

DUBOISTOWN BOROUGH COUNCIL MEETING MINUTES

Date: August 27, 2025

Call to Order: 4:30 PM

Attendance

Present: Harry Rogers, Mike Rodgers, John McCormick, Dori Rankinen, Ann Marie Baker, Dance Drier, Kate Weaver, Norman Cowden

Arrived Late: Shawn Millard, Mayor Knecht

Absent: Patrick Melloy

Approval of Previous Minutes

Motion: John McCormick

Second: Norman Cowden

Vote: All Approved

Public Comment

- **Fred Marzzacco, 405 Winter Street**
 - Asked Christine Weigle if the Borough was required to participate in the MS4 program.
 - Expressed concern over the \$67.50 stormwater fee, noting difficulty affording it on a fixed income.
 - Suggested hiring someone in-house instead of paying LCWSA.
 - Stated he would not pay the stormwater fee.
-

Events & Recreation Committee Report

Kate Weaver presented the attached packet, including:

- Rental calendar, fee schedule, and cleaning voucher.
- Letters of resignation from the committee.

- Two checks: \$400 (security deposits for upcoming events) and \$6,600 (committee funds collected).

The committee has ended its work and did not receive a successor contact for rentals at the time of the meeting.

Recommendation:

At the end of August, transfer Rec & Committee account funds into the General Money Market account, with all budget line items preserved.

Borough Manager Noted:

- The account was created in 2019 and later repurposed when the police department was dissolved.
- Line items (leasing, donations, rental income) are individually tracked in the budget.
- No co-mingling of funds has occurred.
- This was a question from Dori Rankinen.
- DCED Peer Review recommended combining accounts while preserving line-item tracking.

Committee Direction:

- The committee will notify all future rental customers that deposits can be returned.
- The fire department may continue renting the hall and establish new contracts directly with those individuals.

Discussion:

- Some council members favored giving all funds to the fire department; others felt funds should remain with the Borough due to a lack of fire department participation.
- Solicitor requested time to review the committee's history and determine legal authority over funds.
- Council agreed to hold all checks and funds pending solicitor guidance.

MS4 Updates

Christine and Olivia from LCWSA reviewed:

- MS4 program requirements, fee structure, and residential tier system.

- A packet of materials was provided explaining how fees are used.

Discussion Included:

- Dori Rankinen asked if fees could be reduced; LCWSA noted appeal options are available and shared with residents.
- Suggestion made for residents and council to contact state and federal representatives regarding unfunded mandates.
- Borough Manager reminded the public that stormwater improvements are ongoing and progress is being made.
- Shawn Millard suggested dividing costs equally among all households (~\$27 per month). LCWSA advised that this would require major structural changes to the intergovernmental agreement.
- Public comments opposed equal flat fees, noting fairness concerns for property size differences.
- Council originally approved the current fee system when joining the intergovernmental agreement.

Additional Public Comments:

- **Fred Marzacco:** Not against stormwater costs but felt it should have been a tax increase instead of a fee.
- **Katie Cuputo:** Asked how sedimentation calculations are made and whether the fee would ever end.
 - LCWSA explained sedimentation is tracked through project formulas (e.g., South Williamsport project).
 - LCWSA stated the fee will not go away, as it is tied to ongoing permit requirements.

Other Business

- **Fire Police Application:**

Ann Baker asked Craig Kropp (Fire Police Captain) about the process of joining the fire police.

 - Craig advised that applicants must first be members of the fire department.

Adjournment

Adjournment

Motion to adjourn for an executive session to discuss a legal issue, followed by the borough tour.

- *Motion:* Norman Cowden
- *Second:* Dori Rankinen
- *Vote:* All in favor

Meeting adjourned.

Approved: Ann Marie Parker Date: Sept 10, 2025
Motion: John McCormick Second: Mike Rodgers Date: Sept 10, 2025

Documents included in this report:

- Events and Recreation Committee Final Report
- Calendar of Events for the entire year
- Cost sheet used by the committee for rentals
- Remaining contracts for upcoming scheduled events
- Copy of cleaning voucher
- Copies of letters of resignation

Events and Recreation Committee Final Report

The Events and Recreation Committee members Ann Marie Baker, Kate Weaver, Jennie Melloy, Patrick Melloy, and Johnny Gonsalves have all resigned from the committee. This document serves as the formal handover of information to the Fire Department Leadership Team.

