

**MINUTES OF THE NOVEMBER 13, 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 November 13, 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 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  
Brett Yeagley  
Mayor Matthew Wismer

**Also present:**

Solicitor Tony Ciuca  
Treasurer John Klink  
Borough Engineer Paul Schmoll  
Borough Manager Tamara Twardowski

**Absent:**

Council member Pat Webster

**APPROVAL OF THE MINUTES:**

**Motion to approve the minutes of the October 2, 2018 regular meeting:**

**Moved: S. Strauss**

**Seconded: C. Johnson**

**Approved: 6 – 0**

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

L. Rebstock, 316 Jefferson Court, thanked T. Twardowski and Council for enforcing the ordinance regarding parking of trailers, boats, etc. on Williams Way. She stated that at the last HOA meeting there were approximately 40 people in attendance and Williams Way was one of the issues that had brought people out.

D. Perlin, 116 Joan Drive, asked about the consultant that was hired to assist with the fire company merger discussion. President Scholl explained that John Muir is an attorney that has extensive experience with fire company mergers and he has been retained by Trappe Borough and Upper Providence Township to advise and guide the municipalities on a potential merger for Fire and EMS Services.



John Klink presented the Treasurer Report dated October 31, 2018 for the Customers Bank Liquid Fuels Fund direct charges by PECO in the amount of \$1,067.82.

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

**Moved: C. Johnson**

**Seconded: S. Martin**

**Approved: 6 – 0**

John Klink presented the Treasurer's Report dated October 31, 2018 for the Customers Bank Escrow Fund check numbers 1123-25, along with a transfer that belonged to the General Fund in the amount of \$14,486.01

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

**Moved: C. Johnson**

**Seconded: B. Yeagley**

**Approved: 6 – 0**

2019 Budget – President Scholl presented some of the budget pages for larger ticket expenses for Council to review. T. Twardowski announced that Trappe was notified today that it was selected as a recipient for a 2019 Montgomery County Transportation Grant. We have not received the official award yet, but the submission was for \$31,600.00.

N. Scholl discussed the trash and recycling contract that will be coming to an end in July of 2019. T. Twardowski and N. Scholl met with a representative from Advanced Disposal and it was suggested that one way to reduce recycling costs would be to switch to every other week pick up for recycling. The contract would be bid so that the provider would be required to provide a 64 gallon recycling tote with an attached lid just like the trash tote (which is 96 gallons). It is anticipated that if we went with the every other week recycling, the yearly cost would only increase approximately \$20-30,000/year.

S. Calvin, 97 W. Third Ave, asked what the cost difference would be to have recycling continued to be picked up weekly. The Borough does not have a breakdown. She stated that she has much more recycling than trash and depending on the cost difference, maybe it would be worth continuing weekly pick up. It was noted that the capacity of the new bins would be more than twice that of the current bin.

During the discussion of road work for 2019, D. Perlin asked if the Borough had considered increasing the maintenance bond period. N. Scholl replied that the Borough did discuss it but it didn't appear that the return for the cost was a benefit to the Borough.

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

**Mayor's Report** – Mayor Wismer thanked Council for tolerating his absences the last few months as he was very busy the last 9 weeks at Northern Star Farm. He also announced that the Speaker's House will be having the annual Tree Lighting on Wednesday, December 5<sup>th</sup>. Auxillary police were requested on December 5 from 5:30-8:30 p.m. and also on Saturday December 1<sup>st</sup> from 3:00-9:00 p.m. to help with traffic control for their candlelight tours. Additionally, it was requested that the Borough cover the cost incurred from Public Works to bring out the generator for the event – it is around \$60-\$80.00.

**Motion to authorize one (1) Auxillary Police Officer for December 1<sup>st</sup> from 3:00 p.m. – 9:00 p.m. and on December 5<sup>th</sup> from 5:30 p.m. – 8:30 p.m. and also to cover the costs incurred from Public Works that are expected to be under \$100.00:**

**Moved: S. Strauss**

**Seconded: P. Ronca**

**Approved: 5 – 1  
N. Scholl opposed the motion.**

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

A letter from Heritage Park Homeowner's Association was received regarding some requests for signage and also concerns about speeding. T. Twardowski reported that she had placed the new speed sign out there for about a week and there was really only one or two instances where speed limit was exceeded, but 98% of people were below the speed limit. She will be pulling the reports to share with the HOA board. She will also forward the letter to Bob Gonzalez, traffic engineer and get his thoughts on the signage requests.

T. Twardowski provided copies of the 2019 membership option for the Perkiomen Watershed Conservancy. It was agreed that the Borough should increase the membership to the Benefactor Level due to the amount of MS4 help that is offered at that level.

