

**MINUTES OF THE JANUARY 4, 2016
MEETING OF TRAPPE BOROUGH COUNCIL**

Council President Nevin Scholl called to order the regularly scheduled meeting of Trappe Borough Council on January 4, 2016 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 would be an Executive Session after the public meeting this evening to discuss legal matters. No vote is expected to be taken.

ROLL CALL: Roll Call was made by the Municipal Secretary.

Those present were:

President Nevin Scholl
Vice President Cathy Johnson
Scott Martin
Phil Ronca
Stewart Strauss
Pat Webster

Also in attendance were:

Mayor Connie Peck
Solicitor David Onorato
Treasurer John Klink
Borough Manager Robert Umstead
Engineer Ryan Kern

Absent:

Tammy Liberi

Ryan Kern, P.E. representing Barry Isett & Associates, Inc. was introduced as the new Borough Engineer and took his seat at the Council table.

APPROVAL OF THE MINUTES: The members of Council reviewed the minutes of December 1, 2015 meeting of Borough Council.

Motion to accept the Minutes of the December 1, 2015 Meeting of Borough Council as presented:

Moved: P. Ronca

Seconded: S. Martin

Approved: 5-0

New Councilmember Stewart Strauss abstained.

PUBLIC FORUM/AGENDA AND NON-AGENDA ITEMS:

President Scholl called for public comment. There was none.

WISMER SUB-DIVISION: Matthew Wismer was not in attendance.

STAFF REPORTS:

Treasurer's Report: John Klink presented the Treasurer's Report dated January 4, 2016. Check numbers 1188 through 1196 from the Customers Bank General Checking Account in the amount of \$10,843.38.

It was announced check number 1013 from the Borough Escrow Account in the amount of \$12,085.49 may have included an invoice from Gilmore & Associates which was for construction inspection charges that should be paid from the Stearly Construction Escrow account and not from Borough funds. A brief discussion ensued. Treasurer John Klink retired to review the invoices. Mr. Klink suggested that invoice number 148483 in the amount of \$7,228.20 should not have been included in check number 1013 which was approved at the December 29, 2015 close out meeting.

Treasurer Klink suggested that check number 1013 should be replaced by check number 1017 in the amount of \$4,857.29 (\$12,085.49 less \$7,228.20).

The Treasurer's Report for December 29, 2015 for the Escrow Fund would then be a total of \$6,409.07 including check numbers 1014 through 1017.

Motion to make payment of invoices included in the January 4, 2016 Treasurer's Report, check numbers 1188 through 1196 from the Customer's Bank General Checking Account in the amount of \$10,843.38:

Moved: C. Johnson

Seconded: P. Webster

Approved: 6-0

Motion to approve issuance of check number 1017 in the amount of \$4,857.29 to replace check number 1013 which is voided and to amend the Treasurer's Report dated December 29, 2015 for the Customers Bank Escrow Account to read a total of disbursements of \$6,409.07 including check numbers 1014 through 1017:

Moved: P. Ronca

Seconded: S. Martin

Approved: 6-0

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

Borough Manager's Report: Robert Umstead presented the Borough Manager's Report, a copy of which was provided to all and is available for review at Trappe Borough Hall. Mr. Umstead made the following comments:

A developer and a single property owner are raising questions concerning vacant lots in the vicinity of Clahor Avenue/ First Avenue and Third Avenue (Fugo properties) and the possibility of development. The number of residential units is a matter of serious concern. The developer is expected at the January meeting of the Borough Planning Commission. The single property owner is looking for a permit for a single family dwelling, the other for multiple units.

A request has been received from Joan Holley for a revised Contracted Service Agreement which stipulates the terms and conditions for her to continue to service the Borough's web site. The agreement also stipulates an increase in the charges which equates to \$40 per hour (broken down in 15 minute intervals) for urgent requests and \$36 for three-day turnaround services.

Motion to approve the revised Contracted Service Agreement with Joan Holley for maintenance of the Borough's website:

Moved: C. Johnson

Seconded: P. Ronca

Approved: 6-0

A discussion ensued as to how the Borough could utilize the services of Pennsylvania State Association of Boroughs (PSAB) for the design and upkeep of the Borough's web site. It has been reported that 7 hours of service will be provided by PSAB for a cost of \$389 for design and update of the web site. The committee consisting of Councilmembers Phil Ronca, Cathy Johnson and Pat Webster will meet to discuss the issue and deliver a possible solution.

STEARYL TRACT – ESCROW REDUCTION REQUEST NO. 1

Escrow Reduction #1 in the amount of \$83,496.61 has been received, requesting a reduction of the Financial Security for the work completed for the Stearly tract. A review letter has been received from Gilmore & Associates that certifies the site improvements included in the reduction request have been completed and recommends the requested reduction of \$83,496.61 from the bank loan issued by Independent Mortgage Co. be approved by Trappe Borough Council.

Motion to authorize Independent Mortgage Co. to reduce the bank loan issued for the Stearly Tract project by \$83,496.61 for site improvements completed as referenced by Escrow Release No. 1 and certified by Gilmore & Associates in the December 21, 2015 review letter:

Moved: C. Johnson

Seconded: S. Martin

Approved: 6-0

MS4 – The procedures for reporting spills and other emergencies to DEP was presented.

