

**MINUTES OF THE DECEMBER 3, 2019
MEETING OF TRAPPE BOROUGH COUNCIL**

President Phil Ronca called to order the regularly scheduled meeting of Trappe Borough Council, December 3, 2019 at 7:00 p.m. at Trappe Borough Hall, 525 West Main Street, Trappe, Pennsylvania.

ANNOUNCEMENT OF EXECUTIVE SESSION: Council President Ronca announced there will be an executive session this evening.

Those Present Were:

President Phil Ronca
Vice President Cathy Johnson
Scott Martin
Stu Strauss
Pat Webster
Brett Yeagley
Mayor Matthew Wismer

Also Present:

Manager Tamara Twardowski
Solicitor David Onorato
Treasure John Klink
Engineer Paul Schmoll

Absent:

Tammy Liberi

APPROVAL OF THE MINUTES:

The members of Council reviewed the minutes of the November 12, 2019 regular meeting of Borough Council. P. Webster suggesting adding the amount of the PWC benefactor level into the minutes.

Motion to approve the minutes:

Moved: S. Strauss

Seconded: C. Johnson

Motion was tabled when it was realized that not all members of Council received all the pages of the minutes.

PUBLIC FORUM/AGENDA AND NON-AGENDA ITEMS:

Mr. Rose – 220 W. Fifth Avenue reported that he is still receiving additional water onto his property and he believes is coming from the Eye Design project. He shared pictures with Council. P. Ronca requested that when something Mr. Rose felt was significantly impacting his property enough that he was going to take pictures to please contact P. Schmoll so that the engineer could also see the same conditions.

S. Calvin – Representative Ciresi sends his regards. The office will be holding a phone scam seminar on December 11th at 10:30 at Tri County Plaza.

STAFF REPORTS:

J Klink reported that interest rates have recently dropped substantially. T. Twardowski is working with Customers Bank to see if they can do any better.

The 2020 proposed budget was presented and discussed by Borough Council. T. Twardowski and J. Klink went over the large budget items in both revenues and expenditures. During 2019 there is surplus revenue, mostly because the grant projects that were budgeted for were not completed. The revenue for 2020 is less than the planned expenditures, but the budget can be balanced by carrying that surplus forward until 2020. The projected revenue line item for Rental Inspections has been decreased for 2020 due to the permits that are due for renewal.

Approximately 25 licenses were renewed early in 2019. Large expenditures for 2020 include LED street light replacement, the Green Light Go traffic signal improvements (and associated engineering), a payment towards the salt shed construction, IT improvements of server replacement (or alternate cloud) and AV improvements, and also BMP replacements necessary for our MS4 Permit. C. Johnson asked if there was money budgeted for a license for the GIS program that Public Works is purchasing. It was not, but \$2,500.00 was added into the IT line for that purchase. The 2020 budget plans for over \$1.1 million in highways and streets, which is a more than half of the proposed expenditures. Public Comments: S. Mancuso told Council that the College Woods HOA received an updated reserve study and their engineer recommends sealing the parking area and Harvard/Yale Drives in 2020 to extend the life of the paved areas. He will forward the study to the Borough and the Borough will have P. Schmoll review. B. Greenwood thought Council should consider lighting in the Rambo Park parking lot, even though it is supposed to be closed after dark, there are often people and cars hanging out in the parking lot, lighting may discourage this.

Motion to advertise the proposed 2020 budget as adjusted:

Motion: S. Strauss

Seconded: S. Martin

Approved: 6-0

Mayor's Report:

M. Wismer reported that he would be attending and participating in the Tree Lighting Ceremony at the Speaker's House on Wednesday December 4th at 6:30 p.m.

Borough Manager's Report: The written Borough Manager's report by Tamara Twardowski was presented to all for review. A copy of the report is available at Borough Hall.

2020 Calendar – T. Twardowski asked if Borough Council would prefer to have the 2020 close out meeting on the 29th or 30th. The 30th was selected.

