

**MINUTES OF THE NOVEMBER 13, 2014
MEETING OF TRAPPE BOROUGH COUNCIL**

President Nevin Scholl called the November 13th meeting of the Trappe Borough Council to order at 7:00 p.m. at Trappe Borough Hall, 525 West Main Street, Trappe, Pa. Mr. Scholl announced that there would be an executive session at the conclusion of the meeting. 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
Scott Martin
Phil Ronca
Fred Schuetz
Mayor Connie Peck

Also in attendance:

Solicitor, Dave Onorato
Engineer, John Sartor, P.E.
Borough Manager,
Robert Layman

Excused/Absent:

Tammy Liberi
Pat Webster

APPROVAL OF THE MINUTES:

The members reviewed the minutes of the October 7, 2014 Council Meeting.

On a motion by Councilman Phil Ronca, seconded by Council Vice President Cathy Johnson, the Minutes of the October 7, 2014 Meeting of Borough Council were moved for approval. The motion was approved 5-0.

PUBLIC FORUM/AGENDA AND NON-AGENDA ITEMS:

No comments.

STAFF REPORTS:

ENGINEER'S REPORT:

John Sartor presented the Engineer's Report dated October 31, 2014, which was provided to all and is available for review at Trappe Borough Hall. Mr. Sartor made the following comments:

Clahor Avenue Storm Sewer Investigation: Mr. Sartor reported that Gilmore Associates had completed its field inspections, including a review of the pipe video inspection with the Council President, the Borough Solicitor and the Borough Manager. It was the engineer's recommendation that the entire corrugated metal pipe (CMP) be replaced from its connection to the recently installed 36-inch HDPE pipe at Clahor Avenue downstream to its terminus in the detention basin within the adjacent subdivision. The alternative of the lining of the existing CMP is not practical nor would it result in a structurally and hydraulically sound long term solution to the severe corrosion and water exfiltration that currently exists along the existing CMP.

The estimated cost for the proposed work is \$ 308,529 and assumes neither the need to obtain additional easements nor the need to replace any other utilities. It does assume the removal and replacement of matter that has been either planted or constructed within the easement.

An alternate option would involve replacing only that part of the pipe adjacent to the Ricci property. The estimated cost of that is \$ 93,365.

On a motion by Councilman Fred Schuetz, seconded by Councilman Scott Martin authorization for the undertaking of the engineering work at an estimated cost of \$ 39,600 for the complete replacement of the corrugated metal pipe was approved. The motion carried 5-0.

Mike Ricci, 33 Clahor Avenue, stated that he had hoped that something could be done in the near future to alleviate the water running under his driveway and into his basement . He stated that the people who video-taped the pipe had suggested to him that a sleeve be installed in the pipe in the area near the street, where a sinkhole has occurred, which would take care of the problem in the short term. John Sartor stated that he felt this would not solve the problem, rather it would force the water to the next hole in the pipe. Dave Onorato suggested that in order to prevent anyone from falling in the sinkhole, a plate be placed over the area of the sinkhole.

John Sartor estimated that construction would start in April, 2015, although he can accelerate the process so that the contractor could start by April 1, 2015, weather permitting.

West Fifth Ave Reconstruction and repairs: John Sartor developed a final punch list of items which the contractor needed to repair. This list had been communicated to the contractor. The problem is that the contractor has not completed the work on the list although they are expected to be out by the end of the week to complete the cement work. Regardless, part of the work detailed in that list will involve the reseeding some of the ground surface and that cannot be done until spring. The bond securing the work expires on Saturday, November 15, 2014. John Sartor estimated that the reseeding could cost up to \$ 3,000 and the cement work an additional \$ 5,000.

On a motion by Councilman Fred Schuetz, seconded by Council Vice President Cathy Johnson, the Borough Manager was authorized to make a claim on Maintenance Bond Number 019-044-880 of Reading Materials, Inc. in the amount of \$3,000, or alternately \$10,000 if the cement work is not finished prior to the expiration date of the Bond, if the required funds are not provided to the Borough to assure the completion of the work. Motion approved 5-0.

