

**MINUTES OF THE August 4, 2015
MEETING OF TRAPPE BOROUGH COUNCIL**

Council President Nevin Scholl called to order the regularly scheduled meeting of Trappe Borough Council on August 4, 2015 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 personnel and legal matters no votes are expected to be taken.

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

Those present were:

President, Nevin Scholl
Vice President, Cathy Johnson
Tammy Liberi
Scott Martin
Phil Ronca
Fred Schuetz
Pat Webster

Also in attendance were:

Mayor Connie Peck
Solicitor, David Onorato
Engineer, Mary Lou Lowrie
Treasurer, John Klink
Borough Manager Robert Umstead

APPROVAL OF THE MINUTES: The members of Council reviewed the minutes of the July 7, 2015 meeting of Borough Council.

A motion was made by Councilmember Pat Webster, seconded by Councilmember Fred Schuetz, to accept the Minutes of the July 7, 2015 Meeting of Borough Council as presented. Motion approved. 7 – 0

PUBLIC FORUM/AGENDA AND NON-AGENDA ITEMS: President Scholl called for public comment. There was none.

STAFF REPORTS:

Treasurer's Report: John Klink presented the Treasurer's Report dated August 4, 2015. Check numbers 2950 and 2951 from the PNC Bank General Fund, and check numbers 1001 through 1034 from the Customers Bank General Checking Account and Payroll charges were presented for payment in the amount of \$772,808.11. Mr. Klink advised Council that the excessive amount of this month's check were as a result of check number 2950 from PNC for a purchase of Citadel

CD and check 2951 in the amount of \$450,000 used to transfer funds to Customers Bank. Customers Bank will be the Borough's bank effective August 1, 2015.

Two electronic transfers of funds to PECO from the Customers Bank Liquid Fuels Account were presented in the amount of \$2,591.22. Also check number 1024 from PNC Bank to Customers Bank (to transfer the funds) were presented.

The Treasurer's Report included check number 1169 from the PNC Escrow Fund to Customers Bank (to transfer the funds) and check numbers 1001 and 1002 in the amount of \$4,274.91 for payment.

The Treasurer's Report included check number 1024 from the PNC Open Space Account to Customers Bank (to transfer funds) for payment.

The Treasurer's Report included check number 1024 from the PNC Open Space Fund to Customers Bank in the amount of \$63,000.

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

A motion was made by Councilmember Tammy Liberi, seconded by Councilmember Cathy Johnson, to make payment of invoices included in the August 4, 2015 Treasurer's Report, check numbers 2950 and 2951 from PNC Bank General Fund and check numbers 1001 through 1034 and payroll charges from the Customers Bank General Checking Account in the amount of \$772,808.01. Motion approved. 7 – 0.

A motion was made by Councilmember Tammy Liberi, seconded by Councilmember Cathy Johnson, to make electronic payment of the PECO invoices included in the August 4, 2015 Treasurer's Report from the Customers Bank Liquid Fuels Account in the amount of \$2,591.22 and check number 1024 from PNC Liquid Fuels Account. Motion approved. 7 – 0.

A motion was made by Councilmember Tammy Liberi, seconded by Councilmember Cathy Johnson to make payment of invoices included in the August 4, 2015 Treasurer's Report, check number 1169 from the PNC Escrow Fund in the net amount of \$29,000 and check numbers 1001 and 1002 from the Customers Bank Escrow Account in the amount of \$4,274.91. Motion approved. 7 – 0.

A motion was made by Councilmember Tammy Liberi, seconded by Councilmember Cathy Johnson to make payment of check number 1024 from the PNC Open Space Fund in the amount of \$63,000. Motion approved. 7 – 0.

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. Robert Umstead made the following comments:

E. Cherry Ave. - Bids for phase I of the project were received. The low bidder was Floyd G. Hersh in the amount of \$99,987.50.

Old School New House - Revised Plans are being reviewed to comply with previous review letter from Gilmore & Associates and the Planning Commission.

Stearly Property Plan - Revised plans are under review.

Clahor Storm Sewer Pipe - Bids have been requested via PENN Bid and advertisement. Mandatory Pre-bid meetings were held August 4, 2015. Bids due August 17, 2015 and Aug 24, 2015.

Customers Bank - Transition to the new bank is going smoothly. Most of the funds have been transferred.

E. Seventh Ave. The majority of the work has been completed. Gilmore & Associates will do final inspection soon.

A request was presented to authorize the advertisement of bids for Snow Plowing and Salting in the Borough for the period of October 1, 2015 through April 30, 2016. Bid opening scheduled for August 24, 2015.

A motion was placed by Councilmember Scott Martin, seconded by councilmember Phil Ronca to authorize the Borough Manager to place an advertisement for bids for Snow Plowing and Salting for the Borough for the period of October 1, 2015 through April 30, 2016. Motion approved. 7 – 0.

