

**MINUTES OF THE FEBRUARY 1, 2011  
MEETING OF TRAPPE BOROUGH COUNCIL**

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President, Fred Schuetz called to order the regularly scheduled meeting of Trappe Borough Council on February 1, 2011 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, Lewis 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 Justin Nepo, representing Hanna McGlone & Co., and Borough Manager, Jacqui Guenther.

**ANNOUNCEMENT OF EXECUTIVE SESSION:** President Schuetz announced that there would not be an Executive Session following the Borough Council meeting this evening.

**APPROVAL OF THE MINUTES:** A true and correct copy of the Minutes of the January 4, 2011 Meeting of Borough Council was provided to all and is available for review at Trappe Borough Hall.

*On a motion by N. Scholl, seconded by M. Watson, and carried unanimously, the Minutes of the January 4, 2011 Meeting of Borough Council were approved, as revised. Motion carried 7 – 0.*

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

**STAFF REPORTS:**

**Treasurer's Report:** Justin Nepo, on behalf of Hanna McGlone, Treasurer, presented the Treasurer's Report dated January 31, 2011, which included check numbers 1005 through 1042 from the PNC Bank General Fund, electronic transfer of funds to Paychex, and check numbers 1001 through 1003 from the PNC Bank State Fund. 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.

N. Scholl asked what check number 1023 made payable to "PRPS" was for. J. Guenther responded that it was for the PRPS Convention that she thought President Schuetz wanted to attend. President Schuetz responded that he did not make that request and the check was voided by J. Guenther.

*On a motion by N. Scholl, seconded by T. Patrick, and carried unanimously, payment of invoices included in the January 31, 2011 Treasurer's Report, check numbers 1005 through 1042, with the exception of check nos. 1023 and 1040 having been voided, from the PNC*

*Bank General Fund, electronic transfer of funds to Paychex, and check numbers 1001 through 1003 from the PNC Bank State Fund, were approved. Motion carried 7 – 0.*

*On a motion by N. Scholl, seconded by C. Johnson, and carried unanimously, the January 31, 2011 Treasurer's Report was accepted as presented. Motion carried 7 – 0.*

**Borough Manager's Report:** Jacqui Guenther presented the Manager's Report, a true and correct copy of which was provided to all and is available for review at Trappe Borough Hall. J. Guenther made the following comment:

**MS4 Announcement - Creek Friendly Yard Care - Winter Tips:** J. Guenther stated that as part of the Borough's ongoing efforts to protect and preserve our community's watershed during winter, there are still some things that can be done to your yard which will help reduce the need for pesticides next growing season. J. Guenther stated the following: (1) residents should spray dormant oil on bark surfaces of disease and pest prone ornamental trees and shrubs. Dormant oil is non-toxic and works to kill overwintering insect eggs and fungal spores. Spray this heavy oil before leaves or buds appear and when temperatures are above 40 degrees. Check product label for a list of plants that are sensitive, such as azaleas. Also, do not spray on blue needled conifers such as blue spruce; (2) Spray a leaf protectant, such as Wilt-pruf®, to hollies, rhododendrons, and other broadleaf evergreen plants to protect against winter moisture loss. Spray early in the winter season when temperature is above freezing; and (3) late winter over seeding of lawns and seeding of bare spots is a good time to begin to increase turf density before weed seeds have time to germinate.

**Mayor's Report:** Mayor Connie Peck presented the Mayor's report, a true and correct copy of which was provided to all and is available for review at Trappe Borough Hall. Mayor Peck made the following comment:

Mayor Peck stated that at the Muhlenberg 300 meeting, the Board reviewed the group's ability to obtain a 501(c)(3) non-profit status and determined that there was not a sufficient amount of time to obtain the nonprofit status to enable them to solicit monies for up coming events. Mayor Peck stated that the MHP300 group suggested that each of the four entities that make up the partnership host an event and that the Borough of Trappe be the host of the Memorial Day Parade. Mayor Peck further stated that she would like Borough Council to consider hosting the parade and setting up a separate line item in their accounting for revenue and expenditures for the MHP300 so that any monies solicited by them from businesses and community could be placed into the Borough general fund account and likewise, payments could be made by the Borough from those funds on behalf of the MHP300. Whereupon discussion ensued.

