

**MINUTES OF THE AUGUST 5, 2014
MEETING OF TRAPPE BOROUGH COUNCIL**

President Nevin Scholl announced that at the end of the regular meeting Borough Council will hold an executive session to discuss legal matters. Council may re-convene after the executive session to vote on a matter of legal nature.

President Nevin Scholl called to order the regularly scheduled meeting of Trappe Borough Council on August 5, 2014 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.

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

Those present were:

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

Also in attendance:

Solicitor, Dave Onorato
Engineer, John Sartor, P.E.
Treasurer, Justin Nepo
Interim Borough Manager,
Robert T. Umstead

APPROVAL OF THE MINUTES: A true and correct copy of the Minutes of the July 1, 2014, Meeting of Borough Council was provided to all and is available for review at Trappe Borough Hall.

On a motion by F. Schuetz, seconded by C. Johnson, and carried unanimously, the Minutes of the July 1, 2014 Meeting of Borough Council were approved, as presented. Motion carried 7 – 0.

PUBLIC FORUM/AGENDA AND NON-AGENDA ITEMS: President Scholl called for public comment. Robert Greenwood reported that the street light at 5th Ave. & Williams Way is not functioning and the area is very dark. There are a large number of pedestrians using this sidewalk area and feels the light should be repaired. N. Scholl advised the Borough is in process of reviewing all street lights in anticipation of replacing the street lights with LED lighting. More information will follow soon.

STAFF REPORTS:

Treasurer's Report: J. Nepo, on behalf of Smart Devine, Treasurer, presented the Treasurer's Report dated August 5, 2014, check numbers 2528 through 2568 from the PNC Bank General Fund, and electronic transfer of funds in the amount of \$149,343.90; and electronic transfer of funds to PECO from the PNC Bank Liquid Fuels Fund in the amount of \$4,946.09. The Treasurer's Report included check numbers 1130 through 1132 from the PNC Escrow Fund totaling \$1,766.53. A true and correct copy of the Treasurer's Report was provided to all and is

available for review at Trappe Borough Hall. J. Nepo further reported that the cash totaled \$1,676,806.

On a motion by T. Liberi seconded by C. Johnson and carried unanimously, payment of invoices included in the August 5, 2014 Treasurer's Report, check numbers 2528 through 2568 and electronic transfers from the PNC Bank General Fund, in the amount of \$149,343.90 were approved. Motion carried 7 – 0.

On a motion by T.Liberi and seconded by C. Johnson and carried unanimously, electronic payment of the PECO invoices included in the August 5, 2014, 2014 Treasurer's report from the PNC Bank Liquid Fuels Fund in the amount of \$4,946.09, were approved. Motion carried 7 – 0.

On a motion by T. Liberi, seconded by C. Johnson and carried unanimously, payment of invoices included in the August 5, 2014 Treasurer's Report, check numbers 1130 through 1132, from the PNC Escrow Fund in the amount of \$1,766.53, were approved. Motion carried 7– 0.

Borough Manager's Report: R. Umstead presented the Manager's Report, a true and correct copy of which was provided to all and is available for review at Trappe Borough Hall.

Tax Collector Compensation In accordance with Ordinance No. 423, the Tax Collector is to be paid \$2.50 per tax bill collected including interims. The Tax Collector has collected 1,393 tax bills as of June 30, 2014. Therefore, the Tax Collector is due \$3,482.50. It is the recommendation of staff to issue a payment to Gretchen Lawson in the amount of \$3,482.50.

On a motion by S. Martin seconded by C. Johnson and carried unanimously, a payment in the amount of \$3,482.50 for collection of 1,393 tax bills for 2014 to be made to Gretchen Lawson, elected Tax Collector was approved. Motion carried 7-0.