Financial Summary

- **2025 Rental Income Collected: \$6,600.00**
A check for this amount will be given to the Fire Department and not split at 55% to the Fire Department and 45% to the committee.
 - **Security Deposits on Record: \$400.00**
A second check for this amount will be provided to the Fire Department to return to renters once their events are completed.
 - **Expenses:**
The Borough covered expenses for the building out of the general fund. No rental income was used for these expenses.
-

Rec & Event Fund (JSSB Account)

The Rec & Event Fund JSSB account is a longstanding Borough account. In 2020, its name was changed to **Rec & Event Fund** when the Borough began organizing community events and making playground improvements.

This account also receives deposits for other unrelated revenues, such as lease money from the County for use of the central processing space. Since no formal agreement was signed with the Fire Department Leadership Team in January 2025, and the Committee was awaiting direction on how to handle property and revenue splits, the Committee maintained formal records and deposited Social Hall rental income into this account.

Important Note: Not all funds in this account are Social Hall rentals. The total collected for Social Hall rentals is **\$6,600.00**.

Unreported Funds

When the books were turned over to the Committee at the beginning of 2025 by Fred March (per Fire Department leadership direction), the following items were not provided and remain in the Fire Department's account:

- **January 5-10th B&S Rental** – NO PAYMENT – multiple issues with communication caused double booking and therefore shorter time for B&S, and they did not pay for this month's rental.
- **February 22 Rental:** Fire Department advised this was a free event.
- **April 6 Event:** The Fire Department received a \$100.00 security deposit but did not forward it to the Committee. The Committee covered the deposit out of its funds, meaning it netted only \$25.00 from the event.
- **December 7, 2025, Frost Bite Run:** \$225.00 was paid directly to the Fire Department in advance with no security deposit. This money was not forwarded to the Committee.

B&S Events Contract

- **Rental Terms:** \$950.00 per rental, under contract for the full year.
- **Food Sales:** The money made from food sales was never communicated to the Committee. Typically, Matt and Fran from the Fire Department ran these sales during the three-day events. The Committee received no numbers or reports.
 - The Committee does not feel it should have been included in the funds made from food sales, but it is important to clarify that the Committee was not involved. The renter, **B&S Events**, was advised that food sales were entirely her decision, including her choice to bring in whoever she wanted to handle them.
- **Donation Boot:** At each B&S event, a donation boot was also placed out to raise funds for the Fire Department. These funds were not reported to or documented by the Committee. (The committee does not feel they were to be involved in this but wanted to make it clear we were not given any figures to document.)

Scheduled Rentals

- **October 4, 2025:** Shower – Fee owed \$150.00

- **October 5–11, 2025:** Rental – Fee owed \$950.00
- **October 25, 2025:** Wedding – Fee owed \$200.00
- **November 9–15, 2025:** Rental – Fee owed \$950.00
- **December 7, 2025:** Frost Bite Run – Nothing owed; \$225.00 already paid to the Fire Department in 2024
- **December 12, 2025:** Polish Club Christmas Event – Fee owed \$225.00
- **March 13–14, 2026:** Crawford Event – Fee owed \$375.00

Security Deposits on Record: \$400.00

B&S maintains a rolling \$100.00 deposit that applies to each of their rentals.

October 25th rental, December 12th and March 13-14th are the other three with \$100.00 security deposits paid that will need refunded.

Committee Resignations

- **Ann Marie Baker Resignation (July 24, 2025):**
Ann Marie formally resigned from the Social Hall Committee to step back from volunteer duties, citing increasing conflict between the Fire Department and Borough, as well as professional boundary concerns given her role as Borough Manager. The time she was volunteering was not part of the Borough Manager role but volunteer.
- **Full Committee Resignation (August 13, 2025):**
The Committee officially resigned and provided this report as the final documentation to the Fire Department.

Committee Background

The Committee was formed to host community events such as Christmas parties, Easter Egg Hunts, and Bingo Brunches. Committee members and their families volunteered countless hours to host successful community events.

In January 2025, the Committee assumed responsibility for renting the Social Hall, after numerous residents reported difficulties contacting the Fire Department to arrange rentals. The Committee's intention was never to take over the hall, but to collaborate with the Fire

Department to maximize use, share rental revenue fairly, and create new opportunities for community benefit.

The Committee consistently sought to negotiate revenue sharing that would preserve all Fire Department income, while creating a modest fund for free community events, hall improvements, and repairs. Unfortunately, the Fire Department did not respond to these requests for collaboration.