Solicitor D. Onorato stated that the Borough should not engage in such an endeavor because while the Borough is a non-profit organization, it is not a charitable organization and as such handling the funds on behalf of the MHP300 would be considered an unacceptable practice. J. Nepo concurred with D. Onorato. D. Onorato suggested that one of the other entities, all of which are non-profit organizations, take on the role of handling the funds generated for events on behalf of the MHP300.

**Engineer's Report:** John Sartor presented the Engineer's Report dated January 26, 2011, a true and correct copy of which was provided to all and is available for review at Trappe Borough Hall.

**Solicitor's Report:** Dave Onorato, Esquire, stated that he had nothing to report.

*On a motion by P. Edwards, seconded by T. Patrick, and carried unanimously, the Borough Manager's Report, Mayor's Report and Engineer's Report were approved as presented. Motion carried 7 – 0.*

### **COMMITTEE REPORTS:**

**Finance:** N. Scholl asked if Borough Council would agree to allow him to research investing Borough funds into a CD's in the amount of \$250,000.00 to yield a better return on interest. President Schuetz stated that Nevin could proceed with that course of action.

**Public Works & Recycling:** Matt Watson stated that the Reorganization was held in January, 2011 and that P. Edwards was the Trappe appointed Chairman of the CTJPWD and that C. Johnson was the Trappe appointed Treasurer and Assistant Secretary of the CTJPWD.

**Collegeville-Trappe Municipal Authority:** President Schuetz presented the CTMA Report, a true and correct copy of which was provided to all and is available for review at Trappe Borough Hall. President Schuetz made the following comment:

President Schuetz stated that plans are being developed to conduct a video inspection of approximately 20% of the sewer system during 2011. N. Scholl asked if this was going to be done on the Main Street sewer line. Whereupon discussion ensued. C. Johnson stated that they would bring this before the CTMA Board at their next meeting.

**Streets, Traffic & Safety:** P. Edwards reported that the Streets, Traffic and Safety Committee held a joint meeting with the "TTT" Committee on January 20, 2011. P. Edwards made the following comments:

P. Edwards stated that there were 77 ambulance calls, 24 fire calls and 59 police calls for the month of January 2011. P. Edwards stated that the police calls included a rape and a runaway.

Fire Chief Brian Long stated that there were actually 150 ambulance calls for the month of January, 77 of which were in Trappe. Chief Long reported that there were 202 incident responses in total for the month of January, 2011. Chief Long further stated that residents need to shovel around existing fire hydrants so that they are accessible in the event of an emergency. J. Guenther stated that she did send out an email blast and additionally placed a notice on the Borough website regarding the fire hydrant issue. Chief Long stated that they placed their entire inventory of the flags at selected fire hydrant locations but that they needed approximately 50 more to be able to place a flag at every fire hydrant. J. Guenther stated that she would look into the cost of the additional 50 flags and will report the costs back to Borough Council for their consideration.

