

**MINUTES OF THE MAY 5, 2015
MEETING OF TRAPPE BOROUGH COUNCIL**

President Nevin Scholl called to order the regularly scheduled meeting of Trappe Borough Council on May 5, 2015 at 6:30 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: President Scholl announced that there would be an Executive Session this evening to discuss personnel and legal matters.

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
Mayor Connie Peck

Also in attendance were:

Solicitor, David Onorato
Engineer, John Sartor, P.E.
Treasurer, John Klink
Borough Manager, Robert Layman

Excused/Absent:

OLD SCHOOL NEW HOUSE CONDITIONAL USE HEARING: Council President Scholl turned the meeting over to Solicitor Dave Onorato at 6:33 p.m. in order to conduct the hearing on the Conditional Use Application of Old School New House, LLC., 1 Iron Bridge Drive, Collegeville, Pa. for the purpose of converting the school building at 29 East First Avenue into a multi-unit resident structure. The hearing was recorded by means of transcription.

The hearing on the proposed Ordinances was closed at 8:02 p.m.

Solicitor Dave Onorato stated that the Borough Council has 45 days to render a decision. Mr. Onorato will draft a decision for the Council, based on the comments made during the hearing and will have it ready in time for the Council's June 2 meeting.

The Council took a short break.

The meeting of the Trappe Borough Council reconvened at 8:05 p.m.

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

On a motion by Councilman Fred Schuetz, seconded by Councilman Scott Martin, the Minutes of the April 7, 2015 Meeting of Borough Council were approved. Motion carried 7 –0.

PUBLIC FORUM/AGENDA AND NON-AGENDA ITEMS: President Scholl called for public comment.

No public comments were received.

STAFF REPORTS:

Treasurer's Report: John Klink presented the Treasurer's Report dated May 5, 2015, check numbers 2838, 2849 and 2850 through 2883 from the PNC Bank General Fund, and electronic transfer of fund account fees to PNC Bank and Payroll charges in the amount of \$61,586.51; and electronic transfer of funds to PECO from the PNC Bank Liquid Fuels Fund in the amount of \$2,602.81. The Treasurer's Report included check numbers 1155 through 1158 from the PNC Escrow Fund totaling \$975.32. A copy of the Treasurer's Report was provided to all and is available for review at Trappe Borough Hall.

Treasurer John Klink indicated that check number 2838 had been issued to the Trappe Volunteer Fire Company as reimbursement for the purchase of emergency generator hook-ups to the traffic signals in the incorrect amount. This check is in the amount of \$609.54 and has been voided. Check number 2849 is the reissue of that check in the correct amount of \$563.46.

Treasurer John Klink noted that check number 2850 is for the initial installment payment of \$5,457.00 for the Workman's Compensation Policy. This was required to be paid by May 1, 2015. Therefore it was approved by polling of the Council members and needs to be formally approved at this meeting.

Councilwoman Pat Webster noted while check number 2870 was for reimbursement to Nevin Scholl for the purchase of an award given to Dave Perlin in recognition of his service on the Borough Zoning Hearing Board, the bill list gives the impression that the award is to Nevin Scholl.

Council Vice President Cathy Johnson inquired about check number 2871, to Omega Security System. It was explained that this was for normal maintenance on the system done every 2-3 years.

On a motion by Council Vice President Cathy Johnson, seconded by Councilwoman Tammy Liberi, payment of invoices included in the May 5, 2015 Treasurer's Report, check numbers 2850 through 2883 and, electronic transfers from the PNC Bank General Fund and Payroll charges in the amount of \$62,586.51, was approved. Motion carried 7 – 0.

On a motion by Council Vice President Cathy Johnson, seconded by Councilman Fred Schuetz, electronic payment of the PECO invoices included in the May 5, 2015 Treasurer's

Report from the PNC Bank Liquid Fuels Fund in the amount of \$2,602.81, was approved. Motion carried 7 – 0.