Maintenance & Operations

- The Fire Department has not had to pay for Social Hall supplies; the Borough covered expenses such as paper products, pest control, and garbage services. There have been plumbing and roofing repairs made to the social hall side that were paid for by borough funds.
- Cleaning was performed by Committee members, primarily Johnny Gonsalves (also a Fire Department member). In the past, the fire department was paying \$50.00 each time for cleaning. NOTE - "Cleaning was completed after each rental, as well as following fire department trainings and meetings."
 - "Cleaning was completed 29 times at \$50.00 per occurrence, for a total value of \$1,450.00. This amount was not paid, as it was an in-kind donation provided by committee member Johnny Gonsalves."
- Two other Fire Department members (Jody McKibben and Ashley Olshenske) were originally on the Committee but did not remain active. Ashley moved away, and Jody stopped participating early in the year.

Final Notes

- Rental information has been removed from the Borough's social media and website.
- The rental contact email has been deleted.
- This report, along with financial documentation, is being formally handed over to the Fire Department Leadership Team.

Respectfully Submitted,
Events & Recreation Committee
August 2025

January

2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4 B&S FREE NO PAYMENT
5 B&S FREE NO PAYMENT	6 B&S FREE NO PAYMENT	7 B&S FREE NO PAYMENT	8 B&S FREE NO PAYMENT Fire Dept – Selling Food	9 B&S FREE NO PAYMENT Fire Dept – Selling Food	10 B&S FREE NO PAYMENT Fire Dept – Selling Food	11 Birthday Party Lucas PD 150.00
12	13	14	15	16 Red Cross Blood Mobile	17	18
19	20	21 Fire Department Training	22	23	24	25 Funeral Schell PD 150.00
26	27	28	29	30	31	

February

2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2 B&S	3 B&S	4 B&S	5 B&S	6 B&S Fire Dept – Selling Food	7 B&S Fire Dept – Selling Food	8 B&S Fire Dept – Selling Food PD 950.00
9 B&S	10	11	12	13	14	15 Fire Department Training
16	17	18	19	20	21	22 CVMA (Fred) NO PAYMENT FREE PER FRED FIRE DEPT
23	24 Fire Department Training	25	26	27	28	

March

2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	Borough Training MS4	4 Fire Dept Meeting	5	6	7 Fire Dept Training
9	10	11	12	13	14	15 B&S
16 B&S	17 B&S	18 B&S	19 B&S	20 B&S	21 B&S	22 B&S PD 950.00
23	24	25 Fire Department Training	26	27	28	29 Wedding Tobin PD 400.00
30 Magic Show – Free Event NO CHARGE	31					

April

2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5 Wedding - Caroway PD 225.00
6 Fundraiser - Melloy PD 125.00 Committee gave 100.00 of their funds as Fire Dept did not turn over money deposited prior to Jan 2025	7	8	9	10	11	12 Gender Reveal - Lohman PD 225.00
13	14	15	16	17	18	19 Funeral - McKibben PD 100.00
20	21	22	23	24	25	26 Baby Shower - Tony PD 150.00
27 B&S	28 B&S	29 B&S	30 B&S			

May

2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 B&S Fire Dept – Selling Food	2 B&S PD 950.00 Fire Dept – Selling Food	3 B&S Fire Dept – Selling Food
4	5	6	7	8	9	10
11	12	13	14	15 Red Cross Blood Mobile	16	17
18 EMS Week	19 EMS Week	20 Voting	21 EMS Week	22 EMS Week	23 EMS Week	24 EMS Week
25	26	27	28	29	30	31 Wedding – Hammaker PD 125.00 used 100.00 Ck 2666 for payment

June

2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7 Fire Department – Summer safety fair
8	9	10	11	12	13	14
15 B&S	16 B&S	17 B&S	18 B&S	19 B&S Fire Dept – Selling Food	20 B&S Fire Dept – Selling Food	21 B&S PD 950.00 Fire Dept – Selling Food
22	23	24	25	26 Fire Department Training	27	28
29	30					

July

2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	11	12 South Cheerleaders Car Wash
13	14	15	16	17	18	19
20	21	22	23	24	25	26
				B&S	B&S	
27	28	29	30	31		
B&S	B&S	B&S	B&S	B&S PD.950.00		

August

2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					B&S	1
3	4	5	6	7	8	9
						Baby Shower Poust/Baker PD100.00
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						GirlScouts Car Wash Jody McKibben

September

2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7 B&S	8 B&S	9 B&S	10 B&S	11 B&S	12 B&S	13 B&S
14	15	16 Blood Drive 560-2840	17	18	19	20
21	22	23	24	25	26	27 Fire Dept Spaghetti Diner Fran
28	29 Borough – Harry Rogers Ethics Training 6-7:30	30				

October

2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4 Ray/Marrissa Kontz Shower
5 B&S	6 B&S	7 B&S	8 B&S	9 B&S	10 B&S	11 B&S
12	13	14	15	16	17	18
19	20	21	22	23	24	25 Wedding McKenzie B&S 11:00-1:00 PM
26	27	28	29	30	31	

