

**MINUTES OF THE FEBRUARY 4, 2020  
MEETING OF TRAPPE BOROUGH COUNCIL**

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Vice President Cathy Johnson called to order the regularly scheduled meeting of Trappe Borough Council February 4, 2020 at 7:00 p.m. at Trappe Borough Hall, 525 West Main Street, Trappe, Pennsylvania.

**ANNOUNCEMENT OF EXECUTIVE SESSION:** C. Johnson announced that an Executive Session would be held this evening and there could be a vote after.

**Those Present Were:**

Vice President Cathy Johnson  
Scott Martin  
Mallory Perlin  
Stu Strauss  
Pat Webster  
Brett Yeagley  
Mayor Matthew Wismer

**Also Present:**

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

**Absent:**

Phil Ronca

**APPROVAL OF THE MINUTES:**

The members of Council reviewed the minutes of the January 6, 2020 reorganization and regular meeting minutes.

**Motion to approve both minutes as presented:**

**Moved: S. Strauss**

**Seconded: M. Perlin**

**Approved: 6 - 0**

**CONDITIONAL USE HEARING FOR 178 W. MAIN STREET:**

E. Kelchner was present and presented her application to utilize 178 W. Main Street as both her residential home and business location for Roam Away From Home, a personal service offering dog walking/dog sitting/and extended stays. (A transcript of the hearing will be available on file).

**Motion to close the hearing:**

**Moved: S. Strauss**

**Seconded: P. Webster**

**Approved: 6- 0**

**Motion to direct the Solicitor to prepare the Conditional Use Decision approving the application with the conditions suggested: limited to 6 dogs, no outdoor boarding/kennels and the owner will install a Knox box:**

**Moved: P. Webster**

**Seconded: S. Strauss**

**Approved 6-0**

**PUBLIC FORUM/AGENDA AND NON-AGENDA ITEMS:**

S. Calvin, on behalf of Representative Ciresi, shared some events that the office is hosting and also provided Council with 3 copies of a publication outlining available state grants.

B. Greenwood, Franklin Court, Fire Chief mentioned that the proposed state budget once again has proposed charging municipalities for State Police, but this time it is for every municipality regardless of whether or not they have a local police department. He also reported that it is getting difficult to see the lines on many of the Borough roads at night in the fog and rain and asked that the Borough consider line painting.

Dennis O'Hara, 333 Laurel Drive, reported that the Laurel Drive HOA had their annual meeting last week and one of the main concerns was traffic and the ability to get out of Laurel Drive. He requested that the Borough assist them with looking at solutions such as lowering the speed limit or a blinking light to alert traffic to an intersection.

Eileen Guss, Apian Way, voiced a continued complaint over the sidewalks on Main Street and provided 26 pictures. She strongly urged Council to make property owners repair or replace the sidewalk. Council did explain that it was hoping to tie the sidewalk and curb replacement when Penn Dot paves Main Street, but agreed that yes, the sidewalks are in terrible condition and this is something that needs to be continued to be discussed by Council.

Sam Mancuso, College Woods, inquired as to why Public Works had been at the pump station in his development daily over the last few weeks. C. Johnson replied that one of the pumps was malfunctioning and parts have been ordered.

Michael Rose, W Fifth Avenue, reported that he was still getting increased water on his property and that he does not feel the new basin on Eye Design is working properly. He shared some pictures with Borough Council. P. Schmoll reported that he had been in contact with the design engineer after the storm on the 25<sup>th</sup> asking him to please look at the situation and advise a course of action but has not heard back yet. He will follow up.

### **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 introduced Resolution 2020-02, allowing an escalation clause for the bituminous materials to be used in the 2020 Road Project.

#### **Motion to adopt Resolution 2020-02:**

**Moved: S. Strauss**

**Seconded: S. Martin**

**Approved: 6-0**

P. Schmoll outlined the bids received for the 2020 W. 1<sup>st</sup> Avenue Mill and Overlay and his recommendations regarding the low bidders. The base bid includes the mill and overlay along with some base repair, but it does not include the double yellow lines down the middle of the road. The line striping was bid as an alternate. Should the Borough wish to award the contract with the alternate included, the low bidder would be Innovative Construction Services. If the Borough wishes to award the contract without the line striping alternate, the low bidder would be Glasgow, Inc.