On a motion by Council Vice President Cathy Johnson, seconded by Councilman Fred Schuetz, payment of invoices included in the May 5, 2015 Treasurer's Report, check number 1155 through 1158 from the PNC Escrow Fund in the net amount of \$975.32, was approved. Motion carried 7 – 0.

Treasurer John Klink stated that included in his report is the list of Investments and Key Indicators dated April 30, 2015, along with the Profit and Loss Statement for the month of April, 2015. Also, the Profit and Loss Budget vs. Actual, January through April 2015 was included in the Treasurer's Report for April, 2015.

Borough Manager's Report: Robert Layman presented the Borough Manager's Report, a copy of which was provided to all and is available for review at Trappe Borough Hall. Mr. Layman made the following comments:

Carnival: Augustus Lutheran Church: Robert Layman stated that the Augustus Lutheran Church will be holding its Community Carnival along with a Trappe Fire Company BBQ. The Church is requesting approval for the hanging of an overhead banner over West Main Street from July 15 to August 4. In order to do that, the Borough needs to submit an application to Penn DOT seeking approval to have this banner placed over West Main Street.

On a motion by Councilman Scott Martin, seconded by Councilman Phil Ronca, approval for the submission of an Overhead Banner Permit Application to Penn DOT was made. Motion carried 7-0.

East 7th Avenue Paving Contract: Robert Layman reported that the contracts for the paving of East 7th Avenue have been approved and have been prepared for execution by the Borough. He requested that the Council give approval to the execution of the agreement.

On a motion by Scott Martin, seconded by Councilwoman Tammy Liberi, authorization for the execution of the agreement with Reading Site Contractors for the reconstruction of East 7th Avenue was made. Motion carried 7-0.

Council President Nevin Scholl broached the subject of the depressed curbs. The estimated cost that had been provided to the homeowners was \$1,000.00. However, the bids came in at \$3,400.00. The question before the Board was what amount should the Borough charge.

Councilman Scott Martin suggested that the Council should charge the homeowner the amount that had been estimated by the engineer. Since the other bidders amount on this item was in the area estimated by the engineer, the low bidder may have loaded much of his profit on that item. This would make it unfair for the Borough to charge the homeowner the bid amount.

On a motion by Council Vice President Cathy Johnson, seconded by Councilman Scott Martin, approval for the charge of \$1,000.00 to the homeowner for the replacement of the curb depression was made. Motion carried 7 – 0.

Councilman Scott Martin suggested that the Borough should set a policy on what it would charge in these cases or that it should be bid as an alternate item, which the Council could choose to not accept.

Solicitor Dave Onorato stated that the Borough Code permits the Borough to make the curb replacement and to charge the homeowner. Alternatively, the Borough could require the homeowner to hire their own contractor. The problem with that is a matter of timing, as the homeowner might not finish their work before the road gets paved.

Councilman Nevin Scholl referred the matter of how to handle this in the future to the Administrative Services Committee.

Purchase of Recycling Bins: Robert Layman reported that the Borough needed to purchase additional recycling bins, as the current inventory has dropped to 9. The cost for additional bins is \$26.00 per bin for between 10 - 44, \$11.95 for between 45 – 99 and \$10.50 for 100 or more.

On a motion by Council Vice President Cathy Johnson, seconded by Councilwoman Pat Webster, approval to purchase 100 recycle bins was made. Motion carried 7-0.

Council President Scholl noted that larger recycling bins are selling in hardware stores for \$15.00 each. This is the price that the Borough is charging for its recycle bins. Mr. Scholl suggested that to compete it would be prudent to lower the price that the Borough charges.

On a motion by Council Vice President Cathy Johnson, seconded by Councilwoman Pat Webster, approval of a price of \$11.00 per bin effective immediately was approved. Motion approved 7-0.

Street Sweeping Notice: Robert Layman reported that while an exact date for the sweeping of the streets by the Borough has not been finalized, it is anticipated to take place during the week of May 25th. The Borough will issue notices through its website, its Face Book page and on Trappe TV when a date is set.

