

**MINUTES OF THE May 3, 2016
MEETING OF TRAPPE BOROUGH COUNCIL**

Council President Nevin Scholl called to order the regularly scheduled meeting of Trappe Borough Council on May 3, 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 will be an Executive Session after the public meeting this evening to discuss a legal matter. No vote is expected after the Executive Session.

Those present were:

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

Also present:

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

APPROVAL OF THE MINUTES:

The members of Council reviewed the minutes of the April 5, 2016 regular meeting of Borough Council. The minutes were accepted as presented.

Motion to approve the minutes as presented:

Moved: C. Johnson

Seconded: S. Strauss

Approved: 7-0

PUBLIC FORUM/AGENDA AND NON-AGENDA ITEMS:

President Scholl called for public comment. There was none

STAFF REPORTS:

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. Stearly Tract - A question arose concerning the sufficiency of escrow account for engineering inspections. Mr. Kern replied that the bulk of the work requiring inspection has been completed, however he would review and report at the next Council meeting.
2. Work continues on the Peck/MacIlwain Trail to Rambo Park.
3. BIA has reviewed the Zoning Variance request from Roy Cooper at 129 Cherry Street. It is the recommendation of BIA that Council should support the variance.

Motion to authorize Borough Secretary to forward a letter to the Zoning Hearing Board in support of granting the variance to Roy Cooper at 129 Cherry Avenue:

Moved: S. Martin

Seconded: C. Johnson

Approved: 7-0

4. Clahor Ave. & S.R. 113 Intersection – A brief discussion ensued. BIA was directed to prepare a sketch plan of the intersection and the Borough Manager will visit the affected property owners to determine their desires and wishes.
5. Linden Drive - Only a portion of Linden Drive is in need of an overlay treatment. Additional information will be presented at a future date.
6. College Avenue (drainage) - Borough Manager will discuss with PECO prior to any plans being prepared.

Executive Session - Council recessed into an Executive Session at 7:55 PM to discuss a possible legal matter. Council reconvened at 8:10 PM

Council directed the Borough Engineer to make a recommendation of how repairs could be made and submit same to Solicitor Onorato regarding the Zvarick property.

Motion to authorize the Borough Manager to secure and have installed a six (6) foot high chain link fence surrounding the sink hole on the Zvarick property located at the end of the storm sewer pipe off of Clahor Avenue:

Moved: S. Martin

Seconded: P. Ronca

Approved: 7-0

7. A revised Task Schedule has been presented for the mill and overlay of Joan Drive.

8. Escrow Release #6 for the Stearly Tract has been received.

Motion to approve Escrow Release #6 in the amount of \$117,397.02 for the Stearly Tract:

Moved: S. Strauss

Seconded: C. Johnson

Approved: 7-0

Treasurer's Report: John Klink presented the Treasurer's Report dated April 30, 2016 check numbers 1305 through 1337 and payroll charges from the Customers Bank General Checking Account in the amount of \$108,524.52.

Treasurer John Klink presented the Treasurer's Report dated April 30, 2016 for the Customers Bank Escrow Fund check numbers 1028 through 1032 in the amount of \$9,326.96.

Treasurer John Klink presented the Treasurer's Report dated April 30, 2016 for the Customers Bank Liquid Fuels Fund direct charges by PECO in the amount of \$2,664.01.

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 April 30, 2016, Treasurer's Report, check numbers 1305 through 1337 and payroll charges from the Customers Bank General Checking Account in the amount of \$108,524.52:

Moved: S. Strauss

Seconded: C. Johnson

Approved: 7-0

Motion to make payment of invoices included in the April 30, 2016 Treasurer's Report check numbers 1028 through 1032 from the Customers Bank Escrow Fun in the amount of \$9,326.96:

Moved: S. Strauss

Seconded: T. Liberi

Approved: 7-0

Motion to approve electronic payment of the PECO invoices included in the April 30, 2016 Treasurer's Report from Customers Bank Liquid Fuels Account in the amount of \$2,680.46:

Moved: C. Johnson

Seconded: T. Liberi

Approved: 7-0

Solicitor Onorato presented an Independent Contractor Agreement between Borough and Treasurer John Klink. Mr. Klink had previously reviewed this contract and had agreed to the wording. A brief discussion ensued concerning the wording. Solicitor Onorato suggested adoption of the agreement and if it had to be revised; revisions could be completed later.

