

**MINUTES OF THE JANUARY 6, 2020
MEETING OF TRAPPE BOROUGH COUNCIL**

President Phil Ronca called to order the regularly scheduled meeting of Trappe Borough Council January 6, 2020 at 7:16 p.m. at Trappe Borough Hall, 525 West Main Street, Trappe, Pennsylvania.

ANNOUNCEMENT OF EXECUTIVE SESSION: P. Ronca announced that an Executive Session was not anticipated this evening.

Those Present Were:

President Phil Ronca
Vice President Cathy Johnson
Scott Martin
Mallory Perlin
Stu Strauss
Pat Webster
Brett Yeagley

Also Present:

Manager Tamara Twardowski
Solicitor David Onorato
Treasure John Klink
Engineer Paul Schmoll

Absent:

Mayor Matthew Wismer

APPROVAL OF THE MINUTES:

The members of Council reviewed the minutes of the December 3, 2019 regular meeting and the December 30, 2019 close out meeting minutes.

Motion to approve the minutes as presented:

Moved: S. Strauss

Seconded: P. Webster

Approved: 7 - 0

PUBLIC FORUM/AGENDA AND NON-AGENDA ITEMS:

Presentation by Accolade Properties and BJ Homes – Matt Pusey was present from Accolade Properties and informed Council that he and his colleagues were equitable owners in the Bringhurst Estates at 71 W. Third Avenue and they were looking at options for developing the property. The property is roughly 3.8 acres and is split zoned with a portion in Village Commercial and portion in R-2. Four different sketch plans were presented; one that developed the parcel as each section was zoned and would not need Conditional Use approval, two that would require CU approval for the VC portion, and one sketch that showed the whole parcel developed under VC which would require a zoning change to develop the R-2 portion as VC as well as a CU for twins. This last sketch built a road through the development and had increased density of 20 units to recoup the cost of the road; however, the benefit to this plan is that there would only be one access on Third Avenue rather than 6 or 7 individual driveways. The developer for the parcel was looking for some feedback as to what the Borough may be interested in before they start the official Subdivision process. Discussion ensued regarding how stormwater may be dealt with, driveway concerns, potential home sizes, etc. Comments from

both Council and the public were not favorable towards the sketch showing the whole property developed under VC due to the increased density. Both Council and the surrounding residents would like to see the property cleaned up and inhabited, either through restoration or new development. F. Schuetz who resides across from the property said that he did not feel that twins belonged in that area, that they did not fit in with the surrounding neighborhood. Dr. and Mr. Hartz, also neighboring property owners, stated that they would like to see something done with the property but did request that a fence be installed to separate the residences from their parking lot.

STAFF REPORTS:

Engineer's Report: The written Engineer's Report from Paul Schmoll, representing Barry Isett Associates (BIA) was presented to all to review. A copy of the report is available at Borough Hall.

C. Johnson updated Borough Council on the salt shed project. She reported that the majority of the new members of Collegeville Council are not prepared to move forward with the salt shed project as proposed and at the last meeting the Public Works Committee authorized canceling of the contract with A.K. Petersheim. It was also discussed that the Boroughs need to reimburse Public Works for the monies already spent along with lost interest. Each Borough's portion is \$115,268.28. The question was asked if Collegeville is planning to pay back their portion. Trappe does have \$40,000.00 in the 2020 budget to begin paying this back. Borough Council did not take any action on making a payment at this time to Public Works. D. Onorato suggested having a brief executive session to discuss the legal ramifications of the situation.

Treasurer's Report: John Klink presented the Treasurer's Report dated December 31, along with a bill list with checks 2808-2845, two payrolls, and direct charges from Phoenixville Federal credit including check numbers which was previously approved at the December 30, 2019 Council meeting. The Balance Sheets and P&L were also provided.

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

T. Twardowski requested approval to implement the 2020 budget salary changes for the Treasurer and Auxiliary Police, the 2020 rates would be \$1070/month for the Treasurer and \$15.50/hour for the Auxiliary Police.

Motion to authorize the 2020 salaries as outlined:

Moved: P. Webster

Seconded: C. Johnson

Approved: 7- 0

Borough Manager's Report: The written Borough Manager's report by Tamara Twardowski was presented to all for review. A copy of the report is available at Borough Hall.

T. Twardowski provided Council with a copy of an inspection report that was done on the Borough properties by the Insurance Company along with an estimate for the replacement parts for playground equipment needed at Rambo Park. Public Works would be able to install the

parts as long as the insurance company is amenable to that, she has placed a call to the insurance company to confirm.

Motion to approve the replacement parts (and installation if necessary) in the amount of \$6,762.47:

Moved: S. Strauss

Seconded: S. Martin

Approved: 7- 0

T. Twardowski reported that while Connor Whitson worked for the Borough he was able to finish digitizing the plans and also went through about 100 boxes in the basement. He also went through old file boxes and compiled records that can be destroyed under the Pennsylvania Municipal Records Manual. She is compiling a list of records to be destroyed but she did not find a record of the Borough adopting the Records Manual in the Borough Resolutions. She prepared one for this evening.

Motion to adopt Resolution 2020-01, declaring the Borough's intent to follow the Records retention policy and schedule as outlined in the Municipal Records Manual approved on December 16, 2008:

Moved: S. Strauss

Seconded: C. Johnson

Approved: 7- 0

T. Twardowski also provided updates on the following:

- The Manager and President will be meeting with PennDot representatives and McMahon Engineers who are working on the design for the Traffic Light improvements. McMahon's construction estimate is much higher than the initial estimate done for the grant. While the initial estimate was done a few years ago and was based more on a concept, due to the difference, a meeting has been scheduled for Wednesday to discuss the project scope and possible alternative/solutions.
- Curb letters have been sent out to property owners on W. First Ave and North Borough Line Road.
- The LED street light upgrade parts will be ordered this week and will take 4-6 weeks to arrive. Installation is expected late February/early March.
- The Exelon drill was held in November and the Observation report was provided to Council members.
- A conditional use application was received today for 178 W. Main Street. The hearing will be scheduled for the February 4th meeting.

MS4 – a crossword puzzle placemat was distributed. There are additional copies available for the attendees.

A copy of the Monthly Permit report was provided.

Motion to approve the committee reports:

Moved: C. Johnson

Seconded: S. Martin

Approved: 7 – 0

COMMITTEE REPORTS

Public Works & CTMA: The minutes for the November, 20, 2019 meetings were presented. A copy is available for inspection at Borough Hall. Also provided were the Financial Reports and 2020 Budgets.

Information Technology and Communications: P. Webster reported that she has talked with the Manager about getting back on track with newsletters and are looking at the possibility of an online option. A discussion ensued regarding the Facebook page and a post that was shared that came from the Montgomery Department of Public Services that contained inaccurate information in regards to a boil water advisory. It said Trappe was affected but the Borough was not affected.

Traffic & Safety: Reports of the Trappe Fire Co. for December 31, 2019 and the Trappe Fire Co. Ambulance for November 30, 2019 were presented. The December 2019 State Police report was also presented. Copies of all reports are available at Borough Hall for inspection.

EXECUTIVE SESSION:

At 8:50 p.m. Council entered into Executive Session to discuss legal matters.

Council reconvened at 9:15 p.m.

Motion of Adjournment at 9:15:

Motion: B. Yeagley
Respectfully submitted,

Second: C. Johnson

Approved: 7-0

Tamara D. Twardowski
Borough Secretary