

September 12, 2019

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 Jean 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
- Awilda Burgos – Councilwoman
- Ed McDaniel – Councilman

Mark Possenti – Manager

- Eileen Nelson – Engineer
- Mike Sheridan – Solicitor

**ABSENT**

- Greg Miley - President
- John Mathews – Councilman

**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, with the exception of the stated fire house meeting that was to take place at the Caucus meeting, by Councilperson Cassidy to accept and seconded by Councilperson Maher. 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 Maher and seconded by Councilperson McDaniel. Councilperson Cassidy opposed as bills stated June cleaning allowance was paid for police. Motion carried.

**AUGUST GENERAL FUND BILLS**

Paychex Invoice	August Monthly	-181.10
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Paychex Invoice	August 2 Biweekly	-155.45
Jennifer Frazier	Reimburse Rec summer events 2019	-376.74
Commonwealth of Pennsylvania	Waste Hauler Permit renewal	-100.00
Burke Landscape Supply	Highway equipment parts	-92.46
Broomall Truck & Auto Repair	Highway dump	-218.99
Delcora	Municipal bldg.	-25.96
Charles Higgins & Sons	Street light maintenance	-70.00
PECO - Park	HJ Park	-36.91
PECO - Garage	Hwy garage	-40.75
PECO - Municipal Bldg.	Municipal bldg.	-1,032.38
T Frank McCall's Inc	Bldg supplies	-199.80
PA Chiefs of Police Association	Segich Rifle instructor	-297.50
David Dodge	Police vehicle	-467.90
Orlando, Victoria A.	Bacon Fest prize money	-200.00
United States Postal Service	Large letter mailed	-1.30
Express Printing	Centennial work	-1,550.00
Stantec Consulting Services Inc.	Professional services	-4,208.50
Axon Enterprise, Inc.	Police taser 4 year contract	-4,464.00
Express Printing	Police Parking Violation tickets	-165.00
Chester Water Authority - Hydrants	Hydrants	-1,195.10
DCIU	Health Benefits September 2019	-24,902.62
Utility Advocate	Energy savings	-22.74
Sunoco - SunTrak	Police vehicle fuel	-2,806.83
Comcast Cable	Cable services	-97.83
Donnelly, Jason	Medical reimbursement	-135.00
A. F. Damon Co., Inc.	2019 Road Program	-20,535.00
Chester Water Authority - HJP	HJ Park	-36.80
J. Michael Sheridan, Esq.	Invoices for July	-900.00
Integral Systems Corp	Computer monthly backup	-50.00
Paychex Invoice	August 14 Biweekly	-155.45
#1 Car Wash Inc.	Clean Police Vehicles August	-200.00
Kelly & Close Engineers	Municipal Complex site work	-3,974.08
TD Card Services	Police edu, QB, web, hwy maintenance	-4,895.79
Comcast Cable	Cable services	-248.79
Staples Advantage	Office supplies	-210.92
B&L Disposal	Waste disposal	-6,660.00
PECO-Underpass Lighting	Underpass lighting	-30.57
PECO Street Lighting	Street lighting	-2,107.63
Delaware County Solid Waste Authority	July tipping fees	-5,354.06

Charles Higgins & Sons	Street light maintenance	-195.52
Chester Water Authority - Municipal	Municipal bldg.	-44.37
Delco Alarm System	Highway Building Alarm	-130.50
Nextel	Cell phones	-132.04
Marcus Hook Borough	Fire Station August	-952.21
Marcus Hook Borough	Fire Truck August	-131.61
United Concordia Life & Health	Dental Coverage	-1,534.37
Integral Systems Corp	Computer monthly backup	-50.00
Talley's Garage & Towing	Police Vehicles	-735.10
Ally	Police car payment	-1,052.71
Comcast Business	Cable services	-365.38
Radio Communications Service Co	Police service	-20.00
Galls Incorporated	Police equipment	-269.84
Ally	Police car payment	-3,851.76
Drugscan, Inc	Lab testing	-168.00
AT&T Mobility	Police data reader	-264.11
Jennifer Frazier	Reimburse Rec summer events 2019	-152.00
		-98,453.47

#### **PAYROLL ACCOUNT**

It was motioned by Councilperson Burgos and seconded by Councilperson McDaniel 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 \$125,246.45.  
There were three pay periods 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 Burgos. No opposition. Motion carried.