MS4 A987.50 MS4statement was presented.

Bamboo Ordinance A question was raised concerning a Bamboo Ordinance. A copy of an ordinance recently enacted by a neighboring municipality was presented. Further consideration is assigned to the Planning, Zoning and Ordinances Committee.

Mayor's Report: The Mayor reported that plans are moving forward for Trappe Day, scheduled for September 12, 2015 with a rain date of September 19, 2015. All Councilmembers are encouraged to attend and assist.

Engineer's Report: Mary Lou Lowrie presented the Engineer's Report dated July 29, 2015, a copy of which was provided to all and is available for review at Trappe Borough Hall. Mary Lou made the following comments:

Borough Hall Parking Lot: Plans are being prepared and should be available for the September Council meeting.

Borough Hall Sidewalk Project The project has been completed.

Cherry Ave Paving Project: Bids were received from three contractors with the low bid from Floyd Hersh, Inc. in the amount of \$99,987.50. All bid documents necessary were presented. It was the recommendation of Gilmore & Associates to award the contract to Floyd Hersh, Inc. in the amount of \$99,987.50.

A motion was placed by Councilmember Cathy Johnson, seconded by Councilmember Phil Ronca to award the contract for the paving of Cherry Ave. to Floyd Hersh, Inc, in the amount of \$99,987.50. Motion approved. 7 – 0.

Solicitor's Report: The Solicitor reported he had a number of items to discuss in Executive Session.

A motion was placed by Councilmember Fred Schuetz and seconded by Councilmember Cathy Johnson to approve the business reports. Motion approved. 7 – 0.

Solicitor Onorato advised Council that a letter has been received from Benjamin G. Goldthorp who is the possible buyer/developer of the Stearly tract at First Ave & West Main Street. Mr. Goldthorp requested approval of his revised plans which increases the number of units from 31 to 33 and reduced the width from 26 feet to 22 feet which actually reduces the impervious coverage. The total impervious coverage is actually reduced by 15%. Mr. Goldthorp explained the reasoning for this reduction in size was because the demand in the real estate market has changed.

Mr. Goldthorp requested that the original conditional use and the waivers approved at that time (November 2007) be the basis of the present request. Mr. Goldthorp advised that if approved he would then consider an application for an amended Conditional Use to allow the additional two units.

A discussion ensued which included information concerning storm water concerns on the new plan.

It was noted that the review letter of Gilmore & Associates and a copy of the plans were not supplied to Council prior to this time.

It was determined that a current review letter from Gilmore & Associates along with a copy of the current plan be submitted to Council for consideration at the September 1, 2015 Council meeting.

COMMITTEE REPORT

Administrative Services: A proposal was received from Advanced Innovations & Solutions, Inc. for the purchase and installation of a Dell OptiPlex 3020 workstation and software for the Treasurer's Office. This is needed to supplement the existing work stations in the Borough offices. The total cost including installation and warranty is \$1,365.

A motion was placed by Councilmember Cathy Johnson and seconded by Councilmember Phil Ronca to accept the proposal and purchase the workstation at a cost of \$1,365. Motion approved. 7 – 0.

Communications: Newsletter: Various methods of having the newsletter prepared and forwarded to the residents were discussed. These methods included a part time communications person, a student from Ursinus College and hiring an outside professional. No solution was determined.

Councilmember Pat Webster advised that if articles were received by August 9, 2015 she would possibly be in a position to publish a newsletter for mailing in early September.

Councilmember Pat Webster advised she is in process of obtaining an organization to review all of the Borough's IT needs.

Finance & Streets: No report

Parks & Open Space Councilmember Fred Schuetz reported that a new sign protective covering on the kiosk will be installed at Rambo Park. He also advised that the grant request was filed for funding of the Pec/MacIlwain train with supporting letters from our local congressional leaders.

Councilmember Fred Schuetz reported that he has secured two written estimates for landscaping at Borough Hall. However the estimates are not for the same work being performed. One estimate was for \$1,300 the second estimate was for \$1,675. Since the scope of work was different it was not possible to assess the best estimate. Councilmember Fred Schuetz will work with the Borough Manager to secure estimates for like work and pricing. An e-mail may be circulated to gain Council authority to proceed with the work.

Planning, Zoning & Ordinances: Councilmember Tammy Liberi reported that the Planning Commission met and reviewed the plans for the Stearly tract and the Old School New House development. Also the Commission discussed the proposed Sign Ordinance which will be discussed later in this meeting.

Public Works & CTMA: Council Vice President Cathy Johnson presented the Public Works and CTMA Report, providing the following comments:

CTJPWD and CTMA Minutes: Council Vice President Cathy Johnson stated that the minutes of the June 16, 2015 meetings of the Colledgeville – Trappe Joint Public Works Department and

the Collegeville – Trappe Municipal Authority are in the Council member’s packet. Copies of the minutes are available for all to review at Borough Hall and at the CTJPD offices.

