

**MINUTES OF THE December 3, 2024  
MEETING OF TRAPPE BOROUGH COUNCIL**

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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 December 3, 2024 at 7:00 PM.

**Those present were:**

Scott Martin  
Mallory Perlin  
Julie Bechtel  
Mayor Matthew Wismer  
Erin Wismer  
Stu Strauss  
Theresa Pammer  
Dave Davis

**Also present:**

Solicitor Dave Onorato  
Borough Manager Marcus Dolny  
Engineer Paul Schmoll  
Treasurer John Klink

**Absent:** None

**Also in Attendance:**

Ron Rahmer, Brittany Sisca, Greg Ede, John Bolger, members of Trappe Fire Company, and Visitors

**ANNOUNCEMENTS:**

S. Martin announced that there would be an executive session with action proceeding it regarding personnel.

He also note that their will be a close out meeting on December 30, 2024 at 7:00PM

**APPROVAL OF THE MINUTES:**

The members of Council reviewed the minutes of the November 12, 2024, regular meeting:

**Motion to approve the minutes:**

**Moved:** S. Strauss

**Seconded:** T. Pammer

**Approved:** 7/0

**PUBLIC FORUM/AGENDA AND NON-AGENDA ITEMS:**

Mayor Wismer on behalf of J. Bechtel, R. Rahmer, and B. Sisca presented the 2024 Branden T. Sisca Volunteer Award to Deputy Fire Chief John Bolger.

M. Dolny along with Council Members welcomed those from the Fire Company in attendance to there new home, as construction on the new Fire Station comes near completion.

G. Ede, from Styer, presented Council with the audited financial reports and review for 2023. Once again the Borough remains in a strong financial position with another year operating in the

black. S. Martin and M. Dolny noted that 2024 will look very different due to the Fire House Capital Project but stated that 2025 will see a significant bounce back than to follow.

L. Restock asked about the possibility of a deer crossing sign to be placed on Williams Way. And asked about what goes into the decisions for using traffic calming measures like speed bumps. She finished her time urging Council to consider getting a police force.

## **STAFF REPORTS:**

### **Borough Engineer:**

#### **1. Streets Improvements**

2024 Street Improvements are complete. E 7<sup>th</sup> Avenue is scheduled for improvements in 2025, including reconstructing a section near 237 E 7<sup>th</sup> Ave to eliminate excessive cross slopes, and stormwater improvements near 347 E 7<sup>th</sup> Ave. Isett is assisting the Borough to ensure PennDOT Liquid Fuel funds are allocated towards the project.

A 10-Year Roadway Improvements and Maintenance Report has been provided to the Borough. The Report forecasts recommended treatments to maintain local roads between 2025 and 2034.

#### **2. MS4 - BMP (Best Management Practices) Design**

**MS4 Annual Tasks** – Isett consolidating MS4 NPDES permit documents into single binder for Trappe Borough. A reference source for the Borough starting 2025, and for use with future DEP office inspections.

**MS4 PRP** – current sediment reduction completed vs remaining sediment to Borough. Isett continues to review new opportunities for MS4 credits, where available.

#### **Sisca Community Park and Garden Phase**

The project is on schedule and ongoing tasks include the review and coordination of submittals, site progress and field meetings. The contractor has completed most of the underground utility work and will begin the stonewall installation the first week of December.

#### **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 November 22:

- The installation of underground conduit and site pole lighting for parking was being conducted during site visit.
- Wearing course and curbs were complete, week after Thanksgiving striping will be applied.
- Plantings, signage, sidewalks are to be completed week after Thanksgiving.
- Furniture is still being stored in Truck Bay awaiting assembly by fire staff.
- During the site visit a cleaning company was present doing the first wave of cleaning on the building.
- Toilet partitions and grab bars were being installed during site visit.
- Base boards were 100% complete.
- BIA to be present week after Thanksgiving for final inspection.

M. Dolny stated that P. Schmoll has prepare approval for Escrow release #6 for Confident Smile 803 W. Main Street in the amount of \$37,144.73

**A motion to approve:**

**Moved: J. Bechtel**

**Seconded: E. Wismer**

**Approved: 7/0**

**Treasurer’s Report:**

J. Klink presented the bill list dated November 30, 2024, for two payrolls, and direct charges from Phoenixville Federal Credit and listed bills for checks 1896 – 1916 for payment totaling \$650,156.74

**Motion to pay the bills as listed:**

**Moved: S. Strauss**

**Seconded: M. Perlin**

**Approved: 7/0**

J. Klink presented the bill list dated November 30, 2024, for the Liquid Fuels Fund direct charges by PECO in the amount of \$2,182.72.

**A motion to approve bills as listed:**

**Moved: T. Pammer**

**Seconded: J. Bechtel**

**Approved: 7/0**

J. Klink presented the bill list dated November 30, 2024, for check #1063 - #1065 for the Escrow Fund in the amount of \$20,520.00.

