

**MINUTES OF THE March 1, 2016
MEETING OF TRAPPE BOROUGH COUNCIL**

Council President Nevin Scholl called to order the regularly scheduled meeting of Trappe Borough Council on March 1, 2016 at 7:00 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 and a personnel matter. A vote may be taken on the personnel matter.

Those present were:

President Nevin Scholl
Vice President Cathy Johnson
Tammy Liberi
Scott Martin
Stewart Strauss
Pat Webster

Also present:

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

Absent: Phil Ronca

APPROVAL OF THE MINUTES:

The members of Council reviewed the minutes of the February 2, 2016 regular meeting of Borough Council. An amendment was made to the Communications Committee report.

Motion to approve the minutes as amended:

Moved: P. Webster

Seconded: C. Johnson

Approved: 6-0

PUBLIC FORUM/AGENDA AND NON-AGENDA ITEMS:

President Scholl called for public comment. Aileen Johnson, Branch Manager of the Central Perkiomen Valley Library was in attendance. She thanked the Council for the donation in 2015 and advised Council of the improvements made; improvements planned and outlined the summer program at the Library.

STAFF REPORTS:

Treasurer's Report: John Klink presented the Treasurer's Report dated February 26, 2016 check numbers 1238 through 1268 and payroll charges from the Customers Bank General Checking Account in the amount of \$84,584.94.

Treasurer John Klink presented the Treasurer's Report dated February 26, 2016 for the Customers Bank Escrow Fund check numbers 1022 through 1024 in the amount of \$3,576.57.

Treasurer John Klink presented the Treasurer's Report dated February 26, 2016 for the Customers Bank Liquid Fuels Fund direct charges by PECO in the amount of \$2,592.73.

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 26, 2016, Treasurer's Report, check numbers 1238 through 1268 and payroll charges from the Customers Bank General Checking Account in the amount of \$84,584.94:

Moved: C. Johnson Seconded: T. Liberi. Approved: 6-0

Motion to make payment of invoices included in the February 26, 2016 Treasurer's Report check numbers 1022 through 1024 from the Customers Bank Escrow Fund in the amount of \$3,576.57:

Moved: C. Johnson Seconded: S. Strauss Approved: 6-0

Motion to approve electronic payment of the PECO invoices included in the February 26, 2016 Treasurer's Report from Customers Bank Liquid Fuels Account in the amount of \$2,592.73:

Moved: C. Johnson Seconded: P. Webster Approved: 6-0

Borough Manager's Report: Robert Umstead presented the Borough Manager's Report

1. Escrow Release #4 PPG Stearly, LLC was presented in the amount of \$2,511.25. This represents only the Engineering/Inspection Cost incurred since the last release and no actual construction costs.

Motion to approve Escrow Release #4 in the amount of \$2,511.25:

Moved: S. Martin Seconded: C. Johnson Approved: 6-0

2. Announced notice of Liquid Fuels payment in the amount of \$94,920.42 from PA Department of Transportation. Treasurer Klink confirmed funds have been received by the bank.
3. A "thank you" was received from Historical Society for 2015 contribution.
4. Received announcement of DEP Act 101 Recycling Program Performance Grant for 2013 in the amount of \$5,119. Funds to be received in next six to eight weeks.
5. Comcast has presented a request to submit electronic submissions of future franchise fees directly to our bank. Comcast will submit electronic statements and advice of electronic funds transfers.

Motion to approve Comcast submission of franchise fees directly to Customers Bank and electronic submission of statements and advice of electronic transfers:

Motion: C. Johnson Seconded: S. Strauss Approved: 6-0

6. Announced notice of PSAB's 2016 Annual Conference and Exhibition to be held on June 5-8, 2016 at the Hershey Lodge
7. Announced receipt of invitation to Montco 2040 Implementation Grant Workshop to be held on March 8, 2016 at Lower Frederick Township Building. R. Umstead expects to attend.

8. A resolution (2016-02) was presented to authorize two additional signers (Tammy Liberi and Phil Ronca) for all borough checks on all Borough accounts. This will make a total of four signers.

