

**MINUTES OF THE OCTOBER 2, 2018
MEETING OF TRAPPE BOROUGH COUNCIL**

Council President Nevin Scholl called to order the regularly scheduled meeting of Trappe Borough Council October 2, 2018 at 7:00 p.m. at Trappe Borough Hall, 525 West Main Street, Trappe, Pennsylvania.

ANNOUNCEMENT OF EXECUTIVE SESSION: Council President Scholl announced there was an executive session prior to the meeting and there will be an executive session after the public meeting this evening to discuss legal and personnel matters. A vote may be taken on matters discussed, during the regular reconvened session of Council, on one or more of the matters.

Those present were:

President Nevin Scholl
Vice President Cathy Johnson
Scott Martin
Phil Ronca
Stu Strauss
Brett Yeagley

Also present:

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

Absent:

Mayor Matthew Wismer, Council member Pat Webster

APPROVAL OF THE MINUTES:

Motion to approve the minutes of the September 4, 2018 regular meeting:

Moved: S. Strauss

Seconded: C. Johnson

Approved: 6 – 0

Motion to approve the minutes of the September 20, 2018 special joint meeting with Upper Providence Township:

Moved: S. Strauss

Seconded: P. Ronca

Approved: 6 – 0

Ron Carlson from Advanced Disposal was present to speak with Council about the future of recycling. The recycling market is very difficult right now and China has starting charging hefty fees for “contaminated” recyclables which is recyclables co-mingled with non-recycled items or contaminated by food waste. The cost for disposal is almost triple for contaminated materials. Advanced Disposal is starting to work with communities to try to provide education on what can be recycled and the proper way to do it. There is a strong possibility that costs will increase substantially under the next bidding cycle. Additionally, there may be a point in the future where the only recyclables that will be collected are number 1 and 2 plastics, along with cardboard, aluminum, paper and tin. Other plastics, glass and junk mail will not be accepted. It has not come to that yet in our area, but other parts of the state are facing such changes.

PUBLIC FORUM/AGENDA AND NON-AGENDA ITEMS:

C. Peck reported that there was a great turnout for Trappe Day on September 22nd. She thanked the Fire Company and EMS, along with Nevin Scholl, his wife Deb and son Ben, Karen McCaslin and Jill Ryan for all their help during the day. She said that it was a lot of work this year and there were limited volunteers.

S. Mancuso, Harvard Drive, attended the special meeting on the 20th and wanted to commend Council for working with Upper Providence and trying to find common ground to share services. He also asked about a curb escrow that was set up for College Woods and if there was any update on his stormwater complaint. T. Twardowski will set up a meeting with him to discuss both issues.

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.

- Mr. Schmoll reported that the storm sewer repairs and paving is complete on East First Avenue, the maintenance bond has been received and he is recommending payment to both Ply Mar Construction and S.A. Macanga Inc.

Motion to ratify the payment for storm sewer repairs in the amount of \$8,200.00 to Ply-Mar Construction Co. Inc.:

Moved: C. Johnson Seconded: S. Strauss Approved: 6 – 0

Motion to authorize payment to S. A. Macanga, Inc. in the amount of \$34,572.00 for the paving on East First Avenue:

Moved: S. Martin Seconded: C. Johnson Approved: 6 – 0

- P. Schmoll reported that the developer for Hidden Hollow has requested his first escrow release, which he recommends releasing as the work has been done. T. Twardowski noted that there are a couple items outstanding including recording of the plan and executing agreements with the Authority and Public Works, and if Council approves the release it should be contingent upon the developer completing those items.

Motion to approve Escrow Release No. 1 for Hidden Hollow in the amount of \$12,322.80, contingent upon the satisfactory resolution of the above mentioned items:

Moved: C. Johnson Seconded: P. Ronca Approved: 6 – 0

- P. Schmoll reported that he had obtained quotes for the work to be performed on Fifth Avenue and they ranged from \$16,000-\$20,748. T. Twardowski said that this was higher than anticipated and if Council prefers we could add this to the 2019 road projects and likely get a better price. Council agreed to add as an alternate with the 2019 projects.

