

MINUTES TO THE MEETING OF TRAPPE BOROUGH COUNCIL

May 4, 2010

The regularly scheduled meeting of Trappe Borough Council was called to order at 7:00 p.m. by President Fred Schuetz.

Pledge of Allegiance to the Flag: The Pledge of Allegiance was led by Mayor Peck.

Roll Call by the Borough Secretary: Those present were President Fred Schuetz, Vice President Matt Watson, Lew DiPrete, Paul Edwards, Catherine Johnson, Ted Patrick, Nevin Scholl and Mayor Connie Peck. Also in attendance were Solicitor Dave Onorato, Engineer John Sartor, Treasurer Joe Lowe and Interim Manager Robert Umstead.

Announcement of Executive Session: President Schuetz announced an Executive Session pertaining to personnel and litigation matters was conducted prior to this evening's meeting and previously on April 27 and April 29, 2010.

L. DiPrete explained the procedures that the Personnel Committee had followed in attempting to find a replacement for the Borough Manager. Advertisements were placed in appropriate venues and on the Craig's List. Thirty-eight resumes were received and reviewed. Six candidates were chosen by the committee and interviewed. Two candidates were found to be outstanding and appropriate for the position in Trappe. These two candidates were interviewed by the entire Borough Council. It was the unanimous consensus of all Councilors that Jacqui Guenther was the candidate best suited for Trappe Borough.

L. DiPrete motioned to appoint Jacqui Guenther to the position of Borough Manager, to be issued a conditional offer of employment subject to receiving credit checks, background checks and a check of the Motor Vehicle records, the appointment to be effective May 24, 2010, seconded by T. Patrick. Motion carried 7 – 0.

L. DiPrete then presented a brief background history of Ms. Guenther outlining her previous history of employment and accomplishments.

P. Edwards thanked L. DiPrete and the Personnel Committee for their efforts in obtaining a Borough Manager

President Schuetz announced an Executive Session pertaining to land acquisition matters would be conducted at the conclusion of the public portion of this evening's meeting. President Schuetz noted a vote may be taken on a matter of land acquisition.

Minutes of the Meeting of April 6, 2010: All received a copy of the minutes for the April 6 2010 Monthly Meeting.

Two changes to the minutes were made. Page 3 fifth (5th) paragraph stating N. Scholl abstained due to dealings with Dr. Weber, should read Dr. Weber's engineer. Also on page 7 Property & Open Space Committee Report C. Johnson should be amended to F. Schuetz.

N. Scholl motioned to approve the minutes for the April 6, 2010 Monthly Meeting, as amended, second by T. Patrick, all ayes. Motion carried 7 – 0.

Open to the Public for Non-Agenda Items:

Kathleen McDowell reported that a large number of persons attended clean up day at Rambo Park. Thanks to all who participated.

Financial Reports: All received a copy of the Treasurer's Report dated May 4, 2010, which included checks #2075 & 2076 plus checks #2095 to #2139 inclusive. There were no additional payables.

N. Scholl reported that the Real Estate Transfer Tax and EIT income amounts as of April 30, 2010 were on target for the annual period.

N. Scholl motioned to approve payment of the bills included in the May 4, 2010 Treasurer's Report, and electronic transfer, second by L. DiPrete, all ayes. Motion carried 7 – 0.

N. Scholl motioned to accept the Treasurer's Report, second by M. Watson, all ayes. Motion carried 7 – 0.

Manager's Report: Mr. Umstead presented the below-noted matters:

Zoning Ordinance as to the parking of Recreational Vehicles, Boats and Trailers on Properties
In accordance with the April 6, 2010 Council minutes the ordinance was amended to include the remarks of the April 6, 2010 meeting and presented for discussion. Two additional changes were authorized. Section 340-119 A.(4) second line three (3) feet is to be changed to five (5) feet. Also in Section 340-119 A. (5) third line the word 'include" is to be changed to "exclude".

T. Patrick motioned to advertise the ordinance as amended to be considered for adoption at a public hearing at the June 1, 2010 Council meeting second by C. Johnson, all ayes Motion carried. 7-0

Non-residential fire safety inspection program – Remarks received by the Borough Manager from Council members and others were presented. Solicitor Onorato responded that the only ordinance he was able to locate was one that he authored for Lower Providence Twp. The ordinance was provided to the Borough Manager. A lengthy discussion followed presenting various pro and cons concerning a possible ordinance which included fees based on actual costs, including the inspection as part of an existing inspection program already in place, ADA compliance, etc. It was determined that the Lower Providence Ordinance should be distributed

to all Council members. It was also noted that the Fire Marshall was to present additional information concerning this matter. This has not been received.

Pedestrian access to Rambo Park - At the April 6 meeting, it was determined that an appraisal should be obtained for easements to Rambo Park from Main Street and W. Seventh Ave. In order to obtain an appraisal on the Main St. access, it will be required to obtain a survey of the two properties in question locating certain landmarks and property boundaries along with a proposed location of the easement. Gilmore & Associates has prepared a proposal "Not to exceed \$1,750" to prepare the necessary plan. A brief discussion followed.

M. Watson motioned that Gilmore & Associates be authorized to proceed with preparing the plan necessary to secure an appraisal of the properties in accordance with the above proposal, seconded by P. Edwards all ayes. Motion carried. 7-0

Upper Providence Township Comprehensive Plan Update A revised draft plan dated April 14, 2010 was received. Mr. Umstead reviewed that sections relating to Trappe. Also there is a section which outlines the Fire Protection services presently in place and a Strategic Plan for the future of fire and emergency services. It was determined that a copy of the pertinent sections be distributed to Council and the Fire Co.