Motion to approve the 2020 calendar as presented:

Motion: S. Martin

Seconded: P. Webster

Approved: 6-0

Styer Proposal for 2019 audit (done in 2020)

Motion to approve Styer proposal in the amount of \$7,505.00:

Motion: S. Martin

Seconded: C. Johnson

Approved: 6-0

Motion to give Perkiomen Valley Library an additional \$500.00 for 2019 donation:

Motion: P. Webster

Seconded: P. Webster

Approved: 6-0

T. Twardowski provided copies of the Zoning Hearing Application scheduled for December 9th at 6:30 p.m. for 45 Marion Road. The property owner is looking to put on an in-laws quarters addition, which under the Borough's Zoning Ordinance is considered an accessory apartment. The maximum size that is allowed is 35% of the primary residence or 650 sq. feet whichever is less. The applicant is proposing the addition to be 862 sq. feet. The property owners have signed an affidavit that the unit will be converted back to a single family home and the kitchen (stove) would be removed when the mother no longer resides at the property. The U&O will be issued for an in-laws quarters and is not a second or rental unit. All dimensional requirements will be met. Council's concern was for a future buyer thinking that it could be used as a rental unit. The Solicitor recommended that the affidavit and relative's use be made part of the Zoning Hearing Board Decision. Council did not feel it necessary to send the Solicitor to the Hearing and do not oppose the application.

Solicitor's Report:

Solicitor Onorato presented Resolution 2019-08 setting the water rates for 2020 as the Collegeville Trappe Joint Public Works approved a rate increase. C. Johnson reported that there was a minor error in the original percentage, but the amount approved was correct. Council will consider at the close out meeting.

Motion to accept the staff reports:

Moved: S. Martin

Seconded: C. Johnson

Approved: 6-0

COMMITTEE REPORTS

Administrative Services: C. Johnson has something for executive session and would expect a vote afterwards.

Parks, Recreation, and Open Space:

S. Strauss reported that he will work on scheduling a committee meeting.

Planning, Zoning, Ordinances: There are 2 positions open on the Planning Commission, one for the remainder of Jeff Rahm's term (through 2021) and the other is the Alternate position.

Motion to appoint Dave Davis to the remainder of Jeff Rahm's vacated term through December of 2021:

Motion: S. Strauss

Seconded: S. Martin

Approved: 6-0

Motion to appoint Mark Schaffer to the Alternate Position through December 2023:

Motion: S. Strauss

Seconded: B. Yeagley

Approved: 6-0

B. Yeagley reported that the CPVRPC did set the 2020 contribution at \$3,000.00.

Public Works & CTMA: The minutes of the October 22, 2019 meeting of the CTMA were and CTJPW were presented. A copy is available for inspection at Borough Hall. The 2020 budgets for both CTMA and CTJPW were also presented. The Committee did authorize an increase of \$0.15 per 1000 gallons at the November meeting. The Resolution that D. Onorato prepared used

the amount per gallon not the percentage, so if Council wanted to adopt the Resolution this evening, it should be correct. If not, an amended one could be adopted at the close out meeting.

Motion to adopt Resolution 2019-08:

Moved: C. Johnson

Seconded: S. Strauss

Approved: 6-0

Traffic & Safety: The November 2019 State Police was presented. The November report of the Trappe Fire Company and the October 2019 Trappe Fire Company Ambulance report were presented. S. Martin reported that the Fire Task Force met on the 25th of November and read a press release into the record that the Task force prepared. The Trappe Fire Task Force members will work with a committee from the Fire Company to determine a plan for Trappe's future needs.

Over the past year, Upper Providence Township and Trappe Borough have been exploring options regarding the future of fire protection services and have been discussing the possibility of aligning fire protection services by creating a regional fire department that would include the construction of a new station in Upper Providence Township near the Trappe border.

Recently, Upper Providence Township has determined that the future needs of the Township would be best served by building the new station at their Municipal Complex site on Black Rock Road. The Township has decided to move forward in that direction and is engaging the services of an architect to design an emergency services facility for the Black Rock Road site.

Although a regional department will not come to fruition at this time, the Trappe Volunteer Fire Company still serves a key role in providing fire protection services to a significant portion of Upper Providence Township and the Township will continue to support the Trappe Fire Company as it has in the past. Both municipalities will continue to collaborate and work together for the good of the region to deliver high quality services. Trappe Borough will continue to work with Trappe Volunteer Fire Company to assess, plan, and provide for the future needs of the Borough.

Motion to accept the committee reports:

Moved: C. Johnson

Seconded: P. Webster

Approved: 6-0

Council adjourned to executive session at 9:10 p.m. Council reconvened at 10:05 p.m.

Motion to award both the Administrative Assistant and the Borough Manager a year end payment of 6% of their salary in lieu of providing a pension plan and also a merit bonus of \$500.00 for the Administrative Assistant and \$1,500.00 for the Manager:

Motion: C. Johnson

Seconded: S. Martin

Approved: 6-0

Meeting adjourned at 10:10 p.m.:

Respectfully submitted,

**Tamara D. Twardowski
Borough Secretary**