- P. Schmoll recommended release of the final 5% from the 2018 road projects to Innovative Construction Services, Inc., as they are all complete and the maintenance bonds have been received.

Motion to approve payment for Holly Dive/Ash Street in the amount of \$2,877.71:
Moved: S. Strauss Secinded: C. Johnson Approved: 6 – 0

Motion to approve payment for Nicholas Lane in the amount of \$3,089.25:
Moved: S. Martin Secinded: P. Ronca Approved: 6 – 0

Motion to approve payment for Center Ave/Bonnie Brook/Cherry in the amount of \$4,151.14:
Moved: C. Johnson Secinded: S. Martin Approved: 6 – 0

Motion to approve payment for Oak Road in the amount of \$2,527.50:
Moved: S. Strauss Secinded: P. Ronca Approved: 6 – 0

Treasurer’s Report: John Klink presented the Treasurer’s Report dated September 28, 2018 with a list of checks, check numbers 2299-2232 along with transfers, direct payroll charges and the Phoenixville Federal Card Service Center direct withdrawal from the Customers Bank General Checking Account in the amount of \$158,830.30.

A motion was requested to pay bills as listed:
Moved: S. Strauss Secinded: C. Johnson Approved: 6 – 0

John Klink presented the Treasurer Report dated September 28, 2018 for the Customers Bank Liquid Fuels Fund direct charges by PECO in the amount of \$3,455.52.

A motion was requested to pay bills as listed:
Moved: S. Strauss Secinded: C. Johnson Approved: 6 – 0

John Klink presented the Treasurer’s Report dated September 28, 2018 for the Customers Bank Escrow Fund check numbers 1119-1122, along with a transfer deposited in error that belonged to the General Fund in the amount of \$4,240.63.

A motion was requested to pay bills as listed:
Moved: C. Johnson Secinded: B. Yeagley Approved: 6 – 0

President N. Scholl requested authorization to purchase two \$245,000 91 day PLIGIT I Class CD’s at 2.25%.

A motion authorizing the CD purchases as outlined:
Moved: S. Strauss Secinded: S. Martin Approved: 6 – 0

2019 Budget – Council agreed to have J. Klink spend up to 30 hours to help with the 2019 budget preparation.

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

Mayor's Report – There was no report as M. Wismer was not in attendance.

Borough Manager's Report: The written Borough Manager Report by Tamara D. Twardowski was presented to all for review.

T. Twardowski reported that the snow plowing and salting bids were opened. Snow Plowing and Salting – One bid was received from MAK Services. The rates for the period of October 2, 2018 to April 30, 2019 were: \$145/hour for the 10-ton dump truck (two to be dispatched to the Borough), \$120/hour for the pickup trucks (two to be dispatched to the Borough and \$110/hour for the front-end loader. Additionally, for a back hoe and tri-axel truck for the removal of snow at the direction of the Borough the fee is \$150/hour. Salt storage for the season - \$1,800.

Motion to award the Snow Plowing and Salting operation to MAK Services based upon the bid received as enumerated above for the period October 2, 2018 through April 30, 2019:

Moved: S. Martin

Seconded: C. Johnson

Approved: 6 – 0

T. Twardowski reported that the salt contact which is done through the Montgomery County Consortium of Communities was awarded to Morton Salt at a cost of \$49.42/ton delivered.

T. Twardowski presented proposals for two maintenance items at Borough Hall; pressure washing and sealing of the ramp and placement of chair rail in the meeting room.

