

**MINUTES OF THE April 5, 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 7:15 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 public meeting this evening to discuss a legal matter and an Executive Session will be held at the conclusion of the regular meeting this evening. No vote is expected after the Executive Session.

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

Phil Ronca arrived at 7:30 pm during Engineer's Report

APPROVAL OF THE MINUTES:

The members of Council reviewed the minutes of the March 1, 2016 regular meeting of Borough Council.

Motion to approve the minutes as presented:

Moved: C. Johnson

Seconded: S. Strauss

Approved: 6-0

PUBLIC FORUM/AGENDA AND NON-AGENDA ITEMS:

President Scholl called for public comment. A resident questioned if there was a law requiring residents to clean up their leaves in the fall so they did not blow onto neighbors properties. Mr. Howard Lownes was advised this would have to be researched and an answer would be provided.

Albert Kalmbach, #82 West Fifth, advised Council the sidewalk in front of his residence is in need of repair. He referenced an agreement with the Borough regarding this matter. Solicitor Onorato will investigate.

STAFF REPORTS:

Engineer's Report - The 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.

Moved: T. Liberi

Seconded: P. Webster

Approved: 7-0

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

1. Update: Main Street Crossing - Final repairs to First Avenue have been completed. Building permits for two townhomes have been received and are on hold pending receipt of the \$18,000 fee in lieu of Open Space donation.
2. Lake Region Facility – located on W. 7th Ave. EPA is changing the way the pumping system will continue to operate concerning ground water. An advertisement will be placed in the Pottstown Mercury early in April advising the public of this change.
3. Flag Pole lights at Borough Hall are damaged. Electrician Russ Deery has suggested a LED light be attached to the existing electric box immediately next to the pole and a landscape area around the pole be established. The electrical work can be performed for a cost not to exceed \$350.

Motion to approve new light fixture:

Moved: C. Johnson

Seconded: S. Martin

Approved: 7-0

4. Resolution 2016-03 authorizing execution of Penn DOT Special Event Permit Application for the Memorial Day Parade was presented.

Motion to approve Resolution 2016-03:

Moved: S. Strauss

Seconded: P. Webster

Approved: 7-0

5. Resolution 2016-04 authorizing execution of Penn DOT Special Event Permit Application for the Bike Ride with the Mayor was presented.

Motion to approve Resolution 2016-04:

Motion: P. Ronca

Seconded: P. Webster

Approved: 7-0

6. A Proposal to Provide Animal Control Services was received from Jon W. & Tracy Daywalt for a sum of \$2,000 per year. A brief discussion followed. No action taken.
7. An announcement from Trappe Today Tomorrow was received announcing the dissolving of the organization. Pursuant to the bylaws, any funds remaining after dissolution will be distributed between Trappe Fire Co. and The Speaker's House. It was suggested that a final financial report be secured.
8. The 2015 Montgomery County Municipal Waste Plan Revision was adopted on March 3, 2016. The Plan will be submitted to PADEP for approval once it has been ratified by more than one-half of the municipalities representing more than one half of the County's 2010 population. Municipal ratification is by resolution or by the municipality taking no action by June 7 deadline. Solicitor Onorato will review the Plan and report at a subsequent meeting.
9. Emergency Notification System - It was determined that another test run should be performed. It was suggested that the CT Joint-Public Works may be securing an updated list of phone numbers and the Borough should be prepared to use the system.

MS4 – A report was presented on the Schuylkill Navy of Philadelphia. This is an organization that was originally formed to govern the rowing clubs of Philadelphia. Their Stewardship Committee now engages in a program to clean as many miles of roads, streams and parklands in the Schuylkill Watershed.

The Schuylkill Scrub is now part of the Great American Cleanup of Pa working towards the larger goal of cleaning up and beautifying the entire state of PA. PA DEP sponsor Pick It Up PA Days to encourage individuals and groups to clean up a portion of the river.

Mayor's Report – Council Member Martin attended the ceremony honoring Eagle Scout Nathan Clelland's of Troop 7155 and presented Mr. Clellan a plaque.