Borough Hall Sidewalk – Payment Request Number 1: The Council reviewed a recommendation from Gilmore and Associates, Inc. for payment to Workforce Construction Company for work completed on the Borough Hall Sidewalk Project. The recommended amount for release is \$42,786.00, which represents the full contract amount, minus 10% retainage.

It was noted that Tom Heisner, the Borough’s Code Enforcement Officer, has a concern with the direction of the handicapped designation strip on the eastern end of the driveway. He is concerned that the layout of this strip will direct the handicapped across West Main Street, where there is no crosswalk. John Sartor indicated that the contractor did the construction according to specification. Cathy Johnson stated that plans should be reviewed by the Code Enforcement before they are finalized.

John Sartor did assure the Council that the \$4,754 being retained would be sufficient to fix the problem if it exists.

On motion by Councilman Scott Martin, seconded by Council Vice President Cathy Johnson, Payment Request No.1 from Workforce Construction Company was approved and payment in the amount of \$42,786.00 is to be made from the General Fund. Motion carried 5-0.

DeMutis Land Development Construction: John Sartor reported that the contractors are nearing completion of the land development construction. Mr. Sartor has estimated that the maintenance bond for the public improvements would be \$ 97.50. Mr. Scholl stated that such a small security might be more trouble tracking than any benefit that would be achieved in having it. It is the intent that these public improvements, on the 7th Street area of the development, would be dedicated to the Borough. Cathy Johnson asked why the Borough should accept the future dedication. Dave Onorato stated that the area being dedicated would be in the public right of way.

On a motion by Councilman Scott Martin, Seconded by Council Vice President Cathy Johnson, the requirement that a financial security be posted was waived. Motion carried 5-0.

DiPrinzio (417 West Main Street) Letter of Credit Reduction Request Number 6: John Sartor reported that the developer has completed the site improvements and is requesting a reduction in the amount of their letter of credit. The amount recommended by the Borough’s engineer is \$ 30,481.61, which would leave \$5,650.81 in balance. The major portion left (\$3,000) is earmarked as security for the as-builts. Mr. Sartor pointed out that the developer owed the Borough for inspection fees of the work that was completed and that he has not maintained an escrow account against which these fees could be levied.

Council Vice President Cathy Johnson made a motion, seconded by Councilman Fred Schuetz to authorize the reduction in the letter of credit as recommended by the Borough engineer, conditioned on the developer setting up an escrow account in an amount to be determined by the Borough Manager. Motion approved 5-0.

Laurel Drive Pavement Repairs: John Sartor reported that the pavement work is finished, including the crack-sealing. He stated that the contractor, The Pavement Group, did a very good job and that he was recommending payment of the contract in full, in the amount of \$8,396.14.

Council Vice President Cathy Johnson made a motion, seconded by Councilman Scott Martin, to approve payment of \$8,396.14 to the Performance Group for work completed on Laurel Drive. Motion approved 5-0

Corrugated Metal Pipes: Councilman Scott Martin stated that the Borough will need to examine the condition of all of its corrugated metal pipes to determine their condition.

BOROUGH MANAGER'S REPORT:

MS4 STATEMENT: Robert Layman issued the following statement: Polluted storm water runoff can have many adverse effects. For example, sediment can cloud the water and make it difficult or impossible for aquatic plants to grow and bacteria can wash into swimming areas and create health hazards. .Plastic bags, six pack rings, bottles and other debris washed into water bodies can disable aquatic life such as ducks, fish, turtles and birds. Household hazardous wastes such as insecticides, pesticides, paint solvents, used motor oil, and other auto fluids can poison aquatic life. Please make every effort to avoid allowing these types of contaminants to filter into the storm inlets.