**Motion to award the 2020 W. First Avenue Mill and Overlay Project to Innovative Construction Services, Inc. to include the base bid and alternate in the amount of \$133,183.00:**

**Moved: S. Martin**

**Seconded: P. Webster**

**Approved: 6-0**

There are 5 handicap ramps that should be replaced on W. First Avenue and N. Borough Line Road prior to paving if Council desires to do so. The approximate cost utilizing the 2020 concrete contract prices is \$26,500.00. T. Twardowski advised that the Borough budgeted \$15,000 for the ramps; however, the road came in well under budget, so the Borough could do the ramps and still stay under the projected 2020 road repair budget.

**Motion to have the 5 handicap ramps replaced and install 1 detectable warning ramp at an approximate cost of \$26,500 under the Drumheller 2020 concrete contract:**

**Moved: S. Martin**

**Seconded: S. Strauss**

**Approved: 6-0**

P. Schmoll provided two proposals for repairing the storm pipe at W. First Ave and Main Street.

**Motion to award the pipe repair on W. First Avenue and Main Street to Trenchless Pipe Solutions, LLC in the amount of \$10,945.00:**

**Moved: S. Strauss**

**Seconded: S. Martin**

**Approved: 6-0**

Barry Isett performed an inspection of the Borough Hall's accessible ramp on January 14<sup>th</sup> and recommended closure of the ramp due to structural deficiencies. Council was provided a copy of the structural assessment along with a proposal for replacement. C. Johnson advised that Council will take that under advisement later in the meeting.

P. Schmoll recommended Escrow Release No. 6 for Hidden Hollow for sidewalk work that has been done.

**Motion to approve Hidden Hollow Escrow release No. 6 in the amount of \$12,844.48:**

**Moved: S. Strauss**

**Seconded: S. Martin**

**Approved: 6-0**

**Treasurer's Report:** John Klink presented the Treasurer's Report dated January 31, 2020 along with a bill list with checks 2846-2880, two payrolls, and direct charges from Phoenixville Federal credit totaling \$82,037.73.

**A motion to pay bills as listed:**

**Moved: P. Webster**

**Seconded: B. Yeagley**

**Approved: 6 – 0**

Check 2881 is not on the bill list as but approval was requested for this check for KDI in the amount of \$140.58, the quarterly maintenance for the copier.

**Motion to approve check 2881 to KDI in the amount of \$140.58:**

**Moved: S. Strauss**

**Seconded: S. Martin**

**Approved: 6-0**

John Klink presented the Treasurer Report dated January 31, 2020 for the Customers Bank Liquid Fuels Fund direct charges by PECO in the amount of \$2,276.61.

**A motion was requested to pay bills as listed:**

**Moved: P. Webster**

**Seconded: B. Yeagley**

**Approved: 6 – 0**

John Klink presented the Treasurer's Report dated January 31, 2020 for the Customers Bank Escrow Fund check numbers 1157 in the amount of \$819.50.

**A motion was requested to the pay bill as listed:**

**Moved: S. Strauss**

**Seconded: B. Yeagley**

**Approved: 6 – 0**

**Mayor's Report:** M. Wismer reported that the Keystone Grange and other groups in the community are planning to honor Connie Peck at an Open House Hail and Farewell on Saturday February 29<sup>th</sup> from 3 p.m. – 6 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.

Resolution 2020-03, approving a list of documents to be destroyed was presented. T. Twardowski reported that it was approximately 10-15 boxes of documents and she would like to have a shredding company come on site to shred them. It was suggested that staff investigate the cost of a shredding event hosted at Borough Hall.

**Motion to approve Resolution 2020-03:**

**Moved: S. Martin**

**Seconded: S. Strauss**

**Approved: 6-0**

Resolution 2020-04 authorized application to Penn Dot for the closure of Main Street for the Memorial Parade was presented.

**Motion to approve Resolution 2020-04:**

**Moved: S. Martin**

**Seconded: Yeagley**

**Approved: 6-0**

Resolution 2020-05 appointing a primary and alternate delegate to the Montgomery County Tax Collection Committee was presented.