Memorial Day theme is "Their Sacrifice our Freedom." The Parade is May 30, 2016 beginning at 10:00 AM at E. 7th Avenue and West Main Street.

The Mayor was interviewed by Nicole Angstadt, a student at the University of Southern California, to discuss Bill H.R. 1378. Ms. Angstadt grew up in this area and now lives on 7th Avenue.

The Mayor reported that she also met with Jill Ryan concerning her rental issues.

"Ride with the Mayor" will be held on May 28 leaving at 9:00 AM from Borough Hall and returning after a 3 mile bike ride.

Trappe Community Day is on the calendar for September 24, 2016.

Primary Election Day is April 28. Mayor Peck requested the services of the Borough's Auxiliary Police for the hours of 7:00 AM to 10:00 AM and 3:00 PM to 8:00 PM for traffic control on Main Street at Borough Hall. The Borough will pay the salaries of the Auxiliary Police.

Motion to approve the use of the Borough's Auxiliary Police during the requested hours and payment of salaries to be made from the Borough's general fund:

Moved: S. Strauss

Seconded: P. Webster

Approved: 7-0

Solicitor's Report – Solicitor Onorato reported receipt of a Conditional Use Application from Ms. Renee Grafstrom to operate a Pre-School Child Care Facility at 123 W. Main St. The application fee and escrow checks along with the pertinent information have been received. A hearing date has to be scheduled before Borough Council

Solicitor Onorato reported receipt of a Conditional Use Application from ETB Properties who proposes to recondition the building at 545 W. Main Street using the second floor for its IT Business and eventually leasing the first floor to a presently unknown tenant. The application fee and escrow check along with the pertinent information has been received. A hearing date has to be scheduled before Borough Council.

It was determined that scheduling the hearings on a regular council meeting date may extend the regular council meeting excessively. It was determined a Conditional Use Hearing date be established on a night other than the regular Council meeting date.

Motion to schedule the Conditional Use Hearing for Ms. Grafstrom and ETB Properties for Tuesday, May 10, 2016 at 7:00:

Moved: C. Johnson

Seconded: P. Webster

Approved: 7-0

Ms. Grafstrom's hearing will be first and immediately followed by ETB's hearing.

An Ordinance amending Chapter 68 of the Borough Code to create the position of an alternate Planning Commission member and to establish the beginning term for same was presented. This

proposed ordinance must be advertised in a local newspaper one time for a hearing before Borough Council.

Motion to advertise the proposed ordinance for a hearing to be scheduled before Borough Council at the regularly scheduled meeting to be held May 3, 2016:

Moved: S. Martin

Seconded: C. Johnson

Approved: 7-0

A Confidentiality Agreement By and Between Borough of Trappe and Comcast of Southeast Pennsylvania, LLC was presented. The agreement provides the Borough may audit the records of Comcast in order to determine if the Borough is receiving the proper franchise fees from Comcast from the residents of Trappe but must keep all information received confidential.

Motion to approve the Confidentiality Agreement:

Motion: C. Johnson

Seconded: T. Liberi

Approved: 7-0

A settlement agreement between College Woods Homeowners' Association and the Borough has been negotiated and the agreement has been prepared by Solicitor Onorato. The agreement requires the dedication of Harvard Drive and Yale Court to the Borough along with two emergency access easements and also assigns the easement across Elio Drive to permit municipal vehicles access to College Woods. The agreement also requires the Borough to make payment to College Woods Homeowners Association in the amount of \$53,000. College Woods officers must execute the agreement first and then present the agreement to the Borough for execution at the May 3, 2016 Council meeting. Payment of the \$53,000 must then be made on or before May 10, 2016.

Motion to approve agreement between College Woods Homeowners Association and the Borough with the terms stipulated in the above report.

Moved: P. Webster

Seconded: C. Johnson

Approved: 7-0

The Solicitor has prepared an "Independent Contractor Agreement" for the Treasurer which will be circulated to Council and included on the agenda for the May 3, 2016 Council meeting.

