

**MINUTES OF THE JUNE 7, 2016
MEETING OF TRAPPE BOROUGH COUNCIL**

Council President Nevin Scholl called to order the regularly scheduled meeting of Trappe Borough Council on June 7, 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
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:

Tammy Liberi
Phil Ronca

APPROVAL OF THE MINUTES:

The members of Council reviewed the minutes of the May 3, 2016 regular meeting of Borough Council. The minutes were accepted as presented.

Motion to approve the minutes as presented:

Moved: S. Strauss

Seconded: S. Martin

Approved: 5-0

The members of Council reviewed the minutes of the May 10, 2016 extra meeting of Borough Council. The minutes were accepted as presented.

Motion to approve the minutes as presented:

Moved: C. Johnson

Seconded: S. Strauss

Approved: 5-0

PUBLIC FORUM/AGENDA AND NON-AGENDA ITEMS:

Jill Ryan, 63 College Avenue, reported that her neighbor at 65 College Avenue makes excessive noise late at night causing her discomfort and an inability to sleep. She and her son have missed work and school because of this. Ms. Ryan was provided a "Complaint/Concern Form" to complete and return.

Ms. Mary Louise Molieri, 177 Harvard Drive, questioned the installation of a pipe coming from her neighbor's residence. Ms. Molieri has completed a "Right to Know" form and was advised the documents requested would be provided to her by the end of the week.

2015 Audit Report

Greg Ede, CPA representing Styer Associates was in attendance and presented the Independent Auditor’s Report and a draft copy of the “Financial Statements Year Ended December 31, 2015.” Mr. Ede reported the financial affairs of the Borough were in good order. A brief discussion followed.

Motion to approve the 2015 Audit Report as presented by Greg Ede, CPA:

Moved: P. Webster

Seconded: C. Johnson

Approved: 5-0

Conditional Use Hearing – Continued from May 10, 2016.

Additional information concerning the available and necessary parking for the two uses on the existing property, the amount of space Dr. Weber utilizes, and the correct square footage that Mrs. Grafstrom will be utilizing was entered into the record of the hearing. A letter from Dr. Weber indicating he was aware of the Conditional Use Application and Hearing and approved of the application. A brief discussion followed by Council members.

Solicitor Onorato suggested the approval with the following conditions:

1. Application for use of the second floor at 123 Main St. utilizing 1384 square feet of floor space
2. No additions or alterations permitted without proper permits
3. Sign on property must comply with zoning ordinance
4. Four additional parking spaces will be added if in the opinion of Borough Council they are needed.

Motion to approve the Conditional Use of Renee Grafstrom for 123 Main St. with the above listed conditions applicable:

Moved: C. Johnson

Seconded: P. Webster

Approved: 5-0

Due to the need for preparations for the September opening, of the Children’s Schoolhouse it was determined that a special meeting would be held on June 14, 2016 for the announcement and approval of the decision.

The Borough Manager was directed to advertise the Special Meeting.

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 /Main Street Crossing - two houses are presently under construction. The majority of the site infrastructure has been completed.
2. Rambo Park entrance easements needed to be updated.
3. Joan Drive repaving has been advertisement and bids are due June 30; report to be presented for the July 5 meeting.
4. Trident Properties- costs and recommendations for repairs presented, project is on “hold”.
5. Curb and Sidewalk repair bids due June 3.
6. Old School/New House BIA has been coordinating with the developer and their contractor. Shop drawing submissions have been processed.

find inspection and pollution preventions visits as well as inspection results data and enforcement information.

Mayor's Report Scout Jacob Huller asked the Mayor to sponsor and verify his Eagle Scout project. He collected and retired 365 American flags. Mayor Peck accommodated Scout Huller.

Memorial Day Parade was postponed to June 4, 2016 due to inclement weather predicted.

The 4th Year Bike with the Mayor was attended by 20 bikers including 5 children.

Plans for the Trappe Community Day are progressing. The date is September 24, 2016.

Trappe 300 Committee is preparing plans for 2017 celebration. Presently the committee is selling Special Anniversary Edition 2017 Wall Calendars. The sponsor for January 2017 is \$500.