November

2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	Voting	4	5	6	7
8	9	10	11	12	13	14
B&S	B&S	B&S	B&S	B&S	B&S	B&S
15	16	17	18	19	20	21
						22
						Breakfast Fire Dept Fundraiser Fran
23	24	25	26	27	28	29
30						

December

2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7 Frost Bite Rund PD to the fire dept 225.00 not given to committee	8	9	10	11	12 Polish Club Christmas Party Security Deposit: 100.00	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
March 13-14, 2026 Crawford 50 people dj photo booth night before come in to decorate 5:10-375.00	Ann Crawford security deposit: 100.00	B's Security Deposit all's over 5200.00				

\$100.00	Security Deposit to hold date				
	Deposit is refundable unless event is cancelled prior to 15days prior to event or in the event of damage				
	Deposit will be returned when checklist is completed and signed after event is completed				
\$75.00	Hour for event				
	2 hours prior to event to setup				
	1 hour after event to clean up				
	If additional time is needed an additional fee will be added				
\$37.50	per additional hour				
\$25.00	Hour for event for all South Williamsport School Clubs/Sports Teams				
\$50.00	Hour for employees and fire department members				
\$50.00	Security Deposit is required to hold date				
	Deposit is refundable unless event is cancelled prior to 15days prior to event or in the event of damage				
	Deposit will be returned when checklist is completed and signed after event is completed				
0	Fire Department/Borough Training or Meetings that require the space				
	Council Room is also available for smaller trainings and meetings				
\$950.00	B & S Estate Sales for the year 2025 for 7 days				
\$100.00	Deposit to save date for each event				
	Deposit is refundable unless event is cancelled prior to 15days prior to event or in the event of damage				
	Deposit will be returned when checklist is completed and signed after event is completed				
\$150.00	Funeral gathering - non resident				
\$100.00	Funeral gathering - resident or employee, fire department member				

Cleaning Voucher

This is to acknowledge that **Johnny Gonsalves** provided cleaning services for the Social Hall after rentals, fire department training, and meetings a total of **29 times** between **January 1, 2025 and August 11, 2025**.

- Rate per cleaning: **\$50.00**
- Total value of services: **\$1,450.00**

Mr. Gonsalves has chosen to **donate these services in-kind as a volunteer** and has not charged the committee for the cleanings. In addition to these cleanings, Johnny has also volunteered numerous hours repairing and organizing areas within the Social Hall and around the building.

Social Hall / Rec & Event Comitte

The Committee was originally formed to host community events such as Christmas Parties, Easter Egg Hunts and Bingo Brunch. The committee and their families have volunteered for many hours and have hosted multiple events that the community had attended.

The Committee thought the social hall could be "used" more than it has been. The borough office had received numerous call stating they could not get ahold of anyone in reference to rent the social hall so the committee believed if we took over the rental of the hall, we could produce extra revenue for repairs and upgrades to the space. For example, we were hoping to refinish the floor and make the necessary ADA upgrades to the restrooms. This idea was discussed with the past president of the fire department and the member who was the social hall rental contact. They agreed and handed over the calendar and associated paperwork with no discussion, So since January 2025 the committee has been renting the social hall with great success.

Since there was no discussion with the fire department when the Committee took over the rentals the Committee wanted to come together with the fire department and come to an agreement. The committee wanted to discuss as to how to split the rental income so the fire department was not losing ANY income and how we could possibly increase their income such as additional rental fees per table and chair or any other items the fire department may own that could be added to the rental. In addition, the committee could make some monies to support the free events, repairs and upgrades. It was never the intention of the committee to TAKE OVER the social hall, The fire department could use the space for training and department events with first choice of any dates they needed.

I am highly disappointed in the fire departments non response and the lack of care for the community events that our borough residents enjoyed.

I would like to formally resign from the Social Hall Committee and step back from any involvement in planning events related to the Social Hall, effective immediately. This has always been a voluntary role that I've taken on during my personal time and has never been part of my official duties as Borough Manager.

Unfortunately, with the ongoing unresolved issues between the fire department and the borough regarding the Social Hall, and more recently, emerging conflict between the fire chief and myself as Borough Manager—particularly given my role as supervisor of the Public Works employee being the fire chief—my continued involvement is now contributing to unnecessary confusion and tension. There appears to be a misunderstanding among some that this committee is solely a borough entity, which it is not. To help eliminate that confusion and maintain professional boundaries, I believe it is in the best interest of all parties for me to fully step away from this volunteer role.