MAYOR'S REPORT:

Rambo Park Work Day: Mayor Peck reported that on October 18th, Fred Schuetz, Nevin Scholl, Bob Peck, Bob Layman along with Erin Spechp, from Ursinus College, spent the day weeding and doing other maintenance landscaping at Rambo Park. A huge “thank you” to all for giving up a Saturday to clean up Rambo Park. The maple tree donated by Doris Houck to honor Fred Schuetz was planted to the right of the pond on October 14th.

Auxiliary Police: At the last minute there came a request from Auxiliary Policeman John Wentworth asking for permission for the Auxiliary Police to ride around town on the evening of October 30 and 31. Council did an email and it was agreed upon that coverage for both evenings would be 6 p.m. to midnight, for 3 men not to exceed 50 miles each. The men reported that that the trick or treat crowd was orderly. They saw that toilet paper had been thrown over trees on three homes on state route 113, but did not see the individuals doing it.

Nevin Scholl had requested an Auxiliary Police Officer to aid traffic at the polls. Bob Lang covered the hours from 5 p.m. to 8 p.m.

Citizen Involvement – Flyer: Mayor Peck thanked Pat Webster for developing a flyer to encourage residents to get involved in the stewardship of Trappe. She had spent time with at least 99% of the individuals who left the polls reassuring each that they had talents that Trappe would welcome.

Tree Lighting Ceremony: Mayor Peck stated that the Historical Society of Trappe Collegeville and the Perkiomen Valley has requested a crossing guard for their tree lighting ceremony on December 14th. They would want the officer to help people cross Main Street from the Trappe Shopping Center to their facility from 4 p.m. to 7 p.m.

On a motion from Councilman Fred Schuetz, seconded by Council Vice President Cathy Johnson, authorization for the use of an Auxiliary Police Officer for this event was made. Motion approved 5-0.

Flag Disposal Box: Mayor Peck reported that she had received an offer for of a flag disposal box. The box would be set at Borough Hall and would provide a spot for citizens to dispose of flags that are worn out. The flags would be collected every few months and be properly disposed. Mayor Peck said that the boxes are well constructed and finished with a triple coat of paint. The Borough would be given a key, in case someone put something other than a flag, such as mail, in the container. The only requirement would be that the container be under a roof. This would include the porch area at an outside door.

While no vote was taken, the consensus of the members of Council was that this would be a good addition to Borough Hall.

SOLICITOR'S REPORT:

Solicitor Dave Onorato stated that he had nothing to report.

On motion by Councilman Phil Ronca, seconded by Councilman Scott Martin, 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 5-0.

COMMITTEE REPORTS:

Finance and Streets:

ARLE Traffic Signal Grant: Council President Nevin Scholl informed the Council that he had been informed by the Pennsylvania Department of Transportation that the Borough was not selected for funding under the 2014 Automated Red Light Enforcement Program. The grant request had been for traffic signal upgrade and replacement.

Key Financial Indicators: Council President Nevin Scholl stated that he has examined the latest key financial indicators. In these, the Earned Income Tax collections are showing a healthy growth. 4% higher than in 2013.

Administrative Services: No report

Communications:

Communications Policy: In the absence of Councilwoman Pat Webster, Bob Layman stated that Pat Webster had redrafted the draft communications policy based on comments she has received and copies of those are available for review by the Solicitor and Council

Parks & Open Space:

Eagle Scout Project at Rambo Park Councilman Fred Schuetz reported that an Eagle Scout project which would involve the replacement of the blue bird boxes at Rambo Park has been approved. New boxes will be installed in the same area as the current ones. The replacements are expected in the next few days.