Motion to sponsor January 2017 in the Special Anniversary Edition wall calendar for Trappe 300 Committee in the amount of \$500:

Moved: S. Strauss

Seconded: C. Johnson

Approved: 5-0

Solicitor's Report

Conditional Use Decision – 545 W. Main Street - Applicant ETB Properties

The Findings of Fact, Order, Conclusion of Law and Discussion were presented. The Conclusion of Law reported the use of offices as a Class 1 Conditional Use is permitted; one parking space is required for every 200 feet of floor space on the second floor and one per 400 square feet on the first floor. The existing 67 spaces more than satisfy the requirement for a 10,000 square foot office building.

Discussion - Village Commercial District is intended to establish reasonable standards, the use proposed meets these standards, the second floor shall be used for business or medical uses, no additions or alterations to the building will be permitted without necessary permits and approvals and the signage requirement shall comply with all Borough Codes.

Motion to approve the Conditional Use of ETB Properties for offices uses at 545 W. Main Street based on the hearing and the decision prepared by Solicitor Onorato:

Moved: P. Webster

Seconded: C. Johnson

Approved: 5-0

The Borough has advertised for a contract to replace curbs, curb depressions, sidewalks and handicap ramps throughout the Borough. The residents will be able to use this contractor or choose their own contractor. The Borough will be able to use this contractor for any work necessary within the Borough. One bid has been received from Drumheller Construction, located at 1176 Commerce Drive, Pottstown, PA. The contractor is well qualified and known to BIA.

Motion to approve the Curb and Sidewalk Beautification Contract with Drumheller Construction Co. at the bid prices:

Moved: S. Martin

Seconded: C. Johnson

Approved: 5-0

Solicitor Onorato advised the Council, the Borough existing ordinance which prohibits the Possession and Carrying of Firearms on Borough property is in violation of a U.S. Supreme Court Decision recently handed down.

Motion to authorize Solicitor Onorato to prepare an amendment to the Firearms Ordinance and advertise for a hearing to be held at the July 5, 2016 Council meeting:

Moved: S. Strauss

Seconded: P. Webster

Approved: 5-0

COMMITTEE REPORTS

Administrative Services: A recommendations to withdraw all of the funds from First Cornerstone Bank and deposit \$240,000 into a 14 month CD at 1% interest with Phoenixville Federal Savings was presented. First Cornerstone Bank is having financial difficulties.

Motion to withdraw all funds from Cornerstone Bank and deposit \$240,000 into a 14 month CD at 1% interest with Phoenixville Federal Savings:

Motion: P. Webster

Seconded: C. Johnson

Approved: 5-0

Communications: P. Webster advised the Summer Newsletter was nearing completion and would be ready for the printer soon.

Finance & Streets: It was reported that on occasions vehicles were parked on both sides of First Avenue from Main Street to College Avenue. Fire Chief Brian Long indicated this was a problem as fire and emergency equipment could not pass through this street with this parking arrangement.

Motion to authorize Solicitor Onorato to prepare and advertise an ordinance for a hearing at the July 5, 2016 Council meeting prohibiting parking on both sides of First Avenue from Main Street to College Avenue:

Moved: P. Webster

Seconded: S. Martin

Approved: 5-0

It was reported that a number of complaints were received concerning the intersection of West 7th Avenue and Borough Line Road. The hedges on one corner have been trimmed however this has been an ongoing problem. A brief discussion ensued. Further information will be presented in the future.

Parks & Open Space: Peck/ MacIlwain Trail - Work on securing updated construction easements is continuing

Planning, Zoning & Ordinance: The Borough Planning Commission has a meeting scheduled for June 21, 2016.

Regional Planning Commission - No Report

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: Reports of the Trappe Fire Co. and the Trappe Fire Co Ambulance were presented. Copies of both reports are available at Borough Hall for inspection.

Walkable Community: No Report

IT Matters: P. Ronca presented a written report. An initial version of the Borough's new website should be available soon. P. Ronca was to do an assessment and depending on the quality of this initial version, will give Council members an opportunity to access the site and provide feedback.

NEW BUSINESS: NONE

EXECUTIVE SESSION:

At 9:55 p.m. Council entered into Executive Session to discuss a personal matter and legal matters.

Council reconvened at 10:59 p.m.

Adjournment: There being no further business, the meeting was adjourned at 11:00 p.m.

Moved: S. Martin

Seconded: C. Johnson

Approved: 5-0

Respectfully submitted,

**Robert T. Umstead
Borough Secretary**