MS4 Statement: Borough Manager Layman submitted the monthly MS4 statement, which reads as follows: Sometimes, activities that could create pollution cannot be avoided. However, where these activities take place can lessen the threat of damage. For example, these activities could be located in areas that are less likely to pollute our water supplies. By undertaking these activities as far away as possible from storm water flow paths, including downspouts, gutters, ditches, depressions, and channels where storm water collects, flows and drains, one is able to limit the change that any pollution would make it to and pollute a water way.

Mayor's Report: Mayor Connie Peck presented the Mayor's Report, a copy of which was provided to all and is available for review at Trappe Borough Hall. Mrs. Peck made the following comments:

Bike Ride with the Mayor: Mayor Connie Peck reported that the Bike Ride with the Mayor is scheduled for 9:00 a.m., Saturday, May 9th. The PennDOT permits have been obtained, the arrangements with the Auxiliary Police have been made and the State Police have been notified.

Girl Scouts Gold Award: Mayor Connie Peck stated that she has been notified that Lindsay Palta, 317 Nicholas Lane was honored with the Girl Scouts Gold Award. A congratulatory letter was sent but there was not enough time to present the plaque at the ceremony. As a result, the Mayor has invited her to the Borough Council's meeting in either June or July. No response has been received at this time.

Speakers House Raise the Roof: Mayor Peck reported that the Speaker's House Raise the Roof Dinner, attended by Mayor Connie Peck and Councilwoman Pat Webster, was a huge success. Lisa Minardi surprised those in attendance with a letter from H.F. (Gerry) Lenfest with a \$100,000.00 pledge to further the Speakers House restoration.

Eagle Scout Honor Ceremony: Mayor Peck stated that she had planned to attend the Eagle Scout Honor Ceremony for Cody Allen on May 3, 2015. She will see if he can come to a Borough Council meeting.

Memorial Day Parade: Mayor Peck indicated that she met with Rachael Morrison and the Memorial Day Committee. The theme for this year's parade, scheduled for May 25, 2015, is the "March of the Blue and the Gray", noting the 150th anniversary of the ending of the Civil War. The Borough has received permission from Penn DOT for the installation of an overhead banner.

Mayor Peck reported that she will be sending out letters to surrounding communities asking for volunteers to help with the parade route. A number of Council members expressed their willingness to help.

Meet the Police Event: Mayor Peck reported that on April 16th, the Borough sponsored a "Meet the Police" event at Borough Hall. Officer Crummy of the Skippack barracks of the Pennsylvania State Police was on hand to meet the public and gave a talk on preventing identity theft.

Trappe's 300th Anniversary: Mayor Peck reported that Councilman Fred Schuetz and she attended a meeting for the planning for the 300th Anniversary of Trappe. At that time, it was noted that a high priority was to do some signage of the event to make the public more aware. A base calendar is to be created. Events will be added as they are scheduled. The next meeting of the Planning Committee is scheduled for 7:00 p.m., June 24, 2015 at the Trappe Historical Society Building.

Rambo Park Cleanup: Mayor Peck reported that the spring clean-up at Rambo Park was undertaken on Saturday April 25th and Sunday, April 26th. Altogether, there were sixteen employees of the local Target along with three community service workers and a student from Ursinus College. Workers also included Nevin Scholl, Fred Schuetz, Paul and Sue Stevens and Bob and Connie Peck. Both Target and the Borough provided refreshments.

Bunny Hop 5K: Mayor Peck stated that she attended the Bunny Hop 5K that was run on April 12th. At that time she gave the Volunteer caps out to Mr. and Mrs. Stankunas and Mr. and Mrs. Pelosi. In response to a question from Councilwoman Liberi, Mayor Peck stated that the number of participants was approximately 175, a drop from the amount in 2014.

Ursinus College President: Mayor Peck stated that Councilwoman Pat Webster and she had attended a meeting where the new President of Ursinus College was introduced to the community. His name is Brock Blomberg.

