

HIGHWAY COMMITTEE REPORT – APRIL 10, 2023

Members: Richard, Chairman; Martin, Vice Chairman; Musser, Member; Buohl, Alternate; Burkholder, Staff

Attendees: Committee: Richard, Chairman; Martin, Vice Chairman; Musser, Member; Buohl, Alternate
Council: Reinhold, Council President; Ressler, Zimmerman
Staff: Burkholder, Harris
Guests: Jim Summers

The Highway Committee met on March 27, 2023 at 5:30 PM at Ephrata Borough Hall, 124 South State Street.

Approval of Agenda:

Mr. Burkholder provided confirmation of the following:

1. The meeting agenda was posted on the Borough's website and at Borough Hall no later than 24 hours in advance of the time of the meeting.
2. The meeting agenda included a listing of each matter of Borough business that will be or may be the subject of deliberation or official action at the meeting.
3. There were no changes made to the meeting agenda after it was posted.
4. The meeting agenda was made available to individuals in attendance at the meeting.

Committee Chair Richard asked if there were any requests to add a matter of Borough business to the meeting agenda. Seeing none, Mr. Richard asked for a motion to accept the meeting agenda as posted. Ms. Martin moved and Mr. Musser seconded to approve the meeting agenda as posted. The motion carried unanimously.

Action Items:

1. The Committee reviewed a March 20, 2023 email request from Jim Summers, Executive Director at the Ephrata Recreation Center, to close South Academy Drive between West Main Street and South Reading Road on Tuesday, July 4, 2023 between 7:00 pm and 10:30 pm due to fireworks traffic. The Committee will recommend that Borough Council conditionally approve the request subject to review and approval by Emergency Management Coordinator Randy Gockley and Police Chief McKim at their April 10, 2023 meeting.
2. The Committee reviewed the requests from the Ephrata Farmers Day Association, Inc. per their letter dated March 8, 2023, to conduct activities associated with the 104th Ephrata Fair from September 25th through September 30th, 2023. Language concerning shuttle bus location and Covid-19 have been removed from the current request letter. Request #8 should read to 41 West Queen Street instead of State Street since parking is prohibited at all times along the south side of West Queen Street between 41 West Queen Street and South State Street. This will be included in the response letter to Ephrata Farmers Day Association, Inc. The Committee will recommend that Borough Council conditionally approve the requests subject to Borough receipt of a PennDOT issued Special Events Permit with the Ephrata Farmers Day Association, Inc. as applicant and satisfactory certificate of insurance naming the Borough of Ephrata as additional insured at their April 10, 2023 meeting.
3. The Committee reviewed a Staff request to authorize the purchase of a new street sweeper. The Borough's current sweeper is scheduled for replacement in 2024 per the current 5-year fleet replacement plan. Due to procurement concerns and projected longer assembly times, the sweeper must be ordered as soon as possible for delivery in 2024. The current estimated cost of the new street sweeper is \$336,326 per Costars purchasing agreement 025-E22-441 via U.S. Municipal. The current budget amount for this 2024 purchase is \$370,000. The anticipated delivery date is sometime during the 2nd

quarter of 2024. A disposition of assets request for the 2012 sweeper will be submitted in the future when a preferred disposal method is established. The current value of the 2012 street sweeper is \$30,000. The Committee will recommend that Borough Council authorize advance procurement of a new model year Johnston V65t street sweeper mounted on a new 2022/23 Freightliner chassis at their April 10, 2023 meeting.

