

**MINUTES OF THE March 7, 2017  
MEETING OF TRAPPE BOROUGH COUNCIL**

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Council President Nevin Scholl called to order the regularly scheduled meeting of Trappe Borough Council March 7, 2017 at 7:05 p.m. at Trappe Borough Hall, 525 West Main Street, Trappe, Pennsylvania. The Pledge of Allegiance was led by Mayor Connie Peck.

**ANNOUNCEMENT OF EXECUTIVE SESSION:** Council President Scholl announced there was an Executive Session prior to the regular scheduled meeting to discuss a legal matter and there will be an Executive Session after the public meeting this evening to discuss a personnel matter. A vote is not expected after the Executive Session.

**Those present were:**

President Nevin Scholl  
Vice President Cathy Johnson  
Tammy Liberi  
Scott Martin  
Phil Ronca  
Stu Strauss

**Also Present**

Mayor Connie Peck  
Solicitor Dave Onorato  
Treasurer John Klink  
Engineer Paul Schmoll  
Borough Manager Robert Umstead

**Absent:**

Pat Webster

**APPROVAL OF THE MINUTES:**

The members of Council reviewed the minutes of the February 7, 2017 regular meeting of Borough Council. The original minutes as presented were amended. The amended minutes were accepted as revised.

**Motion to approve the minutes as amended:**

**Moved: S. Strauss**

**Seconded: P. Ronca**

**Approved: 6 - 0**

**PUBLIC FORUM/AGENDA AND NON-AGENDA ITEMS:** NONE

**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.

**MS-4 (Municipal Separate Storm Sewer System) - National Pollutant Discharge Elimination System (NPDES) Permit.**

Due to changes by the Department of Environmental Protection (DEP), considerable additional information will be required for the September 15, 2017 renewal application. There are two impaired streams in the Borough (Donny Brook and Schoolhouse Run). BIA has submitted a

Permit Renewal Proposal dated Feb 24, 2017 which involves a scope of services totaling \$22,700.

**Motion to approve the Scope of Services from BIA for the NPDES Permit renewal at a cost of \$22,700:**

**Moved: C. Johnson**

**Seconded: S. Strauss**

**Approved: 6 – 0**

A proposal was presented to prepare a Boundary Survey and Easement Description for 28 Marian Road in preparation of replacing the storm sewer line. It was determined to delay this project and combine the survey work with Oak Road and the sidewalk on Betcher Road (if needed).

BIA advised the Clahor Avenue reconstruction project has been advertised for bids and there is a pre-construction meeting scheduled for March 15, 2017. Through their “Check List for Roadway Construction Projects” form it was determined the bids will be accepted until March 30, 2017 with the possible awarding of the contract at the April 4, 2017 Council meeting.

**Treasurer’s Report:** John Klink presented the Treasurer’s Report dated February 28, 2017 with a list of checks, check numbers 1641 through 1669, and payroll charges from the Customers Bank General Checking Account in the amount of \$58,487.88.

A discussion ensued concerning check number 1651 payable to Hetrick Gardens. This was 50% of the estimated cost to build a base for the sign at Main St. Park. It was determined the total amount has not yet been determined and that payment should not be made until the total amount is determined. The check is to be “held” and not forwarded to Hetrick Gardens until further notice.

Treasurer John Klink presented the Treasurer’s Report dated February 28, 2017 for the Customers Bank Escrow Fund check numbers 1075 through 1078 in the amount of \$2,046.92.

Treasurer John Klink presented the Treasurer’s Report dated February 28, 2017 for the Customers Bank Liquid Fuels Fund direct charges by PECO in the amount of \$2,350.76.

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

**Motion to make payment of invoices included in the February 28, 2017 Treasurer’s Report, including check numbers 1608 through 1640 (with check number 1651 not being released) and payroll charges from the Customers Bank General Checking Account in the amount of \$58,487.88:**

**Moved: C. Johnson**

**Seconded: S. Martin**

**Approved: 6-0**

**Motion to make payment of invoices included in the February 28, 2017 Treasurer’s Report check numbers 1075 through 1078 from the Customers Bank Escrow Account in the amount of \$2,046.92:**

**Moved: C. Johnson**

**Seconded: T. Liberi**

**Approved: 6-0**

**Motion to approve electronic payment of the PECO invoices included in the February 28, 2017 Treasurer's Report from Customers Bank Liquid Fuel Account in the amount of \$2,350.76:**

**Moved: S. Strauss**

**Second: T. Liberi**

**Approved: 6 - 0**

**Borough Manager's Report:**

The Liquid Fuels funds in the amount of \$99,329.88 have been received from Penn DOT.

Community Shredding Event – Shred One has two dates available for a paper shredding event to be held at Borough Hall. The dates are April 29, 2017 and May 20, 2017 at a cost of \$750.