Eagle Scout Award: Councilman Scott Martin reported that there will be an Eagle Scout ceremony at St. Luke's Church on May 30th for Justin Turner. Councilman Fred Schuetz will represent the Borough Council at the ceremony and present Mr. Turner with a plaque.

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

Borough Hall Parking Lot and surrounding area: John Sartor stated that their office had provided a list of damaged and deteriorated items in and around the area of the Borough Hall parking lot. The steps were inspected by a specialty contractor as will be the rest of the area.

Councilwoman Pat Webster asked if the loose stones on the sidewalk could be swept up prior to Primary Election Day on May 19th. Borough Manager Layman will see that this is done.

Borough Hall Sidewalk: Last month, John Sartor had reported that Gilmore & Associates has submitted the materials for the closeout of the sidewalk construction at Borough Hall to Penn DOT. He is waiting for the scheduling of the inspection.

Cherry Avenue Storm Sewer: As part of the process of examining the need to repave Cherry Avenue, it is advisable to examine the condition of the storm sewer lines. To this end, the Borough has received a proposal from Sewer Specialty Services Company, LLC. Included in the quote is the line on East 7th Avenue which had not been done previously. The proposal is for a two man crew at the cost of \$3,500.00 per day and \$200.00 per lineal foot of cleaning, if needed. Sewer Specialty has estimated that the job would take 1½ to 2 days to complete.

On a motion by Council Vice President Cathy Johnson, seconded by Councilman Phil Ronca, approval of the proposed contract with Sewer Specialty Services Company LLC., Inc. was made. Motion approved 7-0.

A discussion was held about putting the repaving of Cherry Avenue out to bid. A question was raised about this being a prevailing wage job. John Sartor indicated that while his probable cost estimate is for \$107,000.00, the actual cost is less than \$100,000.00 when the engineering expenses are removed. Therefore, as it stands, this is not a prevailing wage job. Solicitor Dave Onorato indicated that it would need to be stated in the specifications that this would not be a

prevailing wage job. Gilmore & Associates would need to prepare a set of specifications in order to put it out for bid.

On a motion by Councilman Scott Martin, seconded by Council Vice President Cathy Johnson, authorization was given to Gilmore & Associates to prepare specifications for the reconstruction of Cherry Avenue. Motion approved 7-0.

Clahor Avenue Storm Sewer Investigation: John Sartor stated that Gilmore & Associates has finished its investigation of the location of the storm sewer pipe and found that it is in the easement. However, given some of the difficulties that would ensue on replacing all of the pipe, Gilmore has proposed that alternatives, such as relining part of the pipe might be advisable in certain areas. John Sartor indicated that he would review the video to determine the exact location of the intrusions on the pipe, and would issue recommendations based on his findings.

Oak Road Right of Way Investigation: John Sartor indicated that Gilmore & Associates has finished their review of the Borough files and property deeds relative to the land at the end of the cul-de-sac of Oak Road. The result is that there is 50 foot wide “reserve” area at the end of the cul-de-sac. This extends to the Borough line. John Sartor said that none of the records indicate who owns that “reserve”.

West First Avenue Storm Sewer Extension Project: John Sartor stated that Gilmore & Associates had finished their investigation of the clogged storm sewer line on East First Avenue. They were neither able to determine the reason for the clog, the actual location of the pipe nor its discharge point. It was Mr. Sartor’s suggestion that a new line should be run further down along West First Avenue and angle off into the basin. This would require obtaining a new easement. Gilmore & Associates will prepare a cost estimate for the Borough.

West Fifth Avenue Pavement Rehabilitation Project: John Sartor indicated that Gilmore & Associates had inspected the seeding work on the Eroh property. This was work that still needed to be completed by Reading Site Contractors for the completion of the paving of West Fifth Avenue. As of the time of the meeting, Gilmore is unable to confirm that the grass seed has germinated and was growing sufficiently. The moneys securing the work will continue to be held in escrow.

John Sartor suggested that Gilmore Associates obtain quotes for the repair of portions the edges of West Fifth Avenue that have been damaged presumably due to heavy trucks running off of the road. Council President Nevin Scholl indicated that Council would take it under advisement.

