd. All in favor; motion carried and approved.

2019-14 Appoint a Planning Commission Members – 4-year terms – Alan Vagasky

1st Motion to accept this Resolution Eric Hilliard and Gus Guenther 2nd. All in favor; motion carried and approved.

2019-15 Appoint a Borough Engineer – KLH Engineer, Inc.

1st Motion to accept this Resolution Eric Hilliard and Gus Guenther 2nd. All in favor; motion carried and approved.

Delegates that need appointed to Committees that we belong to:

Berkheimer – Earned Income Tax

Delegate: Jim Butler; Alternate Delegate: Judy Stoops

1st Motion to accept, Mary Harmon and Janice Boice 2nd. All in favor; motion carried and approved.

MCA – Municipal Code Association – Building permits & Zoning

Delegate: Nick Vaccarello; Alternate Delegate: Judy Stoops. All in favor except one abstain – Nick Vaccarello. Motion is carried and approved.

1st Motion to accept, Eric Hilliard and Gus Guenther 2nd. All in favor; motion carried and approved.

Butler COG

Delegate: Judy Stoops; Alternate Delegate: Gus Guenther.

1st Motion to accept Mary Harmon and Nick Vaccarello 2nd. All in favor except one – Gus Guenther abstained, motion carried and approved.

Motion to accept exonerations from Judy Raisley from taxes and permission from Borough President Bill Katz to sign off on form.

1st Motion to accept Mary Harmon and Gus Guenther 2nd. All in favor; motion carried and approved.

Committees: Committee membership will remain the same as 2018. Council President Bill Katz is requesting more participation from council members regarding their committees and checking in at the Borough building more regularly. He would also like to see some grants written. Janice Boice was asking how we could get help writing grants. Eric Hilliard said the
January 7, 2019

Fire Department has a grant writer and he will discuss this issue with him, and he could also ask for assistance from the Butler County Courthouse.

Executive Session: at 8:00 p.m. for purposes of legal issues. Meeting continued at 8:20 p.m.

Mary Harmon was inquiring to why the Preservation Society didn't receive a donation from council.

Defer to next meeting for a budget review by our secretary.

PAY BILLS: General Fund bills totaling \$1,375.00. Nick Vaccarello motioned to pay these bills. 2nd motion by Janice Boice. All in favor. Motion carried and approved.

Sewage Fund bills totaling \$45,588.66. Eric Hilliard motioned to pay these bills. 2nd motion by Gus Guenther. All in favor. Motion carried and approved.

ADJOURN: Janice Boice made a motion to adjourn the meeting at 8:30 pm. 2nd motion by Mary Harmon. All in favor, motion carried and approved.

