

September 13, 2018

A regular meeting of the Council of the Borough of Trainer was held on the above date at the Trainer Municipal Building, 824 Main Street, Trainer, PA with Vice President Regina Beck calling the meeting to order at 7:00 p.m. Eastern Standard Time.

**PLEDGE OF ALLEGIANCE AND A MOMENT OF SILENCE**

The meeting was opened with the Pledge of Allegiance to the American Flag and followed by a moment of silence.

**PRESENT**

- Frances Zalewski – Mayor
- Regina Beck – Vice President
- Joseph Maher– Councilman
- Jim Cassidy – Councilman
- Ed McDaniel – Councilman
- Awilda Burgos – Councilwoman

- Eileen Nelson – Engineer
- Mike Sheridan – Solicitor

**ABSENT**

- Gregory Miley– President
- John Mathews – Councilman
- Mark Possenti – Manager

**MINUTES AUGUST CAUCUS**

The minutes of the August Caucus meeting were motioned for approval by Councilperson Cassidy to accept and seconded by Councilperson Maher. No opposition. Motion carried.

**MINUTES**

The minutes of the August meeting were motioned for approval by Councilperson Maher to accept and seconded by Councilperson Cassidy. No opposition. Motion carried.

**GENERAL FUND**

It was motioned that the proper Borough Officials be authorized to draw orders on the Borough Treasure in favor of the following persons and in the amounts shown. Where such orders have already been drawn, the actions of the Borough Officials in so doing be ratified and confirmed. It was motioned, the August bills for approval by Councilperson Cassidy and seconded by Councilperson Maher. No opposition. Councilperson Cassidy asked Eileen to check the number of fire hydrants in the Borough to make sure we are not being over-charged by CWA. Motion carried.

**AUGUST GENERAL FUND BILLS**

|                          |                                     |           |
|--------------------------|-------------------------------------|-----------|
| Orlando, Victoria        | Reimburse for website renewal       | -90.00    |
| Commonwealth of Pa       | Municipal Waste Transporter renewal | -100.00   |
| #1 Car Wash Inc.         | Clean Police Vehicles July          | -180.00   |
| Chester Water - Hydrants | Hydrants                            | -1,195.10 |

|                              |                                      |            |
|------------------------------|--------------------------------------|------------|
| Burke Landscape Supply       | Hwy equipment parts                  | -492.00    |
| Staples Advantage            | Office supplies                      | -285.96    |
| PECO - Park                  | HJ Park                              | -35.39     |
| PECO - Municipal Bldg.       | Municipal Bldg                       | -731.46    |
| PECO - Garage                | Highway Garage                       | -45.44     |
| Charles Higgins & Sons       | Street Light maintenance             | -1,173.08  |
| Home Depot                   | Bldg maintenance                     | -13.30     |
| Delcora                      | Sewer Municipal Bldg                 | -122.76    |
| Chester Water - Hwy garage   | Highway Garage                       | -45.52     |
| Comcast Cable                | Cable services                       | -255.89    |
| Axon Enterprise, Inc.        | Police equipment (Grant)             | -4,464.00  |
| Sunoco - SunTrak             | Police vehicle fuel                  | -3,587.00  |
| Goodyear Auto Service        | Police vehicle tires                 | -1,463.86  |
| Motorist Life Insurance Co.  | Life Ins. Orlando                    | -688.75    |
| TD Card Services             | Qbooks, Web                          | -72.21     |
| United States Postal Service | large letters mailed                 | -9.72      |
| Paychex Invoice              | August Monthly                       | -175.55    |
| Paychex Invoice              | August 3 Biweekly                    | -145.35    |
| United States Postal Service | Roll of stamps, large letters mailed | -53.26     |
| Burke Landscape Supply       | Highway equipment parts              | -7.00      |
| De Co Solid Waste            | Tipping fees July                    | -2,774.31  |
| Chester Water - Municipal    | Municipal Bldg                       | -30.54     |
| Global Security Systems      | Security camera service              | -535.00    |
| B&L Disposal                 | Waste Disposal                       | -6,259.58  |
| Comcast Business             | Cable VOIP                           | -364.85    |
| Pa One Call System, Inc.     | Monthly fax service                  | -22.51     |
| Delco Alarm System           | Highway Building Alarm               | -130.50    |
| Excel Business Systems       | Copier annual contract               | -931.45    |
| Verizon Wireless             | Police Data reader                   | -86.24     |
| Drugscan, Inc                | Police Lab testing                   | -504.00    |
| Aston Service Center         | Police vehicle                       | -701.58    |
| Berkheimer Associates        | Collections                          | -13.33     |
| J. Michael Sheridan, Esq.    | Professional Services                | -1,080.00  |
| Integral Systems Corp        | Computer maintenance/repair          | -25.00     |
| DCIU                         | Health Benefits September            | -23,643.94 |
| Talley's Garage & Towing     | Police Vehicles                      | -577.00    |
| Chester Water - HJP          | HJ Park                              | -46.02     |
| PECO-Underpass Lighting      | Underpass Lighting                   | -31.14     |
| PECO Street Lighting         | Street Lighting                      | -1,945.22  |
| Comcast Cable                | Cable services                       | -86.76     |
| Jennifer Frazier             | Remainder of budget Summer Events    | -218.00    |

