

**MINUTES OF THE February 4, 2025
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 February 4, 2025, at 7:01 PM.

Those present were:

Scott Martin
Mallory Perlin
Dave Davis
Stu Strauss
Erin Wismer (7:03)
Mayor Matthew Wismer (7:03)

Also present:

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

Absent: Julie Bechtel, Theresa Pammer

Also in Attendance:

Visitors

APPROVAL OF THE MINUTES:

The members of Council reviewed the minutes of the January 7, 2025, regular meeting:

Motion to approve the minutes:

Moved: S. Strauss Seconded: D. Davis Approved: 4/0

PUBLIC FORUM-AGENDA AND NON-AGENDA ITEMS:

No comment of public record

STAFF REPORTS:

Borough Engineer:

1. Streets Improvements

E 7th 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 7th Ave to eliminate excessive cross slopes, and the installation of a storm inlet and storm pipe to alleviate drainage concerns near 347 E 7th Ave.

W 5th 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 – Isett meeting with the Borough Manager, Wednesday, Feb 5th to review the Borough’s goals and tasks for 2025. Meeting will include general discussion of the upcoming MS4 permit for 2026, which DEP published a draft for public review and comments by March 15.

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

Sisca Community Park and Garden Phase

The contractor has completed stone farm wall and is scheduled to install the brick entrance wall the beginning of February. The concrete banding / curb has been installed for the playground and the contractor is currently building the forms for the concrete runnel. The restroom is being assembled off site. Ongoing tasks include submittal reviews, site progress and field meetings. DCNR reviewed and approved bronze funding/recognition plaque.

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 January 27, 2025:

- All furnishing has been put together by Trappe Fire Staff
- BIA has issued a CO request that has been sent to the Burrough
- Flagpole was delivered but damaged. Gorski is coordinating with flag pole company a new delivery/installation date. TBD.
- Topsoil around C-Box and Fire Extinguisher to be completed.
- There is an expansion crack in the gear room. Engine bay floors will be back in May to fix any cracks. Gorski says it takes one year for the building to settle.
- Ribbon cutting date TBD but anticipated beginning of Spring.
- Grant submission for Construction Compliance is nearing the end. Special Conditions are currently under review by the Office of Budget.

Treasurer's Report:

J. Klink presented the bill list dated January 31, 2025, for two payrolls, and direct charges from Phoenixville Federal Credit and listed bills for checks 1956 – 1984 for payment totaling \$207,799.49.

E. Wismer asked for clarification regarding fees associated with plowing, and S. Martin asked if there was a specific reason we weren't billed until now for summer road mowing.

Motion to pay the bills as listed:

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

J. Klink presented the Treasurer's Report dated January 31, 2025, for the Liquid Fuels Fund direct charges by PECO in the amount of \$2161.40.

A motion to approve bills as listed:

Moved: M. Perlin Seconded: D. Davis Approved: 5/0

J. Klink presented the bill list dated January 31, 2025, for check #1068 - #1070 for the Escrow Fund in the amount of \$261,003.25.

S. Strauss clarified that a letter of credit was in place before returning cash escrow for Linden Ridge Toll Bros.

Motion to pay the bills as listed:

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

J. Klink provided all monthly reports

Mavor's Report:

Noted that he was able to tour the new fire station.

Borough Manager's Report:

M. Dolny presented Council with RESOLUTION 2025-5 approving the new 10 year Roadway Plan:

A motion to approve RESOLUTION 2025-5:

Moved: D. Davis Seconded: M. Perlin Approved: 5/0

M. Dolny presented Council with a Regional Mutual Aid Agreement for Emergency Services proposed by Emergency Management Coordinator Dan Schaefer. D. Onorato had reviewed and saw no issue with signing:

A motion to approve:

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

M. Dolny presented Council with proposals for improvements to Borough Hall and the office:

A motion to approve proposal to My Dad's Flooring for Carpeting totaling \$5,165.00:

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

A motion to approve proposal to Richter for new office furniture not to exceed \$19,600.00:

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

M. Dolny presented Council with 2024 Key Accomplishments and Efforts which will be added to the record.

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

Borough Solicitor:

No Report

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, and Council Members attended a private reception to celebrate the new fire station.

M. Wittman asked about the role of auxiliary members in the fire company.

M. Dolny presented council with two change orders in relation to the construction of the Fire Station.

Motion to approve change order #3 in the amount of \$5,640.00:

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

Motion to approve change order #4 in the amount of \$6,000.00 credit:

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

The Council was presented with the 5 year contract for EMS services with Skippack Emergency Medical Services.

Motion to approve and enter into the termed agreement:

Moved: D. Davis Seconded: S. Strauss Approved: 4/0

M. Perlin abstained due to her involvement with Skippack Emergency Medical Services

Administrative Services:

Motion to approve Mallory Perlin reappointment to CTMA and Public Works:

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

Business & Property: No Report

Finance Committee: No Report

Parks & Recreation: No Report

Public Affairs & Legislation:

D. Davis provided Council with an updated chart of legislation for informational purposes and for the Council's review.

Street & Development:

E. Wismer asked about the frequency of Bridge inspections and the availability of those reports. M. Dolny said that the reports are given to the Borough once completed.

Planning & Zoning: No Report

Regional Planning: No Report

Public Works & CTMA:

First draft provided to Council from Entech regarding solutions for PFAS and PFOS. Representatives for Trappe were still not satisfied with the outcome. Further review needs to be conducted and the Council will be updated as such.

Regional Sewer: No Report

Memorial Committee: No Report

Old Business:

- **Borough 5 Year Outlook - no action**

New Business: None

Council adjourned the meeting at 8:44PM

Respectfully submitted,

Marcus V. Dolny