

**MINUTES OF THE March 3, 2020  
MEETING OF TRAPPE BOROUGH COUNCIL**

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Council President Phil Ronca called to order the regularly scheduled meeting of Trappe Borough Council on March 3, 2020 at 7:00 p.m. at Trappe Borough Hall, 525 West Main Street, Trappe, Pennsylvania.

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

**Those Present Were:**

President Phil Ronca  
Vice President Cathy Johnson  
Mallory Perlin  
Stu Strauss  
Pat Webster  
Brett Yeagley  
Mayor Matthew Wismer

**Also Present:**

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

**Absent:**

Scott Martin

**APPROVAL OF THE MINUTES:**

The members of Council reviewed the minutes of the February 4, 2020 regular meeting minutes.

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

**Moved: S. Strauss**

**Seconded: C. Johnson**

**Approved: 6 - 0**

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

Eileen Guss, Apian Way, voiced continued concern over the sidewalks on Main Street and stressed to Council that she does not feel it is safe to walk on many of them. She again strongly urged Council to make property owners repair or replace the sidewalk. Discussion ensued on how best to address the problem.

**Motion to have Barry Isett and Associates undertake a survey of all Main Street curb and sidewalk from Collegeville to Upper Providence borders to identify all deficiencies at a cost not to exceed \$5000 and to be done prior to the April Council meeting:**

**Motion: C. Johnson**

**Seconded: M. Perlin**

**Approved: 6-0**

**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 reported that 410 Betcher Road has requested a Use and Occupancy permit but that not all site work and stormwater improvements have been completed. He has reviewed a cost

estimate for the remaining work. Solicitor Onorato has prepared a cash escrow agreement for the amount \$102,500, plus a 10% contingency, which the Bealers have executed and submitted along with the funds. They have also submitted a Stormwater O&M agreement. B. Greenwood, Fire Chief expressed concerns due to the distance from the house to the road should there be a fire and that 1,500 feet of hose would be required. He asked if the Engineer knew if the driveway was constructed to withstand the weight of a tanker truck as he is concerned that a full tanker could possibly get stuck if the driveway wasn't able to withstand the weight. P. Schmoll responded that he did not. T. Twardowski did advise Council that the property owners did sign off on a waiver of a sprinkler system which was submitted along with the building permit. During construction, the fire marshal and building inspector made the suggestion to the contractor of installing a hydrant along the driveway and were told that the information would be relayed to the property owner. However, a hydrant was not installed.

**Motion to authorize execution of the Cash Escrow Agreement and the Stormwater O&M agreement for 410 Betcher Road:**

**Moved: S. Strauss**

**Seconded: C. Johnson**

**Approved: 6-0**

P. Schmoll reported that he has received two proposed ideas from the engineer of Eye Design to help reduce the stormwater going onto the Rose property. He is currently evaluating the ideas.

P. Webster asked for an update on the Welcome to Trappe Sign. T. Twardowski reported that she has made multiple attempts to contact the property owner regarding an easement and has not gotten any response.

**Treasurer's Report:** John Klink presented the Treasurer's Report dated February 29, 2020 along with a bill list with checks 2881-2914, two payrolls, and direct charges from Phoenixville Federal credit totaling \$82,115.10.

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

**Moved: S. Strauss**

**Seconded: P. Webster**

**Approved: 6 – 0**

John Klink presented the Treasurer Report dated February 29, 2020 for the Customers Bank Liquid Fuels Fund direct charges by PECO in the amount of \$2,302.74.

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

**Moved: B. Yeagley**

**Seconded: C. Johnson**

**Approved: 6 – 0**

John Klink presented the Treasurer's Report dated February 29, 2020 for the Customers Bank Escrow Fund check numbers 1158-1160 in the amount of \$1,523.00.

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

**Moved: C. Johnson**

**Seconded: P. Webster**

**Approved: 6 – 0**

**Mayor's Report:** M. Wismer reported that he attend the Montgomery County Borough's Association Dinner at Ursinus College along with many members of Council. Mayor Wismer also reported that the Keystone Grange and other groups in the community had a very nice farewell celebration on Saturday February 29<sup>th</sup> for Bob and Connie Peck and he presented them with a Certificate of Appreciation on behalf of the Borough. .

**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.

T. Twardowski reported that the quotes she received for a shredding event ranged from \$750-850 for a 3 hour event. Trappe would need to provide a minimum of 2 people. S. Calvin said that Representative Ciresi's office would likely be able to contribute something towards the event and would help advertise it.

**Motion to authorize the Borough Manager to work on organizing a shredding event for the spring at a cost not to exceed \$1,000.00:**

**Moved: C. Johnson**

**Seconded B. Yeagley**

**Approved 6-0**

T. Twardowski provided Borough Council with 2 proposals for design of a ramp replacement for Borough Hall. She also provided a proposal for a vertical lift. It appears that a vertical lift may be a cheaper option. It was requested that T. Twardowski gather estimates for the lift, the electrical work, the pad, and steps for the meeting room door and have the total cost for the April meeting.

T. Twardowski reported that Styer and Associates was a Borough Hall the week of February 11<sup>th</sup> to perform the 2019 audit.

T. Twardowski reported that the LED streetlights have begun to be installed. The decorative lights are complete and the cobra heads should be completed in the next few weeks. Poles have been installed at Rambo Park and the lights should be installed shortly.

The Green Light Go change of scope has been approved by PennDot and McMahon is proceeding with the permitting revisions.

Resolution 2020-06, updating the authorized signers with Customers Bank to include Mallory Perlin and remove Tammy Liberi was presented.

**Motion to approve Resolution 2020-06:**

**Moved: S. Strauss**

**Seconded: P. Webster**

**Approved: 6-0**

A request for a waiver of Land Development was submitted on behalf of Perkiomen Valley School District who will be renovating the kitchen at South Elementary. The renovations will include a 595 SF addition that will house the walk in cooler and freezer. There will be no additional classroom or office space and there will be no additional occupancy to the building. T. Twardowski recommended approving the waiver. P. Webster asked if there was any permit fees that were being waived. The answer is no, the building permit and fees would still apply, this is just waiving the land development.

**Motion to waive Land Development in regards to the 595 SF addition to South Elementary for kitchen renovations:**

**Moved: S. Strauss**

**Seconded: P. Webster**

**Approved: 6-0**

MS4 – an article on creating backyard forest was distributed. There are additional copies available for the attendees.

A copy of the Monthly Permit report was provided.



**New Business:**

P. Ronca discussed Trappe Community Day and advised that due to other surrounding community events and the availability of the vendors the selected date will be September 19, 2020. A rain date needs to be selected. Help will be needed from Council members and volunteers.

**EXECUTIVE SESSION:**

At 9:20 p.m. Council entered into Executive Session to discuss personnel.

Council reconvened at 9:55 p.m.

**Motion to increase pay of administrative assistant 3.5% effective on the with the next payroll.**

**Moved: C. Johnson**

**Seconded: P. Ronca**

**Approved: 6-0**

**Meeting Adjourned at 9:55.**

**Respectfully submitted,**

**Tamara D. Twardowski  
Borough Secretary**