|                              |                                    |            |
|------------------------------|------------------------------------|------------|
| Paychex Invoice              | August 17 Biweekly                 | -148.20    |
| Videon                       | Delivery of new 2018 Dodge Charger | -11,510.00 |
| Thomas Dixon                 | Police equipment (Grant)           | -1,305.95  |
| United States Postal Service | large letter mailed                | -1.21      |
| Paychex Invoice              | August 30 Biweekly                 | -151.05    |
| Paychex Invoice              | September monthly                  | -115.55    |
|                              |                                    | -68,671.53 |

**PAYROLL ACCOUNT**

It was motioned by Councilperson Burgos and seconded by Councilperson Maher that Payroll for the month of August is paid. No opposition. Motion carried.

**AUGUST PAYROLL FOR ALL EMPLOYEES**

Total payroll for the month of August \$114,705.30  
There were 3 payroll weeks in August

**LIQUID FUEL BILLS**

Liquid Fuel Bills for the month of August meeting were motioned for approval by Councilperson Cassidy and seconded by Councilperson Maher. No opposition. Motion carried.

**AUGUST LIQUID FUEL BILLS**

|                           |                           |         |
|---------------------------|---------------------------|---------|
| Charles A. Higgins & Sons | Traffic Light Maintenance | -182.00 |
| Mauger & Co.              | Hwy fuel                  | -387.35 |
| PECO                      | Traffic Lighting          | -283.64 |
|                           |                           | -852.99 |

**COMMUNITY CENTER BILLS**

Community Center Bills for the month of August meeting were motioned for approval by Councilperson Maher and seconded by Councilperson Cassidy. No opposition. Motion carried.

**AUGUST COMMUNITY CENTER BILLS**

|                               |                  |         |
|-------------------------------|------------------|---------|
| PECO electric                 | CC Electric      | -127.79 |
| PECO gas                      | CC Gas/Electric  | -227.39 |
| Delcora                       | CC Sewer         | -181.92 |
| Banta's Bestway Trash Removal | Dumpster removal | -120.00 |
|                               |                  | -721.06 |

**PERMITS & LICENSE**

The Permits of the August meeting were motioned for approval by Councilperson Cassidy and seconded by Councilperson Maher. No opposition. Motion carried.

**PERMITS & LICENSE – AUGUST**

|                                |            |
|--------------------------------|------------|
| 1 Building permits             | \$1300.00  |
| 2 Contractor license           | \$200.00   |
| 4 C/O Applications             | \$375.00   |
| 2 Plumbing permits             | \$312.00   |
| 2 Electrical permits           | \$202.00   |
| 0 Zoning                       | \$0        |
| 1 Other Permits/License        | \$125.00   |
| 0 Vacant property registration | \$0        |
| Amount turned over to Borough  | \$2,514.00 |

**CHESTER WATER AUTHORITY**

0- Street Openings  
Amount turned over to Borough \$0

**PECO**

1- Street Openings  
Amount turned over to Borough \$129.50

**DELCORA**

0 - Permits  
Amount turned over to Borough \$0

**OTHER -**

6 - Permits  
Amount turned over to Borough 750.00

**CORRESPONDENCE**

It was motioned by Councilperson Cassidy and seconded by Councilperson McDaniel that the correspondence for August be accepted and any necessary action taken. No opposition. Motion carried.

**AUGUST CORRESPONDENCE**

- Received from Keystone an electronic deposits in the amount of \$172,300.00 August EIT distribution.
- Received from Keystone an electronic deposits in the amount of \$14,625.91 August LST distribution.
- Received from Delaware County Tax Claim Municipal Disbursement Report for July and a check in the amount of \$2,581.03.
- Received from Delaware County Tax Claim Monthly for July and a check in the amount of \$1,435.35.
- Received from
- Received from Delaware County Tax Claim Monthly for August and a check in the amount of \$3,738.45.
- Received from AJG notification of 0% increase in medical benefits for 2019.
- Received from Barbacane Thornton Co. a letter of withdraw of the 2015 Non-Uniform Pension.
- Received from CWA in regards to Distribution System Flushing in our area.
- Received from CWA in regards to the potential sale of the authority.
- Received from DEP sent to refinery in regards to Site-Specific Standard Final Report Approval.
- Received from CMI in regards to Spill Prevention Response Plans.
- Received from De. Co. Solid Waste notification of rate increase for 2019.