Two preemption detectors, one at Main St./Trappe Shopping Center for westbound Main St. traffic and one located at Main St. & Seventh Ave. for southbound Seventh Ave. have been found inoperable by technicians from Signal Service, Inc. the Borough's traffic signal service company. The units were manufactured in October of 2002 and are past the warranty date and are no longer being repaired. The cost for a new preemption detector is \$648. Brian Long the Fire Chief has been advised and asked his opinion. Mr. Long suggests that the preemption detectors be replaced for the safety of the fire and ambulance vehicles along with the public.

On motion by C. Johnson seconded by F. Schuetz and carried unanimously, Signal Service, Inc. is hereby authorized and directed to replace the preemption detectors for westbound Main St at the Trappe Shopping Center and for southbound Seventh Ave at the intersection with Main St. with the current equipment available for a cost of \$1,296. Motion carried 7-0.

A discrepancy has been discovered in Resolution 2014-01 regarding Building Permit fees. One statement indicates the minimum fee is \$209 plus a \$4 UCC fee for a total of \$213 which is what has been charged for Building Permits since Jan. 1, 2014. The second bullet states the minimum building fee is \$204 and this includes the UCC fee. A discussion ensued. Upon the advice of

Solicitor D. Onorato the Borough should charge the lesser fee from this date forward until the fee schedule is revised.

On motion by C. Johnson seconded by T. Liberi and carried unanimously the Building Permit Fee from this date forward until the fee schedule is revised shall be \$204 minimum and this includes the UCC Fee. Motion carried 7-0.

The Independent Auditor's Report from the Department of the Auditor General for the Liquid Fuels Tax Fund for the period of January 1, 2012 to December 31, 2012 has been received. There are no findings. A true and complete copy of the report is available for public inspection.

MS4 Statement It was determined that the MS4 heading should be explained and the full name be used. MS4 is the Municipal Separate Storm Sewer System. The Municipal Separate Storm Sewer System statement for August was presented. A full copy is available upon request.

Approval has been received from Pennsylvania Department of Transportation for installation of a banner across Main St. at 525 W. Main St. for Trappe Community Day.

A summary of the report of the Montgomery County Consortium of Communities on Joint Salt Purchasing Process was presented. A full copy of the report is available.

Equipment Leasing for Snow Plowing and Salting for Trappe Borough Roads. The previous contract has expired as of April 30, 2014. A new contract is necessary for 2014-2015 winter season. A discussion ensued concerning the storage of salt. It was determined that the area on E. Seventh Ave. was not acceptable. Solicitor Onorato indicated he could prepare the Bid Documents and that Interim Manager Umstead could place the necessary advertisement for bid with a projected bid opening of August 27, 2014.

On motion by S. Martin seconded by C. Johnson and carried unanimously Solicitor Onorato was authorized and directed to prepare the bid documents necessary to secure a contract for Equipment Leasing for Snow Plowing and Salting for the period of October 1, 2014 to April 30, 2015 and Interim Manager Umstead was authorized and directed to place the necessary advertisements for a bid opening on August 27, 2014. Motion carried 7-0.

Mayor's Report: Mayor Peck reported Boy Scout Troop 87 will be honoring Tyler Bornstad for achieving the level of Eagle Scout at a ceremony on August 16, 2014. Mayor Peck will secure a plaque and present the plaque to Mr. Bornstad at the ceremony.

A request has been received from Trappe VFW for one Auxiliary Police to control traffic on Route 113 on Saturday September 27 from 9 am to 3 pm for their upcoming Auto Show. The VFW will pay for this service.

On motion by C. Johnson seconded by P. Webster and carried unanimously one Auxiliary Police officer is to be provided to Trappe VFW on September 27, 2014 for the period of 9 am to 3 pm for traffic control for the VFW'S Auto Show. Trappe VFW will be billed for the service. Motion carried 7-0.

Trappe Community Day Committee has requested two Auxiliary Police for Friday, Sept 12, 2014 for two hours and four Auxiliary Police for Saturday, Sept 13, 2014 for the hours of 8:30 am to 4:00 pm to assist with parking and traffic. Trappe Community Day Committee has requested this service be provided at no charge.

