

**MINUTES OF THE August 7, 2018  
MEETING OF TRAPPE BOROUGH COUNCIL**

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Council President Nevin Scholl called to order the regularly scheduled meeting of Trappe Borough Council August 7, 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 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  
Pat Webster  
Brett Yeagley

**Also present:**

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

**APPROVAL OF THE MINUTES:**

**Motion to approve the minutes of the July 3, 2018 regular meeting with discussed changes:**

**Moved: S. Strauss**

**Seconded: P. Webster**

**Approved: 7 – 0**

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

Linda Rebstock – 316 Jefferson Court addressed Council regarding the parking of recreational vehicles, trailers, boats, etc. on Williams Way. This makes traveling the road dangerous and asked Council to consider revising the parking ordinance to not allow such vehicles on public roads within homeowners' associations.

Mr. Sam Mancuso – 156 Harvard asked if council had done anything regarding his concerns in College Woods and also regarding the stormwater on Main. T. Twardowski reported that the inlet that was brought to the Borough's attention on Harvard was repaired, and that the neighboring property had addressed the landscaping concerns. The storm water concern is still being reviewed and T. Twardowski will be in contact with Mr. Mancuso to discuss further.

**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.



**Treasurer's Report:** John Klink presented the Treasurer's Report July 31 2018 with a list of checks, check numbers 2217-2265 along with direct payroll charges and the Phoenixville Federal Card Service Center direct withdrawal from the Customers Bank General Checking Account in the amount of \$588,627.94. It was requested that T. Twardowski double check before releasing Check 2244 for salt storage to make sure it was not a double payment.

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

**Moved: C. Johnson**

**Seconded: S. Strauss**

**Approved: 7 – 0**

John Klink presented the Treasurer Report dated July 31, 2018 for the Customers Bank Liquid Fuels Fund direct charges by PECO in the amount of \$2,259.56.

**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 July 31, 2018 for the Customers Bank Escrow Fund check numbers 1111-1116 in the amount of \$5,505.04. There is also a transfer to General Fund in the amount of \$407.78 for a charge that was charged to escrow in error.

**Moved: C. Johnson**

**Seconded: S. Strauss**

**Approved: 7 – 0**

John Klink presented the Treasurer Report dated August 31, 2018 for the Customers Bank General Fund with check 2266 for SWIF in the amount of \$2,123.00 which is the audit premium and it was received after July 31, but is due prior to the next meeting.

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

**Moved: S. Strauss**

**Seconded: C. Johnson**

**Approved: 7 – 0**

**A motion to ratify a transfer \$251,850.91 from PLIGIT Class to Customer's Bank General made on 8/7/2018:**

**Moved: S. Martin**

**Seconded: C. Johnson.**

**Approved: 7 – 0**

President N. Scholl requested authorization to transfer a maturing CD in the amount of \$242,153.00 from PLIGT Class at 1.74% to PLIGT I Class at 1.92%.

**A motion to transfer the CD as outlined:**

**Moved: S. Strauss**

**Seconded: C. Johnson.**

**Approved: 7 – 0**

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

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

T. Twardowski reported that she had updated snow plow & salting contract for 2018 and asked for authorization to advertise for bids. Council requested that the inclement weather coordinator be contacted to see if he is willing to be appointed again for the 2018-2019 season.

**Motion to authorize the advertisement of bids for the 2018-19 Snow Plow & Salt contract:**

**Moved: C. Johnson**

**Seconded: S. Martin**

**Approved: 7-0**

T. Twardowski reported that Montgomery County has updated their 2017 Hazard Mitigation Plan and that a resolution must be adopted accepting the plan in order to be eligible for County funding.

**Motion to approve Resolution No. 2018-07 adopting the Montgomery County 2017 Hazard Mitigation Plan Update:**

**Moved: P. Webster**

**Seconded: C. Johnson**

**Approved: 7 – 0**

T. Twardowski advised that the PECO Green Region Grant is open and awards up to \$10,000 for park and open space type projects. If the Borough is interested we would need a “project” to submit. Possible suggestions were discussed including butterfly gardens or replacement of playground equipment. T. Twardowski will get the details of what is allowed. Some members stated concern that Council should be mindful of additional maintenance or expenditures that arise from utilized grant funds for projects.

T. Twardowski reported that the Borough has been made aware that there are many spotted lanternfly in the Borough and specifically in Rambo Park. She did discuss this with the Penn State Extension in Skippack and they advised not to spray. The recommendation at this time is to remove as much “Tree of Heaven” as possible, use sticky bands around trees, and educate the public on what the eggs look like and try to destroy as many eggs as possible.