## **QUESTIONS AND COMMENTS FROM AUDIENCE ON CORRESPONDENCE**

None

## **ANY MATTERS THAT NEED COUNCILMANIC ACTION**

None

## **COMMITTEE REPORTS**

### **MAYOR**

- Mayor Zalewski:
  - Next Centennial meeting is Sept. 26<sup>th</sup>
  - Community day is coming up.
  - Food Pantry is still up and running
- Requested an Executive session.

**\*POLICE CHIEF** – No report

### **MANAGER/FINANCE**

Mark Possenti: Absent but left the following report:

- Need a motion to accept the 2019 Non-Uniform MMO in the amount of \$15,496.00
- Need a motion to sign letter of intent to join DVRP Street Light Procurement program that retrofits street lights to LED.
- Recommends extending B&L waste disposal contract for one year.

### **PARKS/RECREATION/ENVIRONMENT**

Councilman Maher:

- Announced upcoming Borough events.
- A Santa Secret workshop is in discussion for the Rec Board.

### **FIRE/BOARD OF HEALTH**

Councilman Cassidy:

Welcome to Trainer's September public Council meeting.

Due to the damp, rainy weather, many lawns have gotten ahead of people. As sympathetic as we are, the grass must be cut, inside and outside the fence line. Any shrubs or trees overhanging sidewalks must also be trimmed.

I have spoken to several residents who were complained about and have had 100% cooperation. I want to thank them.

We have another resident who does not clean up feces on their lawn and this may also wind up at the local judge.

Keep your legitimate complaints coming, we will get to them. As I stated, legitimate complaints.

In the meantime, if you have an elderly or disabled neighbor, offer some assistance. They cannot get around as well as they used to.

Under Borough Code Councilman Cassidy made, in the form of a motion, a recommendation to compensate the Board of Health secretary in the amount of \$45.00 per month beginning retro to March 2018.

Tired of living on a fixed income? There are still many jobs available in the area. Cracker Barrel has openings for cooks, waitresses and waiters and now offer catering. Wegman's, Giant, Acme and Shoprite are also hiring.

And as usual, the firehouse is looking for volunteers.

I heard that the city of Chester is going to eliminate a fire station as a cost effect measure. That means that the surrounding communities will have to cover more than they already do, taking manpower away from us. This is not confirmed yet.

Marcus Hook Trainer Fire Department is having an “Open House” October 20<sup>th</sup> from 12 – 4. More details will be made available as time goes on. This is a great time to visit the firehouse, meet the firemen-women, see the equipment and see some demonstrations.

Hurricane Florence may not hit us as bad as the Carolinas, but prepare anyway. Extra non-perishable food items, extra blankets and plenty of water is always helpful.

Awilda is always presenting programs for low income and senior citizens. Please take advantage of these programs if you are in need. Don’t be greedy, if you don’t need the help, let someone else benefit who may be in need.

The monthly fire report for August:

**AUGUST.2018**

| INCIDENT TYPE                                     | # INCIDENTS |
|---|-------------|
| Station: 68 - MARCUS HOOK TRAINER FIRE DEPARTMENT |             |
| - Fires in structure other than in a building     | 1           |
| - Medical assist, assist EMS crew                 | 3           |
| - Motor vehicle accident with injuries            | 2           |
| - Motor vehicle accident with no injuries.        | 1           |
| - Gasoline or other flammable liquid spill        | 1           |
| - Gas leak (natural gas or LPG)                   | 1           |
| - Cover assignment, standby, moveup               | 2           |
| - Good intent call, other                         | 1           |
| - Dispatched & cancelled en route                 | 11          |
| - Sprinkler activation due to malfunction         | 1           |
| - Smoke detector activation due to malfunction    | 1           |
| - Sprinkler activation, no fire - unintentional   | 1           |

# Incidents for 68 - Marcus Hook Trainer Fire Department: **TOTAL ALARMS: 26**

**HIGHWAY/BUILDINGS**

Councilman Mathews was absent. Councilperson Cassidy read a letter from a resident on Forrest St. in regards to putting speed limit signs on the street.

**PUBLIC SAFETY**

Councilwoman Beck read August Code Enforcement report as follows: issued 15 building permits, 3 Contractor licenses, 10 C/O’s, 2 zoning permits, and numerous BOH and property maintenance violation notices and citations sent out.

