

**MINUTES OF THE JUNE 1, 2010
MEETING OF TRAPPE BOROUGH COUNCIL**

President, Fred Schuetz called to order the regularly scheduled meeting of Trappe Borough Council on June 1, 2010 at 7:00 p.m. at Trappe Borough Hall, 525 West Main Street, Trappe, Pennsylvania. The Pledge of Allegiance followed, led by Mayor Connie Peck.

Roll Call was made by the Borough Secretary. Those present were: President Fred Schuetz, Vice President Matthew Watson, Lew DiPrete, Paul Edwards, Catherine Johnson, Theodore Patrick, Nevin Scholl and Mayor Connie Peck. Also in attendance were Solicitor David Onorato, Esquire, Engineer John Sartor, P.E., Treasurer Joseph Lowe, Interim Borough Manager Robert Umstead and Borough Manager, Jacqui Guenther.

ANNOUNCEMENT OF EXECUTIVE SESSION: President Schuetz announced an Executive Session pertaining to personnel matters was conducted on May 19, 2010.

President Schuetz announced an Executive Session pertaining to personnel matters would be conducted at the conclusion of the public portion of this evening's meeting.

APPROVAL OF THE MINUTES: A true and correct copy of the Minutes of the May 4, 2010 Borough Council Meeting was provided to all and is available for review at Trappe Borough Hall.

On a motion by N. Scholl, seconded by C. Johnson, and carried unanimously, the Minutes of the May 4, 2010 Borough Council Meeting were approved as presented. Motion carried 7 – 0.

PUBLIC FORUM: President Schuetz called for public comment.

Russ Henze, who resides at Heritage Park, spoke at length about the plans for the Muhlenberg 300th Anniversary celebration scheduled to take place on September 6, 2011.

STAFF REPORTS:

Treasurer's Report: Joseph Lowe, Treasurer, presented the Treasurer's Report dated May 31, 2010, which included checks numbers 2140 through 2173 inclusive and electronic transfer of funds. There were no additional payables. A true and correct copy of the Treasurer's Report was provided to all and is available for review at Trappe Borough Hall.

On a motion by N. Scholl, seconded by L. DiPrete, and carried unanimously, payment of invoices included in the May 31, 2010 Treasurer's Report, check nos. 2140 through 2173 and electronic transfer of funds, were approved. Motion carried 7 – 0.

On a motion by N. Scholl, seconded by M. Watson, and carried unanimously, the May 31, 2010 Treasurer's Report was accepted as presented. Motion carried 7 – 0.

Manager's Report: Robert Umstead presented the Manager's Report. A true and correct copy of the Manager's Report was provided to all and is available for review at Trappe Borough Hall. Mr. Umstead made the following comments:

Mr. Umstead stated that it has been a pleasure working for the Borough and that he appreciated the opportunity to use his talents to assist during the transition period.

Proposed Ordinance for Recreational Vehicle, Boat & Trailer Storage: Mr. Umstead reported that due to a miscommunication the advertisement did not get placed in the Mercury in time for consideration at the June 1, 2010 Borough Council meeting. This agenda item has been rescheduled for the July 6, 2010 Borough Council meeting.

MS4 Announcement: Mr. Umstead reported that there was an illegal discharge onto Main St. on May 11, 2010. DEP, EPA, PA State Police, Trappe and Collegeville Fire Departments were all on the scene. The discharge was from a leaking tank on a truck which was transporting liquid fertilizer. The discharge was properly cleaned up by the transportation company's personnel. This event will need to be included in the 2011 NPDES Permit report. Mayor Peck stated that she did take pictures and would provide them to Ms. Guenther.

Non-residential fire safety inspection program. Mr. Umstead reported that the ordinance from Lower Providence Township was previously distributed. Mr. Umstead and Fire Marshal Italia were unable to meet prior to the Borough Council meeting and recommended that Ms. Guenther meet with Fire Marshal Italia to gather additional information for Council before their July 6, 2010 meeting.

Collegeville-Trappe Joint Public Works. Mr. Umstead advised that a letter has been received from Teamsters Local Union No. 830 indicating their desire to negotiate a successor agreement. President Schuetz indicated that an Executive Session will be conducted at the close of the Borough Council meeting to determine how best to proceed.

Stormwater Coalition: Council was desirous of additional information concerning this item. As such, Mr. Umstead reported that he spoke with Rod Hawthorne, Lower Pottsgrove Township Manager, who referred him to John Nagel of Montgomery Township. Mr. Umstead also reported that he had a conversation with Jason Brobst, Pottstown Borough Manager. The consortium is presently seeking funding from the PA State Association of Townships (PSATS). Also, Mr. Brobst is attempting to contact officials at PA State Association of Boroughs (PSAB) in an attempt to gain their support. Mr. Umstead has offered his assistance in contacting PSAB as he has many contacts at PSAB which may be of value. Even after his termination with Trappe, he will make himself available if needed.