**MS4 Report** – T. Twardowski attended Storytime at the Park and gave out kids activity papers dealing with stormwater.

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

M. Wismer received a call from Connie Peck asking for auxillary police support for Trappe Community Day. She requested 2 officers for Friday 9/21 for set up and 3 for Saturday 9/22 from 8:30 – 5:00.

**A motion to authorize auxillary police officers as requested for the Trappe Community Day:**

**Moved: S. Martin**

**Seconded: P. Webster**

**Approved: 7 – 0**

**Solicitor’s Report** –

Solicitor Onorato presented 4 items for Council to consider

- Advertisement for Ordinance 447, ratifying an inter-municipal agreement with Collegeville to purchase 229 W Seventh Ave.

**Motion to authorize advertisement of Ordinance 447:**

**Moved: C. Johnson**

**Seconded: P. Webster**

**Approved: 7-0**

- Conditional Use Decision for 608 W Main Street for a second residential unit.

**Motion to approve Conditional Use Decision for 608 W. Main St:**

**Moved: P. Ronca**

**Seconded: P. Webster**

**Approved: 7-0**

- Execution of a Water Service Agreement with Ursinus College.

**Motion to approve a Water Service Agreement with Ursinus College:**

**Moved: P. Webster**

**Seconded: C. Johnson**

**Approved: 7-0**

- Advertisement for Ordinance 446 - Dedication and Acceptance of Colonel's Place. Additionally, notice will need to be sent to all property owners on Colonel's Place notifying them of the Borough's intent.

**Motion to authorize advertisement for Ordinance 446:**

**Moved: C. Johnson**

**Seconded: S. Martin**

**Approved: 7-0**

## **COMMITTEE REPORTS**

**Administrative Services:** No report

### **Finance & Streets:**

N. Scholl announced that the Borough was notified that it received the Green Light Go Grant award in the amount of \$282,500. The Borough will provide a matching 20% in the amount of \$63,200. This will fund improvements at two intersections: Third Avenue and Main Street and Main Street at Trappe Center.

**Parks & Open Space:** No report

**Planning, Zoning & Ordinance:** No report – planning commission meeting was cancelled

**Regional Planning Commission:** There was an in depth presentation on school safety by PVSD Superintendent Dr. Barbara Russell. There was also an update on multi regional greenway stewardship study. The county is doing an inventory on properties over 10 acres and trying to educate the owners on how to keep and maintain open space.

**Public Works & CTMA:** The minutes for the June 26, 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 June 30, 2018 were presented along with the Cell Site Report for June 2018.

### **Traffic & Safety:**

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

The report of the Trappe Ambulance for the Month of June 2018 was presented. A copy of the report is available at Borough Hall for inspection.

The report of the PA State Police for July 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.

S. Martin referenced a handout that was presented this evening outlining the cost for the radios for the Fire Co. According to what he has calculated it appears that there should be a 32% discount to what is needed which brings the cost from \$121,354.84 down to \$82,521.29 before the trade in. S. Martin needs to confirm with the fire company what is available to trade in. A

notice to proceed has to be given prior to September 21, 2018 to be part of this discount process and it will be a direct transaction with Motorola.

N. Scholl presented a draft letter to the fire company outlining what financial reports should be submitted to the Borough in order to meet the Borough's funding requirement.

**A motion to approve the draft letter with two minor changes:**

**Moved: C. Johnson**

**Seconded: B. Yeagley**

**Approved: 7-0**

M. Wismer brought to the attention of council that the auxillary police that supported the Dinner on Main were told that they would receive dinner. The officers did not receive dinner. There seemed to be a miscommunication as the auxiliary police were included in the dinner count but this was not communicated to them that evening. Discussion ensued regarding purchasing gift cards for each volunteer and sending with a letter of thanks from the mayor as well as whether the borough should cover the cost or ask for reimbursement.

**Motion to pay the volunteers \$25 each in addition to the hourly rate:**

**Moved: S. Strauss**

**Seconded: P. Webster**

**Approved: 7-0**

**Walkable Community:** No report

**Technology Platform:** No report

**OLD BUSINESS:** None

**NEW BUSINESS:** S. Mancuso mentioned that if the Borough needed to remove the speed bumps on Harvard Drive in order for the road to be eligible for Liquid Fuels, the current board would be amenable to discussing this and would not handicap the Borough in meeting the state requirements.

## **EXECUTIVE SESSION**

At 9:25 PM Council entered into Executive Session to discuss legal matters.

**COUNCIL RECONVENED AT 10:10 PM: No action to be taken.**

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

Respectfully submitted,

Tamara D. Twardowski  
Borough Secretary