**Motion to join the Perkiomen Watershed Conservancy as a benefactor in 2019 at a cost of \$1,000.00:**

**Moved: P. Ronca**

**Seconded: B. Yeagley**

**Approved: 6 – 0**

PIRMA is seeking candidates for the Board of Directors. Nevin Scholl has indicated his interest in serving on the Board. A letter from the governing board authorizing Mr. Scholl's participation is required.

**Motion to authorize the Borough Secretary to forward a letter to PIRMA authorizing Nevin Scholl's candidacy for the PIRMA Board of Directors:**

**Moved: S. Martin**

**Seconded: S. Strauss**

**Approved: 6 – 0**

A copy of Styer Associates 2019 proposal was provided to council, the increase is approximately 3%.

**Motion to approve the 2019 proposal for the audit from Styer Associates in the amount of \$7,285.00:**

**Moved: S. Strauss**

**Seconded: C. Johnson**

**Approved: 6 – 0**

T. Twardowski explained that she had researched several different options for Section 125 Plan document administrators, and the best deal seems to be with Core Documents Inc. for a fee of \$99.00.

**Motion to authorize creating the Section 125 plan documents through Core Documents Inc.:**

**Moved: P. Ronca**

**Seconded: C. Johnson**

**Approved: 6 – 0**

T. Twardowski received a quote to replace one of the top windows in the Borough Manager's office which is cracked. F. Schuetz, Third Ave, mentioned that those windows are Thermal Pane, do tilt in and are removable. T. Twardowski will ensure that the window is also Thermal Pane.

**Motion to have Alderfer Glass replace the cracked window in the Manager's office in the amount of \$865.00:**

**Moved: S. Martin**

**Seconded: P. Ronca**

**Approved: 6 – 0**

T. Twardowski provided the calendars for 2019, including Holidays, Council Meetings, and CTMA and CTJPW.

**Motion to approve the 2019 calendars of meeting and holiday schedules as presented:**

**Moved: S. Strauss**

**Seconded: C. Johnson**

**Approved: 6 – 0**

T. Twardowski provided multiple pieces of correspondence to Council in their packets for review. She also presented some information for the MS4 on using riparian buffers and how to help protect the streams by using stream buffers. N. Scholl mentioned that for MS4 report purposes, a copy of the storm water item provided should be put in the kiosk at Rambo Park.

### **Solicitor's Report**

Nothing to Report.

**Motion to approve the Borough Engineer, Treasurer, Mayor, Manager and Solicitor Reports:**

**Moved: S. Martin**

**Seconded: C. Johnson**

**Approved: 6 – 0**

## **COMMITTEE REPORTS**

**Administrative Services:** C. Johnson reported that there has be some maintenance ongoing Borough Hall including power washing of the building and ramp, painting of the ramp, the carpets have been cleaned and windows washed.

**Finance & Streets:** N. Scholl and T. Twardowski attended a kick off meeting for the LED streetlight replacement.

**Parks & Open Space:** S. Strauss reported that we are working with the landscaper to get proposals for landscaping services for 2019.

**Planning, Zoning & Ordinance:** B. Yeagley reported that the Planning Commission did not meet in October. He is going to work on moving some ordinance revisions forward.

**Regional Planning Commission:** No November meeting.

**Public Works & CTMA:** The minutes for the September 25, 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 September 25, 2018 were presented. C. Johnson reported that the sewer rates from the regional authority will be going up.

**Technology Platform:** T. Twardowski reported that Print Map has begun working on the new Borough Map/Directory and is approaching area businesses regarding advertising.

**Traffic & Safety:**

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

The report of the PA State Police for October 2018 was received and distributed to Council. The report has been copied with elimination of the property addresses of the police responses. S. Martin mentioned that there was a town hall meeting with Trooper Wright in October and asked T. Twardowski to send a thank you note to the State Police.

S. Martin reported there had been two meeting of the Fire Task Force over the last month.

N. Scholl mentioned that there were some reports in the packet on the state of fire service in Montgomery County and also emergency service consolidation practices and policies. Additionally there were comments regarding the Fire Company and EMS audit in the packet for review.

**Walkable Community:** No report

**OLD BUSINESS:** None

**NEW BUSINESS:** T. Twardowski provided copies of a Zoning Hearing Application for a setback and height variance for 385 N. Borough Line Road. The zoning hearing is scheduled for November 29<sup>th</sup> at 7:00 p.m.

**Motion to authorize the Borough Solicitor to attend the Zoning Hearing to ensure that the neighboring properties are protected:**

**Moved: S. Strauss**

**Seconded: S. Martin**

**Approved: 6 – 0**

**EXECUTIVE SESSION**

At 9:25 p.m. Council entered into Executive Session to discuss legal and personnel matters.

**COUNCIL RECONVENED AT 10:10 PM:**

Adjournment - There being no further business; the meeting was adjourned by President Scholl at 10:10 p.m.

Respectfully submitted,

Tamara D. Twardowski  
Borough Secretary