

**MINUTES OF THE APRIL 2, 2019
MEETING OF TRAPPE BOROUGH COUNCIL**

President Phil Ronca called to order the regularly scheduled meeting of Trappe Borough Council April 2, 2019 at 7:00 p.m. at Trappe Borough Hall, 525 West Main Street, Trappe, Pennsylvania.

ANNOUNCEMENT OF EXECUTIVE SESSION: Council President Ronca announced there may be an Executive Session after the public meeting this evening to legal matters. A vote is not expected to take place after the Executive Session.

Those Present Were:

President Phil Ronca
Vice President Cathy Johnson
Stu Strauss
Pat Webster
Brett Yeagley

Also Present:

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

Absent:

Tammy Liberi
Scott Martin

APPROVAL OF THE MINUTES:

The members of Council reviewed the minutes of the March 5, 2019 regular meeting of Borough Council. The minutes were accepted with a minor typographical correction.

Motion to approve the minutes as presented:

Moved: S. Strauss

Seconded: P. Webster

Approved: 5 - 0

PUBLIC FORUM/AGENDA AND NON-AGENDA ITEMS:

M. Rose – 180 W. Fifth Avenue stated that his property is next to Eye Design and the construction work that they have been doing over the last few months has caused his property to become flooded. He had pictures to show the problem that he is having. P. Schmoll explained that because the Rose property is lower in elevation than Eye Design’s property the stormwater runoff has always naturally sheet flowed that direction along with the stormwater runoff from the roadway. Before construction, the site was vegetated which naturally slowed the stormwater runoff to allow a portion of the runoff to infiltrate into the ground before leaving the site. During construction, the earth is bare and the storm water runoff flows will become concentrated and there is minimum infiltration. During this temporary condition, a sedimentation basin has been installed to collect the stormwater runoff to allow the sediment to settle out and reduce the flow to the adjacent property through an outlet structure design to reduce the runoff rate. Once the construction is complete, the areas not paved on the site will be vegetated and the sediment basin will be converted into an infiltration basin. The new storm water conveyance system will discharge into this basin which will provide a volume of runoff to infiltrate into the ground and reduce the rate to the adjacent property. T. Twardowski suggested that she and P. Schmoll meet with Eye Design and assess the situation and see if there is something that can be done during the construction phase.

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 provided a proposal for Multi-Discipline Engineering Services to design, bid and perform construction observation of a salt shed for Collegetown and Trappe Boroughs. The total of all the phases of the proposal is \$43,700.00. P. Schmoll also discussed the potential time frame for the project. BIA’s estimate is that it will take a minimum of 9 months from the time the proposal is accepted until the project is complete. Discussion ensued about whether it could be done prior to the start of the winter season. C. Johnson reported that she had met with T. Twardowski, G. Thompson from Collegetown, P. Schmoll and M. Eversole from BIA and the needs of the Boroughs were discussed. P. Webster requested that in the future if reports or proposals come from BIA that aren’t from P. Schmoll that they include the credentials of the person preparing them.

Motion to approve the Multi-Discipline Engineering Service Proposal for a New Shed for Trappe and Collegetown Boroughs in the amount of \$43,700.00:

Moved: S. Strauss

Seconded: P. Webster

Approved: 5 – 0

P. Schmoll provide Council members with a list of ramps that are affected by the 2019 Road projects and the costs to replace them under the Borough concrete contract. The ramps on Harvard must be done because they are a condition of the permit from PennDot. He is recommending that the ones on Sugar Hill also get done as the slope is incorrect and do not have the ADA warnings. There are 6 ramps on Heritage that are not fully ADA compliant as far as warning strips, etc., but the slope is fairly accurate. In the last few years the Borough has been upgrading the ramps as the roads are done; however, due to the extent of ramps this year and the associated costs staff is looking for direction from Council as to how to proceed. T. Twardowski said at first glance it appears there is \$5,000 budgeted for sidewalk repair so she is not sure if it was budgeted in the road costs or not. J. Klink and T. Twardowski will review the budget further and come back to Council will budget ideas.

