

Manager's Report – 7/7/25

General Fund Related

1. Borough masonry sign maintenance / repairs (Update):

- We are still waiting for delivery of the precast top.

2. Evidence Room door and security system:

- The office security system was installed in the first week of June and is working well. We do have to change the hardware on the doors for them to work as we were anticipating for exiting.

3. Zoning Permits:

- (5) zoning permits were issued in the month of June.

4. Attig Park pavilion reroofing:

- Due to the weather conditions, we are hoping to get it installed in July. The crew painted the top cupula and will reinstall it before the new roofing is installed. The new roof will be flashed into it.

5. Tree Removal – Garden Circle:

- The (2) large trees near Weller field were removed in the first week of June. The crew removed the stumps, extended the existing stormwater piping, added stone at the discharge of that area and reseeded the area that was disturbed.

6. 2025 Streets / Fabri-Dam Park Road reconstruction:

- I am finishing up the bid package and working towards the August 4th bid due date.
- Fabri-dam Park Entrance Road Reconstruction and new guiderail installation will be handled as follows.
 1. The reconstruction portion will be bid as a separate line item with the street bids. The paving quantity will be included in the total amount required for all areas.
 2. The guardrail is not required to be bid, but (3) written or telephonic price quotes will be secured to me the purchasing requirements.

7. Wellerfield Ballfield Project:

- Still waiting on the engineer to submit a formal proposal and construction estimates.

8. Park Rules Signs:

- We are replacing all of the existing park rules signs with new. Updating them in the process.

9. 2025 Sunbury Generation Annual Golf Tournament (to benefit the Borough parks):

- The tournament was held at the Susquehanna Valley Country Club on Wednesday June 25th, (20) teams participated.

10. EMC Liability Renewal:

- The 2025-2026 liability policy renews annually on August 1st. This policy covers all of our properties, vehicles (including the fire company) and general liabilities. All requested updated information has been submitted to the company so that a final premium amount can be quoted later this month. Last year's policy amount was \$41,765. Our policy includes a dividend profit sharing program which has a total dividend received since 2012 of \$33,800 and has been averaging approx. \$3000 each year for the past (5) years.

11. AmTrust Workers Compensation Renewal:

- The 2025-2026 workers compensation policy also renews annually on August 1st. This policy covers the borough employees and Shamokin Dam fire company firefighters and administrators. I am still waiting for the final pricing.

12. PennDot Liquid Fuels Monitoring Review:

- PennDot has scheduled the review for Tuesday July 15th @ 10:45 AM. This is basically an audit for the Borough's 2024 Liquid Fuels financial activities.

Water / Sewer Related

1. Upcoming Training – Wastewater Collection Systems:

- Brady & Ben will be attending a one-day class in Williamsport, on July 15th, reviewing updated wastewater collection systems and general maintenance practices.

2. Lead & Copper Testing:

- The list is being finalized. We are scheduling the tests for the week of August 18th.

3. ESCRA 2024 Audited Financial Statements (AFS's):

- We received the 2024 AFS's and a copy of the (27) page report and supporting documentation is on file in the Borough office. The overall financial status of the Authority appears to be good. A copy of the audit is on file.

4. Water Treatment Plant (WTP) Yearly Filter Inspections (DEP Mandated):

- The filter inspections will be done on July 16th by Water Service Professionals, Jamison, Pa, at a cost of \$2960.00. The work is a PA-DEP mandated operation and includes the media sampling and testing for (1) of the filters. The media testing portion is alternated between each filter from year to year.

Miscellaneous

1. Borough Electrical supplier renewal:

- The current electric suppliers' contracts with the Borough will expire towards the end of 2025. I have secured costs of renewal. I would suggest locking into a (5) year term. The rates will increase approx. 3 cents per kilowatt hour.

2. PMRS – 2023 Excess Interest Award to participants:

- The Borough was awarded the following for each plan from PMRS:
Non-uniformed @ 95% Funding Ratio: \$44,348 - Fully Distributed to our Municipal Reserve.
Police @ 97% Funding Ratio: \$27,743 – Distributed as follows:
Active & Deferred-Vested Plan Members - \$10.24
Retired Plan Members & Survivors - \$14,365.29
Municipal Reserve - \$13,367.47

3. Royal Farms Site Update:

- Their latest email states that a contractor has been chosen and work will begin within the next few weeks....

4. 7 Brew Site Update:

- The final PennDot HOP review is in progress. I sent a letter of acknowledgement (PennDot requirement) that the Borough was aware of the proposed project. The developer has received sewage capacity from ESCRA, and I have issued their water/sewer connection permit. The developer is hoping to receive final approval from the Borough August or September, based on the HOP permitting process.

4. Bloomin' Bagels Site Update:

- All items have been submitted under the conditional approval.
- The anticipated start date for the project will be shortly after final financing is approved, which should be any day.

Items for Approval

- 1. Proceeding with the Old Trail Turnback Proposal.**
- 2. Renewal of our Electrical Supplier Agreement.**