That said, there are operational and administrative matters that require the Borough Manager to continue working directly with the fire chief and the fire department's leadership team. These matters will continue to be handled by the Borough Manager as part of the borough's official responsibilities.

To ensure clear and effective communication moving forward, and to avoid further misunderstandings, all communications from the fire department intended for the Borough Manager should be sent simultaneously via email to the Borough Council President, Vice President, and Mayor. This group will determine if the Borough Manager needs to do any follow up.

Likewise, when the Borough Manager needs documentation or communication from the fire department in order to perform borough duties, the request will be made to the Borough Council President, Vice President, and Mayor, who will then obtain the necessary information from the fire department leadership team.

I remain committed to serving the borough and ensuring that all operations continue to run smoothly and professionally.

Any questions please let me know.

Sincerely,

Ann Marie Baker

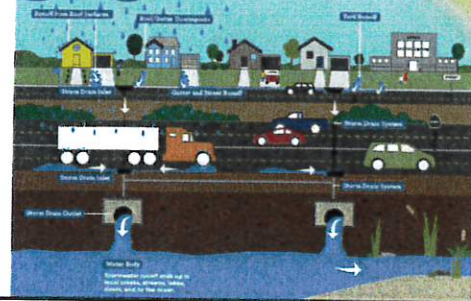
Borough Manager

Regional Stormwater Management Program Overview

August 27, 2025
Borough of Duboistown Council Meeting
Christine Weigle & Olivia Lopatofsky, LCWSA

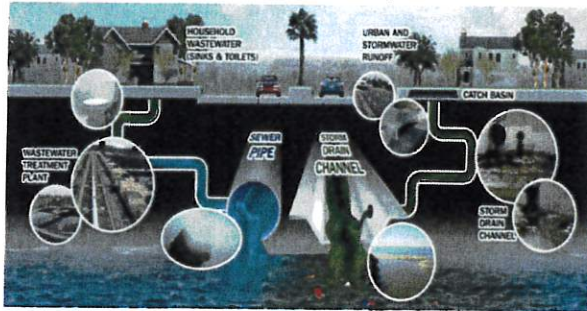
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Stormwater Runoff



2

Separate Storm Sewer System



3

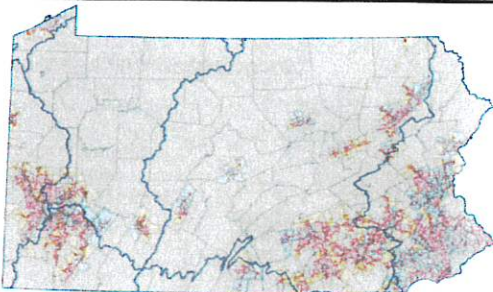
MS4 Program

- "Municipal Separate Storm Sewer System"
- Regulated by:
 - Federal (EPA) - Clean Water Act
 - Pennsylvania (DEP) - Clean Streams Law
- Communities designated by Census data
 - Urbanized areas - City of Williamsport and surrounding areas



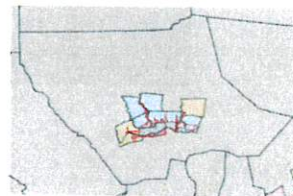
Pennsylvania's MS4 Program: The Pennsylvania Department of Environmental Protection (DEP) manages the MS4 program, which mandates that municipalities in urbanized areas obtain an NPDES permit for their stormwater systems. This is done to meet the requirements of both the federal Clean Water Act and the state's Clean Streams Law.

4



MS4 Permit Waiver
MS4 General Permit
MS4 Individual Permit
2010 Urbanized Area
Major Watersheds
County Boundary

5



MS4 Permit Waiver
MS4 General Permit
MS4 Individual Permit
2010 Urbanized Area
Major Watersheds
County Boundary

6

Duboistown and MS4 Permitting

In the beginning –

- Greater Williamsport area collaboration
- County Planning support
- Initially generic and benign requirements
- Environmental requirements become more stringent
- Low-hanging fruit

Permitting by municipality – game-changer – NPDES (Federal)

- NPDES – National Pollutant Discharge Elimination Permit
- Duboistown & South Williamsport – individual permits
- Williamsport and surrounding municipalities – joint permit

7

6 Minimum Control Measures (MCMs)

1. Public Education and Outreach
2. Public Involvement/Participation
3. Illicit Discharge Detection and Elimination
4. Construction Site Stormwater Runoff Control
5. Post-Construction Stormwater Management
6. Pollution Prevention/Good Housekeeping



Image Source: City of Camas, WA

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Stormwater Challenges

- NPDES Permit – “MS4” Requirements
 - MS4 – Municipal Separate Storm Sewer System
 - PENNSYLVANIA - **EXTRA** permit requirements
 - CBPRP - Chesapeake Bay Pollution Reduction Plan

Chesapeake Bay Agreement:

- ☐ Executed in 1983:
 - Maryland, Virginia, **Pennsylvania**, DC, EPA
 - ☐ 2000 set new goals
 - Delaware, New York West Virginia
- ☐ 2023 - set goal to reduce 10%
 - **Municipalities** required to meet goals
 - Required BMP Project to achieve!

