

**MINUTES OF THE JUNE 9, 2020
MEETING OF TRAPPE BOROUGH COUNCIL**

Council Vice President Cathy Johnson called to order the regular meeting of Trappe Borough Council, held virtually, on June 9, 2020 at 7:00 p.m. and led the pledge of allegiance.

C. Johnson requested a moment of silence in honor of President Phil Ronca, who passed away on May 30, 2020.

There will be an executive session after the meeting.

Those Present Were:

Vice President Cathy Johnson
Mallory Perlin
Scott Martin
Stu Strauss
Pat Webster
Brett Yeagley

Also Present:

Manager Tamara Twardowski
Solicitor David Onorato
Treasure John Klink

Absent: Mayor Matthew Wismer

Appointment of a Council Member to fill the unexpired term of Phil Ronca.

Solicitor Onorato advised that since the new member will need to complete a notarized affidavit of residency and take the oath of office after the appointment, the new member should not vote at this evenings meeting. This appointment will run through the next municipal election (end of 2021) at which time the position will be on the ballot for the remaining two years.

Motion to appoint Dave Davis to the unexpired term of P. Ronca:

Motion: S. Strauss Seconded: P. Webster Approved: 6-0

C. Johnson opened nominations for Council President.

Motion to elect Cathy Johnson as Council President:

Moved: S. Martin Seconded: P. Webster Approved: 6-0

C. Johnson requested nominations for Council Vice President.

Motion to elect Scott Martin as Council Vice President:

Moved: S. Strauss Seconded: P. Webster Approved: 6-0

C. Johnson requested nominations for President Pro Temp.

Motion to elect Stu Strauss as Council President Pro Temp:

Moved: S. Martin Seconded: P. Webster Approved: 6-0

There was a brief discussion regarding the postponement of Brett Yeagley’s resignation. He will still be a resident of the Borough until August. He will submit a letter that July will be his last

meeting and Council can accept it at the end of the July meeting. T. Twardowski will put a notice on the website that resumes will be accepted until end of business June 19, 2020.

APPROVAL OF THE MINUTES:

The members of Council reviewed the minutes of the May 5, 2020 regular meeting minutes.

Motion to approve the minutes as presented:

Moved: S. Martin

Seconded: S. Strauss

Approved: 6 - 0

PUBLIC FORUM/AGENDA AND NON-AGENDA ITEMS:

The virtual meeting, along with instructions to participate or provide public comment was advertised in the Pottstown Mercury and on the Borough Website. T. Twardowski is monitoring the email address provided for comment and has received no comments.

S. Calvin (via phone) reported to Council that Representative Ciresi’s office is open with rotating staff and will be starting to schedule appointments with constituents. They are still available to the Borough if they can be of any support. S. Martin asked if the office knows anything about the status or outlook of state funding and potential grants. S. Calvin reported that it is budget season, so she can’t yet comment on future funding, but they will keep the Borough informed of updates as they become aware.

The Borough recently received a letter from PennDOT that notified us that our funding for the Green Light GO grant has been rescinded. The Borough has currently spent about \$50,000 in designing the Green Light Go project to replace traffic signals at W. Main Street and Third Avenue and at the Trappe Center and also improve the radii at Main Street and Third Avenue. T. Twardowski reported that when complete she would be submitting for reimbursement of the design through the grant and is hopeful that the Borough can recoup 80% of that, but we won’t know for sure until we get a response. Council requested that S. Calvin discuss with Representative Ciresi the fact that we would not have undertaken the design if we hadn’t gotten the grant. Any help that his office can give in assisting with getting reimbursement would be appreciated. S. Calvin advised would discuss with the Representative.

B. Greenwood asked about the status of repairs on Borough Line Road between 3rd and 5th Avenue. T. Twardowski reported that due to Covid, roadwork has been delayed until August. As she had discussed with him before she was going to request the contractor mill and pave that area as public works didn’t think they could adequately address the problem. S. Martin brought up that Borough Line was redone in the last few years and wondered if there was an underlying issue. Council asked P. Schmoll to take a look at the road and see if there was an underlying issue causing the breakdown such as an underground spring or stormwater.