Cell Site Report: Council Vice President Cathy Johnson submitted the financial activity report for the cell sites for April 2, 2015 through July 15, 2015 showing a closing balance of \$106,086.57 after a disbursement of \$25,000 to each Trappe and Collegeville. A copy of the report is available for all to review at Borough Hall.

It was announced that at the meeting of the CTMA a discussion was held concerning the application of a loan for the Collegeville Fire Dept. in the amount of \$1.1 million for the construction of a new fire house. It was stated that if Collegeville Fire Co. received this loan, then Trappe Fire Co. should be entitled to the same loan. A discussion ensued which was not favorable to the CTMA loaning any funds to either fire company, however if a loan application was processed, the CTMA should require all the documentations a bank would require.

A motion was placed by Councilmember Scott Martin, seconded by Councilmember Pat Webster to recommend to the CTMA that if any loan applications are considered, additional information concerning the credit worthiness and ability to repay must be presented prior to any consideration being given to the loan application. Motion approved. 7- 0.

Traffic & Safety: Councilmember Scott Martin advised he has met with the Emergency Management Coordinator, Mike Italia. Mr. Italia has recently completed required training to be compliant with the requirements of the State. Mr. Italia has incurred expenses of \$383 (\$194 and \$189) for registration and fees. A certification fee of \$375 and a fee in the amount of \$133.73 for books will be billed directly to the Borough.

A motion was placed by Councilmember Scott Martin, seconded by Councilmember Pat Webster to reimburse Mike Italia the \$383.00 fees for training classes required to maintain his Emergency Management credentials. The motion approved. 7 – 0.

It is the recommendation of Mr. Mike Italia that an Assistant Emergency Management Coordinator be appointed. A resume has been received from Eric Myers who was present at the July 7, 2015 Council meeting and introduced at that time. Councilmember Scott Martin has interviewed Mr. Myers and recommends that he be appointed Assistant Emergency Management Coordinator.

A motion was placed by Councilmember Scott Martin and seconded by Councilmember Tammy Liberi to appoint Eric Myers as Assistant Emergency Management Coordinator and that he be paid a sum of \$60 per month for his services. The motion approved. 7 – 0.

The Trappe Fire Company is going to be required to replace all of the mobile radios for all personnel and equipment by the end of the third quarter or fourth quarter of 2017. The current cost of the replacement is \$226,000. Montgomery County has a proposal for all County Fire and EMS Companies. The County may offer a one-time opportunity for Fire Companies to obtain a

five year no interest loan from the County. More information will be presented at the September Council meeting.

Walkable Community: An investigation is on-going as to the availability of the land at the end of Oak Road which has been deemed “reserved.” This land could provide access to the property in Collegeville known as *Hunsberger Woods* owned by Collegeville and Ursinus College and may be open space in the future. Further information is attempting to be obtained as to the definition of “reserved.”

OLD BUSINESS: Council President Scholl called for any old business.

The Planning Commission does not have a Secretary and is searching for a person to fill that position. The pay for this position is to be investigated.

LED Lighting Grant Application: Council President Nevin Scholl reported the application has been filed.

SIGN ORDINANCE - ORDINANCE NO. 429 The SIGN ordinance was presented as approved and recommended by the Planning Commission. A discussion ensued. A primary area of discussion centered around Section 340-75 Nonconforming Signs and primarily when a nonconforming sign must be brought into compliance. Solicitor Onorato attempted to explain specifically Sub-section B (4).

Several persons from the audience made comments. Some comments addressed the issue of not allowing animated or electric signs.

A lengthy discussion followed.

A motion was placed by Councilmember Tammy Liberi, seconded by Councilmember Phil Ronca to consider adoption of Ordinance No. 429 the Sign Ordinance. After a voice vote was inconclusive, President Nevin Scholl called for a roll call vote. The vote was four (4) yea (Councilmembers Scholl, Johnson, Liberi and Ronca) and three (3) nay Councilmembers Martin, Schuetz, and Webster). The vote was in favor of adoption of Ordinance No. 429.

Mayor Connie Peck announced that she would veto the Ordinance after which Solicitor Onorato explained the procedures for veto and re-consideration at the September Council meeting.

NEW BUSINESS: President Scholl called for any new business.

President Scholl presented a paper entitled “Why Do Business in Trappe.” A discussion followed. President Scholl advised Council if they had suggestion to amend the paper to forward their suggestions to him for inclusion.

EXECUTIVE SESSION:

At 9:50 p.m. Council entered into Executive Session to discuss legal and personnel issues.

COUNCIL RECONVENED AT 10:30 P.M.

A motion was placed by Councilmember Cathy Johnson, seconded by Councilmember Phil Ronca at 10:31 P.M. to adjourn. The motion approved. 7 – 0.

Respectfully submitted,

**Robert T. Umstead
Borough Secretary**