Terry L. Beck –Treasurer/Assistant Secretary

**Prospect Borough
General Treasurer's Report
As of February 4, 2019**

Date	Num	Name	Memo	Paid Amount	Balance
100.010 · General Checkbook					58,527.32
01/09/2019	1206	Beck, Terry L	Payroll	-491.34	58,035.98
01/09/2019	1207	Covert, Timothy	Payroll	-300.84	57,735.14
01/09/2019	1208	Leach, Robert J	Payroll	-917.55	56,817.59
01/09/2019	1209	Simcic III, George	Payroll	-1,260.17	55,557.42
01/09/2019	1210	Stoops, Judith A	Payroll	-328.14	55,229.28
01/09/2019			Deposit - Tax Claim	98.99	55,328.27
01/09/2019	1211	AMTRUST NORTH ...	Workers comp	-1,942.00	53,386.27
01/09/2019	1212	ANDREW M. MENC...	December	-1,375.00	52,011.27
01/09/2019	1213	CANON	copier Lease	-60.19	51,951.08
01/09/2019	1214	FIRE FIGHTER SAL...	yearly maint	-399.35	51,551.73
01/09/2019	1215	In SynchSystems, L...	Police RMS	-1,555.20	49,996.53
01/09/2019	1216	KLH ENGINEERING...	monthly retainer fee	-200.00	49,796.53
01/09/2019	1217	SPECIALTY INSUR...	insurance	-1,322.00	48,474.53
01/09/2019	1218	TRACTOR SUPPLY...	garage supplies	-82.51	48,392.02
01/09/2019	1219	WEST PENN POW...	street lights	-367.37	48,024.65
01/09/2019	1220	WEST PENN POW...	street lights	-936.28	47,088.37
01/09/2019			Deposit - Taxes	1,056.34	48,144.71
01/09/2019	1221	PA MUNICIPAL RE...	pension fee	-40.00	48,104.71
01/09/2019	1222	LOWE'S	parts for toilet	-19.45	48,085.26
01/09/2019			Deposit - EIT Tax	839.62	48,924.88
01/09/2019	1224	MOBILE TECH CO...	new hard drive for police l...	-324.99	48,599.89
01/14/2019	1223	KWIK FILL (UNITED...	fuel	-221.52	48,378.37
01/14/2019			Deposit - Shadracks, Ref...	21,009.66	69,388.03
01/15/2019	1225	PETTY CASH	replenish petty cash	-90.89	69,297.14
01/15/2019	1226	VERIZON WIRELESS	Jet Packs	-160.04	69,137.10
01/21/2019			Funds Transfer	-14,136.49	55,000.61
01/21/2019	E-pay	PA DEPT OF REVE...	16834426 QB Tracking # ...	-294.83	54,705.78
01/21/2019	E-pay	United States Treas...	25-1336442 QB Tracking...	-2,238.44	52,467.34
01/21/2019	1234	PROSPECT BORO ...	Sept. Sewage	-72.00	52,395.34
01/23/2019	1227	Beck, Terry L	Payroll	-536.68	51,858.66
01/23/2019	1228	Covert, Timothy	Payroll	-522.70	51,335.96
01/23/2019	1229	Hilton, Terry E	Payroll	-412.59	50,923.37
01/23/2019	1230	Leach, Robert J	Payroll	-1,065.66	49,857.71
01/23/2019	1231	Raisley, Judith	Payroll	-46.63	49,811.08
01/23/2019	1232	Simcic III, George	Payroll	-1,449.18	48,361.90
01/23/2019	1233	Stoops, Judith A	Payroll	-372.15	47,989.75
01/23/2019	1235	TRI-COUNTY INDU...	Garbage	-64.80	47,924.95
01/23/2019	1236	STAPLES CREDIT ...	office supplies	-99.33	47,825.62
01/23/2019			Deposit - EIT Tax	562.02	48,387.64
01/23/2019	1237	AUTO PARTS SER...	brake fluid	-19.99	48,367.65
01/23/2019	1238	BOORY'S BUSINES...	copier maint	-53.97	48,313.68
01/23/2019	1239	UPMC HEALTH PLAN	George Health insurance	-707.81	47,605.87
01/23/2019	1240	FNB COMMERCIAL...	insurance, repairs	-877.36	46,728.51
01/28/2019			Deposit - Tower Rental	1,603.26	48,331.77
01/28/2019	1241	BUTLER EAGLE	Police Car Ad	-257.80	48,073.97
01/28/2019	1242	PEOPLES NATURA...	Heat	-207.58	47,866.39
Total 100.010 · General Checkbook				-10,660.93	47,866.39
TOTAL				-10,660.93	47,866.39

**Prospect Borough
PLGIT PRIME Treasurer's Report
As of February 4, 2019**

Date	Num	Name	Memo	Paid Amount	Balance
106.000 · PLGIT - Prime Savings					101,057.85
Total 106.000 · PLGIT - Prime Savings					101,057.85
TOTAL					101,057.85