Moved to approve the Independent Contractor Agreement-Treasurer by and between Borough of Trappe and John Klink:

Motion: S. Martin

Seconded: P. Ronca

Approved: 7-0

Borough Manager's Report

1. Reported receipt of letter from ISO (Insurance Services Office) noting the classification of Trappe Borough to be Protection Class 4. Protection classes are used to rate fire and homeowner's insurance premiums. Protection Class 4 is the best a volunteer fire company can obtain.
2. Snow Emergency/Blizzard January 2016 – Pennsylvania has been declared a Snow Emergency for the blizzard of January 2016. The Borough may be entitled to funding through PA Emergency Management Agency (PEMA) and the filing of the necessary documentation must be submitted by a designated agent. Resolution 2016-05 which designates Robert T. Umstead as the designated agent for filing the documentation was presented.

Moved to adopt Resolution 2016-05 which names Robert T. Umstead as Designated Agent for the purpose of filing necessary documentation to PEMA to obtain reimbursement of expenses incurred during the Blizzard of January 2016:

Motion: C. Johnson

Seconded: S. Strauss

Approved: 7-0

3. One bid was received for street sweeping. The rate is \$105 per hour. In 2015 17 hours were expended in street sweeping in the Borough. For 2016 travel time has been added to the bid. It is expected street sweeping in Trappe for 2016 will be \$1,890.

Moved to authorize R & S Sweeping, Co. LLC to sweep the streets in Trappe at a rate of \$105 per hour:

Motion: P. Ronca

Seconded: S. Martin

Approved: 7-0

4. Ordinance – Raking of leaves Solicitor Onorato researched the issue and discovered the Borough did not have the authority or ability to enact such an ordinance nor enforce one.
5. Reminder: Conditional Use Hearing on two applications is scheduled for May 10, 2016.
6. Solicitor Onorato researched the issue of sidewalk maintenance for the property of Mr. Kalmbach at 82 W. Fifth Avenue. The Borough is responsible for repairs and maintenance. **Moved to approve the repairs to the sidewalk at 82 W. Fifth Avenue:**

Motion: P. Ronca

Second: S. Martin

Approved: 7-0

7. August Lutheran Church has submitted a request to hang a banner across Main Street advertising the annual August Lutheran Church/Trappe Fire Co. community carnival.

Moved to approve request to hang banner for Community Carnival:

Motion: P. Ronca

Seconded: T. Liberi

Approved: 7-0

COMMITTEE REPORTS

Administrative Services: A discussion was conducted concerning the upgrade of the Borough's website. It was reported PSAB has begun construction and some of the material on the present web site has been entered onto the new web site. More information will be provided next month.

Communications: P. Webster presented an information paper concerning Rep. Santor's amendment to House Bill 1437 which would create a "Temporary Access" certificate for homes which are label as "unfit for habitation" which would prohibit the sale and closing of a property. The "Temporary Access" certificate would permit the sale to be completed, however, the owners could not occupy the home until substantial code violations be corrected within a certain time frame. Trappe Borough presently uses a "Conditional Use & Occupancy" which serves the same purpose. Once the code violations have been corrected a standard "Use & Occupancy" is issued.

Articles for the summer newsletter are due by June 7. This edition covers the period of July August and September.

Finance & Streets: Mr. Ede of Styer Associates is expected to present his audit report for 2015 at the June 7 meeting.