COMMITTEE REPORTS

Administrative Services: A discussion was conducted concerning the Borough's web site. It was determined that some upgrades were needed and possible a new web site produced. PSAB provides a program that will provide up to seven (7) hours of service to convert some of the existing information from the present web site to a new location and seven hours of service per year for an annual cost of \$389 plus \$50 for the first year.

Motion to contract with PSAB:

Moved: P. Ronca

Seconded: S. Martin

Approved: 7-0

Communications: Councilmember Pat Webster reported the Trappe news letter "Trappe Times" has gone to the printer and should be delivered to homes and businesses within the next day or two. An announcement of the Montgomery County Boroughs Association dinner meeting schedule for April 28, 2016 was distributed. It was directed that the announcement should also go to the Borough's Planning Commission.

The Speaker's House will be holding their "Raise the Roof" gala on May 1. The public is invited.

Finance & Streets: The Borough has been contacted by Ginny Politz, owner of Bike Sport in Trappe concerning the installation of sharrows (biking symbols) or bike paths on Main Street to connect Trappe with Collegetown and the Perkiomen Trail. Council President Scholl will contact DVRPC which wants to expand sharrows in Southeast PA. More information will follow in the future.

Parks & Open Space: Fred Schuetz reported work day is scheduled for April 23 at Rambo Park. A number of students from Ursinus College are expected. Mr. Schuetz requested authorization of expenditures not to exceed \$650 for materials for use in the park for that day's work.

Motion to authorize expenditures of not to exceed \$650 for materials and supplies for the April 23 Workday at Rambo Park:

Moved: S. Strauss

Seconded: P. Ronca

Approved: 7-0

Planning, Zoning & Ordinance: Minutes of the Borough's Planning Commission meeting of February 16, 2016 were distributed. There was no Planning Commission meeting in March. The next meeting of the Planning Commission will be April 18, 2016.

A resident questioned if the Planning Commission meeting dates could be posted on the bulletin board in front of Borough Hall. This will be investigated.

Public Works & CTMA: Council Vice President Cathy Johnson presented the Public Works and CTMA Report. The minutes for both were presented. Copies of the minutes were provided to all members of Council and a copy is available for inspection at Borough Hall.

Traffic & Safety: Trappe 300 representatives will meet with Borough Manager Umstead on April 11, 2016 to discuss what can be done to beautify Main Street. Also the next meeting of Trappe 300 will be held on Wednesday April 13, at 7:00

Walkable Community: Councilmember Phil Ronca reported that he and a couple other Councilmembers walked the area that is being studied for a possible connection from Oak Road to Hunsberger Woods. Mr. Ronca will follow up with Ursinus College.

OLD BUSINESS: A brief discussion ensued concerning the replacement of the computer server now being used by the Borough. This was the subject of previous discussions; however, no positive action had been taken. Councilmembers P. Ronca and S. Martin will investigate and report at a later meeting.

Sale of Movie Tickets - The supply of movie tickets that the Borough sells for a discounted price to local movie theaters is very low. There have been discussions in the past whether the sale of tickets should continue or be discontinued. A brief discussion ensued. It was determined when the existing supply of tickets was exhausted; no further tickets would be purchased for resale.

NEW BUSINESS: Council President Scholl called for new business. The Condensed Financial Statement was presented. This is required to be published in a newspaper of general circulation in the Borough.

Motion to publish the Condensed Financial Statement in a local newspaper:

Moved: P. Ronca
EXECUTIVE SESSION:

Seconded: S. Martin

Approved: 7-0

At 10:10 p.m. Council entered into Executive Session to discuss a legal matter and a personnel issue.

Council reconvened at 10:30 p.m.

Adjourn

Motion to adjourn at 10:30 p.m.:

Moved: P. Webster

Seconded T. Liberi

Approved: 7-0

Respectfully submitted,

Robert T. Umstead
Borough Secretary