Line Painting - Main St. & Third Ave.: Mr. Umstead reported that the "Keep off Shoulder" signs have been installed and that a quote for the line painting has been received and a copy was provided Council. Council asked Ms. Guenther to look into the quality of the materials being used and to see what other materials they can offer and at what cost.

Rambo Park: Mr. Umstead reported that Gilmore & Associates has prepared plans for the Rambo Park walkway easement. President Schuetz stated that he would set up a meeting with the property owner, Mr. McIlwain, Mayor Peck, Ms. Guenther and himself to discuss the easement.

Montgomery County Bar Association: Mr. Umstead stated that the Montgomery County Bar Association has offered an Opinion stating that individuals cannot be represented by persons who are not attorneys at any quasi-judicial proceedings.

Solicitor D. Onorato commented that he firmly agreed with the Montgomery County Bar Association's decision.

Music School Request to use Borough Property: Mr. Umstead stated that the Music School proprietor has withdrawn their request to use Borough Property for an event they planned to hold, which was subsequently cancelled.

Banner Permit: Mr. Umstead stated that he received the PennDOT permit to hang the banner over Main Street. P. Edwards stated that he would contact the fire department to see if they could hang the banner using their bucket truck.

Mayor's Report: Mayor Connie Peck presented the Mayor's Report. A true and correct copy of the Mayor's Report was provided to all and is available for review at Trappe Borough Hall. Mayor Peck made the following comments:

Mayor Peck reported that she performed the marriage of Aaron McCoach and Ashley McClelland in Upper Providence Township. Mayor Peck did prepare the official paperwork and forwarded same to the Clerk of Orphan's Court for filing.

Mayor Peck acknowledged Alexandra Green and Adam Green for their contributions to developing the scavenger hunt and brochure for the Rambo Park Dedication to be held June 12, 2010.

Mayor Peck stated that the Historical Society has requested Auxiliary Police for three dates: (1) Heritage Day on Saturday, September 18, 2010 from 10:30 a.m. to 4:30 p.m.; (2) Candlelight Tour on Sunday, December 5, 2010 from 3:30 p.m. to 7:30 p.m.; and (3) Schwenksville Women's Club Holiday House on Saturday, December 11, 2010 from 10:00 a.m. to 4:00 p.m. And that parking would be located at St. Luke's UCC Church. Mayor Peck further stated that the Historical Society is a non-profit organization and as such is requesting the Borough of Trappe to provide these services at no cost to them.

Mayor Peck authorized the Auxiliary Police to direct traffic on May 18, 2010 in the morning and afternoon during voting hours. Mayor Peck requested a motion from Borough Council, after the fact, as she inadvertently negated to bring this up during the May 4, 2010 Borough Council meeting.

On a motion by T. Patrick, seconded by P. Edwards and carried unanimously, authorization for use of the Auxiliary Police for: Heritage Day on Saturday, September 18, 2010 from 10:30 a.m. to 4:30 p.m.; Candlelight Tour on Sunday, December 5, 2010 from 3:30 p.m. to 7:30 p.m.; Schwenksville Women's Club Holiday House on Saturday, December 11, 2010 from 10:00 a.m. to 4:00 p.m. and May 18, 2010 in the morning and afternoon during voting hours was approved. Motion carried 7 – 0.

Mayor Peck reported that the Speaker's House will be holding a potluck picnic on June 26, 2010 and invited their historical partners as well as the Trappe Borough Council and Colledgeville Borough Council. They have requested that Trappe residents provide desserts for the picnic and that anyone interested in attending should RSVP on or before June 23, 2010.

Mayor Peck read a congratulatory letter from Senator Andrew E. Dinniman which was sent to the Borough of Trappe in recognition of the Governor's Award for Local Government Excellence in Fiscal Accountability.

Mayor Peck reported that plans for Trappe Day, scheduled to take place on September 11, 2010, are progressing and that letters requesting business sponsors and vendors have been sent and returns are being received. Mayor Peck further advised that the next Trappe Day meeting is scheduled for June 7, 2010.

Engineer's Report: John Sartor presented the Engineer's Report. A true and correct copy of the Engineer's Report was provided to all and is available for review at Trappe Borough Hall. J. Sartor made the following comments.

Mr. Sartor reported that he met with Joe Gambone on May 21, 2010 to discuss outstanding subdivision and land development requirements from the D'Andrea Subdivision approval that were waived until time of building permit application.

Mr. Sartor also reported that the survey of the pedestrian access easement from Main Street to Rambo Park was completed and that the plans for same were submitted for Borough Council's review.

Mr. Sartor stated that he provided a review letter on the Weber Subdivision (123 West Main Street) to Borough Council on May 12, 2010 for their review.

Solicitor's Report: Dave Onorato, Esquire reported that the College Woods litigation is proceeding.

On a motion by M. Watson, seconded by T. Patrick and carried unanimously, the Manager's Report, Mayor's Report, Engineer's Report and Solicitor's Report were approved as presented. Motion carried 7 – 0.