Mayor's Report – Mayor Peck reported that she had met with a young man who had many questions concerning the Trappe Center and other development in the Borough. She thanked Council for a very productive year and feels that 2016 will go well.

Engineer's Report –The written Engineer's Report from John Sartor of Gilmore & Associates was presented to all to review. A copy of the report is available at Borough Hall.

At the December close out meeting Fire Chief Brian Long reported that when the red flashing light on Main Street turns to a solid red, many motorists ignore the red stop light, possibly due to the infrequency of the solid red light. Chief Long suggested that the Borough Engineer investigate the installation of a strobe light into the red light to bring attention to the solid red signal.

Motion to authorize the Borough Engineer to investigate the installation of a strobe light into the red traffic signal on Main Street at the intersection of 5th Avenue as a safety precaution when the signal turns red on Main St:

Moved: S. Martin

Seconded: P. Webster

Approved: 6-0

Solicitor's Report

PPG Stearly LLC - Conditional Use Finding of Fact

The applicant filed a Conditional Use Application to allow the construction of townhome units 32 and 33. Borough Council conducted a hearing on the Conditional Use Application on December 1, 2015. All Councilmembers were present along with Mayor Connie Peck, Mary Lou Lowrie, representing Gilmore & Associates, the Borough Engineer and David C. Onorato, Esquire, Borough Solicitor. The applicant was represented by John J. Iannozzi, Esquire of the law firm of Hamburg, Rubin, Mullin, Maxwell and Lupin. A court reporter was present and recorded the testimony. Exhibits B-1 through B-3 were presented and accepted. Exhibit A-1 was presented and accepted.

Testimony was presented by the Applicant Ben Goldthrop. No members of the public spoke. The applicant agreed to an extension of the sidewalks along West First Avenue to Waterworks Park and West Main Street, and from the project into Collegeville to connect to Chestnut Street.

A motion to grant the Conditional Use for units 32 and 33 subject to Conditional Use decisions granted previously, and the conditions of the previous granted Conditional Use decisions and the conditions agreed upon and testimony presented at the December 1, 2015 hearing:

Moved: P. Ronca

Seconded: S. Martin

Approved: 6-0

Solicitor Onorato reported on the progress of establishing an easement from First Avenue into the storm water basin located on the property of Heritage Park. It appears the developer who is out of business continues to own the storm water basin. Solicitor Onorato will prepare an easement which is non recordable and attempt to meet with the officers of the Heritage Park Homeowners Association.

COMMITTEE REPORTS

Administrative Services: No Report

Communications: Councilmember Pat Webster discussed the newsletter and reported *The Trappe Times* was presented to the printer today and should be in the mail within the next couple of days. Councilmember Pat Webster presented an update on the Borough's Facebook page which included photos of Community Day.

Councilmembers Cathy Johnson and Pat Webster will attempt to find a professional to do *The Trappe Times* in the future with assistance from the Borough Manager. Mayor Peck suggested investigating the selling of ads for the newsletter. The Communications Committee will discuss the suggestion.

Finance & Streets: All grants submitted to the Commonwealth are on hold pending passage of a current Commonwealth Budget. Council President Scholl reported he is investigating "Plan B" through Delaware Valley Regional Planning Commission (DVRPC) which will provide a lighting audit by mid-February. More information will follow.

Parks & Open Space: Councilmember Stewart Strauss will be ready to report on the Parks and Open Space Committee activities at the February meeting.

Planning, Zoning & Ordinance: There was no Planning Commission meeting in December. The Planning Commission continues to need a secretary.

Public Works & CTMA: Council Vice President Cathy Johnson presented the Public Works and CTMA Report. She reported that the Colledgeville Trappe Municipal Authority has increased the water and sewer rates for 2016.

Traffic & Safety: Councilmember Scott Martin reported on a meeting that had taken place. Councilmember Martin and Borough Manager Robert Umstead met with the Building Code Official Tom Heisner, Fire Chief Brian Long and Fire Marshall Mike Italia to discuss matter of mutual concerns. It appears there was a lack of communications between the personnel and methods of improving the communications were discussed. Also issues concerning the utilization of an Emergency Contact Form which will list persons to be contacted in the event of an emergency at business locations and the use of the Knox Box were discussed. All persons present agreed upon these issues.

Walkable Community: Councilmember Phil Ronca reported it is expected a meeting will be held within the next month with representatives of Ursinus College to discuss the connection of Oak Road to the Hunsberger Farm Trail through the Ursinus College property.

OLD BUSINESS:

Why Do Business in Trappe? This article was revised based upon comments received from various Council members and is now completed. It was determined that the article should be placed on the Borough Website.

NEW BUSINESS:

The Trappe 300 Committee will meet on January 13, 2016 at the Historical Society at 7 p.m. All interested persons are invited.

EXECUTIVE SESSION:

At 8:35 p.m. Council entered into Executive Session to discuss legal issues.

Council reconvened at 9:39 p.m.

ADJOURNMENT

Motion to adjourn at 9:40 p.m.:

Moved: P. Ronca

Seconded: C. Johnson

Approved: 6-0

Respectfully submitted,

**Robert T. Umstead
Borough Secretary**