On motion by F. Schuetz seconded by C. Johnson and carried unanimously, Trappe Community Day Committee is to be provided two Auxiliary Police for Sept. 12, 2014 and four Auxiliary Police for Saturday, Sept. 13, 2014 for the hours of 8:30 am to 4:00 pm to assist with parking and traffic control with no charge for the services. Motion carried 7-0.

Mayor Peck has received a request from Temple University to complete a survey concerning Sustainability Communities. Mayor Peck will attempt to complete with the assistance of Interim Borough Manager R. Umstead.

Engineer's Report: John Sartor presented the Engineer's Report dated July 30, 2014, a true and correct copy of which was provided to all and is available for review at Trappe Borough Hall. J. Sartor made the following comments:

1501 W. Main St. Sports Complex- revised plans were received and comments were forwarded to the developer. No response has been received.

Borough Hall Sidewalk Improvement Project Plans are complete, bids have been received and an inquiry into the low bidder's references has been initiated. The low bidder is Workforce Construction, Inc. with a bid of \$39,680. It is expected that the inquiry into the references will produce a recommended contractor. The required forms and bonds have been delivered to the Borough.

On motion by F. Schuetz seconded by S. Martin and carried unanimously, the contract is to be executed for curb and sidewalk replacement along Main St. in front of Borough Hall for an amount of \$39,680 upon receipt of favorable recommendation from references of the low bidder, Workforce Construction, Inc. Motion carried 7-0.

Borough Line Road Reconstruction from W. 7th Ave to N. Borough Line Road The preliminary Opinion of Probable Construction Cost (OPCC) has been submitted. The engineer for Upper Providence Twp suggested that since the sanitary sewer installation would be the responsibility of the Township that the contractor should be the same for the road reconstruction. It was further discussed that Upper Providence Township should take the lead on this project and prepare an agreement for payment by Trappe for the Borough's share of the costs. The solicitor for Upper Providence should prepare the agreement. Interim Manager Umstead was directed to reach out to Upper Providence Township with this suggestion.

East Seventh Ave Reconstruction from W. Main St. to Betcher Road The OPCC has been forwarded to the Borough. It was suggested that the Colledgeville Trappe Joint Public Works Department should be directed to visually inspect the storm sewer inlets and video the storm sewer pipes for structural deficiencies and determine the cost for remediating any identified deficiencies. Interim Manager Umstead to contact the CTPWD.

SJM Construction Company has submitted Payment Request No. 1 in the amount of \$72,523.80. Upper Providence's share of this amount is \$39,280.95 for which a check has previously been received.

On motion by C. Johnson, seconded by F. Schuetz, and carried unanimously, Payment Request No. 1 from SJM Construction Co. is hereby approved and payment in the amount of \$72,523.80 is to be made from the General Fund. Motion carried 7-0.

Solicitor's Report: D. Onorato has submitted a memorandum regarding the Borough of Trappe Firearm Ordinance which was referred to the Planning, Zoning and Ordinance Committee.

The balance of the Solicitor's report will be addressed in Executive Session.

On motion by P. Ronca seconded by T. Liberi and carried unanimously the Financial Report, the Borough Manager's Report, the Mayor's report, the Engineer's report and the Solicitor's report were accepted as presented. The motion carried 7-0.

COMMITTEE REPORTS:

Administrative Services: C. Johnson reported the search for a new Borough Manager is ongoing. The Committee met and a number of resumes have been reviewed. There is nothing more to report at this time on this subject

The AC in the meeting room is working but there are no guarantees of how long this will continue to work. It was questioned if the AC unit is the same for heat and if the heater would work this coming winter. R. Umstead to contact New Age to determine the status and determine if replacement is warranted now and estimate of cost.

Community Workers A discussion concerning what work is to be done was held.

It was determined that the light outside the rear entrance to Borough Hall should be placed on a motion detector so that light would be available when leaving Borough Hall. R. Umstead to investigate.