STAFF REPORTS:

Borough Engineer:

BIA is currently soliciting proposals for West First Avenue storm sewer project. The contractor who had submitted the lowest proposal has gone out of business. . There was no bid bond as this was under the bidding threshold and the Borough had just solicited quotes. BIA anticipates

Drumheller Construction starting the concrete repairs mid-late June and Innovative Construction Services anticipates paving in August.

During the month of May BIA did an inspection of Colonel's Place in anticipation of the maintenance bond expiring. There are 4 trees that have died and the rain garden is need of cleanup. T. Twardowski has notified the original contractor that the trees need to be replaced. Council asked if the plantings were done to approval and P. Schmoll replied that he would have to check on that, but it was approved at the time the development was complete.

Treasurer's Report: John Klink presented the Treasurer's Report dated May 31, 2020 along with a bill list with checks 2972, which was approved at the April meeting and 2973-2994, two payrolls, and direct charges from Phoenixville Federal credit totaling \$76,592.78.

A motion to pay bills as listed:

Moved: S. Strauss

Seconded: S. Martin

Approved: 6 – 0

John Klink presented the Treasurer Report dated May 31, 2020 for the Customers Bank Liquid Fuels Fund direct charges by PECO in the amount of \$1,983.15.

A motion was requested to pay bills as listed:

Moved: S. Strauss

Seconded: S. Martin

Approved: 6 – 0

John Klink presented the Treasurer's Report dated May 31, 2020 for the Customers Bank Escrow Fund check numbers 1166 in the amount of \$3,016.25.

A motion was requested to the pay bills as listed:

Moved: P. Webster

Seconded: S. Martin

Approved: 6 – 0

Borough Manager's Report:

T. Twardowski requested authorization to work with BIA to apply for an ARLE grant to fund construction of the Green Light Go project since the constructions funds have been rescinded. The deadline for submittal is June 30th. While the grant team at BIA will prepare the grant application at no cost, there is some required engineering work. It is not anticipated to exceed \$1,200.00. Additionally, the Borough should consider matching a portion of the requested amount as this will help increase our chances of being awarded a grant. The estimated construction amount is \$409,000.00 and we will be able to utilize our Montgomery County grant amount of \$31,600.00 if we would be awarded an ARLE grant.

Motion to apply for ARLE grant for the traffic signal project and authorize the Borough Manager to commit a contribution up to 20% of the estimated \$409,000:

Moved: S. Martin

Seconded: P. Webster

Approved: 6-0

T. Twardowski presented volunteer liability waiver that she received from the Borough's Insurance Provider, H. A. Thompson. It is suggested that the Borough adopt this waiver and have any volunteers doing something at a Borough Park or on Borough property execute the waiver so that the Borough has liability protection should someone be injured.

It was also recommended that the Auxiliary Police (AP), who provide traffic control to funeral homes within the Borough be authorized to provide those services by motion. This can be a

blanket motion since the individual funerals cannot be approved ahead of time. P. Webster inquired as to why the AP would be covered under the Borough's workers compensation plan rather than the funeral home, and the response was because they are employees of the Borough and authorized for those duties under the Borough Code, and directing traffic on the roadway.

Motion to approve a volunteer liability form as presented and require Borough volunteers to execute such prior to working on Borough property:

Motion: S. Martin

Seconded: S. Strauss

Approved: 6-0

Motion to authorize Auxiliary Police to provide billable services to funeral homes located within the municipal borders:

Motion: S. Strauss

Seconded: M. Perlin

Approved: 6-0

T. Twardowski reported that the Borough Office is preparing for transition to the yellow phase and subsequently the green phase. Required signage will be posted, additional cleaning supplies and sanitizer items have been ordered. The parks have been posted with signage that the facilities (picnic tables, playgrounds equipment, etc.) are not cleaned nor sanitized. Council requested that T. Twardowski begin looking at alternative locations in the Borough that Council could possibly use to meet in person if the suggested restrictions go on long term.