Unfunded
Federal
Mandate



More targets
& goals in future

9

Borough Impacts

- Stormwater/Public Works
 - **Traditional infrastructure**
 - Pipes, catch basins, storm drains, inlets
 - Aging – in need of repair
 - Deferred maintenance
 - **NPDES permit requirements**
 - Reporting, IA analysis, asset management/GIS assistance, recording keeping and documentation
 - **Pollution Reduction Goals**
- Funding – NOT thru Borough Tax Base
 - Stormwater utility fee
 - Not 100% funded by fee
 - Still subsidized by tax dollars

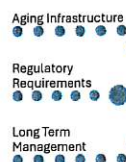


10

Stormwater Management Program

collaborative partnership

*more comprehensive
aging infrastructure & regulatory
fee based -technical basis -equitable*



Compliance

Duboistown -

*You may recall that the
Borough was unable to
cost effectively and easily
achieve its required
pollution reduction goals*

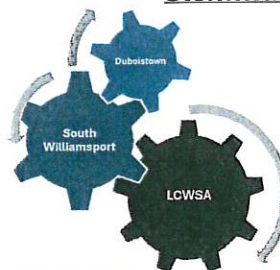
Sustainability
Budget certainty
Compliance Driven
System Assessment
Asset Improvement
Asset Management