P. Edwards stated that there was a special joint meeting with members of the Streets Traffic and Safety (“STS”) Committee, Trappe Today and Tomorrow (“TTT”) Committee, the Borough Manager, Jacqui Guenther and the Borough Engineer, Gilmore and Associates. P. Edwards stated that John Sartor and Eric Kaufman of Gilmore and Associates gave an enlightening presentation and discussed in detail the engineering and design work involved with our Main Street Revitalization Project. P. Edwards stated that J. Sartor offered suggestions on what steps would be needed when working with PennDot and typically was needed when approaching the state for grants. P. Edwards reported that J. Sartor also shared how Gilmore and Associates, having worked on similar projects with other municipalities like ours, could help navigate us through the complexities involved and offered various ideas on ways we could streamline the process, be more efficient with the overall plan and ways to keep the costs down. P. Edwards further stated that sidewalks, ADA ramps, easements and trees were discussed as well as suggestions on what type of curbs to install/replace related to the new (pending) storm water guidelines and also street lamps and traffic signals. P. Edwards noted that replacement and repairs of the sidewalks were a priority for the safety and ability of those who use Main Street and this will need to be addressed as soon as possible. P. Edwards stated that there was much discussion regarding the cost of the project and that H. Frazier and J. Guenther explained that this project was to be funded through grants and donations and would be a long term investment and commitment over the next five to ten years. P. Edwards stated that President Fred Schuetz shared with all that it took over ten years from concept to completion for Rambo Park and it was funded almost entirely by grant monies and local contributions. P. Edwards stated that the TTT Committee shared their status as a non- profit entity which would allow them to solicit donations from various businesses and organizations to also help with the funding.

**Planning, Zoning & Ordinances:** M. Watson presented the Planning, Zoning & Ordinance Report, a true and correct copy of which was provided to all and is available for review at Trappe Borough Hall.

**Property & Open Space:** President Schuetz presented the Property & Open Space Report, a true and correct copy of which was provided to all and is available for review at Trappe Borough Hall. President Schuetz made the following comment:

President Schuetz stated that the Butterfly Garden designs would be judged by Mayor Peck, Holly Harper of the Natural Lands Trust and a yet-to-be named representative from PECO. President Schuetz further stated that a work day for the PVSD middle school students was planned for April 19, 2011 and that an additional work day for adults would be scheduled on a different date sometime in April or May.

**Personnel & Appointments:** C. Johnson stated that the committee did meet but the discussions would not be made public due to their nature and content dealing with personnel. C. Johnson further stated that they committee is working on a personnel policy and would review it with the Personnel Committee before bringing it before Borough Council.

**OLD BUSINESS:** President Schuetz called for any old business.

N. Scholl stated that there was an agreement made between the Borough of Trappe and the Borough of Collegeville approximately twenty years ago to dissolve the CTMA after all debts were paid. N. Scholl stated that those debts were satisfied over three years ago and nothing has been done to dissolve the CTMA. Whereupon discussion ensued.

President Schuetz stated that he would like this issue to be placed on Borough Council's March Agenda for further discussion.

**NEW BUSINESS:**

**DeMutis Land Development:** J. Sartor stated that he is in receipt of Escrow Release No. 3 from Manavon Construction, LLC for the DeMutis/3D One Property Group, Ltd Land Development located on West Main Street, requesting the release of \$137,637.00.

*On a motion by T. Patrick, seconded by N. Scholl, and carried unanimously, Escrow Release No. 3 was granted and authorization to Susquehanna Bank to reduce the Letter of Credit for the DeMutis/3D One Property Group Ltd. Land Development located on West Main Street by the sum of \$137,637.00 was approved. Motion carried 7 – 0.*

P. Edwards stated that because of recent events in the news he is concerned for the safety of the Borough's files and employees and asked that the Borough Manager look into the following security measures: (1) using the existing alarm; (2) having panic buttons installed in the Borough Hall meeting room and offices; (3) having a buzzer door entry system for the office; (4) a sliding glass window to the office area; and (4) surveillance cameras. Whereupon discussion ensued.

J. Guenther stated that she would look into these security items and would report back to Borough Council with her findings.

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

**ADJOURNMENT:**

There being no additional business to conduct, at 7:43 p.m. a motion to adjourn was made by P. Edwards, seconded by T. Patrick, and carried unanimously by those members present. Motion carried 7 – 0.

**Respectfully submitted,**

**Jacqui Guenther  
Borough Manager / Borough Secretary**