#### **AUGUST LIQUID FUEL BILLS**

A. F. Damon Co., Inc.	2019 Road program project	-76,263.84
Mauger & Co.	Hwy fuel	-440.60
PECO	Traffic Lighting	-275.72
Stantec Consulting Services, Inc.	Professional services	-2,905.50
		-79,885.66

#### **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	-72.77
PECO gas	CC Gas/Electric	-112.19
Delcora	CC sewer	-63.84
Department of Labor and Industry-B	Boiler inspection	-89.94
Chester Water Authority	CC Water	-68.57
Banta's Bestway Trash Removal	Dumpster removal	-60.00
		-467.31

**PERMITS & LICENSE**

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

**PERMITS & LICENSE – AUGUST**

7 Building permits	\$791.00
1 Contractor license	\$100.00
25 C/O Applications	\$2,825.00
2 Plumbing permits	\$233.00
2 Electrical permits	\$318.00
1 Zoning	\$50.00
2 Other Permits/License	\$412.00
0 Liens	\$0
0 Vacant property registration	\$0
Amount turned over to Borough	\$4,729.00

**CHESTER WATER AUTHORITY**

1- Street Openings  
 Amount turned over to Borough \$125.00

**PECO**

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

**DELCORA**

0 – Permits  
 Amount turned over to Borough \$0

**OTHER -**

0 – Permits  
 Amount turned over to Borough \$0

**CORRESPONDENCE**

It was motioned by Councilperson Cassidy and seconded by Councilperson Maher 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 \$199,116.39 August EIT distribution.
- Received from Keystone an electronic deposits in the amount of \$11,230.71 August LST distribution.

- Received from Delaware County Monthly transfer report for August.
- Received from Delaware County Deed Reconciliation for July and a check in the amount of \$3,519.27.
- Received from Delaware County Deed Reconciliation for August and a check in the amount of \$1,021.65.
- Received from Delaware County Tax Claim Monthly for July and a check in the amount of \$4,998.71.
- Received from Delaware County Board of Assessment Appeals report.
- Received from Delaware County Planning Dept. in regards to transportation improvements.
- Received from DEP sent to Lester McLaurin in regards to storage tank.
- Received from DEP sent to Monroe Energy in regards to storage tank.
- Received from DEP sent to Remedial Project Manager in regards to Metro Container NPL Site.
- Presentation of the 2020 Non-Uniform MMO.

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

None

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

A motion is needed to authorize the 2020 Non-Uniform MMO financial obligation in the amount of \$15,496.00.

## **COMMITTEE REPORTS**

### **MAYOR**

Mayor Zalewski:

- Received complaints of Ordinances that are not being followed through about high grass and cats. Councilman Cassidy stated that if a knock on the door doesn't do any good, a letter gets sent out then followed by a citation. Final plans are under way for the Centennial. Hope all Council will partake in the event. Received a letter from Trump and Gov. Wolfe which will be displayed. Thanked the Centennial Committee.

**\*POLICE CHIEF** – No report

### **MANAGER/FINANCE**

Mark Possenti:

- Received an email in regards to the street light project. In order to use Liquid Fuel funds, PennDot is requesting the Municipality meet with the District rep. which has been sent an email and are awaiting a response.
- Bid opening for the Municipal Complex is this Monday at 1 pm. here.
- Had a meeting here with some individual that can help with the opportunity zone. Letters have been sent to some business owners that may be interested in the property. The county is pushing for some more opportunities for us.

Called an executive to discuss a tax matter.

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**PARKS/RECREATION/ENVIRONMENT**

Councilman Maher:

- Asked Mark if he would be attending meetings with the street light program and asked to keep Eileen in the loop.
  - Two events this weekend - Scavenger Hunt Sat. and Hayride Basket Bingo on Sunday.
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**FIRE/BOARD OF HEALTH**

Councilman Cassidy:

Welcome to Trainer's September Council meeting.

Board of Health has made progress and continues to move forward. Slowly, but forward.

Cannot understand why it takes a knock on the door, a letter, citation warning or even a citation to remind people that they need to cut their grass or clean up their property.

Recently I seen a gentleman walking along Main Street carrying a bag which he disposed of in the trash can outside of the Borough building. Not knowing what it was, I notified Vicki. Longer story made short, he was out for a walk and was picking up trash along his way and disposed of it there. After continuing his walk, he picked up more trash and put it in a bag he was carrying. Some are helping make Trainer better without even knowing it.

**FIRE DEPARTMENT:**

MHTFD is having their 2nd open house October 5<sup>th</sup>. Many activities are planned for that day so please try to attend and see what and how these precious people operate. And please, consider helping in any way you can. If you yourself cannot join, recommend a relative or the child of a relative. Great experience for anyone.

