

BEAVER MEADOWS BOROUGH  
COUNCIL GENERAL MEETING  
July 7<sup>th</sup>, 2025

The Beaver Meadows Borough Council held a general meeting on Monday, July 7<sup>th</sup>, 2025, at 6:30 PM in the Council Chambers of the Beaver Meadows Borough Building. After the Pledge of Allegiance to the flag, the following Council members answered roll call, taken by Secretary Laura Coppersmith: Council President Michael Baran, Vice President B.J. Cryder, Michael Gerhard, Barb Brandon, P.J. Sateach and Dydyna Tranguch. Solicitor Robert Yurchak and Mayor Thad Williams were also present. Bill Curilla was absent.

Councilor Gerhard made the motion to dispense the reading of the minutes from the June 2<sup>nd</sup> general meeting. Second by Councilor Brandon. Roll Call: All Yes.

Councilor Cryder made a motion to accept the minutes with corrections to be made. Second by Councilor Tranguch. Roll Call: All Yes.

**EXECUTIVE SESSION**

Personnel Issue – 6:32 p.m. – 7:20 p.m.

**COMMUNICATIONS**

NA

**COMMITTEE REPORTS**

**ENGINEERING:**

Dear Members of Council:

The following services have been provided by our firm:

**WWTP NPDES Permit – WQBELs Compliance**

As noted in previous meeting CER's, Under Part C, Section II of the Borough's NPDES Permit No. PA0021199, the Borough is required to comply with new Water Quality-Based Effluent Limitations (WQBELs) as part of a statewide effort to meet water quality standards in receiving streams. Benesch can assist in these efforts and prepare a proposal for the Borough's consideration once the Borough decides to move forward. The first step would be to provide a sampling plan to PADEP.

**PADEP Service Line Inventory**

It is our understanding that the Borough is continuing home and system service inspections for the PADEP service line inventory.

**PADEP Consumer Confidence Report**

We prepared the PADEP Consumer Confidence Report and provided copies to the Borough for mailing. It was due to the public by July 1, 2025.

**Sewer Ordinance/Amendment**

We are on hold until the Borough can provide the requested existing sewer information.

### **Memorial Park Pavilion Project**

The Borough is refining the scope of work for the recent LSA grant award improvements (C000089450) for Memorial Park with the PADCED grant coordinator. It is our understanding that a bid package will be needed for the additional pavilion work. Benesch will discuss with Councilman Cryder and provide an engineering proposal.

### **Street Improvements**

Church Street speed humps – We are gathering information to determine the necessary scope of work for an engineering study proposal that will be prepared and provided to the Borough for consideration.

2025 Road Program – We provided an engineering proposal to the Borough for design/contract administration and construction consultation Tasks for Council's consideration at the July 7th Council meeting. Paving improvements are being proposed on New Street and paving and manhole improvements on Second Street.

Sincerely,

Michael A. Cera, P.E.

Senior Project Manager

Councilor Cryder read the 2025 Road Program proposal.

### **Subject: Proposal for Professional Engineering Services**

#### **2025 Road Program**

#### **Proposal No. PP03-261172.00**

Dear Members of Council:

Benesch is pleased to provide you with this proposal for Professional Engineering Services in regard to preparing a bid package for base bid curblin milling, scratch, and overlay of the section of New Street from Swamp Street to Second Street (250' x 35') and the section of Second Street from New Street inward (250' x 35'). Manhole replacements on Second Street are also a part of this contract base bid. An alternative section of New Street, from Second Street extending to the limits of the previous paving project (150' x 35'), is also included in addition to the base bids. Mr. Craig Pezak, P.G., P.E., will be your main point of contact for this project. Our scope of work will include design/contract administration and construction consultation tasks. We anticipate the construction cost to be approximately \$75,000.00 for the base bid paving and manhole replacements, based on recent project bidding costs. Please note that this cost does not include engineering fees. It is our understanding that the Borough will use ARPA monies for the improvements on Second Street and Liquid Fuels monies for the improvements on New Street.

