

**MINUTES OF THE OCTOBER 6, 2020
MEETING OF TRAPPE BOROUGH COUNCIL**

Council President Cathy Johnson called to order the regular meeting of Trappe Borough Council, held virtually, on October 6, 2020 at 7:00 p.m. and led the pledge of allegiance.

There will be an executive session after the meeting.

Those Present Were:

President Cathy Johnson
Vice President Scott Martin
Dave Davis
Tom Lauterio
Mallory Perlin
Stu Strauss
Pat Webster

Also Present:

Manager Tamara Twardowski
Solicitor David Onorato
Treasurer John Klink
Engineer Ryan Kern

Absent: Mayor Matthew Wismer

APPROVAL OF THE MINUTES:

The members of Council reviewed the minutes of the September 1, 2020 regular meeting minutes.

Motion to approve the minutes as presented:

Moved: M. Perlin

Seconded: D. Davis

Approved: 7-0

PUBLIC HEARING – ORDINANCE #458

D. Onorato opened the public hearing for Ordinance #458 which was advertised in The Pottstown Mercury on September 24, 2020. The Ordinance amends Chapter 315 of the Code of the Borough of Trappe pertaining to parking regulations, bridge weight limits and pedestrian crossings in the Borough. After an overview of the Ordinance was given, the hearing was open for Council or public comment.

Motion to close the public hearing for Ordinance #458:

Moved: P. Webster

Seconded: S. Martin

Approved: 7-0

PUBLIC FORUM/AGENDA AND NON-AGENDA ITEMS:

STAFF REPORTS:

Borough Engineer: A copy of the written report is on file at the Borough Office.

R. Kern advised that BIA was currently working on getting proposals for televising the storm sewers for the roads that are planned for the 2021 roadwork. There was a discussion regarding the 2021 road project planning and whether it made sense to move forward with the projects or to potentially take a year off and revise the 10 year road plan. This was brought up after

discussion at the finance committee as to the many unknowns with revenues due to COVID, and it might be a good opportunity for the Borough take the year to re-evaluate the road plan. There was concern by Council members as to the long term effects of taking a year off. R. Kern advised that one year will likely not have much of an impact, but would caution Council not to have it turn into a multi-year break. Council asked the cost of preparing the bid documents for the road projects and were advised around \$5,000. Council asked R. Kern to please verify the estimated cost for the 2021 projects before they made a decision on moving forward.

BIA did a punch list inspection for Eye Design and there are still a few outstanding items that need to be completed prior to closing out the project. S. Strauss asked about the basin, R. Kern responded that dye testing was performed and BIA believes that the basin is functioning as designed.

R. Kern reported that the annual MS4 was submitted during the month of September. BIA has been looking at BMP improvements to a channel on Joan Drive and a basin on Silverleaf that sustained damage during the storm in August. P. Webster asked if these facilities were on private property and if so why these locations are being considered as opposed to a project to address stormwater at the Rose property. D. Onorato explained that the Borough has easements to these facilities and they are part of the MS4 plan and are required to be maintained. Both these locations have been approved for remediation as part of the MS4 plan.

Escrow Release #7 for Hidden Hollow was reviewed and recommended for approval in the amount of \$25,429.05.

Motion to approve Escrow Release #7:

Moved: S. Martin

Seconded: S. Strauss

Approved: 7-0

71 W. Third Avenue – D. Rentschler, P.E. and Matthew Pusey were in attendance to give an overview of the project. The property is currently a 3.479-acre parcel that contains 4 residential structures. The applicant is proposing to subdivide the lot and into 7 lots with Single Family Dwellings. The applicant will be requesting two waivers. The first request is for a partial waiver from Section 295-34 C (1) requiring the existing and proposed features within 400 feet of any part of the land being subdivided to be shown on the plan. The second waiver is from Section 291-10 D5 requiring multi-family driveways to be 24 feet in width. The applicant is proposing shared driveways for lots 4 & 5 and lots 6 & 7, and is currently showing the shared portion to be 18 feet in width which would allow for a car entering and exiting to be able to pass each other. Discussion ensued with points of concern from the Borough including: individual storm systems on each lot, the driveway crossing over the front of lot 5, and the shared driveways as far as maintenance and access for the fire company. Council requested that the applicant provide a sketch of a revised driveway for lots 4 and 5 and also showing a community stormwater system rather than individual systems.

Treasurer's Report: John Klink presented the Treasurer's Report dated September 30, 2020 along with a bill list with checks 3086 - 3112, two payrolls, and direct charges from Phoenixville Federal Credit totaling \$93,090.27.

A motion to pay bills as listed:

Moved: S. Strauss

Seconded: T. Lauterio

Approved: 7-0

John Klink presented the Treasurer Report dated September 30, 2020 for the Customers Bank Liquid Fuels Fund direct charges by PECO in the amount of \$1,916.07.

A motion was requested to pay bills as listed:

Moved: T. Lauterio

Seconded: M. Perlin

Approved: 7-0

John Klink presented the Treasurer's Report dated September 30, 2020 for the Customers Bank Escrow Fund check numbers 1177-1180 in the amount of \$5,940.22.

