

**MINUTES OF THE JUNE 5, 2018
MEETING OF TRAPPE BOROUGH COUNCIL**

Council President Nevin Scholl called to order the regularly scheduled meeting of Trappe Borough Council June 5, 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 also be one after the public meeting this evening to discuss a personnel matter and legal 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
Stu Strauss
Pat Webster
Brett Yeagley
Phil Ronca – arrived at 8:13

Also present:

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

APPROVAL OF THE MINUTES:

The members of Council reviewed the minutes of the May 1, 2018 regular meeting of Borough Council. The minutes were accepted as presented.

Motion to approve the minutes as presented:

Moved: B. Yeagley

Seconded: S. Martin

Approved: 6 – 0

PUBLIC FORUM/AGENDA AND NON-AGENDA ITEMS:

Mr. Brian Long, 525 Bonney Brook, addressed Council regarding curb repairs that the Borough is having residents complete prior or roadwork being done. Mr. Long stated that he understands the need to repair the depressed curb at his driveway but there is a section of curb to the right of his driveway that he is being asked to replace due to settlement. He provided pictures for council to review. Mr. Long believes the settlement is from improper installation from a water line that was done years back and that it shouldn't be on the resident to repair. President Scholl replied that the situation has been reviewed by two borough managers, the engineer, the public works director and the solicitor do not believe that an exception should be made to the curb being the homeowner's responsibility, specifically because the work was done over 20 years ago. Mr. Long expressed his displeasure and disagreement with the decision.

Mr. Doug Hartz, 25 W Third Ave addressed Council about the Bringhurst properties which surround him. Solicitor Onorato advised that the Borough is currently proceeding with citations against the properties and is working on the situation. Mr. Hartz was advised that if he saw further safety or public health concerns to please call the Borough Office and let staff know so that it can be investigated.

Mr. Roy Linkenhoker, 520 Bonney Brook, also voiced his displeasure with the requirement for homeowner's to repair their curb. He and his wife are new homeowner's and they weren't informed at the time of purchase (September) that the repairs would be necessary. Members of Council advised that the decision to repave Bonney Brook in 2018 was not made until November/December of 2017 so they would not have known at the time the Linkenholder's purchased the property.

Ms. Sarah Calvin, 97 W Third Ave, asked if this was the appropriate time to ask questions about the salt shed proposal. Since there were multiple people in attendance for that topic, President Scholl said that the topic would be addressed under the Engineer's report.

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 Colonel's Place has been completed and he is recommending final release of the Mikelen, LLC escrow.

Motion to release Mikelen LLC's escrow in the amount of \$23,861.82:

Moved: C. Johnson

Seconded: S. Strauss

Approved: 6 – 0

- Mr. Schmoll advised that bids were opened for the Marian Rd. stormwater project. Mr. Onorato reported that he was still reviewing the bids.
- Barry Isett & Associates Inc. submitted a proposal to provide a design for the BMP (Best Management Practice) improvements to the existing detention basin at Eye Design. Eye Design will then do the work. This project will help with the Borough's MS4 requirements.

Motion to approve the proposal for BMP Improvements for Eye Design as outlined for project 340217.008:

Moved: S. Martin

Seconded: C. Johnson

Approved: 6 – 0

- Salt Shed – President Scholl gave a brief overview of the project – Trappe and Collegeville are considering purchasing an approximate 2 acre flag lot on W Seventh next to the composting facility for the purpose of building a salt shed.
 - F. Schuetz stated that the property had a previous plan to put 4 houses on that property. He also suggested from an environmental standpoint to consider swapping the composting site and the salt shed site.
 - S. Calvin, 97 W. Seventh asked how much money this would save. Response: we do not have a number, it is not necessarily being done to save a specific number. While we hope that it may help reduce plowing and salt costs, we are trying to avoid the potential for not having a plowing contractor or running out of salt. Also raised environmental concern for that amount of salt. Response: will have containment.

- Bob Swartley, 202 negotiated Pacer Lane, asked about purchase price and how it will be paid for. Response: price \$155K, paid 50/50 by Collegeville-Trappe Joint Public Works Department (CTJPW). Debt will not be incurred. The interest that will not be realized by the CTJPW as a result of the money being taken out of investments for the purchase will be made up by the cell tower rental income and/or Boroughs. He also asked about the number of trucks, response: Trappe uses 3 trucks, Collegeville probably uses around the same. Mr. Swartley mentioned a concern was the backup sound.
- Kevin Gonzales, 585 Michelle Dr., inquired as to whether Collegeville was in favor of this. Collegeville Council President Marian McKinney was in the audience and responded that yes, they were.