Our specific scope of work is as follows:

#### **TASK 1 – DESIGN/ CONTRACT ADMINISTRATION**

The proposed improvements will include the curblin 2.5" milling, 1" scratch, and 1.5" wearing overlay of New Street from Swamp Street to Second Street (250' x 35') and the section of Second Street from New Street inward (250' x 35'), including two (2) manhole replacements on Second Street, as the base bid. An alternate bid will be added, which includes curblin 2.5" milling, 1" scratch, and 1.5" wearing overlay of a section of New Street from Second Street extending to the limits of the previous paving project (150' x 35'). A normal crown cross slope will be used to maintain runoff to the edge of pavement. The proposed pavement will tie into the existing streets and driveways. Driveway adjustments are not anticipated. It is assumed that

ADA curb ramps will not be needed for this project. New curb/sidewalk are also not included with the proposed improvements.

We will attend an initial field view with a Council representative(s) to review the proposed improvements in the field. We will measure the roadway limits of work to verify the previous cost estimate and mark them with paint. We will update quantities and unit costs based on the field conditions, if necessary. A PA One Call will be made; however, utility coordination is not anticipated. The two (2) existing brick manholes will be replaced in-kind with concrete manholes. We will ask the Borough for assistance in removing the manhole lids so we can measure the inverts. The contractor can also confirm the information with their project submittals. Property acquisition and/or easements will not be needed since all the work will remain within the Borough right-of-way. No permits are anticipated for this project. No field survey is anticipated.

We will prepare project specifications to advertise and bid out the proposed improvements. The PennDOT short form (project manual) will be used to minimize our effort. We have used this method to prepare previous road programs for the Borough. We have assumed this is also acceptable with ARPA funds.

We will receive and answer Contractor questions and prepare any necessary addenda to the bidding documents. A pre-bid meeting is not anticipated. We have assumed one contract with separate prices per location for documentation. Upon receipt of the bids, we will review and make recommendations to the Borough regarding award of the contract to the successful and qualified Contractor. When the Borough has approved award of the contract, we will prepare a Notice of Award to the successful Contractor. Upon receipt of the contract documents, including bonds, insurances, and other information, we will compile the necessary contract documents for execution between the Borough and the successful Contractor, including the Notice to Proceed. PennBid software will be used for the bidding process. Prevailing wages are not anticipated since the anticipated construction cost is less than \$100,000.00.

## TASK 2 – CONSTRUCTION CONSULTATION

We will review the Contractor material submittals for the proposed work to ensure the design parameters as presented in the Contract Documents are being followed.

In addition, we will perform the necessary administration and coordination of the project improvements through final construction and acceptance by the Borough. A pre-construction conference with the Contractor is anticipated. During construction, we will make an average of two (2) site visits per week at one (1) hour per week to verify the construction work is progressing in general accordance with the plans and specifications. It is anticipated that the proposed improvements will take three (3) weeks to complete.

We will also assist the Borough with processing the Contractor's application for payment and making recommendations regarding the same. We will attend a final inspection of the project with the Borough to determine if the work is in general compliance with the plans and specifications and to prepare a punch list of items to be completed by the Contractor prior to final payment. Following the completion of the punch list, we will close-out the contract paperwork.

We will complete the above task on a Time and Materials (T&M) basis in accordance with the current Rate Schedule. A copy is attached for your reference.

**We propose to complete the above Tasks for the following fees:**

**Task 1 – Design/ Contract Administration (Lump Sum) \$ 7,600.00**

**Task 2 – Construction Consultation (T&M) \$ 3,900.00**

**Total: \$ 11,500.00**

The attached Standard Terms and Conditions for Professional Services Proposals is incorporated into and made a part of this Agreement. Thank you for the opportunity to present our proposal to you. If you are in agreement with the above, this proposal can serve as our Agreement and Notice-to-Proceed, which you can indicate by signing in the appropriate space below. Please sign and return one (1) copy to our office. The other copy is provided for your files.

Very truly yours,  
Michael A. Cera,  
P.E. Branch Manager

Councilor Cryder made a motion to accept the proposal with the correction from 2 manholes to 1 manhole. The 11, 500.00 will be paid out of the General fund. Second by Councilor Sateach.  
Roll Call: All Yes.

**STREETS**: Councilor Cryder reported that he talked to Mayor Cusat briefly but did not get a chance to ask about using the truck for the storm sewer.

**POLICE**: Officer Melvin read the following report: The Police report for June is as follows: there was one (1) report of a stolen auto, two (2) reports of theft from auto and one (1) report of an abandoned auto. We assisted other police on one (1) occasion and EMS on two (2) occasions. There were nine (9) parking tickets issued, ten (10) traffic citations issued, and three (3) traffic warnings issued. There were also three (3) non-traffic citations issued, and two (2) zoning violations issued, and one (1) vehicle was towed.