T. Twardowski reported that she has received a conditional use application for 421 W. Main Street and a hearing date needs to be scheduled. Council decided to hold the hearing on July 7, 2020 at 6:00 p.m.

T. Twardowski advised that she was told by the Borough Manager of Colledgeville that their Borough Council agreed to pay the salt shed monies back in one lump sum (currently \$117,800) once an agreement with Trappe has been approved for Trappe Borough's payback.

Council reviewed Resolution 2020-08 authorizing destruction of a list of records in accordance with the Records Retention Schedule.

Motion to approve Resolution 2020-08 authorizing destruction of records:

Motion: S. Martin

Seconded: S. Strauss

Approved: 6-0

Solicitor's Report:

D. Onorato advised he would like to continue the public hearing and adoption of Ordinance 455 which is an amendment to the Open Space requirements in the Subdivision and Land Development Ordinance until August.

Motion to schedule a public hearing for Ordinance 455 for August 4, 2020:

Moved: S. Martin

Seconded: B. Yeagley

Approved: 6-0

Motion to accept staff reports as presented:

Moved: S. Martin

Seconded: P. Webster

Approved: 6 – 0

Traffic and Safety: B. Greenwood gave the fire company report and said thankfully the trend has been a slowdown of calls. The quarterly financial reports had been submitted to the Township. S. Martin reported that the EMS received a PPE grant and currently have a surplus. The Fire Company is going to be working on separating from EMS. They are also planning for apparatus replacement and a building replacement. Council members should consider serving on

one of the 3 committees that the Fire Company is establishing. S. Martin also asked about consideration of a Borough Ordinance authorizing the fire company to bill insurance companies for expenses from accidents. Solicitor Onorato will work on providing a draft to Council for discussion.

Administrative Services:

Motion to authorize reimbursement of Medicare premiums, currently \$438 per quarter, in lieu of the Borough health insurance plan for the current Administrative Assistant:

Moved: S. Strauss

Seconded: S. Martin

Approved: 6-0

Planning and Zoning: T. Twardowski had provided a copy of a resume submitted by Theresa Pammer expressing interest in the Planning Commissions. The current opening is for Connie Peck's unexpired term through 2023.

Motion to appoint Theresa Pammer to the open term expiring 12/31/23:

Moved: S. Martin

Seconded: S. Strauss

Approved: 6-0

Regional Planning: B. Yeagley shared a link for an interactive map that the public can use to look at trails and recreational facilities. It has not currently been advertised but it is a public application. Some grant awards to the surrounding area under the 2020 Montco grant program included: a boat ramp in Collegetown, trail and signage improvements along with pavilion improvements in Schwenksville, and trail extension in Upper Providence including 800 LF of sidewalk.

Public Works & CTM: S. Strauss reported that interceptor is about 27% complete and they were scheduled to be about 48% complete. With the storm on June 3rd, the plant lost all power and the plant had to bring in massive generators to keep the plant operating. Allen Myers was able to get an exemption from the state to continue construction during the COVID shut down. Additionally, because of eagle's nesting the contractor had to stop work in one area and move to another. Allen Myers is advising that this setback/movement could cost an additional 1.5 million dollars.

C. Johnson reported on the May meeting and provided copies of minutes and financial reports. There was discussion as to whether the Collegetown Police could be asked to close the park at sundown and or patrol the park. Legal Counsel advised that there would need to be an intermunicipal agreement need to authorize jurisdiction.

Old Business:

Trappe Day – T. Twardowski asked the Council members for their thoughts on Trappe Day. While September is still a few months away, Covid 19 has impacted many community events. With the passing of Phil Ronca, there is an additional concern as he had been the coordinator.

Motion, with great reluctance, to cancel Trappe Day for 2020:

Motion: S. Martin

Seconded: M. Perlin

Approved: 6-0

Council recessed to executive session at 10:07 p.m. The meeting adjourned at 10:55 p.m.

**Respectfully submitted,
Tamara D. Twardowski
Borough Secretary**