

**MINUTES OF THE JANUARY 7, 2025  
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 January 30, 2024, at 7:00 PM.

**Those present were:**

Mallory Perlin  
Dave Davis  
Stu Strauss  
Erin Wismer  
Theresa Pammer  
Mayor Matthew Wismer

**Also present:**

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

**Absent:** Scott Martin, Julie Bechtel

**Also in Attendance:**

Visitors

**APPROVAL OF THE MINUTES:**

The members of Council reviewed the minutes of the December 30, 2024, regular meeting:

**Motion to approve the minutes:**

**Moved:** S. Strauss

**Seconded:** E. Wismer

**Approved:** 5/0

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

Public Hearing for Ordinance 478 - Entered into at 7:01PM and exited at 7:02 with no comment.

No other public Comment

**STAFF REPORTS:**

**Borough Engineer:**

**1. Streets Improvements**

E 7<sup>th</sup> Avenue is scheduled for improvements in 2025. Improvements include milling and paving the road with select base repair determined by our office upon milling, re-grading a 300' section near 237 E 7<sup>th</sup> Ave to eliminate excessive cross slopes, and the installation of a storm inlet and storm pipe to alleviate drainage concerns near 347 E 7<sup>th</sup> Ave.

W 5<sup>th</sup> Avenue improvements will be included as an alternate for 2025 street repairs. Improvements include milling and paving the road with select base repair determined by our office upon milling, and the establishment of gravel shoulders at select areas.

PennDOT Liquid Fuel funds can be allocated towards the 2025 Improvements.

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** – MS4 resource available for Borough use. Isett to coordinate stormwater management/ MS4 meeting with Borough to review resource folder and planning for 2025.

**MS4 PRP** – Isett to assist the Borough identifying water quality opportunities, when applicable.

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

The contractor has completed most stone walls and is scheduled to install the brick entrance wall in January, weather permitting. The restroom is being assembled off site. Ongoing tasks include submittal reviews, site progress, and field meetings. Change orders for both a bronze funding/recognition plaque and a border planting along the eastern boundary (between the playground and neighboring property) are being reviewed by DCNR.

### **Main Street Restoration**

NJS Concrete has agreed to replace additional sidewalk and curb along Main Street in 2025. The remaining MTF grant funds allocated for the Streetscape will be used for the work. They plan on performing this work in Spring, with an expected completion by the end of April 2025.

### **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.

**Treasurer’s Report:**

J. Klink presented the bill list dated January 5, 2025, for one payrolls, and direct charges from Phoenixville Federal Credit and listed bills for checks 1935 – 1955 for payment totaling \$793,799.99

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

**Moved: S. Strauss                      Seconded: D. Davis                      Approved: 5/0**

J. Klink presented the bill list dated January 5, 2025, for check #1066 - #1067 for the Escrow Fund in the amount of \$20,972.00.

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

**Moved: D. Davis                      Seconded: E. Wismer                      Approved: 5/0**

J. Klink provided all monthly reports

**Mayor’s Report:**

No Report

**Borough Manager’s Report:**

M. Dolny presented Council with RESOLUTION 2025-1 appointing the manager/secretary:

**A motion to approve RESOLUTION 2025-1:**

**Moved: S. Strauss                      Seconded: D. Davis                      Approved: 5/0**

M. Dolny presented Council with RESOLUTION 2025-2 appointing the treasurer:

**A motion to approve RESOLUTION 2025-2:**

**Moved: D. Davis                      Seconded: T.Pammer                      Approved: 5/0**

M. Dolny presented Council with RESOLUTION 2025-3 appointing the solicitor:

**A motion to approve RESOLUTION 2025-3:**

**Moved: S. Strauss                      Seconded: D. Davis                      Approved: 5/0**

M. Dolny presented Council with RESOLUTION 2025-4 appointing the engineer:

**A motion to approve RESOLUTION 2025-4:**

**Moved: E. Wismer                      Seconded: D. Davis                      Approved: 5/0**

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

**Borough Solicitor:**

D. Onorato presented Council with ORDINANCE #478 Amending local limits to Trappe Code of Ordinances Part 11, Chapter 1, Article G, Section 11-1102.9.

**A motion to approve ORDINANCE #478:**

**Moved: S. Strauss                      Seconded: T. Pammer                      Approved: 5/0**

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

**Moved: D. Davis                      Seconded: S. Strauss                      Approved: 5/0**

**COMMITTEE REPORTS**

**Traffic and Safety:**

Reports were provided for emergency services.

**Administrative Services: No Report**

**Business & Property: No Report**

**Finance Committee: No Report**

**Parks & Recreation: No Report**

**Public Affairs & Legislation: No Report**

**Street & Development: No Report**

**Planning & Zoning: No Report**

**Regional Planning:**

Will be meeting at Trappe Borough Hall in 2025

**Public Works & CTMA:**

Continued efforts to finalize pricing regarding efforts and options for water issues.

**Regional Sewer:**

Financially in a strong position.

**Memorial Committee: No Report**

**Old Business:**

- **Borough 5 Year Outlook – outline presented to Council for review and expansion**

**New Business: None**

**Council adjourned the meeting at 7:43PM**

**Respectfully submitted,**

**Marcus V. Dolny**