The Court Report for June is as follows: During the month of June, I attended court on one occasion for four (4) separate hearings.

1) Two (2) cases were for unpaid parking tickets that went to citation, both were found guilty in absentia.

2) Third case was for two (2) tickets: suspended registration and uninsured vehicle. Owner pled guilty to operating an unregistered vehicle and the uninsured citation was DISMISSED.

3) Final case was for two (2) citations a tractor trailer width bans and unlicensed driver. At the time of hearing the operator was able to produce driver license and both citations were DISMISSED.

**SANITATION**: Councilor Brandon reported that garbage and recycling issues have been resolved other than during the holiday weekend some garbage on Church Street was missed.

**BUILDINGS:** Councilor Cryder reported that he got a call about the stucco, and he will call and get a quote. The locks on the bathroom doors at Harmony Hall will be getting done.

**WATER & SEWER:** President Baran reported that past due accounts are at \$2,500 over 90 days. Mary will start sending out shut-off notices. Mary (water clerk) explained the new water program that is being implemented.

**PARKS & RECREATION:**

Councilor Brandon reported that the concert in the park went well and there were positive comments about Harmony Hall. Also, it was reported that Marty would like to know what should be done with the old playground equipment once the new equipment has been installed.

**ZONING:** Councilor Gerhard read his report.

15 QOL violations were issued, and 3 Notice of Violations were sent out

**CCCOG:** Councilor Cryder had nothing to report

**UNFINISHED BUSINESS:**

NA

**NEW BUSINESS:**

**FINANCIAL REPORT**

General Checking	\$198,456.91
Garbage Checking	\$100,255.71
Sewer Checking	\$239,608.53
Water Checking	\$94,139.59
Liquid Fuels Checking	\$37,777.05
Police Dept. Checking	\$2,797.58
Recreation Checking	\$55.59
General MMA Checking	\$25,293.08
Harmony Hall	\$0.30

Councilor Gerhard made a motion to ratify the borough of Beaver Meadows to hire Patrick Pierce to operate all of Hazleton Cities equipment we borrow/rent when necessary. To be hired at a straight time rate of \$27.79 with an overtime rate of \$41.69. Overtime rate to be paid on weekends and any work over 40hrs during the regular Monday through Friday work week. Second by Councilor Brandon. Roll Call: All Yes. Except for Councilor Cryder who abstained because he is family.

Councilor Brandon made a motion to approve Alfred Benesch Engineering to work out bid specs and advertise on PennBid for the retaining wall and sidewalk for Harmony Hall. Second by Councilor Tranguch. Roll Call: All Yes.

Councilor Cryder made a motion to ratify Tom Cherneski's handicap sign to be located at 6 Berwick Street. The incline for a ramp at the back from his driveway on Tamaqua Street is too steep. Second by Councilor Brandon. Roll Call: All Yes.

Councilor Brandon made a motion to advertise the noise ordinance. Second by Councilor Sateach. Roll Call: All Yes.

Councilor Gerhard made a motion to advertise the parking ordinance with corrections. Second by Councilor Brandon. Roll Call: All Yes.

Councilor Gerhard made a motion to approve the changes for the garbage specs for the bid. Second by Councilor Cryder. Roll Call: All Yes.

Councilor Gerhard made a motion to advertise the garbage specs with changes. Second by Councilor Cryder. Roll Call: All Yes.

Councilor Gerhard made a motion to approve the treasurer's report. Second by Councilor Brandon. Roll Call: All Yes.

Councilor Brandon made a motion to approve the bills and salaries. Second by Councilor Tranguch. Roll Call: All Yes. Except for Councilor Cryder who abstained from the payment to Patrick Pierce.

Councilor Brandon made a motion to approve the receipts. Second by Councilor Tranguch. Roll Call: All Yes.

### **CITIZENS COMMENTS**

- Mr. Galati voiced his opinion on the newly erected stop sign on Church Street and doesn't believe it is necessary.
- Tom Katchur asked why we have recycling part of the contract because they usually empty them in with garbage anyway. He asked who our zoning officer is and we advised Advance Code Consultants.

- Dave Budda expressed his concerns about all the fireworks that were going off on the 4th of July weekend.

Council President Baran made a motion to adjourn until the next General Meeting to be held on August 4<sup>th</sup>, at 6:30pm.

Respectfully Submitted,

Laura Coppersmith  
Borough Secretary