

**MINUTES OF THE DECEMBER 29, 2014
CLOSE OUT MEETING OF TRAPPE BOROUGH COUNCIL**

President Nevin Scholl called to order the close out meeting of the Trappe Borough Council at 7:00 p.m. on December 29, 2014 at Trappe Borough Hall, 525 West Main Street, Trappe, Pa. The Pledge of Allegiance was led by President Nevin Scholl.

EXECUTIVE SESSION:

Council President Nevin Scholl announced there would be no executive session at the conclusion of the meeting.

ROLL CALL:

Roll Call was made by the Municipal Secretary.

Those present were:

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

Also in attendance:

Treasurer, Ann Bell
Borough Manager,
Robert Layman

Excused/Absent:

Vice President Cathy Johnson
Mayor Connie Peck
Solicitor Dave Onorato
Engineer, John Sartor

PUBLIC FORUM/AGENDA AND NONAGENDA ITEMS

No comments.

TREASURER'S REPORT:

Ann Bell, on behalf of Smart Devine, Treasurer, presented the Treasurer's report dated December 29, 2014, check numbers 2716 through 2735 from PNC Bank General Fund, and electronic transfer of funds in the total amount of \$ 51,454.76. The report included the electronic transfer of funds to PECO from the PNC Bank Liquid Fuels Fund in the amount of \$ 333.24 and the issuance of check numbers 1142 through 1144 from the escrow account in the amount of \$10,499.14. Finally, Anne Bell reported that the cash in all accounts totals \$1,643,599. Copies of

the Treasurer's Report were provided to all and the Report is available for review at Trappe Borough Hall.

On a motion by Councilwoman Tammy Liberi and seconded by Councilman Fred Schuetz, payment of invoices included in the December 29, 2014 Treasurer's report, check numbers 2716 through 2735 and electronic transfers from the PNC General Fund in the amount of \$51,454.76 were moved for approval. Motion carried 6-0.

On a motion by Councilwoman Tammy Liberi, seconded by Councilman Fred Schuetz, electronic payment of the PECO invoice included in the December 29, 2014 Treasurer's report from the PNC Bank Liquid Fuels Fund in the amount of \$333.24, was moved for approval. Motion carried 6-0.

On a motion by Councilwoman Tammy Liberi, and seconded by Councilman Fred Schuetz payment of invoices included in the December 29, 2014 Treasurer's report, check numbers 1142-1144 from the PNC Escrow Fund in the amount of \$10,499.14 were moved for approval. Motion carried 6-0.

On a motion by Councilwoman Pat Webster, seconded by Councilman Scott Martin, the Treasurers report was accepted as presented. The motion was approved 6-0.

RESOLUTION 2014-9: Adoption of Budget Appropriations for 2014: Council President Nevin Scholl stated that Resolution 2014-9 will allow for appropriations from funds on hand be made to meet those expenditures which exceed the approved budget amounts for calendar year 2014. In response to a question from Councilman Scott Martin, Council President Nevin Scholl indicated that those line items that did go over budget could be determined by reviewing the Financial Statement.

On a motion by Councilman Fred Schuetz, seconded by Councilman Phil Ronca, Resolution 2014-9, authorizing appropriating funds to meet expenditures which exceed budgeted amounts for 2014, was approved. Motion carried 6-0.

RESOLUTION 2014-10: Adoption of Borough of Trappe Budget: Council President Nevin Scholl presented the proposed 2015-2019 budget for the Borough of Trappe. While in 2015, the budget does provide for several road/storm sewer projects, there would be no increase in taxes.

On a motion by Scott Martin, seconded by Councilman Phil Ronca, Resolution 2014-10, adopting the 2015-2019 Budget for the Borough of Trappe was approved as presented. Motion carried 6-0.

RESOLUTION 2014-11: Appointment of Treasurer for 2015: Council President Nevin Scholl stated that the resolution provided for the appointment of John Klink as Treasurer for the Borough of Trappe at a cost of \$950.00 per month with an extra \$60.00 per hour for any transition work in December 2014 and for any budget preparation work required in 2015. In response to questions from Councilman Fred Schuetz, Council President Nevin Scholl stated that John Klink is not a CPA and that Mr. Klink would normally working from his home, and not at

Borough Hall. In this way, he would function similar to the Borough Engineer, who does Borough work from a location other than Borough Hall.

On a motion by Councilman Phil Ronca, seconded by Councilwoman Pat Webster, approval of Resolution 2014-11, setting forth the appointment of John Klink as Treasurer for the Borough of Trappe for 2015 was made. Motion approved 6-0.

RESOLUTION 2014-12: Appointment of the Fire Marshal and Emergency Management Coordinator for the year 2015:

Council President Nevin Scholl stated that Bill Wilfong, current Fire Marshal/Emergency Management Coordinator, has announced that he would be stepping down at the end of 2014 and it will be necessary for the Borough to appoint another individual. Among the possible candidates, Mike Italia was recommended by Trappe Fire Company Chief Brian Long. Mr. Italia had been involved in operations of both offices in the past, having served as Mr. Wilfong's assistant. Mr. Long has also offered to help assist Mike in becoming acclimated to his duties.

On a motion by Councilwoman Pat Webster, seconded by Councilman Fred Schuetz, Resolution 2014-12, appointing Mike Italia as Fire Marshal and Emergency Management Coordinator for the Borough of Trappe for 2015 was approved. Motion Carried 6-0.

RESULTS ACHIEVED: Council President Nevin Scholl produced a list detailing the accomplishments achieved by the Borough in 2014. First and foremost among the achievements is that the many things that were accomplished were done so without an increase in taxes. Trappe Borough maintains one of the lowest amounts of property tax in Montgomery County.

COMMUNICATIONS PROGRAMS: Councilwoman Pat Webster stated that the newsletter would be finished in the near future.

Councilwoman Pat Webster addressed the Borough's website. She indicated that it provides a great amount of information however, that it is not very user-friendly. She has noticed an option through the Borough Association and would like to pursue looking into this, to see if it would have a benefit for the Borough. Councilman Phil Ronca added that the system is quite primitive and that he was working with Joan Holley in order to determine how it worked. Mr. Ronca is looking to create a manual which will serve as a user's guide for the program.

Councilwoman Pat Webster volunteered to update the message on the Borough's telephone system.

ADJOURNMENT:

There being no additional business to conduct, the meeting was adjourned at 7:48 p.m.

Respectfully submitted,

**Robert Layman
Borough Manager/ Secretary**