P. Schmoll presented Escrow release 3 for Hidden Hollow in the amount of \$34,272.63. T. Twardowski did mention that the Developer’s Escrow is in the negative due to this month’s bill and she will coordinate the Escrow Release with replenishment of that escrow.

A motion was requested to authorize Escrow Release 3 for the Damon-London Development Group LLC in connection with the Hidden Hollow Development with the replenishment of the Developer’s escrow:

Moved: C. Johnson

Seconded: B. Yeagley

Approved: 5 – 0

Treasurer’s Report: John Klink presented the Treasurer’s Report dated March 29, 2019 with a list of checks, check numbers 2508-2542, along with a voided checks 2018 & 2474, transfers, direct payroll charges and the Phoenixville Federal Card Service Center direct withdrawal from the Customers Bank General Checking Account in the amount of \$217,273.88.

A motion was requested to pay bills as listed:

Moved: S. Strauss

Seconded: C. Johnson

Approved: 5 – 0

John Klink presented the Treasurer Report dated March 29, 2019 for the Customers Bank Liquid Fuels Fund direct charges by PECO in the amount of \$2,306.40.

A motion was requested to pay bills as listed:

Moved: C. Johnson

Seconded: P. Webster

Approved: 5 – 0

John Klink presented the Treasurer's Report dated March 29, 2019 for the Customers Bank Escrow Fund check numbers 1137 and 1138 in the amount of \$2,995.00

A motion was requested to the pay bill as listed:

Moved: C. Johnson

Seconded: P. Webster

Approved: 5 – 0

T. Twardowski asked Council to consider releasing the remaining escrow for the Neumann subdivision at 140 W. Seventh as the final invoices from professional staff have been paid.

A motion was requested to release the Neumann escrow in the amount of \$8,005.50:

Moved: C. Johnson

Seconded: S. Strauss

Approved: 5 – 0

T. Twardowski reported that the TruMark Credit Union account has been closed, but that Superior Credit Union has not. The two signers on that account were Nevin Scholl and Lew DiPrete. A new signer must be authorized via motion and that person must physically go into one of the locations to close the account.

A motion was requested to authorize Pat Webster as the signer for the Superior Credit Union account and for her to close the account:

Moved: C. Johnson

Seconded: S. Strauss

Approved: 5 – 0

Mayor's Report: Mayor Wismer reported that he received a request for Auxillary Police for April 20, 2019 from 10 a.m. to 4 p.m. for the Historical Society's Living History Day. T. Twardowski mentioned that they have also been requested for the Dinner on Main. P. Webster mentioned that the Historical Society has quite and event list for the year and it may make sense to discuss what events they anticipate needing auxillary police for, how many, hours, etc., so that Council can look at what it may be willing to assist with as a whole rather than individual events. Mayor Wismer said that he would have that conversation with Lisa Minardi from the Speaker's House.

A motion to authorize 1 Auxillary Police for April 20th from 10 a.m. to 4 p.m. at the Borough's expense:

Moved: S. Strauss

Seconded: C. Johnson

Approved: 5 – 0

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 requested that Council authorize Auxillary Police for Election Day and the Memorial Day parade and provided information on what was approved in 2018.

A motion to authorize 1 Auxillary Police for Election Day from 7 a.m. to 9 a.m. and 4 p.m. to 7 p.m.:

Moved: P. Webster

Seconded: C. Johnson

Approved: 5 – 0

**A motion to authorize up to 5 Auxillary Police officers for the Memorial Day Parade:
Moved: P. Webster Seconded: C. Johnson Approved: 5 – 0**

T. Twardowski reported that the Borough was notified that it will be awarded \$3804.00 for the 2017 Recycling Grant.

Landscaping Proposals were received for the needs at Borough Hall and Rambo Park. The low bid was Triton Landscaping LLC at \$11,079.20. The only thing we need to confirm is that the mulch is certified playground mulch and we need a certificate on file for that.

Motion to award Landscaping proposal for the 2019 year to Triton Landscaping LLC in the amount of \$11, 079.20:

Moved: S. Strauss Seconded: C. Johnson Approved: 5- 0

T. Twardowski reported that there was a recent situation where a resident was replacing the engine in his vehicle on a Borough Road. This project went on for a few weeks and resulted in many complaints from surrounding neighbors and property owners. She suggested a potential ordinance that would prohibit major auto repairs on Borough Roadways. D. Onorato will work on an ordinance amendment.