4. The Committee reviewed a Staff request to authorize the purchase of a new 2023 Ford F550 Regular Cab Crane Truck via Costars vendor Whitmoyer Ford, Inc. Total cost to order per Costars purchasing agreement 025-E22-513 is \$145,159. The budget amount for this 2023 purchase is \$175,000. Delivery is expected in 2023 but may extend into 2024 due to possible fabrication delays. This vehicle will be used by Wastewater maintenance staff. A disposition of assets request for disposal of the 2007 Ford F550 Crane Truck will be submitted in the future closer to delivery time of the new vehicle. The current estimated value of the 2007 Ford F550 Crane Truck is \$17,500. The Committee will recommend that Borough Council approve the purchase of a new 2023 Ford F550 Regular Cab Crane Truck at their April 10, 2023 meeting.
5. The Committee reviewed a Staff request to authorize the purchase of a new 2022 Ford Ranger 4X4 Super crew XLT pickup truck via Costars vendor Whitmoyer Ford, Inc. Total cost to order per Costars purchasing agreement 025-E22-513 is \$39,595. The budget amount for this 2023 purchase is \$55,000. Delivery is expected within 30 days from Council approval. This vehicle will be used by the Water division. A disposition of assets request for disposal of a 2007 Ford Ranger 4X4 pickup truck is provided this month under separate agenda item. The Committee will recommend that Borough Council approve the purchase of a new 2022 Ford Ranger 4X4 Super crew XLT pickup truck at their April 10, 2023 meeting.
6. The Committee reviewed a disposition of assets request for a 2007 Ford Ranger 4X4 pickup truck, VIN 1FTZR45E67PA96937, with 70,995 miles to be sold via public auction. The vehicle is in fair condition and has numerous mechanical issues such as a leaking head gasket, failed front axle gear, and a failing rear pinion seal. The vehicle has an estimated value of \$5,000.00. The Committee will recommend that Borough Council approve this disposition of assets and authorize the President of Borough Council and Borough Secretary to execute Resolution #2023-13 at their April 10, 2023 meeting.
7. The Committee reviewed a disposition of assets request for a 1991 Vermeer V500A Trencher, Serial #1VRG06010M1000557, with 448.6 hours of use to be sold via public auction. This equipment is in fair condition and is functional. This equipment has an estimated value of \$4,500.00. The Committee will recommend that Borough Council approve this disposition of assets and authorize the President of Borough Council and Borough Secretary to execute Resolution #2023-14 at their April 10, 2023 meeting.
8. The Committee reviewed Blue Ridge Communications plans to install approximately 24,529 linear feet of underground cable in conduit in and along various streets within the municipal boundaries of Ephrata Borough. These new underground cables in conduit replaces existing “direct-bury” cable and permits future replacement of cable without excavating to install conduit. The Committee will recommend that Borough Council conditionally approve Blue Ridge Communication’s plans known as the Ephrata Head End dated March 10, 2023 consisting of 16 sheets numbered BRC1 through BRC16 subject to a fully executed Street Opening and Cable System Construction Agreement by and between the Borough of Ephrata and Blue Ridge Communications, Borough receipt of a satisfactory performance guarantee in the amount of \$395,464.00, provision of a current certificate of insurance naming the Borough of

Ephrata as additional insured, delivery of resident notifications explaining the project and including Blue Ridge Communications project contact information, and meeting with Borough staff to discuss project coordination to avoid conflicts with Ephrata Borough and Ephrata Area Joint Authority projects at their April 10, 2023 meeting.

Discussion Items:

1. The Committee discussed proposed parking kiosk locations recommended by Jamie Groff with Butts Ticket and Solutions and the Butts Ticket Systems quote to provide CWT Stealth Touch Pay by Plate parking kiosks including training, installation, and shipping costs. BOS management fees and add-on options such as text receipts, Flowbird App, and text-to-park were also included in the quote. The Committee was advised that the costs to remove existing parking meters and support structures and to provide the concrete bases for the proposed kiosks would be assumed by the Borough. The Committee directed Staff to further investigate all fees associated with operating parking kiosks and BOS management to determine ongoing annual Borough costs associated with the parking kiosk system for capital project budgeting in 2024 and system maintenance budgeting in subsequent years and report back to Committee at a future meeting.

Old Business Items:

1. None.

Miscellaneous Items:

1. None.