<u>LIST OF BILLS TO BE PAID AT THIS MEETING</u>		<u>GENERAL FUND</u>
VENDOR	WHAT	AMOUNT
Andrew Menchyk	December	\$ 875.01
Total		\$ 875.01
<u>IMPACT FEE MONEY</u>	<u>Money is in General Fund</u>	
2018 AMOUNT LEFT		\$ 4,190.02
Mobile Tech Computers	Police Hard Drive	\$ 324.99
Total Amount left		\$ 3,865.03
GENERAL CHECKBOOK BALANCE		\$43,126.35
PLGIT SAVINGS ACCOUNT		\$ 101,057.85
<u>GRAND TOTAL</u>		\$144,184.20

Prospect Borough - Sewage Fund Checkbook
Treasurer's Report
As of February 4, 2019

Date	Num	Name	Memo	Paid Amount	Balance
100.010 · Sewage FNB Fund					71,866.59
01/08/2019			Deposit	13,320.00	85,186.59
01/08/2019			Deposit	72.00	85,258.59
01/09/2019	1069	ANDREW M. MENCH...	December	-2,114.32	83,144.27
01/09/2019	1070	DCNR	3rd qtr 2018	-38,051.20	45,093.07
01/09/2019	1071	KLH ENGINEERING I...	December	-4,907.25	40,185.82
01/09/2019	1072	WEST PENN POWER	pump stations	-148.07	40,037.75
01/09/2019	1073	KLH ENGINEERING I...	December	-515.89	39,521.86
01/10/2019			Deposit	4,175.00	43,696.86
01/10/2019			Deposit	3,744.00	47,440.86
01/15/2019			Deposit	4,176.00	51,616.86
01/15/2019			Deposit	6,048.00	57,664.86
01/15/2019			Deposit	72.00	57,736.86
01/15/2019			Deposit	2,540.00	60,276.86
01/17/2019			Deposit	2,537.00	62,813.86
01/17/2019			Deposit	1,872.00	64,685.86
01/17/2019			Deposit	72.00	64,757.86
01/21/2019	1074	GEORGE SIMCIC III	cell phone	-50.00	64,707.86
01/21/2019	1075	PROSPECT BORO G...	January Payroll	-3,500.87	61,206.99
01/22/2019			Deposit	1,455.20	62,662.19
01/22/2019			Deposit	72.00	62,734.19
01/23/2019	1076	Seal Guard Inc.	12 pack seal guard	-600.00	62,134.19
01/24/2019			Deposit	1,724.00	63,858.19
01/28/2019	1077	FNB COMMERCIAL ...	boots, parts	-976.97	62,881.22
01/28/2019	1078	FIRST NATIONAL B...	Loan Payment	-6,405.11	56,476.11
01/28/2019	1079	WEST PENN POWER	Wilson Pump	-259.33	56,216.78
01/28/2019	1080	WEST PENN POWER	Pump Station	-993.12	55,223.66
02/01/2019	EFT	PENNVEST	Loan	-1,697.85	53,525.81
02/01/2019	EFT	PENNVEST	Loan	-5,047.47	48,478.34
Total 100.010 · Sewage FNB Fund				-23,388.25	48,478.34
TOTAL				-23,388.25	48,478.34

Prospect Borough - Sewage Fund
Treasurer's Report - PLGIT
As of February 4, 2019

Type	Date	Num	Name	Memo	Amount	Balance
106.000 · PLGIT Prime						50,307.15
Total 106.000 · PLGIT Prime						50,307.15
TOTAL						50,307.15

LIST OF BILLS TO BE PAID AT THIS MEETING		SEWAGE
VENDOR	WHAT	AMOUNT
Andrew Menchyk	December	\$ 1,408.93
KLH Engineers	Sewage Meeting	\$465.77
KLH Engineers	CAP	\$ 14,885.75
DCNR	4th QTR 2018	\$ 44,527.64
Dalton Service Company	July & Nov clean out	\$ 575.00
Total		\$ 61,863.09
SEWAGE CHECKBOOK BALANCE		\$0.00
SEWAGE PLGIT SAVINGS ACCOUNT		\$ 36,922.40
GRAND TOTAL		\$36,922.40

