

**MINUTES OF THE OCTOBER 1, 2024
MEETING OF TRAPPE BOROUGH COUNCIL**

Council President Scott Martin called to order the regular meeting of Trappe Borough Council, held at the Borough Hall at 525 W. Main Street, on Oct. 1st at 7:00 PM.

Those present were:

Scott Martin
Mallory Perlin
Julie Bechtel
Mayor Matthew Wismer
Erin Wismer
Stu Strauss

Also present:

Solicitor Dave Onorato
Borough Manager Marcus Dolny
Engineer Matthew Rieger
Treasurer John Klink

Absent: Dave Davis, Theresa Pammer

Also in Attendance:

Visitors

APPROVAL OF THE MINUTES:

The members of Council reviewed the minutes of the September 3, 2024, regular meeting:

Motion to approve the minutes:

Moved: S. Strauss Seconded: J. Bechtel Approved: 5/0

PUBLIC FORUM/AGENDA AND NON-AGENDA ITEMS:

S. Beers of Bronson Circle asked to see the design for the sidewalks proposed to be installed. The Borough engineer will work with him to review.

STAFF REPORTS:

Borough Engineer:

11. 2024 – Streets Improvements

Innovative Construction Services has completed 2024 Roadway Improvements to Michelle Lane, Harvard Drive, Yale Court, Laurel Drive, Lilac Circle, Holly Drive, Ash Road, and Cherry Ave.

BIA has reviewed applications submitted by Innovative Construction Services against the scope completed and we respectfully recommend payment.

- Pay App #1 (All work, including traffic calming alternate) - \$243,383.10
- Pay App #2 (10% Retainage) - \$27,042.57

2. MS4 - BMP (Best Management Practices) Design

MS4 Annual Tasks – Isett met with Borough Manager virtually on Sept 17th to review MS4 annual report preparation and discuss edits for final document. Isett to upload MS4 annual report files to DEP by September 27th and provide Borough with DEP confirmation receipt.

Community Day – Isett team attending the event with streams and water cycle trivia for kids, educational information and fish themed give-a-ways. Items to be credited in next yr MS4 report.

MS4 PRP – Isett to forward PRP summary report for Borough review.

Sisca Community Park and Garden Phase

The project was awarded to Bartlett, Inc. on August 13, 2024, with construction commencing on September 20, 2024. Ongoing tasks include the review and coordination of submittals and contract documents provided by the contractor. A pre-construction meeting was held at the Borough on September 6, 2024. Additionally, a meeting took place at the Isett Delaware Valley office on September 17, 2024, where representatives from the contractor and restroom manufacturer reviewed the restroom facility submittals. A site progress meeting with the contractor followed on September 24, 2024

Main Street Restoration

NJS Concrete completed the 2024 curb and sidewalk replacement work.

BIA has identified additional sidewalks and curbs needing repair along Main Street. NJS Concrete has agreed to replace these in early Spring 2025. The remaining Streetscape grant funds will be used for the project.

RACP Firehouse – Isett Grants Assistance

Currently providing grant assistance to the manager as part of our Grants assistance. The manager forwards documents that must be uploaded to the State ONE DRIVE and Isett separates them into the correct folders and notifies Stantec, the State-assigned consultant.

Borough of Trappe – Firehouse

Construction Update below as of September 17:

- One interior coating of paint was complete as of September 17.
- Three (3) unit heaters were installed on September 13.
- Electrician was present installing interior lighting in rooms with gypsum ceilings.
- Pressure treated wood picket fence was being installed during site visit.
- Gas line for radiant heat was being installed during site visit.
- PECO to be on site September 19 to install gas meter.
- All exterior windows were installed completely on September 13.
- Storefront doors are anticipated to arrive next week.
- Electrician to start wiring condensers up this week.
- Anticipate ductwork to be complete in two to three weeks.
- Kitchen appliances to arrive in two-three weeks.
- Drop ceiling frames were being installed during site visit.
- Sidewalk poured from building entry to street sidewalk.

After the Engineer's Report, M. Dolny asked for the Council to approve the Fifth Escrow Reduction for 803. W. Main Street in the amount of \$67,882.67.

Motion to approve:

Moved: J. Bechtel Seconded: M. Perlin Approved: 5/0

M. Gieger reviewed the state of the traffic signal at 7th and Main, explaining to Council how the cycling works. M. Dolny noted that he has sat out and observed and recorded the light and it is in working order. We have also had signal service out multiple times since the last meeting and found not operational faults. M. Dolny noted again that everything is operational, Council does have the ability to do a full study and make a recommendation to PennDOT, but per his discussion with this districts office it is highly unlikely their would be any changes. The focus will always be on keeping the State Road flowing. S. Strauss asked if the traffic patterns are reviewed with development. M. Dolny said there is a schedule in which PennDOT periodically reviews.

Treasurer's Report:

J. Klink presented the bill list dated September 28th, 2024, for two payrolls, and direct charges from Phoenixville Federal Credit and listed bills for checks 1841 – 1862 for payment totaling \$467,511.85

Motion to pay the bills as listed:

Moved: S. Strauss Seconded: M. Perlin Approved: 5/0

J. Klink presented the three bills list dated October 1, 2024, 1863 – 1865 for payment totaling \$100.00 for payment and inclusion in the October reports.