Motion to approve Resolution 2016-02 to add Tammy Liberi and Phil Ronca as signers on all Borough checks:

Moved: S. Strauss

Seconded: P. Webster

Approved: 6-0

9. Announced receipt of PECO's information on Enhanced Online & Mobile Tools to keep customers informed.
10. Announced receipt of letter from Ursinus College President concerning responses to campus illness. All is now well.
11. Emergency Notification System - An on-line training session was taken by Ellen Goodman and Borough Manager. A test of the system was scheduled for Feb. 29 at 7:00 PM. The test failed. Another test will be performed in the near future.
12. The results of a meeting between Council members Scott Martin & Stu Strauss with Mike Ciaccio, Sr., Mike Ciaccio, Jr., representing MAK Services the Borough's Snow Removal contractor, Arnold Bender and Robert Umstead were presented. The subject of the meeting was how to improve snow removal services to the Borough. Numerous items were discussed in light of a severe snow storm in late January of this year. It was determined that MAK now provides three trucks to remove all snow from the Borough street. Better service could be provided with approximately the same cost if a fourth (4th) vehicle, a one ton plow truck with salt spreader were dispatched. Also a revised telephone call list was prepared making for better communications.
Motion to approve MAK's use of a fourth vehicle, a one ton truck with plow and salt spreader to improve snow removal services for the Borough for the remaining contract which expires April 30, 2016:
Moved: S. Martin **Seconded: S. Strauss** **Approved: 6-0**

MS4 - Information concerning DEP's assistance through PACT (Permit Application Consultation Tool) was presented.

Mayor's Report - Mayor Peck advised there were two upcoming Eagle Scout Ceremonies. She is able to attend one; however, has a conflict with the second ceremony. Councilmember S. Martin agreed to attend. Mayor Peck will have the plaques prepared and will also prepare a congratulatory letter to both young men.

Mayor Peck has received a design for a proposed directional sign for Water Works Park to be installed at the corner of W. Main St. and First Ave. on the Trappe Center property. A discussion ensued concerning the design of the sign and what is presently in place at Water Works Park. Further information including a possible cost will be presented at the April council meeting.

Mayor Peck also presented an update on the Memorial Day Parade (need Banner Permit and Special Events Permit) also the Trappe 300 Celebration planning is in process. Also Mayor Peck reported planning for Trappe Community Day has begun.

Engineer's Report -The written Engineer's Report from Ryan Kern, representing Barry Isett Associates (BIA) was presented to all to review. A copy of the report is available at Borough Hall.

1. Mr. Kern reported that Barry Isett Associates is prepared to prepare the bid documents, including meetings and bid administration for the Peck/MacIlwain Trail at a cost of not to exceed \$3,500. The bids are not to include stakeout and/or construction inspections.

Motion to approve preparation of bid package for Peck/MacIlwain Trail at a cost of not to exceed \$3,500:

Moved: S. Strauss

Seconded: C. Johnson

Approved: 6-0

2. Joan Drive - An inspection was made and there are a number of driveway curb depressions in need of replacement. A discussion ensued as to who was to pay for the replacement and when and how much. It was determined that homeowners should have the option of replacing the curb cuts from their own contractors. It was further suggested the Borough should obtain a contractor who would replace curbs, driveway depressions and sidewalks at a set price for any property owner that wished to hire the contractor.

Motion to approve the preparation and advertising of a bid package (after review and approval by President N. Scholl) for contractors to submit cost for replacement of curbs, driveway depressions, and sidewalk for any property owner in the Borough who desire to hire the contractor for a period of two years: BIA to report at the April 5, 2016 Council meeting:

Moved: S. Strauss

Seconded: C. Johnson

Approved: 6-0

3. Clahor Ave Storm Sewer Pipe sinkhole - A representative of BIA will meet with the Borough Manager and determine the possible methods of repairing the sink hole and, if needed the related piping, at the end of the storm sewer pipe keeping in mind minimal costs.
4. It was reported at the Council meeting the traffic signal at Fifth Avenue & W Main Street was not functioning properly. This will be investigated.

COUNCIL RECESSED INTO EXECUTIVE SESSION AT 9:05 PM

COUNCIL RECONVENED THEIR MEETING AT 9:20 PM.

Solicitor's Report – Solicitor Onorato reported on a proposed settlement between the Borough and College Woods Homeowners' Association. Solicitor Onorato will prepare a Settlement Agreement and Release to be executed by the Borough and College Woods. The points of the settlement are: College Woods agreed to parse out the parking areas; Borough Council will have its engineer prepare the legal description and plan for dedication of Harvard Drive, Yale Court, (excluding the parking areas) and the emergency easements; College Woods will assign to the Borough it's right of access via the cross access easement for entry from Main St.; effective today, the Borough will maintain the areas to be dedicated; the Borough will pay \$53,000 for reimbursement of expenses incurred by College Woods from 2006 through 2015. This dollar