West Main Street Sidewalk and Curb Evaluations: John Sartor indicated that he had met with the Borough Manager and the Code Enforcement Officer as part of Gilmore’s charge to provide a proposal for the updating of the 2007 Sidewalk and Curb survey on Main Street. They will also be contacting PennDOT to determine any requirements they might have.

West Main Street/ West Fifth Avenue Flashing Traffic Signal: John Sartor indicated that both Signal Services and Gilmore & Associates have investigated the operation of the flashing signals and found them to be operating in accordance with the PennDOT permit.

Solicitor's Report:

Solicitor Dave Onorato indicated that the items on which he had to report needed to be handled in executive session.

On a motion by Councilman Phil Ronca, seconded by Councilman Scott Martin, the Treasurer's Report, the Borough Manager's Report, the Mayor's Report, the Engineer's Report and the Solicitor's Report were approved as presented. Motion carried 7-0.

COMMITTEE REPORTS:

Finance & Streets: Council President Nevin Scholl provided an evaluation of banking services showing the costs for PNC, the Borough's current Bank, Univest Bank and Customers Bank. The annual savings in banking with Customers is about \$2,500.00 per year in comparison with either of the other two. Treasurer John Klink agreed indicating the Univest did not have good interest rates.

In response to a question about the security of Customers Bank, Mr. Scholl indicated that the bank had been founded by individuals who had been with Sovereign Bank and that they were quite impressive in their presentation and the security they would provide.

On a motion by Councilman Phil Ronca, seconded by Council Vice president Cathy Johnson, approval for the Borough to move its banking to Customers Bank was given. Motion approved 7-0.

Administrative Services: Council Vice President Cathy Johnson stated that there was nothing to report at this time.

Communications: Councilwoman Pat Webster stated that there is nothing to report at this time.

Parks & Open Space: Councilman Fred Schuetz presented the Parks and Open Space Committee Report, providing the following comments:

Spring Clean-up: Councilman Fred Schuetz stated that while the Borough had a good number of volunteers for the Spring Clean-up this year, the number of workers coming from the DA's office was low. Further Mr. Schuetz indicated that the Borough may wish to think about having someone do this type of maintenance as part of a regular position. It is getting more difficult to get some of this work done relying on volunteers.

Garden Plots: Councilman Fred Schuetz announced that there are about 20-30 garden plots available at the Trinity Church. These are at the lower end of the cemetery and are available to anyone who would make use of them. Mr. Schuetz suggested that the Borough might be able to note this through their channels of communications.

Planning Commission: Councilwoman Tammy Liberi provided a report on the activities of the Borough Planning Commission

Meetings: Councilwoman Tammy Liberi stated that the main order of business of the April Planning Commission was the consideration of the conditional use application of the Old School New House for the development of the Trappe School for residential units. The Planning Commission also considered the Borough's forthcoming application for an upgrade of their street lights to LED's and voted a favorable recommendation for the application.

Sign Ordinance: Councilwoman Tammy Liberi stated that the Borough has received revised wording from the Solicitor to the proposed sign ordinance. This will be reviewed by the Planning, Zoning and Ordinance Committee and submitted to the Borough Council for consideration.

In response to a question about comments from the business community, Councilwoman Liberi stated that no additional feedback has been received. However, there is business representation on the Planning Commission and they will be able to make their feelings known when it is brought back before them.

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 March 17, 2015 meetings of the Colledgeville – Trappe Joint Public Works Department and the Colledgeville – Trappe Municipal Authority are in the Council Member's packet.

CTJPWD Capital Program: Council Vice President Cathy Johnson stated that much of the capital work being done by CTJPWD at this time is in Colledgeville.

Traffic & Safety: Councilman Scott Martin provided the Traffic and Safety Committee Report, making the following comments:

April 16 "Get Together with State Police": Councilman Scott Martin announced that the public session with Officer Crummy of the Pennsylvania State Police was well received. The officer gave a talk on Identity Theft and this was very informative. The Committee is looking into making this into a once or twice a year event.