11

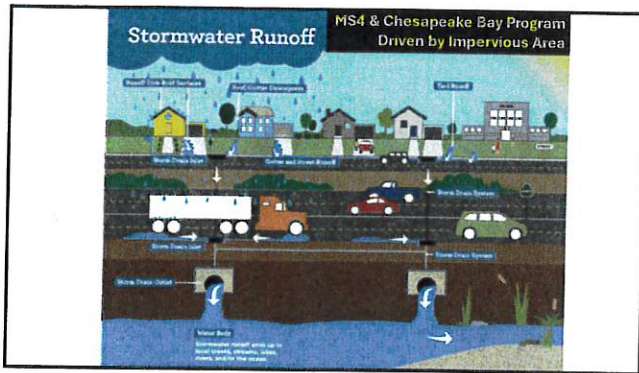
Stormwater Management

*Regional Partnership
Both Boroughs and LCWSA*

Shared Projects
Shared Costs
Common Elements
Sustainability



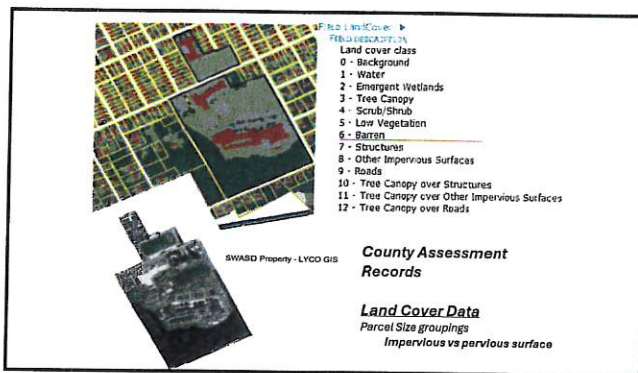
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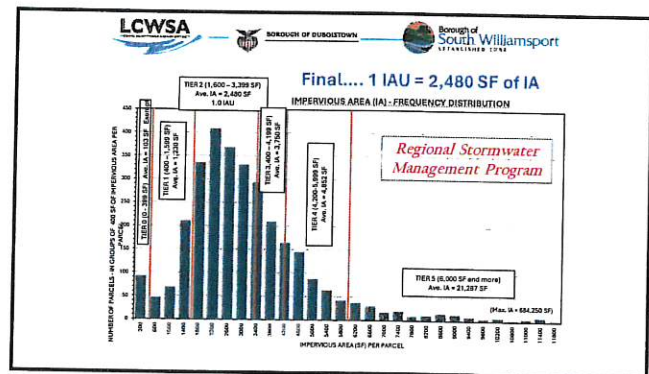
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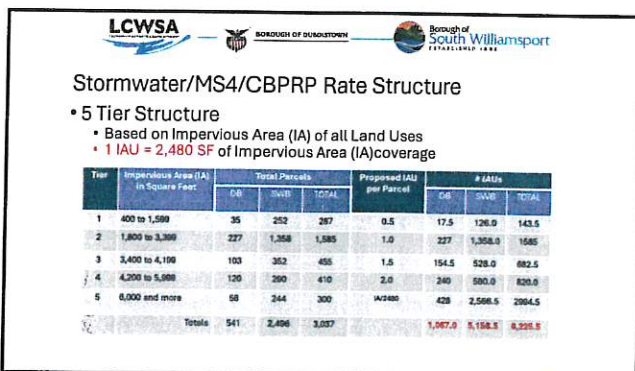
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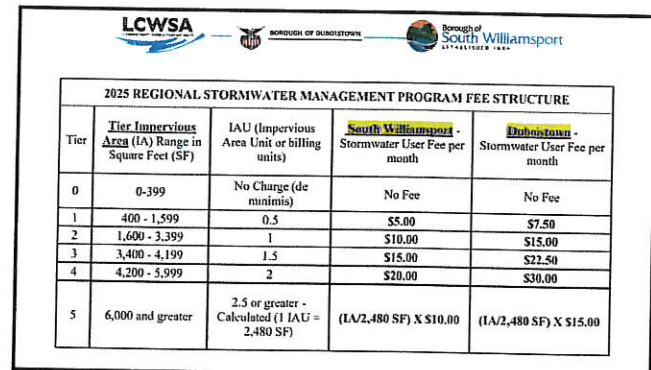
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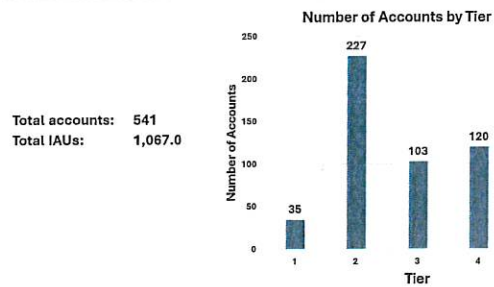


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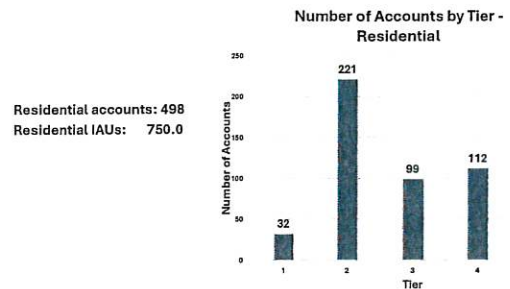
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Duboistown Stormwater Accounts



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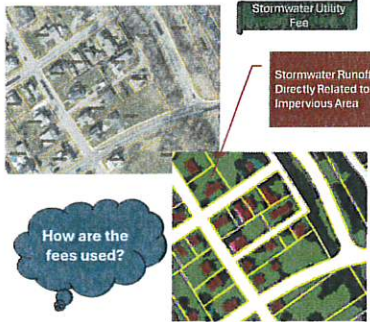
Duboistown Residential Stormwater Accounts



20

Top 20 Residential Customers

IAUs	Monthly Fee	Credit?
13.0	\$ 136.50	Y
6.0	\$ 90.00	N
5.0	\$ 75.00	N
4.5	\$ 67.50	N
4.5	\$ 67.50	N
4.0	\$ 60.00	N
4.0	\$ 60.00	N
3.5	\$ 52.50	N
3.5	\$ 52.50	N
3.5	\$ 52.50	N
3.5	\$ 52.50	N
4.0	\$ 51.00	Y
4.5	\$ 47.25	Y
3.0	\$ 45.00	N
3.0	\$ 45.00	N
3.0	\$ 45.00	N
3.0	\$ 45.00	N
3.5	\$ 42.00	Y



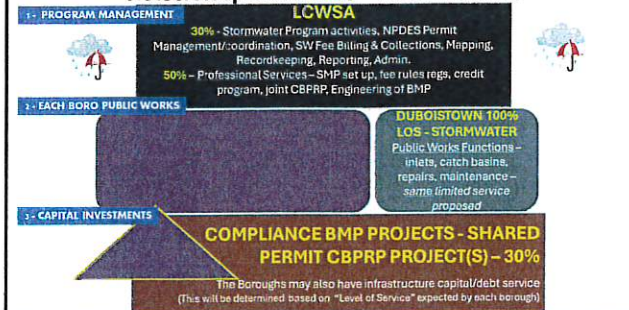
21

Stormwater Management Program Roles/Responsibilities – Tasks/Actions



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Stormwater Management Program Roles/Responsibilities – Tasks/Actions