Solicitor's Report –

- Salt Shed Report – 3 actions needed to consider
 - Zoning amendment to R1 zoning to allow municipal use
Motion to authorizing advertising for public hearing on July 3rd to consider the text amendment to R1:
Moved: S. Martin Seconded: P. Webster Approved: 7-0
 - Agreement of Sale
Motion to approve the real estate purchase agreement labeled agenda item 11A:
Moved: C. Johnson Seconded: P. Webster Approved: 7-0
 - Barry Isett & Associates Inc. – proposal for Environmental Phase 1 Assessment
Motion to approve proposal of BIA in the amount of \$8,300 for the environmental assessment Phase 1:
Moved: S. Martin Seconded: C. Johnson Approved: 7-0

Treasurer's Report: John Klink presented the Treasurer's Report dated May 31, 2018 with a list of checks, check numbers 7508 and 2163-2190, direct payroll charges and the Phoenixville Federal Card Service Center direct withdrawal from the Customers Bank General Checking Account in the amount of \$110,434.38.

A motion was requested to pay bills as listed:

Moved: C. Johnson Seconded: S. Strauss Approved: 7 – 0

John Klink presented the Treasurer's Report dated May 31, 2018 for the Customers Bank Escrow Fund check numbers 1107 and 1108 in the amount of \$3,992.00.

A motion was requested to pay bills as listed:

Moved: S. Strauss Seconded: P. Webster Approved: 7 – 0

John Klink presented the Treasurer Report dated May 31, 2018 for the Customers Bank Liquid Fuels Fund direct charges by PECO in the amount of \$2,730.22.

A motion was requested to pay bills as listed:

Moved: C. Johnson Seconded: S. Strauss Approved: 7 – 0

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

President Scholl informed council that a CD is coming due on June 25, 2018 and he would like to move the proceeds to PLIGIT I Class which is earning approximately 1.69. He asked for an authorization to move that money. The CD was a year, the I Class is a money market.

Motion to approve moving the proceeds of the maturing CD to the PLIGIT I Class:

Moved: P. Ronca Seconded: S. Martin Approved: 7-0

Presentation of the 2017 Audit – Greg Ede from Styer Associates, PC

Motion to accept the 2017 Audit:

Moved: P. Webster Seconded: P. Ronca Approved: 7-0

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

There was a complaint regarding storm sewer replacement done on Clahor in 2015. The resident at 11 Clahor is experiencing some sink holes in the installation area. Public Works thinks that they can fill in these holes and re-seed for less than \$1,000.

Motion to authorize public works to perform the work in the fall at a cost not to exceed \$1,000:

Moved: S. Strauss Seconded: P. Webster Approved: 7 – 0

Code Inspections, Inc. has informed the Borough that they will no longer be able to provide services to the Borough. Proposals have been distributed for services by three other companies. Council will review and make a decision at the July meeting.

Motion to authorize BIA to assist on a temporary basis if needed:

Moved: S. Strauss Seconded: S. Martin Approved: 7 – 0

Proposals for street sweeping were obtained by Colleeville for both Boroughs and R&S Street Sweeping was the lowest at \$120/hr. Last year Trappe was billed for 12 hours and disposal by public works is around \$1,000.

Motion to approve street sweeping by R&S Sweeping:

Moved: C. Johnson Seconded: S. Martin Approved: 7 – 0

An estimate for repair to a guide rail at the corner of Betcher and 7th was received from Collinson in the amount of \$3,212.50. The State police do not have an accident report on file for the damage so the cost would be borne by the Borough.

Motion to authorize the repair of the guide rail at Betcher and 7th Avenue:

Moved: S. Martin Seconded: P. Ronca Approved: 7 – 0

A request was made by the Speaker's House to close Main Street on July 8th for the Community Dinner and also for auxillary police to assist with traffic.

A motion to authorize closure of Main Street and the use of auxillary police consistent with what was approved last year:

Moved: S. Strauss Seconded: P. Webster Approved: 7 – 0

A proposal from Elan City was presented for a new speed sign, the cost for a portable sign with battery packs is \$2,925. This unit would allow traffic data to be downloaded from the unit.

A motion to approve purchase of one unit at a cost of \$2,925:

Moved: S. Martin

Seconded: P. Ronca

Approved: 7 – 0

MS4 Report - An article entitled “Key Actions to Prevent Highway Pollution” was shared

Perkiomen Valley Library is hosting a stories in the park this summer. They would like to hold a session in Trappe and had given a few available dates. August 2nd at 10 am was selected at Rambo Park.

Mayor’s Report - Mayor Wismer reported the following activities for the month:

May 20: Spoke to the Hindu Swayamsevak Sangh USA school which works with local families to help bridge the gap between Hinduism and public schools.

May 24: Attended the Children’s School House of Collegeville fundraiser.

May 28: Collegeville-Trappe Memorial Day Parade.

May 29: Assembly at Evergreen Elementary.

COMMITTEE REPORTS

Administrative Services: A report will be presented in Executive Session and a vote may be required when Council reconvenes in open session. A new list of appointments for the Borough Manager was presented.

