

**MINUTES OF THE JANUARY 8, 2019
MEETING OF TRAPPE BOROUGH COUNCIL**

Vice President Cathy Johnson called to order the regularly scheduled meeting of Trappe Borough Council January 8, 2019 at 7:00 p.m. at Trappe Borough Hall, 525 West Main Street, Trappe, Pennsylvania.

ANNOUNCEMENT OF EXECUTIVE SESSION: Council Vice President Johnson announced there will be an Executive Session after the public meeting this evening to discuss legal matters. A vote is not expected after the Executive Session.

Those present were:

Vice President Cathy Johnson
Phil Ronca
Stu Strauss
Pat Webster (arrived at 7:20 p.m.)
Brett Yeagley

Also Present:

Mayor Matthew Wismer
Solicitor David Onorato
Treasurer John Klink
Borough Engineer Paul Schmoll
Borough Manager Tamara Twardowski

ABSENT

Nevin Scholl
Scott Martin

Ananya Sudarshan introduced herself as a Girl Scout cadette that is working on her silver badge and to earn that she needs to complete a “take action” project. Ananya proposed to build a small box free Library to place at either Rambo or Borough Hall Park. She would originally stock the library and people could take or give a book. A picture of the proposed free library was distributed to Council. C. Johnson asked Ananya what her maintenance plan was and was told that she planned to visit the library once a month and help keep it sufficiently stocked. It was suggested that maybe signage along the lines of “take one, leave one” and “please don’t leave books outside of the library” may be helpful.

Motion to approve the project to proceed with input from Borough staff as to where to place the library:

Moved: P. Ronca

Seconded: S. Strauss

Approved: 4 - 0

Conditional Use Hearing for 417 W. Main Street

Mr. Edward Hughes, Esq, introduced the application for 417 W. Main Street. The applicant has requested that the property be allowed to be used for 2 residential units (as it is currently) or 1 residential unit and 1 office, personal or service shop. There is a note on the recorded plan that the property is to be used for office use, this hearing would allow that note to be extinguished. A copy of the transcript will be on file with the Township. There was discussion regarding the sidewalk which is in need of repair and a question asked by S. Strauss if this could be added as a condition in the approval decision. P. Heller explained that the sidewalk is actually owned by the condo association which is comprised of multiple properties, and asked that it not be made a condition of the decision. T. Twardowski will issue a letter to the condo association advising of the need and responsibility to repair.

Motion to approve the Conditional Use Decision presented by Solicitor Onorato with the condition two (2) to be revised to read as “The existing building located at 417 West Main Street may contain one office, retail shop or personal service shop on the first floor and one residential apartment on the second floor”:

Moved: P. Ronca

Seconded: S. Strauss

Approved: 5 - 0

Public Hearing on Ordinance 448

Solicitor Onorato introduced Ordinance 448 which amends the R3 Zoning District to require 2.5 parking spaces, not including garages, per home rather than the current 2.3 that is required now. This amendment is a result of the discussion from a recent land development that went through the planning process and during that process there was concern that there may not be enough parking especially in townhome developments. The proof of publication along with reviews from the Borough Planning Commission and Montgomery County Planning Commission were introduced to the record.

APPROVAL OF THE MINUTES:

The members of Council reviewed the minutes of the December 4, 2018 regular meeting of Borough Council. The minutes were accepted as presented.

Motion to approve the minutes as presented:

Moved: P. Webster

Seconded: S. Strauss

Approved: 5 - 0

The members of Council reviewed the minutes of the December 27, 2018 close out meeting of Borough Council. The minutes were accepted as presented.

Motion to approve the minutes as presented:

Moved: S. Strauss

Seconded: B. Yeagley

Approved: 4 - 0

Abstained: P. Ronca (absent from meeting)

PUBLIC FORUM/AGENDA AND NON-AGENDA ITEMS:

Sarah Calvin reported that she is working for Representative Joe Ciresi. She will be attending Trappe Borough Council meetings on his behalf and can be a liaison between the Representative and the Borough. Representative Joe Ciresi’s office will remain in what was Representative Tom Quigley’s office.