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2025 Revenue & Rate Structure


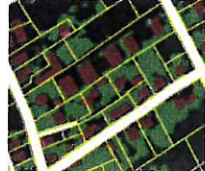
Regional SMP Budget - \$773,675		
DUBOISTOWN ~ \$174,825 (2025 budget)	SMP BUDGET INFORMATION	SOUTH WILLIAMSPORT ~ \$598,850 (2025 budget)
Program Management \$69,825	1 - PROGRAM MANAGEMENT	Program Management \$176,117
Public Works \$75,000	2 - EACH BORO PUBLIC WORKS	Public Works \$392,733
Compliance Permit/Projects \$30,000	3 - CAPITAL INVESTMENTS	Compliance Permit/Projects \$30,000

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LCWSA BOROUGH OF DUNELSTOWN Borough of South Williamsport ESTABLISHED 1984

Stormwater Utility Fee

Enabling legislation in PA passed in 2013
"utility" structure –
Allows fees charged in lieu taxes

- Fairly apportion costs
 - Quantity/quality of stormwater runoff
 - Per parcel – "impervious" coverage basis
- Fees can be collected from tax exempt parcels
 - Including Borough's parcels

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Appeal/Credit Program Rules & Regulations



- Appeal Process**
 - Simple form to dispute IA, ownership, or parcel boundaries
- Credit Program**
 - Incentivize property owners
 - to **reduce their User Fee** by
 - undertaking and **implementing approved activities** that
 - reduce the rate and/or volume of Stormwater runoff** and/or
 - reduce the pollutants in that runoff.**
 - Maximum credit that can be achieved - 30%**
 - Correlates directly w/Variable Costs in the SMP program

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Stormwater Credits – DEP BMP Manual

Maximum stormwater credit is 30%

Example BMP projects (based on volume/peak rate)

- Pervious Pavement with Infiltration Bed
- Infiltration Basin Subsurface Infiltration Bed
- Infiltration Trench
- Rain Garden/Bioretention
- Dry Well / Seepage Pit
- Constructed Filter
- Vegetated Swale
- Vegetated Roof ("green roof")
- Runoff Capture & Reuse



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MS4 Accomplishments

Included in annual reports to DEP since 2020

1,965 / 30,876
LF pipe installed/replaced

36 / 329
catch basins repaired/replaced


8 / 47
manholes repaired/replaced

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SMP Benefits

- Guaranteed revenue stream
 - Stormwater utility fee
 - Regulatory requirement
- Partnership
- Sustainability
- Cost savings
 - Management - 50/50
 - BMP project with South Williamsport - 70/30
- Customer management
- Shared knowledge and expertise





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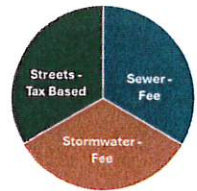
LCWSA BOROUGH OF DUNELSTOWN Borough of South Williamsport ESTABLISHED 1984

SMP Stormwater Utility Fee

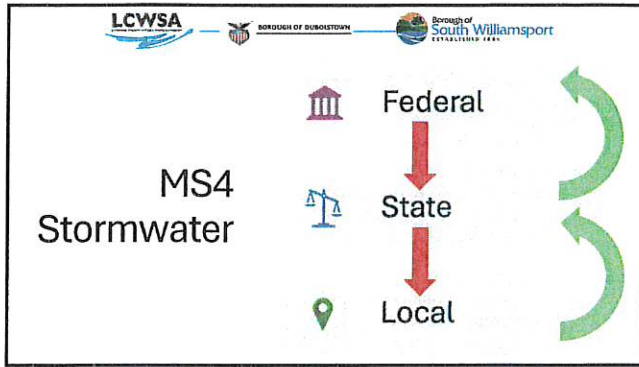
- Fair and equitable application
- All properties assessed by IA



Public Works Functions



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MS4 Program

- Federal and state mandated

Rep. Brenda Pugh (R-Luzerne) has introduced a bipartisan resolution, House Resolution 286, <https://www.nylegis.us/legislation/bills/2025/h0286> urging Congress to address the growing financial burden placed on local governments and residents by the federally mandated Municipal Separate Storm Sewer System (MS4) Program.

"Municipalities across the Commonwealth are being forced to implement, or significantly raise, stormwater fees to comply with this unfunded federal mandate," said Pugh. "This so-called 'rain tax' has placed a disproportionate burden on the people and communities in my district—and many others."

Source: Representative Brenda Pugh, 8/18/2025

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Borough of South Williamsport
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