Main Street to Rambo Park Connector Path: Councilman Fred Schuetz stated that the application for funding under the DCNR grant, provided through monies in the Marcellus Legacy Fund has been turned down. The grant was to have provided part of the funds toward the construction of a connector path between West Main Street and Rambo Park. Mr. Schuetz suggested that funds being provided by the DeMutis development could cover the shortfall created by this failure of obtaining the grant. Council President Scholl asked that Mr. Schuetz get him some details on the financial shortfall and it would be considered by the finance committee in the 2015 budget.

Planning, Zoning & Ordinances: No report.

Public Works & CTMA:

Cell Tower Allocation: The Borough has received \$35,000 from the Collegeville Trappe Municipal Authority. As of September 18, 2014, their cell tower rental fund balance was \$125,506.12.

Meeting Dates – 2015: Cathy Johnson stated that the CTMA and CTJPW meetings will occur on the same dates in 2015. This will be the third Tuesday of each month and will take place in Collegeville.

Traffic & Safety:

Community Safety- Department of Health: Scott Martin stated that he had attended a meeting on community safety conducted by the state Department of Health and sponsored by State Senator Mensch. Several of the issues covered at the meeting involved the issue of Ebola. The Department of Health is intimately involved on the issue and is working on a policy for dealing with this. Another subject covered involves improving pedestrian safety on the public roads. L-TAP is putting out a funding program to deal with this issue. Scott will keep a watch for this.

State Police Meeting: The Traffic and Safety Committee met with Officer Crummy of the State Police, Skippack Barracks. She provided data on crime in the Borough. This did not indicate any particular hot spots. As a result of the meeting, it was decided to hold a “meet and greet” in 2015, probably in the spring. The idea is that the citizens of the Borough could meet some of the Police Officers who patrol the Borough and the Police can provide information on issues of concern, such as identity theft.

Walkable Community Committee: Phil Ronca indicated that developing the path connection between Main Street and Rambo Park was identified as a priority of the Walkability Committee. He also indicated that the committee is looking to ideas as to projects which will make the Borough a more walkability community and would welcome ideas from any quarter.

On the issue of curbs and sidewalks, Fred Schuetz stated that the Borough needs to develop a list of all the paper work and costs to complete a sidewalk and curb replacement. This should be done before the Borough notifies people that they need to replace their sidewalk and/or curb.

OLD BUSINESS

President Nevin Scholl called for any old business.

No old business reported.

NEW BUSINESS:

Check Signers: Cathy Johnson stated that there is a need for additional signers of Borough issued checks. Currently, there are two signers and all checks require 2. That could be a problem if one of them is away or incapacitated. She suggested that the Finance Committee identify additional signers.

Trappe 300th Anniversary: Scott Martin spoke to the issue of the coordination of efforts for celebrating the 300th anniversary of Trappe. He suggested that it be placed on the agenda for January 2015.

FIRE CHIEF REPORT:

Barry Stott: Fire Chief Brian Long expressed the Fire Company's appreciation for their thoughts and support in the difficult time caused by the unexpected death of the Fire Company's President Barry Stott. He is greatly missed and everyone's support has been helpful.

Fire Company Radios: Chief Long indicated that the Fire Company will be having significant financial obligations coming up in the next few years. One major obligation will be the purchase of new radios. This need comes about as a result of the fact that the current ones will not be supported after January 2019. The estimate for new radios is \$ 240,000. They are teaming with other local fire companies in order to seek grants to pay for at least part of the cost. Brian stated that the municipalities could obtain a 1%-2% loan for such equipment. But they would like to see how the grant seeking works out before looking for loans.

Council recessed at 8:50 p.m. for executive session.

EXECUTIVE SESSION:

At 8:51 p.m. Council entered into Executive Session.

At 10:13 p.m. Council adjourned from Executive Session and returned to regular session.

ADJOURNMENT:

There being no additional business to conduct, at 10:13 p.m., a motion to adjourn was made by Councilman Phil Ronca seconded by Councilman Scott Martin. The Motion carried 5 – 0.

Respectfully submitted,

**Robert Layman
Borough Manager/ Secretary**