**Motion to approve Resolution 2020-05:**

**Moved: S. Strauss**

**Seconded: P. Webster**

**Approved: 6-0**

T. Twardowski reported that in August 2019 the FCC approved an order which allowed Cable Operators the ability to approve services in kind provided to municipalities complimentary to be assigned a fair market value and be applied to the 5% franchise fee that municipalities receive. As part of our negotiations with Verizon and Comcast moving forward, the cable operators may attempt to reduce the franchise fees by the cost of those services. Council should begin thinking about whether these complimentary services are used and if so if they should be continued with a reduction in franchise fees or opt out and get the full payments.

T. Twardowski provided a lighting quote that she had received from Lenni Electric to have 2 lights at Rambo Park. Discussion ensued about appropriate location for the lights and whether the Borough could have the contractor handling the LED light replacement install these lights or at least get the lights and nodes for them to have Lenni install so that the lights were networked into the Borough's new system. T. Twardowski reported that a preconstruction meeting is to be held on February 6<sup>th</sup> with Armour and Sons, the contractor for the LED project and she will discuss the possibility as well as the suggested locations.

**Motion to approve purchase and installation of 2 lights at the parking lot at Rambo Park not to exceed \$7,000 if the lights can be connected into the new system in locations to be determined with assistance from the lightening installers:**

**Moved: S. Martin**

**Seconded: S. Strauss**

**Approved: 6-0**

T. Twardowski provided a draft ordinance that could be adopted to regulate skills games and games of chance. After brief discussion it was agreed to have the solicitor review and present an ordinance for consideration.

**Motion to have Solicitor Onorato prepare a draft ordinance for review:**

**Motion: P. Webster**

**Seconded: S. Strauss**

**Approved: 6-0**

T. Twardowski received a request from a resident of Fairway Drive to adopt a tree and get a plaque in honor of his wife for Mother's Day. It was decided that the Park and Open Space Committee should review the request and come up with parameters for the next meeting.

Several complaints have been received regarding a vehicle parked on Williams Way that is under a tarp. The Borough Ordinance regulates vehicles that aren't inspected or registered. It has been placarded as being put on the 30 day notice, but since it is under a tarp, the Borough Manager may not be able to confirm in 30 days whether it is inspected or registered. T. Twardowski will reach out to the state police to see if it can be addressed as an abandoned vehicle.

MS4 – a crossword puzzle placemat was distributed. There are additional copies available for the attendees.

A copy of the Monthly Permit report was provided.

### **SOLICITOR'S REPORT:**

Solicitor Onorato provided a draft of Ordinance 455, amending the Open Space Ordinance as requested by Council. The ordinance adds language so that is the Borough's choice as to whether to accept a fee in lieu of open space.

**Motion to advertise Ordinance 455 for a public hearing and adoption at the April meeting:**

**Moved: S. Martin**

**Seconded: B. Yeagley**

**Approved: 6-0**

### **COMMITTEE REPORTS**

**Fire Company Report:** Chief Greenwood was present to answer any questions. He reported that during 2019, the Fire Department was down about 40 calls, with surrounding companies experiencing similar decreases. The building steering committee went and looked at a fire house in Broomhall and are exploring available grants.

**Parks, Recreations, & Open Space:** S. Strauss reported that in addition to the Rambo Park lighting proposal that staff is working on obtaining the landscape bids for this year.

**Business Committee:** The committee will be scheduling a meeting for March.

**Public Works & CTMA:** The minutes for the December 18, 2019 meetings were presented, along with the Cell Tower report. A copy is available for inspection at Borough Hall.

**Information Technology and Communications:** P. Webster reported that she and B. Yeagley have been meeting and discussing technology concerns and are currently running some testing applications.

**Traffic & Safety:** Reports of the Trappe Fire Co. for January 31, 2019 and the Trappe Fire Co. Ambulance for December 31, 2019 were presented. The January 2020 State Police report was also presented. Copies of all reports are available at Borough Hall for inspection.

**EXECUTIVE SESSION:**

At 9:30 p.m. Council entered into Executive Session to discuss legal matters.

Council reconvened at 10:35 p.m.

**Meeting Adjournment at 10:35.**

**Respectfully submitted,**

**Tamara D. Twardowski**  
**Borough Secretary**