**Motion to pay the bills as listed:**

**Moved: J. Bechtel**

**Seconded: S. Strauss**

**Approved: 7/0**

J. Klink provided all monthly reports

**Mayor's Report:**

Reminded everyone to attend the tree lighting scheduled for tomorrow, Wednesday December 4, 2024 at 6:30PM.

**Borough Manager's Report:**

M. Dolny stated that after meeting with a committee of S. Martin, M. Perlin, and S. Strauss he made minor revisions to the budget that currently sits at a modest surplus and asked council to take action to advertise so that it would be able to be considered for adoption at the Dec. 30, 2024 meeting. This budget will include a half mil tax increase for Fire and Emergency Services as outlined in the 5 year debt repayment plan. S. Martin stated that after this year we should have a better understanding of what the new development will bring in the form of additional revenues and that will allow a debate over finishing the taxation plan in year five or supplementing debt service with general funds.

This budget will also provide for the realignment of staffing and roles within the office including the hiring of a third person to serve as a permit clerk and renovations to the municipal building.

E. Wismer did ask for further explanation of the tax plan and how it will be used moving forward. M. Dolny believes that Emergency Services will become the greatest cost for municipalities over the next decade and it is important to start preparing for this now.

**A motion to authorize M. Dolny to advertise the budget as presented:**

**Moved: M. Perlin                      Seconded: T. Pammer                      Approved: 7/0**

In conjunction with the budget ORDINANCE #477 was prepared for advertisement setting the 2025 tax rate.

**A motion to authorize M. Dolny to advertise ORDINANCE #477:**

**Moved: M. Perlin                      Seconded: J. Bechtel                      Approved: 7/0**

M. Dolny presented Council with dates for recognized holidays, council meetings, and planning commission meetings.

**A motion to accept and advertise:**

**Moved: T. Pammer                      Seconded: D. Davis                      Approved: 7/0**

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

**Borough Solicitor:**

D. Onorato reviewed with Council the differences in the Sewer Use Ordinance, which will be advertised and ready for adoption at the next meeting.

**A motion to authorize D. Onorato to prepare and advertise:**

**Moved: S. Strauss                      Seconded: E. Wismer                      Approved: 7/0**

**Motion to accept professional reports as presented:**

**Moved: J. Bechtel**

**Seconded: M. Perlin**

**Approved: 7/0**

## **COMMITTEE REPORTS**

### **Traffic and Safety:**

Reports were provided for emergency services, S. Martin stated that he met with M. Risel and T. Dimmerling continuing discussions with Upper Providence for Fire Services. He also has been speaking with J. Bolger and will be meeting with Trappe Fire Company Executive Board and Membership in the upcoming weeks.

M. Perlin stated that SEMS is working to be in station Jan 13, 2025 running 6 days a week, 6:00am to 6:00pm, with the goal to ramp up staffing and coverage as needed.

### **Administrative Services: No Report**

### **Business & Property: No Report**

### **Finance Committee:**

Council was presented with the previous years donations and was asked how to proceed with the 2024 Donations.

### **Motion to approve the same donations for 2024 with the addition of \$500.00 to Daily Bread Food Pantry:**

**Moved: M. Perlin**

**Seconded: S. Strauss**

**Approved: 7/0**

### **Parks & Recreation: No Report**

### **Public Affairs & Legislation: No Report**

### **Street & Development: No Report**

### **Planning & Zoning: No Report**

### **Regional Planning:**

Updated Perkiomen Regional Flood Study, the MONTCO 2050 plan is currently working on the Economic Development Chapter, and T. Pammer was happy to report they have reduced the high density housing areas moving back from that focus.

### **Public Works & CTMA:**

S. Strauss spoke to Council in regards to the possibility of a water rate increase. It was floated as much as 40% however it was left at a proposed 20% increase. After discussions it was left that

Council felt more comfortable with a 15% increase, since there was a 5% increase in April of 2024. S. Strauss and D. Onorato will inform the CTMA/Public Works Board of its to support for an approval of a 15 percent water rate increase in 2025.

**Regional Sewer: No Report**

**Memorial Committee: No Report**

**Old Business:**

- **Borough 5 Year Outlook - Tabled**

**New Business: None**

**Executive Session – Personnel**

Entered into at: 8:59PM

Concluded at: 9:15PM

**A motion to set wages for the following employees in 2025:**

**Marcus Dolny - \$125,000.00 Annually**

**Kim Godshall - \$60,000.00 Annually**

**Moved: S. Strauss**

**Seconded: M. Perlin**

**Approved: 7/0**

**A motion to approve a 3.5% raise for public works director Joe Hastings only after a review has been done and a clear list of objectives be given for the upcoming year:**

**Moved: M. Perlin**

**Seconded: S. Strauss**

**Approved: 7/0**

**Council adjourned the meeting at 9:21PM**

**Respectfully submitted,**

**Marcus V. Dolny**