PUBLIC FORUM FOR AGENDA ITEMS: President Schuetz called for public comment. There was no comment.

COMMITTEE REPORTS:

Finance: N. Scholl reported that he received the Upper Providence Township Comprehensive Plan update. Mr. Scholl asked that a letter be sent to Upper Providence Township requesting funding for the Trappe Fire Company No. 1. Mr. Scholl stated that he would prepare a draft letter and present it to the Finance Committee for their review.

Public Works & Recycling: C. Johnson stated that contract negotiation discussions for the Collegeville-Trappe Joint Public Works Department would be held in executive session following the Borough Council meeting.

Collegeville-Trappe Municipal Authority: There was no report given.

Streets, Traffic & Safety: P. Edwards presented the Streets, Traffic and Safety Committee's May 20, 2010 Report. A true and correct copy of the STS Committee's Report is available for review at Trappe Borough Hall. Mr. Edwards made the following comments:

Mr. Edwards would like to have a traffic study performed at the intersection of Meadowview Drive and Borough Line Road. There are two stop signs at this tree-way intersection. Mr. Edwards would like Ms. Guenther to contact Upper Providence Township about reinstalling the third stop sign which was located in Upper Providence Township.

Mr. Edwards also would like to have road markings posted along Borough Line Road that say "SLOW - 25 MPH" where previously recommended.

Mr. Edwards stated that he has requested Lt. Buckley, Pennsylvania State Police, to provide him with police accident reports reflecting the addresses of where the accidents have occurred. Mr. Edwards will monitor this information to determine if traffic studies should be performed for the safety of drivers in the Borough limits.

Planning, Zoning & Ordinances: C. Johnson reported that the first regional Planning Commission update of the Comprehensive Plan was reviewed and there were no major changes.

Property & Open Space: T. Patrick reported that he requested proposals from landscaping companies to cleanup and landscape around Borough Hall. Mr. Umstead stated that he sent out requests for proposals from four landscapers. He received one response from Sassafras Landscaping for the sum of \$885.00.

On a motion by T. Patrick, seconded by P. Edwards and carried unanimously, authorization to hire Sassafras Landscaping to perform landscaping at Borough Hall, pursuant to their proposal, for the sum of \$885.00 was approved. Motion carried 7 – 0.

Personnel, Appointments & Ordinances (L. DiPrete) – L. DiPrete stated that there was an executive session held on May 19, 2010 to discuss personnel matters.

On a motion by L. DiPrete, seconded by T. Patrick and carried unanimously, Jacqui Guenther was appointed to the positions of Borough Manager, Borough Secretary, Zoning Officer and Right-To-Know Officer to be effective June 1, 2010. Motion carried 7 – 0.

L. DiPrete reported that he received a letter of resignation from the Tax Collector, Cathy Kelemen effective June 1, 2010.

On a motion by M. Watson, seconded by N. Scholl and carried unanimously, the resignation of Tax Collector, Cathy Kelemen was accepted effective June 1, 2010. Motion carried 7 – 0.

OLD BUSINESS:

Main Street Survey: President Schuetz reported that the Borough received a total of 287 responses to the Main Street Survey, 272 of which were from residents and 15 from business establishments.

NEW BUSINESS:

Tax Collector: Discussion amongst Council ensued regarding the appointment of a new tax collector. D. Onorato advised that Borough Council should advertise a Special Meeting to take place in the near future at which time Borough Council could interview applicants. President Schuetz directed Ms. Guenther to place notice on the Borough website and in the newspaper seeking a Tax Collector and to collect resumes from qualified applicants for Borough Council's consideration.

On a motion by P. Edwards, seconded by T. Patrick, and carried unanimously, the Borough Secretary was authorized to advertise a Special Meeting of the Borough Council to take place on June 10, 2010 at 7:00 p.m. for the purpose of interviewing applicants to replace the Tax Collector. Motion carried 7 – 0.

T. Scholl asked Ms. Guenther to find out what the Tax Collector's compensation from the School District and the County is for their services. Ms. Guenther agreed to do so and to report her findings to Council.

Insurance Coverage: N. Scholl stated he will review the insurance policy to see if Borough Hall would have insurance coverage in the event of a sewer backup.

Banner at Rambo Park: P. Edwards inquired about the use of the banner at Rambo Park Dedication. President Schuetz stated that he prefer not to have the Governor's Award for Local Government Excellence Banner placed at Rambo Park for the dedication ceremony.

At 9:10 p.m. Council entered into Executive Session.

At 10:12 p.m. Council adjourned from Executive Session.

There being no additional business to conduct, at 10:13 p.m. a motion to adjourn was made by C. Johnson, seconded by M. Watson, and carried unanimously. Motion carried 7 – 0.

Respectfully submitted,

Jacqui Guenther
Borough Manager / Borough Secretary.