Motion to approve the proposal from MHM in the amount of \$550.00 to pressure wash and seal the ramp with a gritty stain/sealer:

Moved: C. Johnson

Seconded: S. Strauss

Approved: 6 – 0

Motion to approve the proposal from Halteman Brothers Building Contractors, Inc. to install chair rail in the meeting room at a cost of \$450.00:

Moved: C. Johnson

Seconded: S. Martin

Approved: 6 – 0

T. Twardowski explained that with the current Use and Occupancy Ordinance, in order to issue a Certificate of Occupancy (COO) to a commercial structure that has not previously had a COO, there is an extensive report that must be completed by an architect to ensure that it complies with the International Building Code unless the municipality adopts an ordinance which allows them to just look at specific things such as fire and safety, accessibility, etc. The legislation of the Uniform Construction Codes gives the criteria for the ordinance within the legislation. She requested Council's permission to draft a revision to the ordinance for the purpose. Council agreed.

T. Twardowski reported to Council that she would like to begin enforcing the recreational vehicle parking ordinance specifically on Williams Way by first placing letters on the trailers, boats, etc. that outlines the ordinance and that they are only allowed to park for 30 consecutive days of the calendar year as many may not be aware of this regulation. Council agreed that this was a good way to start notifying residents. Council requested that the Homeowners' associations be notified of this plan.

T. Twardowski requested that Council authorize Auxillary Police for patrol on October 30 and 31st and also for Election Day to assist with traffic at Borough Hall.

Motion to authorize two (2) Auxiliary Police for three (3) hours on both October 30 and 31st along with reimbursement for up to 25 miles each:

Moved: C. Johnson Seconded: P. Ronca Approved: 6 – 0

Motion to authorize one (1) Auxillary Police Officer for Election Day from 7:00 a.m. to 10:00 a.m. and from 4:00 p.m. to 7:00 p.m.:

Moved: C. Johnson Seconded: P. Ronca Approved: 6 – 0

Solicitor's Report

Solicitor Onorato presented a Conditional Use Decision for 430 W. Main Street (Suite 1) hearing that was held on September 4, 2018.

Motion to accept the Conditional Use Decision for a salon at 430 W. Main Street Suite 1:

Moved: S. Strauss Seconded: C. Johnson Approved: 6 – 0

Motion to accept the Engineer's, Treasurer's, Manager's, and Solicitor's report:

Moved: P. Ronca Seconded: C. Johnson Approved: 6 – 0

COMMITTEE REPORTS

Administrative Services: No report now, there may be recommendations after the executive session

Finance & Streets:

Resolution 2018-09 accepts the Commonwealth of Pennsylvania Green Light Go Grant and authorizes the Borough Manager to execute documents relating to the grant.

Motion to adopt Resolution 2018-09:

Moved: C. Johnson Seconded: S. Martin Approved: 6 – 0

Motion to authorize the execution of the Green Light Go Grant Agreement:

Moved: B. Yeagley Seconded: C. Johnson Approved: 6 – 0

Parks & Open Space: S. Strauss reported that he needs to get together with the Borough Manager to look at a proposal for landscaping services for 2019.

Planning, Zoning & Ordinance: No September meeting

Regional Planning Commission: B. Yeagley reported that the regional Planning Commission did meet in September and there was a presentation on the Schwenksville Elementary Walk Audit. Additionally, the Commission discussed the municipal annual contribution for 2019 and as of now it will likely remain the same at \$3,000.00.

Public Works & CTMA: The minutes for the August 28, 2018 meetings were presented. A copy is available for inspection at Borough Hall. The interest income computation reports for the Public Works Department and for the Municipal Authority for August 31, 2018 were

EXECUTIVE SESSION

At 9:15 p.m. Council entered into Executive Session to discuss legal and personnel matters.

COUNCIL RECONVENED AT 10:16 PM:

Motion to allow T. Twardowski to carry over 5 vacation days from 2018 to 2019:

Moved: P. Ronca

Seconded: S. Martin

Approved: 6 – 0

Adjournment - There being no further business; the meeting was adjourned by President Scholl at 10:17 p.m.

Respectfully submitted,

Tamara D. Twardowski
Borough Secretary