Mayor's Report: Mayor Peck reported that Clean Up Day at Rambo Park was a success. Plans are being formulated for the park dedication to be held June 12. Two students are presently working on the plans for a scavenger hunt. Other activities are being planned with coordination from President Schuetz. President Schuetz stated that he is working with a number of organizations in an attempt to get a concerted effort to combine the Historical Society efforts and that of the Speakers House for a joint celebration. Trappe Day plans are moving forward.

Engineer's Report: All received a copy of the Engineer's Report. There were no questions. Mr. Sartor presented an update on the Borough's MS4 Permit. The permit originally was to be for a period of five years and has been extended at least one year. The new permit which has been proposed by DEP will increase the cost significantly for the Borough to comply. There is a consortium of municipalities that are presently meeting in an attempt to determine the best course of action in complying or objecting to the new requirements. The next meeting is scheduled for early May. The cost to join the consortium is not known. The Borough Manager was directed to obtain additional information concerning the consortium. N. Scholl stated it may be time to join the consortium.

Solicitor's Report: The Solicitor requested authorization to prepare an answer in the matter of College Woods Homeowners Association vs. Trappe Borough.

Motion by L. DiPrete to authorize Solicitor Onorato to prepare an answer in the matter of College Woods Homeowners Association vs Trappe Borough, seconded by T. Patrick. Motion carried 6-0 1 abstention N. Scholl

L. DiPrete motioned to approve the Manager's Report, Mayor's Report, Engineer's Report and Solicitor's Report as presented, second by P. Edwards, all ayes. Motion carried 7 – 0.

Open to the Public for Non-Agenda Items: There was no comment.

Committee Reports:

Finance (N. Scholl) – N. Scholl advised the committee met with the insurance broker in an attempt to determine how to proceed with the Borough insurance requirements which renew in May. It is the recommendation of the committee that the insurance remain with the same broker, Thomas Insurance Group, with the following changes in coverage. The deductible should be increased to \$1,000 from \$500 on the building, with the building being insured for 100% of value instead of the existing 80%. An agreed amount endorsement should be added to the policy, the umbrella liability insurance should be increased to \$5 million instead of the existing \$1 million. Employee Dishonesty coverage should be added in an amount of \$500,000. These changes in coverage will result in an approximate increase in premium of \$2,500 to approximately \$34,500 per year. The exclusion endorsements will be reviewed by the committee and reported on at a later date. P. Edwards requested a copy of the sewer and water back-up coverage for evaluation.

N. Scholl motioned to renew the insurance with the above noted changes with Thomas Insurance Group, seconded by M. Watson, all ayes. Motion carried 7-0.

Public Works & Recycling (M. Watson) – The CTMA draft audit was presented and is available for review.

Collegetown-Trappe Municipal Authority (W. Bryant) – There was no report.

Streets, Traffic & Safety (P. Edwards) – P. Edwards noted the committee is expected to meet in May.

Planning, Zoning & Ordinances (C. Johnson) – C. Johnson noted the Committee will not meet in May.

Property & Open Space (F. Schuetz) – President Schuetz noted that the 4th Annual Work Day at Rambo Park was a success. A port-a-john was located on the premises for the day. F. Schuetz also recommended that the port-a-john be left on the premises. A question arose concerning ADA compliance. This port-a-john is not ADA approved. Manager Umstead is to secure costs for a port-a-john that is ADA compliant and report at the June meeting. Plans were moving forward for the dedication to be held on June 12. Also, since approximately \$500 was spent on trees and flowers in Rambo Park he was going to ask the Public Works to water them on an as needed basis.

Personnel, Appointments & Ordinances (L. DiPrete) – There was no further report.

Old Business:

The West Main Street Vision Study survey has been mailed to all residents. M. Watson request all residents to return the survey promptly.

P. Edwards expressed his disappoint in the mailing as there was no stamped, return envelope nor was there any method to return via email or fax.. The survey could have been prepared that it could be completed and folded with the Borough address printed.

New Business:

P. Edwards presented a proposal to purchase a banner for installation across Main St. denoting the fact that the Borough has been awarded the 2010 Governor's Award for Local Government Excellence. The banner would be three (3) feet by twenty (20) feet and include the wording "Borough of Trappe 2010 Pennsylvania Governor's Award Recognized for Local Government Excellence." The proposed cost is \$560 from Sign Studio 753 W. Main Street.

P. Edwards motioned to purchase a banner as presented on the proposal dated May 4, 2010 from Sign Studio for a cost not to exceed \$600, seconded by M. Watson. 6 Ayes 1 Nay N. Scholl Motion carried 6-1.

A brief discussion followed concerning the need for a permit from Penn DOT.

P. Edwards motioned to authorize the Borough Manager to file the appropriate application to Penn DOT for authorization to install the banner, seconded by T. Patrick. All ayes. Motion carried.

RAMBO PARK SIGN - It was suggested that a sign directing persons to Rambo Park be installed. A brief discussion followed. It was determined that further information and a review of various signs and ordinances be completed and a report be presented at a subsequent meeting.

At 9:05 p.m. Council entered into Executive Session.

At 9:20 p.m. Council adjourned from Executive Session.

At 9:21 p.m., there being no additional business, a motion to adjourn was made by P. Edwards, second by T.Patrick, all ayes. Motion carried 7 – 0.

Respectfully submitted,

Robert T. Umstead.
Interim Borough Manager / Borough Secretary.