Motion to approve the following appointments for Tamara D. Twardowski: Manager, Secretary, Zoning Officer, Act 32 Alternate Delegate, Planning Commission Secretary, Parking Enforcement Officer, Open Records Officer, and Floodplain Administrator:

Moved: C. Johnson

Seconded: P. Ronca

Approved: 7 – 0

Finance & Streets:

The Green Light Go grants still have not been announced. President Scholl explained that he would like the Borough Engineer to also submit for the ARLE grant for the traffic lights at Rte. 113 & Main and at the Trappe Center in case the Green Light Go grant isn’t approved

Motion to submit for the ARLE grant:

Moved: C. Johnson

Seconded: S. Martin

Approved: 7 – 0

Street Signs - a packet was distributed outlining the suggestions of the streets committee, Chairman Scholl asked for comments or questions. It was suggested that a special meeting (either committee or advertised if other council members would like to attend) be held to discuss potential changes to E 1st Avenue that may help traffic flow.

Motion to approve accepting recommendations 1 and 2 from the report making signage changes at Bronson Circle and the crosswalk at Fairway Dr. and 5th Ave:

Moved: S. Martin

Seconded: P. Ronca

Approved: 7 – 0

Parks & Open Space: S. Strauss discussed concerns regarding mulch at the playgrounds and whether or not there is an adequate protective layer of mulch. The Manager is trying to work with the contracted landscaper to make sure that we have adequate mulch. Additionally, a proposal has been requested to put a mulch bed around the new sign.

Planning, Zoning & Ordinance: The Ordinance Committee has met and has an ordinance almost ready to have change recommendations to review with the Solicitor.

Minutes of the Borough's Planning Commission meeting of May 21, 2018 were presented.

Regional Planning Commission: P. Webster reported that there was discussion regarding the intersection of Rte. 113 and 29 in Rahns and that Perkiomen Township had submitted for a grant to do work at the intersection but had withdrawn the application because of expenditures due to the MS 4 unfunded mandates. There was also discussion on the new Royal Farms that will be going in next to Davinci's. The old Powerhouse was purchased by Trans Fleet.

Public Works & CTMA: The minutes for the April 24, 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 April 30, 2018 were presented along with the Cell Site Report for April 2018.

It was reported that the Colledgeville-Trappe Joint Public Works (CTJPW) bargaining unit ratified a new 4 year contract.

Traffic & Safety:

The report of the Trappe Fire Co Ambulance for May 2018 was presented. A copy of the report is available at Borough Hall for inspection.

The report of the Trappe Fire Co. for the Month of May 2018 was presented. A copy of the report is available at Borough Hall for inspection.

S. Martin reported he and N. Scholl met with the fire company and they need to make an order for the radios in the very near future possibly prior to the end of June. It is a large expense but it has been budgeted for.

The report of the PA State Police for May 2018 was received and distributed to Council. The report has been copied with elimination of the property addresses of the police responses. A copy of the report is available at Borough Hall for inspection.

Correspondence was received from Lower Frederick Township inquiring as to whether Trappe would be interested in exploring a regional police force. A draft response letter was prepared thanking Lower Frederick for the opportunity but Trappe is not interested at this time. P. Webster expressed that she thought that Trappe should participate and at least explore the possibility and see what the outcome/cost is since it has been awhile since the last study was done and things may have changed. Resident S. Calvin asked if there was an actual number of what a police department would cost. Colledgeville, as an example spends approximately \$1.4

million per year, which if duplicated would increase Trappe taxes by potentially 14 times the current rate. Resident F. Schuetz expressed his opinion that Trappe should participate as part of the study.

Motion to have the Borough Manager sign and send the letter as drafted:

Moved: S. Martin

Seconded: P. Ronca

Approved: 7 – 0

Walkable Community: No Report

Technology Platform: The new Borough Manager will be meeting with P. Ronca to become familiar with the website. The newsletter, community map, and the Welcome to Borough Council document have been briefly discussed and will be worked on as time permits.

OLD BUSINESS: None

NEW BUSINESS: Will Cavalry, Rich Wallace and Patrick Hurley were present from Ursinus College to discuss a letter that was sent to Manager Umstead asking for waiver from connecting to public water in order to drill a well to be used for agricultural purposes. The purpose of the well would be for agricultural and research purposes and that is why they are looking for an exception. The solicitor researched the ordinance and CTJPW had recommended against the exception; however they also did not know the research purposes behind the water usage. It was recommended that a representative from Ursinus go to the CTJPW meeting and speak with them directly.

EXECUTIVE SESSION

At 10:45 PM Council entered into Executive Session to discuss personnel and legal matters.

COUNCIL RECONVENED AT 11:15 PM:

Motion to approve a 2.5% pay increase retro activated to March 1st for Ellen Goodman along with a \$1,000 merit bonus:

Moved: C. Johnson

Seconded: P. Ronca

Approved: 7 – 0

Borough Council is still looking at group health insurance options but agreed to reimburse Tamara Twardowski 80% of the cost of her COBRA coverage which is \$998.35/month adjusted for taxes until group coverage is finalized.

Adjournment - There being no further business; the meeting was adjourned by President Scholl.

Respectfully submitted,



Tamara D. Twardowski
Borough Secretary