S. Strauss reported the Regional Sewer Authority is experiencing a permit problem with DEP for the use and location of interceptors. The participating members of the Authority all thought the permitting was approved. However this is not the case. If interceptors are not approved, then pumping stations may be in the future and this may create substantial increase in sewer rates in the authority's area. This is for informational purposes at this time.

Parks & Open Space: Fred Schuetz reported that work day was held on April 23 at Rambo Park. A number of students from Ursinus College were in attendance. Mr. Schuetz reported on the work that was completed. There is still some work needed at the park and participants are encouraged to get involved.

Three new dog signs are requested at the park.

Motion to approve the purchase and installation of three new dog signs at a cost not to exceed \$200 was presented:

Moved: S. Strauss

Seconded: C. Johnson

Approved: 7-0

Rambo Park is being invaded by residents/occupants of 550 W. Main St. The residents/occupants are depositing trash and debris in the park. This invasion is to be investigated by the Borough Manager for possible solutions.

Planning, Zoning & Ordinance: Minutes of the Borough's Planning Commission meeting of April 18, 2016 were distributed. Letters recommending approval of the Conditional Uses for 123 Main St. and 545 Main St. were received and presented to Borough Council. Also a letter was received from the Planning Commission recommending the approval of the variance for the property at 128 Cherry Street - the property of Roy S. Cooper.

Regional Planning Commission - The subject of representation of the Borough on the Regional Planning Commission was introduced. The specific question is why the present representatives, Pat Webster and Fred Schuetz are the Borough's representatives and by what authority. President Scholl reported the Borough is entitled to two representatives; one from Borough Council and one from the Planning Commission or Borough Council. Fred Schuetz was appointed to the Regional Planning Commission when he was a member of Borough Council. His term will expire December 31, 2016 and he requested continuance until the term's expiration. President Scholl contacted the chairman of the Regional Planning Commission with this request and authority for Mr. Schuetz to continue until his term expiration (December 31, 2016) was granted. Effective January 1, 2017 a replacement will have to be appointed. The Borough is authorized to have one representative from Borough Council and a second representative from either Borough Council or the Borough Planning Commission. It was requested that a copy of the By-Laws of the Regional Planning Commission be obtained. It was further requested this specific information be included in the minutes.

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. It was reported the Emergency Alarm System is not working properly and it is expected to be upgraded in the future. The broken fence at the compost site is in process of being repaired and/or replaced.

Traffic & Safety: Members of the fire and ambulance corps met with State Representative Thomas Quigley to discuss ambulance re-imburement and what can be done.

Trappe 300 representatives met with Borough Manager Umstead on April 11, 2016 to discuss what can be done to beautify Main Street. Several recommendations are being researched which include but not limited to debris removal, painting fire hydrants, elimination of some of the street signs (no parking etc), and water tower painting. Also discussed was the coloring of the signs at the entrance to the Borough on east and west Main St. and both directions on Route 113.

Walkable Community: Councilmember P. Ronca reported that he and a couple other Council members are continuing to investigate a connection from Oak Road to Hunsberger Park. Also an extensive discussion ensued concerning bike paths along Main Street in Trappe and connecting these paths to bike paths along Main Street in Collegetown (from the borough line to 4th Avenue in Collegetown and turning onto 4th Avenue to gain access to the Perkiomen Trail). It appears Collegetown may have some serious questions on the paths in their Borough.

OLD BUSINESS: A question was raised concerning the need for inspection of gasoline storage tanks at the former Getty Gasoline Station. Also, are there two businesses being conducted at the flooring company on Main Street? It appears they are selling antiques which are displayed on the front lawn of the property.

NEW BUSINESS: NONE

EXECUTIVE SESSION:

At 10:30 p.m. Council entered into Executive Session to discuss a personnel issue.

Council reconvened at 10:50 p.m.

Adjournment - There being no further business; the meeting was adjourned at 10:51 p.m.

Moved: P. Ronca

Seconded: S. Martin

Approved: 7-0

Respectfully submitted,

**Robert T. Umstead
Borough Secretary**