\$156,400.00 needed for Wilson Pump Station Repairs for Construction and Engineering

\$18,000 Contingency

\$100,000 Loan from FNB for 10 year at 4.5% - amount \$1,040.00

\$50,000 loan from General Fund Savings – paid back after loan is paid off – it will save additional \$2,250.00 in interest per year - \$22,500.00 total

\$6,400.00 from Sewage checking account

Any extra sewage paid liens would go straight back to Loan. (Targeted pay back 1-2 years)

We are owed and in process of collecting past due sewage in amount of \$177,789.23

After repairs are done – cost savings would be

Less on electric bill – new pumps are more efficient/shorter run times and run less often

Less for maintenance costs – for almost 1 year there should be no maintenance cost due to warranty

Less labor for guys – smart pumps will unclog themselves and let rags pass through

also increase flow should cease overflows

Record Rainfall last year with new price increase

Cost to run system per month is approx. \$30,000.00

Money taken in sewage revenue approx. \$33,476 per month

**Prospect Borough - HA - chbk
Treasurer's Report
As of February 4, 2019**

Date	Num	Name	Memo	Paid Amount	Balance
		100.010 · Highway Aid Checkbook			33,649.06
		Total 100.010 · Highway Aid Checkbook			33,649.06
TOTAL					33,649.06

**Prospect Borough - Highway Aid - Savings
Treasurer's Report
As of February 4, 2019**

Date	Num	Name	Memo	Original Amount	Paid Amount	Balance
		106.000 · PLGIT Prime				50,528.93
		Total 106.000 · PLGIT Prime				50,528.93
TOTAL						50,528.93

<u>LIST OF BILLS TO BE PAID AT THIS MEETING</u>		<u>HIGHWAY FUND</u>
<u>VENDOR</u>	<u>WHAT</u>	<u>AMOUNT</u>
Total		\$ -
HIGHWAY CHECKBOOK BALANCE		\$33,649.06
HIGHWAY PLGIT SAVINGS ACCOUNT		\$ 50,528.93
<u>GRAND TOTAL</u>		\$84,177.99



PROSPECT BOROUGH

Consulting Engineer's Report

February 4, 2019

SEWAGE PROJECTS

1. **Corrective Action Plan (CAP)** - The Engineering Evaluation Report was submitted to DEP on 12/31/18. A conference call was held with DEP on 1/28/19. Final revisions to follow. Wilson Road PS pumps should be replaced as soon as funding is available. DEP indicated we can work around some of the planning and permitting requirements to expedite pump replacement. DEP accepted the Engineering Evaluation Report as the 4th Quarter 2018 CAP Progress Report.
2. **DCNR Engineering Evaluation** - The existing Agreement requires DCNR approval of taps. A copy of the Engineering Evaluation Report was sent to DCNR.
3. **Manhole 101 & Adjacent Sewer Rehabilitation** - A request was sent to DCNR on 1/29/19 for a credit on the 1st and 2nd Quarter 2018 surcharge fees in the amount of \$17,864.40 to complete rehabilitation of Manhole 101, located between Prospect Borough's meter and DCNR's meter on Park Road, as well as the adjacent sewers.
4. **2018 Wasteload Management Report** - Prospect Borough is required to send an annual Wasteload Management Report to DCNR to assist in preparation and submission of their annual Chapter 94 Report to DEP. KLH completed the form and submitted to DCNR on 2/4/19.