Motion to pay the bills as listed:

Moved: J. Bechtel Seconded: M. Perlin Approved: 5/0

J. Klink presented the bill list dated September 28, 2024, for the Liquid Fuels Fund direct charges by PECO in the amount of \$2,174.91.

A motion to approve bills as listed:

Moved: J. Bechtel Seconded: E. Wismer Approved: 5/0

J. Klink presented the bill list dated September 28, 2024, for check #1060 for the Escrow Fund in the amount of \$8,293.00.

Motion to pay the bills as listed:

Moved: J. Bechtel Seconded: E. Wismer Approved: 5/0

J. Klink provided all monthly reports

Mayor's Report:

No Report

Borough Manager's Report:

M. Dolny stated that Council would be moving forward with tablets to convey all information for meeting reducing the impact and use of paper. Tablets would be distributed at the end of the meeting.

M. Dolny gave Council a copy of the Permit Report.

Borough Solicitor:

D. Onorato presented RESOLUTION 2024-18 Land Development of Bronson Circle. Residents in attendance offered the following: H. Feliciano asked if there was plans available for review and was informed where he can find them. K. Gisler asked about tree being planted and how those types are selected. S. Beers clarified that the HOA would only be for the 7 new homes.

The following action was taken on the following waivers:

A waiver to allow preliminary/final plan approval:

E. Wismer and S. Strauss asked about permitting moving forward.

Motion to approve:

Moved: E. Wismer Seconded: S. Strauss Approved: 5/0

A waiver from the requirement to show existing features within 400 feet:

Motion to approve:

Moved: S. Strauss Seconded: M. Perlin Approved: 5/0

A waiver to allow cul-de-sac to be 873 feet in length:

S. Strauss clarified that there would be no impact on the CTMA/Public Works site.

Motion to approve:

Moved: M. Perlin Seconded: J. Bechtel Approved: 5/0

A waiver from the required sidewalk along the frontage of Lot 1 and part of lot 2:

Motion to approve:

Moved: M. Perlin Seconded: J. Bechtel Approved: 5/0

Motion to approve RESOLUTION 2024-18:

Moved: M. Perlin Seconded: J. Bechtel Approved: 5/0

D. Onorato presented RESOLUTION 2024-19 Land Development of 56-62 W. 7th Avenue.

The following action was taken on the following waivers:

A waiver to allow 4% road grade:

Motion to approve:

Moved: S. Strauss Seconded: M. Perlin Approved: 5/0

A waiver to allow Belgian Block curbing withing the cul-de-sac:
J. Bechtel confirmed that the road would not be dedicated, and the HOA would be responsible for plowing and maintenance.

Motion to approve:

Moved: M. Perlin Seconded: E. Wismer Approved: 5/0

A waiver requiring the side lot lines be set at right angles or radial to the right of way:

Motion to approve:

Moved: S. Strauss Seconded: M. Perlin Approved: 5/0

A waiver which requires the caliper of replacement trees to be 2.5". The developer is requesting to use flowering trees and evergreen trees at a 1:1 ratio:

S. Strauss further discussed the selection and size of the trees he wishes to use.

Motion to approve:

Moved: J. Bechtel Seconded: E. Wismer Approved: 5/0

A waiver to allow the use of tree and shrub species not on the Borough's approved list:

S. Strauss and M. Wismer discussed the types to be used and why the request. The reasoning has to do with the rain garden to be installed in Rambo Park. The types in question are common to the area and on the County's approved list.

Motion to approve:

Moved: S. Strauss Seconded: M. Perlin Approved: 5/0

A waiver from the requirement to show existing features within 400 feet:

Motion to approve:

Moved: S. Strauss Seconded: E. Wismer Approved: 5/0

A waiver to allow preliminary/final plan approval:

E. Wismer and S. Strauss asked about permitting moving forward.

Motion to approve:

Moved: J. Bechtel Seconded: S. Strauss Approved: 5/0

Motion to approve RESOLUTION 2024-19:

Moved: M. Perlin Seconded: J. Bechtel Approved: 5/0

Motion to accept professional reports as presented:

Moved: S. Strauss Seconded: M. Perlin Approved: 5/0

COMMITTEE REPORTS

Traffic and Safety:

Reports were provided for emergency services, S. Martin stated that we are continuing discussions with Upper Providence for Fire Services.

Administrative Services:

Darryl Borrelli was presented as a candidate to fill the soon to be vacated seat on the CTMA/Public Works board:

Motion to appoint effective November 1, 2024:

Moved: S. Strauss

Seconded: M. Perlin

Approved: 5/0

Business & Property: No Report

Finance Committee: No Report, Budget is being prepared

Parks & Recreation:

Regret was expressed that the decision was made to cancel Trappe Day for 2024 due to weather conditions.

Public Affairs & Legislation:

D. Davis noted that a Bill was passed in mid-July protecting property owners from squatters.

Street & Development: No Report

Planning & Zoning: No Report

Regional Planning: No Report

Public Works & CTMA:

Study is ongoing, raw data should be available by the end of the year.

Regional Sewer:

Audit Report for 2023 was completed

Memorial Committee: No Report

Old Business:

- **Borough 5 Year Outlook – Tabled**
- **390 Betcher Road Hidden Driveway –**
 - **Property owners are willing to contribute. The Council would like to see them pay for half of the equipment.**

New Business: None

Council adjourned the meeting at 8:55PM

Respectfully submitted,

Marcus V. Dolny