STAFF REPORTS:

Engineer’s Report: The written Engineer’s Report from Paul Schmoll, representing Barry Isett Associates (BIA) was presented to all to review. A copy of the report is available at Borough Hall.

P. Schmoll reviewed the bids received for the 2019 Road Work. It was reported that a request was received by Joseph E. Sucher and Sons to withdraw their bid as there was an error in their submittal. P. Schmoll has reviewed the bids, and is recommending award of the bid to Innovative Construction Services of Folcroft, PA the apparent low bidder.

Motion to award the 2019 Road Work contract to Innovative Construction Services, for the total base bid amount of \$230,439.00:

Moved: P. Webster

Seconded: P. Ronca

Approved: 5 – 0

There was a brief discussion on Main Street Crossing and its completion status. P. Webster asked if the parking on Stearly Court was per plan. P. Schmoll will review.

Resolution 2019-01, approving the Neumann Subdivision which will allow the original 2.5 acre property at 140 E. Seventh Avenue to be divided into a minor 2 lot subdivision, was introduced to Council. P. Schmoll advised that he did get revised plans and documents and from cursory review it appears that the applicant has addressed previous comments. The application is requesting a deferment of installation of curb and sidewalk until such time as the Borough requires it and have added a note to the plan that states it is a deferment not a waiver.

Motion to grant a deferment on the installation of curb and sidewalk until such time as the Borough requires installation:

Moved: P. Webster

Seconded: P. Ronca

Approved: 5 – 0

Motion to approve Resolution 2019-01, granting conditional approval to the Neumann Subdivision:

Moved: P. Ronca

Seconded: P. Webster

Approved: 5 – 0

Treasurer's Report: John Klink presented the Treasurer's Report dated December 31, along with a bill list with checks 2400-2437, two payrolls, and direct charges from Phoenixville Federal credit including check numbers which was previously approved at the December 27, 2018 Council meeting.

John Klink presented a bill list for the General Fund dated January 8, 2019 with checks 2438-2442 in the amount of \$3,712.69

A copy of the Treasurer's Report was provided to all and is available for review at Trappe Borough Hall.

Motion to make payment of invoices included in the January 8, 2019 Treasurer's Report check numbers 2438 through 2442 from the Customers Bank General Checking Account in the amount of \$3,712.69:

Moved: Strauss

Seconded: P. Webster

Approved: 5- 0

There was a brief discussion about the CD's that were coming due during the month of January and what to do with them. T. Twardowski will contact PLGIT tomorrow and get some information on rates, where the money goes when the CD expires, etc. and forward information to Council.

Motion to authorize C. Johnson to move money from expiring PLGIT CD's into safe interest bearing accounts as needed:

Moved: P. Ronca

Seconded: S. Strauss

Approved: 5- 0

Mayor's Report – No report

Traffic & Safety: Reports of the Trappe Fire Co. for December 31, 2018 and the Trappe Fire Co. Ambulance for November 30, 2018 were presented. The December 2018 State Police report was also presented. Copies of all reports are available at Borough Hall for inspection.

OLD BUSINESS: None

NEW BUSINESS:

Trappe Borough Attachments – a list of appointments was presented to Borough Council for approval. There was a question as to whether the Fire Marshal/Asst. Fire Marshal position was for a term or at will. Solicitor Onorato referred to the Borough Code which states it's at will. The term for Fire Marshal/Assistant Fire Marshal was changed to at will.

Motion to approve the 2019 Appointee list as amended (see attached):

Moved: S. Strauss

Seconded: B. Yeagley

Approved: 5 – 0

Trappe Historical Society – the Borough received a request from the Historical Society for a waiver of permit fees for work proposed to be done at Dewees Tavern. Borough Council requested that T. Twardowski review whether other non-profits (churches, grange, etc.) have paid permit fees and tabled the discussion for further review.

EXECUTIVE SESSION:

At 9:55 p.m. Council entered into Executive Session to discuss legal and personnel matters.

Council reconvened at 10:15 p.m.

Adjournment - There being no further business; the meeting was adjourned by Vice President C. Johnson at 10:15 p.m.

Respectfully submitted,

Tamara D. Twardowski
Borough Secretary