**Motion to schedule a Paper Shredding Event at Borough Hall by Shred One at a cost of \$750 for either date which is available:**

**Moved: C. Johnson**

**Seconded: P. Ronca**

**Approved: 6 – 0**

A request for quotes for landscaping at Borough Hall, Rambo Park and the new trail to Rambo Park has been prepared and will be distributed.

Electronic Recycling – The Borough is co-sponsoring this event “Anything with a Plug.” The location is Palmer Park on Creamery Road, Skippack Township and is to be held May 13, 2017.

Resolution 2017-01 authorizing the filing of an application to close Main Street for the Memorial Day Parade to be held May 29, 2017 was presented.

**Motion to approve Resolution 2017-01:**

**Moved: C. Johnson**

**Seconded: S. Martin**

**Approved: 6 – 0**

Resolution 2017-02 authorizing the filing of an application to close Main Street for the “Bike ride with the Mayor” to be held on May 13, 2017 was presented.

**Motion to approve Resolution 2017-02:**

**Moved: S. Strauss**

**Seconded: C. Johnson**

**Approved: 6 – 0**

Resolution 2017-03 authorizes the filing of an application to the PA Municipal Assistance Program for re-imbusement of 50% of the funds which were expended in 2016 for review and updating of the Borough's Floodplain management Ordinance.

**Motion to approve Resolution 2017-03:**

**Moved: S. Martin**

**Seconded: C. Johnson**

**Approved: 6 – 0**

**MS4:** A fact sheet “National Groundwater Awareness Week” was distributed to all.

**Mayor's Report** – Mayor's Report. A copy of the report was presented to all and a copy is available at Borough Hall.

Mayor Peck presented a request from L. Minardi on behalf of the “Trappe 300 Committee” for auxiliary police assistance for pedestrians crossing Main Street between St. Luke's UCC parking lot and the Henry Muhlenberg House for the following dates; April 6, 2017, 5 to 7 pm; April 7, 2017, 5 to 7 pm; and April 8, 2017, 10 am to 4 pm.

**Motion to approve assistance of auxiliary police for the dates requested by “Trappe 300 Committee”:**

**Moved: S. Strauss**

**Seconded: C. Johnson**

**Approved: 6 – 0**



**Planning, Zoning & Ordinance:** The minutes of the Borough Planning Commission meeting Feb. 21, 2017 were presented.

**Regional Planning Commission:** - It is expected additional information will be forth coming concerning the dispensing of medical marijuana from the County Planning Commission.

**Public Works & CTMA:** The minutes for the January 24, 2017 meetings were presented. The Interest Income Computation and Cell Site Report dated Jan 31, 2017, for the Public Works and the Interest Income Computation for CTMA dated Jan. 31, 2017 were presented. The generator at the PW facility should be up and running soon as test are now being conducted. It was also reported the First Avenue water tank will be out of service for repairs. The Emergency notification system has been updated. The Borough is to run a test of the system. Information is to be provided to P. Ronca to add a message to the web site instructing residents how to update their information.

**Traffic & Safety:** Reports of the Trappe Fire Co. and the Trappe Fire Co Ambulance were presented. Copies of both reports are available at Borough Hall for inspection.

**Walkable Community:** No Report

**Trappe 300 Celebration:** See Mayor's Report

**Technology Platform:** The new web site appears to be working well. Some minor adjustments are necessary and should be completed in the near future.

**OLD BUSINESS:** None

**NEW BUSINESS:** Upper Providence Township acknowledged Trappe's 300<sup>th</sup> Anniversary with an appropriate resolution. Mayor Peck presented same to Council.

President Scholl presented a letter addressed to Collegeville Council concerning the possibilities of combining Collegeville and Trappe into one fire station. The letter was prompted by the announcement of Collegeville's desire to construct a new fire station. A lengthy discussion ensued. It was determined that rather than title the letter "Construction of a New Fire Station", the letter should address the possibility of combining the fire service of the two Boroughs. President Scholl agreed to re-write the letter to address the combining of the fire service and asked that each Council person visit Borough Hall to sign the new letter.

#### **EXECUTIVE SESSION:**

At 9:45 p.m. Council entered into Executive Session to discuss a personnel matter.

**Council reconvened at 9:48 p.m.**

**Adjournment** - There being no further business; the meeting was adjourned at 9:49 p.m.

**Moved: T. Liberi**

**Seconded S. Martin**

**Approved: 6 - 0**

**Respectfully submitted,**

A handwritten signature in black ink, reading "Robert T. Umstead". The signature is written in a cursive style with a prominent loop at the end of the last name.

**Robert T. Umstead  
Borough Secretary**