STORMWATER PROJECTS

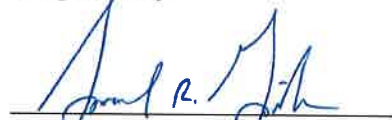
5. **Wilson Lane Stormwater Issues** - KLH provided a preliminary layout of the proposed stormwater improvements along Wilson Lane for submission to the Butler County Conservation District for the grant application under the Low Volume Roads program.
6. **GIS Storm Sewer System Mapping** - GIS mapping showing all information currently available for the storm sewer system was provided to the Borough. KLH will meet with Borough personnel upon request to review the GIS mapping of the storm sewer system.

MISCELLANEOUS ENGINEERING

7. **Monroe Street** - Right-of-way information was provided to the Borough solicitor. Preliminary plans were provided to the Borough.
8. **Developer Reviews** - None completed this month.

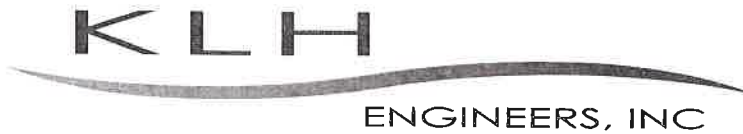
End of Consulting Engineer's Report

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Samuel R. Gibson", is written over a horizontal line.

Samuel R. Gibson, P.E.

KLH Engineers, Inc.



January 29, 2019
Ref. No. 450-02

Mr. Dustin Drew, Park Manager
Moraine/McConnells Mill State Parks
225 Pleasant Valley Road
Portersville, PA 16051

Dear Mr. Drew:

**Prospect Borough
Manhole 101 Rehabilitation & Sewer Slip Lining**

Based on your letter dated October 23, 2018, please consider this an official request for a credit from DCNR to Prospect Borough to perform rehabilitation to Manhole 101, located between Prospect Borough's meter and DCNR's meter on Park Road, as well as slip lining of adjacent sewers. Borough staff has made several attempts to repair an ongoing leak in this manhole and is proposing a more permanent solution through joint repairs and spin casting of the manhole as well as slip lining of the sewers to ensure a watertight system between the Borough's facilities and the connection to DCNR's facilities. The estimated costs for this work are as follows:

Manhole 101 Rehabilitation	\$7,500.00
Line Sewer Between Prospect Meter Vault and Manhole 101	\$3,000.00
Line Sewer Between Manhole 101 and DCNR's Meter Vault	\$6,500.00
Total	\$17,000.00

Based on the forgoing estimated project costs, Prospect Borough is requesting full credits for the first and second quarter invoice surcharges in the following amounts:

- 1st Quarter Surcharge = \$15,612.00
- 2nd Quarter Surcharge = \$2,252.40
- Total = \$17,864.40

The Borough is prepared to proceed with this work as soon as DCNR is willing to grant this request. Should quotes for this work exceed the total of the funds allotted, the Borough plans, at a minimum, to complete the manhole rehabilitation and lining the sewer between the Borough's meter vault and Manhole 101, as these are the known problem areas.

Should you have any questions, please feel free to contact me directly.

Very truly yours,

KLH ENGINEERS, INC.

Samuel R. Gibson, P.E.

cc: Prospect Borough
Andrew M. Menchyk, Jr.

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PROSPECT BOROUGH POLICE DEPARTMENT

Monthly Police Activity Report for January 2019

	Monthly Comparison		YTD Comparison		Yearly Comparison	
	Jan. 2018	Jan. 2019	YTD 2018	YTD 2019	2017	2018
Complaints/Calls	1	8	1	8	18	48
Domestic	0	0	0	0	0	0
Thefts	0	0	0	0	0	0
Traffic Citations Issued	0	4	0	4	6	3
Warnings	0	6	0	6	16	16
Crimes Codes Citations Issued	0	0	0	0	1	0
Other Citations	0	0	0	0	0	0
Total Hours	50	140	50	140	652	734.75
Total Miles Patrolled	149	534	149	534	2,468	1,152

Hours by Police Officer: Terry: 58 Tim: 82



159 Monroe Street, Prospect, PA 16052
 724.865.2799
 Fax 724.865.2320