A motion was requested to the pay bills as listed:

Moved: S. Strauss

Seconded: S. Martin

Approved: 7-0

Borough Manager's Report: A written copy of the report is on file at the Borough Office.

T. Twardowski has received two requests for trees at Rambo Park. She has requested a proposal from the local nursery and is requesting Council to approve these requests if the requester is willing to cover the cost and the Park committee approves the type and location.

Motion: S. Strauss

Seconded: S. Martin

Approved: 7-0

Auxiliary Police Coverage is being requested for Historic Trappe's tree lighting as well as the Borough covering the generator and Public Work's time. T. Twardowski also asked for approval for the October 30 & 31 patrol and coverage for Election Day if Council so desired.

Motion to approve Auxiliary Police Coverage on October 30 and 31 from 6:00-9:00 p.m., on Election Day, and to assist with the tree lighting on December 2 from 5:30-7:30 p.m. along with covering the expenses for the generator and public work's time:

Moved: S. Strauss

Seconded: P. Webster

Approved: 7-0

T. Twardowski distributed the proposed meeting and holiday schedule for 2021 and asked Council to review so it can be approved at the next meeting.

The shredding event held on October 4 was very well attended. T. Twardowski asked for authorization to contribute \$250.00 to the event that was hosted at Borough Hall with Representative Ciresi's office.

Motion to approve \$250.00 for the shredding event:

Moved: P. Webster

Seconded: S. Martin

Approved: 7-0

T. Twardowski advised that while initially last month she asked for authorization to switch the phones to Comcast, upon further review she found a local company with excellent reviews from the PV Chamber of Commerce. Plus 1 Technology is a local company that will be able to provide support and the cost was less than what the Borough would be paying with Comcast.

Motion to approve switching phone service to Plus 1 Technology at a cost of \$79.27/month:

Moved: T. Lauterio

Seconded: S. Martin

Approved: 7-0

T. Twardowski reminded everyone that the Conditional Use Hearings are scheduled for October 28th at 7:00 p.m. and that the November meeting is moved to the 10th due to Election Day.

Traffic and Safety: S. Martin advised that he and the manager participated in a conference call today with T. Tieperman and Chief Kerrigan from Upper Providence Township and Trappe relayed that the Borough is working towards building a new fire station and also considering a fire tax. Trappe was looking to see what UPT's plans were for the parts of the municipality that Trappe Fire Company currently covers. There was still a desire for collaboration and working together on a regional level. The traffic and safety committee also met with a team from the Fire Company and they shared some financial information, volunteer numbers and cost estimates. The committee is recommending that Council consider implementing a fire tax because the needs of fire services will exceed what the Borough is able to provide through current General Fund taxes.

B. Greenwood reported that the Fire Company is still trying to do some fire prevention education with the local daycares and schools, but it will be modified from previous years. Copies of the State Police report and Trappe Volunteer Fire Company for September were presented for review and are on file at the Borough.

Administrative Services: Council had an executive session on September 22nd to discuss personnel. There will be a brief Executive Session for personnel after the meeting.

Planning Commission:

Draft minutes of the September 22, 2020 meeting were presented.

Public Works & CTMA:

C. Johnson reported on the September meeting and provided copies of minutes and financial reports.

C. Johnson also provided a spreadsheet which was handed out at the Public Works meeting, which shows the rates charged by Public Works versus the loaded cost per employee. Due to the amount of work that Public Works provides to the Boroughs, the Director is comfortable with not raising the rates at this time, but wanted to make the Boroughs aware of the situation.

C. Johnson presented the Police Services agreement with Colledgeville Borough for consideration for approval this evening. Under the current proposed agreement, Trappe Borough will not incur any additional costs. At the meeting, the Colledgeville representatives requested that the cost be paid by Public Works. However, Trappe representatives were not willing to contribute to the cost as they felt that the State Police do provide coverage and patrols within the park and that is sufficient. P. Webster expressed concern that the shared cost of the additional insurance cost to Colledgeville Borough should be shared by Trappe or paid for out of public works as Public Works is benefitting from this service and the cost is negligible.

Motion to pay half of the cost of the increase insurance cost that will be due to the Police Services agreement:

Moved: P. Webster

Seconded: S. Martin

Opposed: 4-3

Yay: P. Webster, T. Lauterio, S. Martin; Nay: C. Johnson, S. Straus, D. Davis, M. Perlin

Motion to approve the police services agreement:

Moved: S. Strauss

Seconded: S. Martin

Approved: 7-0

Information, Technology, and Communications:

P. Webster advised that the draft of the Borough Map has been completed and it will be reviewed by the committee and presented to Council at the November meeting. Printing and distribution of the Map will reflect a new Borough Manager and any possible changes in the Elected Officials following the November election. Distribution is anticipated in early 2021.

New Business:

S. Kurcik, resident and Chairmen of the Planning Commission asked how the Borough can try to ensure that there aren't loopholes in the ordinances which can be exploited and/or how we can change the ordinances to avoid things that the Borough doesn't find desirable.

Council recessed to executive session at 10:34.

Council reconvened at 10:56 and adjourned the meeting.

Respectfully submitted,

**Tamara D. Twardowski
Borough Secretary**