**COMMUNITY OUTREACH/NEWSLETTERS**

Councilwoman Burgos:

- Has information on following programs:
- Up to date survival Guide, Treatment services guide, PECO Act 129 energy program, How to apply for Housing assistance.
- Chester Housing will be opening their enrollment.
- Welfare has opened its cash assist program for 9 months.

People need to apply for these programs.

## **COMMUNITY REDEVELOPMENT**

Councilman Ed McDaniel:

- Meeting tomorrow with Recycle Company interested in Joe's junkyard property. They have 33 employees.

## **CODE ENFORCEMENT OFFICER**

No report

## **TAX COLLECTOR**

Kim Sherman read the monthly report for July and August as follows: Total tax collected for July was \$8,452.27 and August was \$4,782.16.

Bills are being collected at the penalty value until December 31<sup>st</sup>.

Need a motion to authorize an electronic transfer deposit in the amount of \$13,234.43 to the General Fund.

## **SCHOOL BOARD DIRECTOR**

Mary Magaw: Absent

## **MONROE ENERGY**

Adam Gattuso presented the parking plan in regards to traffic for the upcoming refinery turn-around. The project is for tune-up maintenance of the entire facility.

## **ENGINEER**

### **Engineer's Report**

Attached

- In regards to Councilman Cassidy's question about how many fire hydrants we are billed for, Eileen will get the number of hydrants there are in the Borough.

## **SOLICITOR**

Mike Sheridan stated:

- A motion is needed to reimburse Officer Ostan medical expense in the amount of \$194.85.
- A motion is needed to advertise for the years 2019 – 2020 waste disposal contract bids.
- Has a matter for discussion in Executive meeting.

## **ORDINANCES**

- None.

## **RESOLUTIONS**

- None

## **OTHER ACTION ITEMS**

- Motion was made by Councilperson Maher to accept letter of intent for street light procurement to retrofit to LED and seconded by Councilperson Burgos. No opposition. Motion carried.
- Motion was made by Councilperson Maher to approve the 2019 Non-Uniform MMO in the amount of \$15,496.00 and seconded by Councilperson Burgos. No opposition. Motion carried.
- Motion was made by Councilperson Cassidy to approve paying the position of Board of Health Secretary in the amount of \$45.00 per month. The first payment is to be retro from March and seconded by Councilperson Maher. No opposition. Motion carried.

- Motion was made by Councilperson Cassidy to authorize an electronic transfer from the lock box account to the General Fund in the amount of \$13,234.43 and seconded by Councilperson Maher. No opposition. Motion carried.
- Councilperson McDaniel made a motion to reimburse Sgt. Ostan medical expenses in the amount of \$194.85 and Councilperson Burgos seconded the motion. No opposition. Motion carried.
- Motion was made by Councilperson Cassidy to authorize the advertisement of years 2019 – 2020 waste disposal contract bids and seconded by Councilperson McDaniel. No opposition. Motion carried.
- Motions was made by Councilperson Cassidy to accept Ed Kline to return to work with a doctor notes statin the only restriction is lifting nothing heavier than 30 pounds for 6 weeks and seconded by Councilperson McDaniel. No opposition. Motion carried.

### **OLD COUNCILMANIC BUSINESS**

None

### **NEW COUNCILMANIC BUSINESS**

Councilman Cassidy sounded off about the complaints received about our police and highway departments stating they are all doing their job and gave them credit for it.

### **QUESTIONS AND COMMENTS FROM AUDIENCE**

Kim Sherman, Chestnut St. – Asked Adam Gattuso about an article that was recently in the paper about Delta selling stake in the Trainer refinery. Adam stated that Delta is looking for stake holders as a joint venture partnership for the byproducts of the refinery. They are looking to take the facility to a new level.

Chuck Miles, Ridge Rd. – Asked how many times someone needs to be told about keeping an animal under control before they get a fine. Councilman Cassidy stated once or twice if it is a founded issue. He stated his neighbor’s cat running loose and is urinating on his air conditioner. The complaint was taken note of it.

He also asked about violating Section 8 or Certificates of Occupancy for the number of persons living in the house. Councilman Cassidy stated that there is a record of tenants at each rental property.

He asked where the leftover supplies for the Summer Events crafts were kept. He stated he believed that the extra paint was used to vandalize his property.

Council entered executive at 7:54 pm and resumed the regular meeting at 8:19 pm.

After the regular meeting resumed decisions and motions was made to accept Ed Kline to return to work with a doctor notes statin the only restriction is lifting nothing heavier than 30 pounds for 6 weeks.

### **ADJOURNMENT**

Vice President Regina Beck called for a motion to adjourn at 8:21 pm; Councilperson Cassidy made the motion to adjourn. Councilperson Burgos seconded the motion. No opposition. Motion carried.

Respectfully submitted,

Victoria Orlando  
Borough Secretary