

Resolution No. 2016-17

BOROUGH OF ELIZABETHTOWN LANCASTER COUNTY, PENNSYLVANIA

A RESOLUTION OF THE BOROUGH OF ELIZABETHTOWN ADOPTING A FORMAL POLICY FOR ITS ANNUAL PAVING PROGRAM

WHEREAS, the Borough of Elizabethtown wishes to keep safe and well-maintained streets for travel throughout the Borough; and

WHEREAS, the Borough of Elizabethtown has developed an annual paving program policy as a guide for presenting a five-year paving outlook and planning a 25-year paving cycle on average (attachment); and

WHEREAS, the Borough of Elizabethtown intends that development of a policy will assist in the budgeting and operations for maintaining complete streets.

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED that the Borough Council of the Borough of Elizabethtown, Lancaster County, hereby adopts the attached policy for its annual paving program within Elizabethtown Borough.

DULY ADOPTED this 15th day of December, 2016, by the Borough of Elizabethtown in lawful session duly assembled.

ELIZABETHTOWN BOROUGH

ATTEST:


Secretary

BY:


Council President

[BOROUGH SEAL]

Elizabethtown Borough Paving Program Policy

The paving program policy is a guide to 1) assist Borough staff in the development of the annual paving schedule with a five-year outlook; and 2) assist Borough Council during annual budget preparation and adoption.

- * Goal of the program is to maintain on average between a 25-year and 30-year street maintenance schedule, as close to a 25-year cycle as possible.
- * There are approximately 762,000 total square yards of paved street in the Borough. This requires approximately 24,500 square yards to 30,480 square yards on average of street to be included in the paving program each year.
- * Public Works Department staff will conduct inspections of all of our streets each year to evaluate for condition and identify priority streets to be included in the paving program.
- * Public Works Department staff will outline written justifications for the paving of each street included in the paving program.
- * Identifying a street to be paved will be based on condition and use, not based on a neighborhood cluster approach to identify streets for paving. Thus the streets identified for paving in any given year could and will likely be located in different sections of the Borough.
- * Each street identified for paving in the program will be evaluated for curb reveal, downspouts, crown, utilities, and complete streets; a written report on each of these items will be included with each year's paving program.
- * Notices of the intent to pave will be mailed to property owners on the streets to be paved by Memorial Day the year prior to the street's paving.
- * Inspections will be conducted on the condition of curb, sidewalk, and ADA ramps adjacent to each street identified to be paved. Notices with the amounts of curb, sidewalk, and ADA ramps to be replaced will be sent to property owners by Labor Day the year prior to the street's paving.
- * Specifications for the paving of a street will include a leveling course, Petromat (or other Penn Dot approved paving fabric), and 1 ½ inches of wearing course.
- * Inspections and written reports of evaluation and recommendations for Complete Streets will be conducted by the Public Works Department staff and the Borough's Bicycle and Pedestrian Advisory Committee by Labor Day the year prior to the street's paving.
- * Public Works Department staff will monitor the future availability of Liquid Fuels approved paving fabrics that could extend the life of the street and possibly extend the revolution of the annual paving program (ex: 35-year paving program).

Other Notes RE: Budget

- * It is recommended that each year for five years (2017-2021) an amount of \$100,000 is reserved in the Capital Reserve Fund (for a total of \$500,000 at the end of 2021) for future supplement to the Liquid Fuels Fund payment of street paving as needed.