Trappe 300th Anniversary: Councilman Scott Martin reported that while the initial meeting on the Trappe Borough 300th anniversary was a good start, there is a need to reach out to get other community organizations involved.

Speed Sentry: Borough Manager Robert Layman reported that he is working on getting the Speed Sentry up and running and providing information on the actual speed of the vehicle. Councilman Fred Schuetz stated that while the Borough has been utilizing the Speed Sentry speed machine, consideration may be given to a solar powered one. Councilman Martin stated that he would bring that up at their next meeting.

Walkable Community: Councilman Phil Ronca provided the Walkable Community Committee Report, making the following comments:

Trail Priority Recommendations: Councilman Phil Ronca stated that the Walkable Community Committee continues to review its priorities for trail and trail connections.

Sidewalk Maintenance: Councilman Phil Ronca stated that the committee continues to look at the issue of sidewalk maintenance and was reviewing a number of different options for getting the sidewalk repairs done. Mr. Ronca had suggested that the Borough might look into finding sources of funds, including grants, for sidewalk maintenance to put in the budget. Solicitor Dave Onorato indicated that he has contacts with people whose business is to obtain grants for others and will forward contact information for these people.

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

Deputy Tax Collector: Borough Manager Robert Layman reported that the School District, which had been investigating the issue of the Deputy Tax Collector, has issued their findings. They have concluded that this person does not need to be a resident of the community for which she would be a Deputy Tax Collector. In addition, Mr. Layman noted that all of the Tax Collectors in the County are bonded under a group program. Therefore, if the individual is a tax collector in another community, they would already be bonded. The proposed Deputy Tax Collector is the Tax Collector for Perkiomen Township.

On a motion by Councilman Fred Schuetz, seconded by Council Vice President Cathy Johnson, approval to the appointment of Dawn Johnston to the position of Deputy Tax Collector for the Borough Trappe was made. Motion approved 7-0.

Zoning Hearing Board Appointment: Council President Nevin Scholl stated that the Borough has received an application from Alan Kegerise, 335 Neborlea Way, for the vacant position on the Borough Zoning Hearing Board. It was Mr. Scholl's recommendation to appoint Mr. Kegerise.

On a motion by Council President Nevin Scholl, seconded by Councilman Fred Schuetz, the appointment of Alan Kegerise to the Borough's Zoning Hearing Board for a term to expire December 31, 2015 was made. Motion carried 7-0.

LED Lighting Grant: Council President Nevin Scholl stated that the Montgomery County Consortium is looking to work together and to apply for funding as a group for money for LED street light conversions. This would be something that would happen in the fall of this year. Mr. Scholl suggested that the Borough might take a dual tract effort, wherein it applies for funding for LED's in this round of grants with the State, reserving the chance to be involved with the Consortiums effort. The Borough had applied in 2014, but was not funded. Mr. Scholl indicated that the Borough should cooperate with other municipal organizations. Councilman Fred Schuetz stated that he would approach the Regional Planning Commission asking for a letter of support.

ARLE Grant: Council President Nevin Scholl indicated that he is looking into funding for street signs under the Commonwealth ARLE program. He will keep the Council updated as he works through the process.

NEW BUSINESS: Council President Nevin Scholl called for any new business.

No new business items were offered.

ADDITIONAL COMMENTS:

Council President Nevin Scholl asked if there were any additional comments from the public. Hearing none, Council President Scholl recessed the meeting to go into executive session.

EXECUTIVE SESSION:

At 10:47 p.m. Council entered into Executive Session.

At 11:14 p.m. Council re-opened the regular meeting. There being no further business, Council Nevin Scholl asked for a motion to adjourn.

ADJOURNMENT

On a motion by Councilman Phil Ronca, seconded by Councilman Scott Martin, the meeting was adjourned at 11:14 p.m. Motion approved 7-0.

Respectfully submitted,

**Robert Layman
Borough Manager/Municipal Secretary**