Communications: No report.

Finance & Streets: President Scholl presented the Finance Committee Report, a true and correct copy of which was provided to all and is available for review at Trappe Borough Hall.

A letter has been received from Senator Bob Mensch indicating the Liquid Fuels payment for 2017 to 2018 will be \$115,244. The payment for 2012-2013 was \$68,478.

Parks & Open Space: A copy of Resolution 2014-07 was distributed to all present. This is in accordance with the approval received at the July 1, 2014 meeting. There will be additional data

needed to be submitted for the grant application and F. Schuetz is preparing this for filing with DCED.

Planning, Zoning & Ordinances: T. Liberi and N. Scholl met with representatives of Trappe Fire Co. The Fire Co. presented a copy of the audit of the financial operations. It appears the fire company is in good financial condition. It was noted however that the Fire Co. does not accrue funds for vacation time for the ambulance personnel. The Fire Co. will send out their solicitation letters in October. It is requested by the Fire Co. that information concerning this be advertised through the Borough's Newsletter and on Trappe TV. It should be indicated that the Fire Co. is 100% Volunteer.

Sign Ordinance President Scholl announced that a discussion will be conducted and at the end of the discussion a decision will be made to determine if the Ordinance Committee should include or exclude electronic signs in the Committee's recommended revised Sign Ordinance. A lengthy discussion ensued.

On motion by T. Liberi seconded by C. Johnson and carried by the majority the Ordinance Committee shall proceed with the preparation of a revised sign ordinance to be submitted to Borough Council for further approval which excludes the use of electronic signs. The motion carried 5 yes 2 no. F. Schuetz and P. Webster voted "no."

Public Works & CTMA: C. Johnson reported on the financial status of the cell towers. Trappe and Colledgeville want distribution of funds received for the cell tower rental distributed more frequently than present. The water quality test results determined that the quality is very good.

The meeting night for the committees is still being discussed with no firm decision made, yet.

Traffic & Safety No Report

OLD BUSINESS: President Scholl called for any old business.

LED LIGHTS President Scholl advised that a meeting was scheduled for Aug 6 in an attempt to determine the exact number of street lights in the Borough. It appears that there are three lists and none agree.

President Scholl presented the Fund Activity Summary reports.

P. Ronca presented a proposal for a committee to be formed to assess and address walkability for Trappe Borough. A discussion ensued. It was determined that a committee will be formed to investigate this issue. The committee will be appointed at a future date with recommendations from Council as to who should be on this committee. P. Ronca requested input from all Council members.

NEW BUSINESS: President Scholl called for any new business.

P. Webster presented information received from PSAB concerning invasive plants, specifically bamboo. Also sample ordinances were presented. A discussion ensued. It was determined that the matter will be assigned to the Ordinance Committee for a recommendation at some future time.

EXECUTIVE SESSION:

At 10:05 p.m. Council entered into Executive Session.

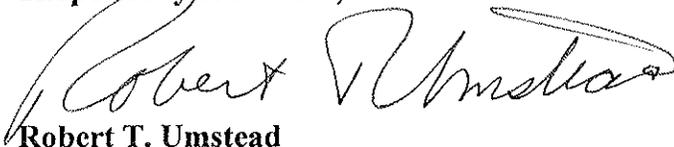
At 11:05 p.m. Council adjourned from Executive Session and returned to regular session .

On motion by C. Johnson seconded by P. Ronca and carried unanimously, Solicitor D. Onorato was authorized and directed to file a petition for allowance of an appeal to the PA Supreme Court on the College Woods vs. Trappe Borough matter. Motion carried 7-0

ADJOURNMENT:

There being no additional business to conduct, at 11:07 p.m., a motion to adjourn was made by C. Johnson seconded by F. Schuetz , and carried unanimously. Motion carried 7 – 0.

Respectfully submitted,



**Robert T. Umstead
Interim Borough Manager/Municipal Secretary**