T. Twardowski reminded Council and the public about the Public Hearing and special meeting on April 8, 2019 at 6:00 p.m.

MS4: A flyer about stormwater runoff and how to help protect the water quality was distributed.

Solicitor's Report:

The results of the Trash bid were provided to Council, the low bid was Advanced Disposal. The current contract is \$235,389.00. The bid for 2019-2021 is \$261,712.00 for weekly trash and biweekly recycling (11.18% increase) or \$287,702.00 for weekly trash and recycling pick up (22.22% increase). Discussion ensued regarding weekly versus biweekly recycling pick up.

A motion to award a three year base bid with two year options for weekly pick up of trash and recycling:

**Moved: P. Webster Seconded: C. Johnson Nays: 5-0
Motion Failed**

A motion to award a three year base bid with two year options for weekly pick up of trash and biweekly pick up of recycling for a 3 year cost of \$785,138.00, year 4 \$277,570.00, and year 5 \$285,897.00:

Moved: C. Johnson Seconded: P. Webster Approved: 5-0

Solicitor Onorato presented Ordinance 451 amending Section 326.15 of the Code of the Borough of Trappe to authorize a quarterly fee for the manual reading a water meter where the radio frequency based system is unveiled.

Motion to authorize advertisement of Ordinance 451 for consideration at the May 7th meeting:

Moved: P. Webster Seconded: C. Johnson Approved: 5 – 0

Solicitor Onorato presented Ordinance 452 for adopting a certain intermunicipal agreement regarding the purchase of Motorola Radios among Trappe Borough, Upper Providence Township, and the Trappe Fire Company.

Motion to authorize advertisement of Ordinance 452 for consideration at the May 7th meeting:

Moved: C. Johnson **Seconded: P. Ronca** **Approved: 5 – 0**

Motion to accept the staff reports:

Moved: C. Johnson **Seconded: S. Strauss** **Approved: 5 – 0**

COMMITTEE REPORTS

Planning Commission: B. Yeagley reported that a question came up at Planning Commission as to how the Commission would go about recommending review of the ordinances to update them.

Regional Planning: B. Yeagley reported that the Regional Planning Commission met in March and the main topic of discussion was the Perkiomen Trail Water Trail Feasibility study.

Public Works & CTMA: The minutes for the February 26, 2019 meeting of CTJPW and the CTMA were presented. A copy is available for inspection at Borough Hall.

Information Technology and Communications: P. Webster reported that the spring newsletter should be going out in the next week or so, she was waiting for Council's decision on the trash bid to finalize the article. P. Ronca asked P. Webster to work with T. Twardowski to help with the communication of the new trash contract.

Traffic & Safety: Reports of the Trappe Fire Co. for March 31, 2019 was presented. The March 2019 State Police report was also presented. Copies of all reports are available at Borough Hall for inspection.

NEW BUSINESS:

- Trappe Community Day has been set for September 14, 2019 with a rain date of September 28. P. Ronca met with Connie Peck and Ellen Goodman to start to compile a list of tasks that need completed and to start working on the planning of Trappe Day. By next month he expects to have a list of tasks that need volunteers so that we can begin to get people assigned to certain area. He asked if anyone had contacts with local groups that may be interested to let him know.
- A press release on the Memorial Day Parade was distributed to Council along with a Historic Trappe Calendar of Events.
- Resolution 2019-05 was presented to Council which would authorized the closer of Main Street for the Dinner on Main and authorize submittal of the Road Closure permit.

A motion was requested authorizing approval of Resolution 2019-05:

Moved: C. Johnson **Seconded: B. Yeagley** **Approved: 5-0**

EXECUTIVE SESSION:

At 9:45 p.m. Council entered into Executive Session to discuss legal and personnel matters.

Council reconvened at 10:00 p.m. and the meeting adjourned.

Respectfully submitted,

Tamara D. Twardowski
Borough Secretary