(Read report if available)



After the meeting, would like to discuss the fire department incentive agreement with Council. Fire report for August is attached.

**HIGHWAY/BUILDINGS**

Councilman Mathews was absent.

**PUBLIC SAFETY**

Councilwoman Beck read the Code office reports for August.

August: 9 bldg. permits, 21 C/O's, 0 Contractor licenses, 2 zoning and numerous violation notices, citation warnings and citations issued. Numerous motor vehicle violations.

**COMMUNITY OUTREACH/NEWSLETTERS**

Councilwoman Burgos:

- Have pamphlets and information in regard to:
- Child and parent caregiver presentation
- With the Opiate epidemic there will be a presentation Nov. 21<sup>st</sup> for suicide prevention.
- Birth Certificate clinic
- Car seat check, how to properly and safely install a child car seat. 7 out of 10 are installed incorrectly.
- I will always try to help anybody in any way I possibly can.

**COMMUNITY REDEVELOPMENT**

Councilman Ed McDaniel was absent.

**CODE ENFORCEMENT OFFICER**

No report

**TAX COLLECTOR**

Mark Possenti stated another transfer will be ready for next month. Collected \$1,596.90. In trash fees. Uncollected \$210,927.98 in taxes and \$20,330.00 in trash fees. Need a motion to transfer \$135,000.00 from the lock box account to the General fund.

There are still some unknown outstanding checks.

**MONROE ENERGY**

Adam Gattuso stated that the upcoming turn-around should not have much impact on traffic. They are in the last phase of hiring 12 new operators.

**ENGINEER**

Eileen Nelson

**Engineer's Report**

Attached

**SOLICITOR**

Mike Sheridan stated:

- No report

**ORDINANCES**

- None

**RESOLUTIONS**

- None

### **OTHER ACTION ITEMS**

- Motion was made by Councilperson Cassidy to authorize the 2020 Non-uniform MMO financial obligation in the amount of \$15,496.00. And seconded by Councilperson Maher. No opposition. Motion carried.
- Motion was made by Councilperson Cassidy to authorize a check deposit of \$135,000.00 into the General Fund from the tax lock box account and seconded by Councilperson Burgos. No opposition. Motion carried.

### **OLD COUNCILMANIC BUSINESS**

None

### **NEW COUNCILMANIC BUSINESS**

Councilperson Cassidy made an informative statement regarding the impact we will have under the Delcora and Aqua's agreement.

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

Chuck Miles, Ridge Rd. – Asked about the status of the ivy planted on the Ridge. (A letter was sent form the Solicitor but haven't gotten a response) Suggested knocking on resident's door and introduce selves to try and solve issues before sending letters and warnings. Stated he has received letters in regards to his property and pictures were taken of his property. Also stated the overgrowth on Upper Chi side of Township Line Rd.

Debbie Mervine, Forrest St. – Stated she works for the District Courts and pointed out that community services had been sent out to clean up Township Line Rd.

Marilyn Maher, Price St. – Asked what was going on with the property at 9<sup>th</sup> and Price. (Tanks were taken out, the business prospect fell through and property is still for sale) She stated that there is always water around the water valves at 12<sup>th</sup> and Price. (Eileen will contact Chester Water to investigate)

Kirk Dodson, Anderson St. -Stated there are still issues with his neighbor's property and submitted more recent photos.

Sue Simone, 5<sup>th</sup> St. – Complained about conditions of a neighbor property. 42224 Post, there is a big branch resting on wires.

An Executive session was called at 7:55 pm to discuss personnel and real estate matters.

The regular Council meeting resumed at 8:37 pm.

### **ADJOURNMENT**

Vice President Jean Beck called for a motion to adjourn at 8:38pm; Councilperson Cassidy made the motion to adjourn. Councilperson McDaniel seconded the motion. No opposition. Motion carried.

Respectfully submitted,

Victoria Orlando  
Borough Secretary

## TRAINER BOROUGH - ENGINEER'S REPORT

- **Ridge Road Pedestrian Improvements FY 2018 CDBG**

We are working on updating the plans based on PennDOT's response to our HOP submission and we plan to resubmit to PennDOT by the week of September 16th.

We drafted the Application from PECO for the Easement Agreement. There is a \$500 application fee. We drafted the Legal Descriptions and Easement plans for temporary and permanent construction on PECO's and Congoleum's properties and will include with the agreements.

- **2019 Road Program**

The completion report is drafted. We need to confirm payments from the various funds. **We confirmed payments and are working with the Borough Secretary to obtain a canceled check for Stantec engineering services.**

Damon advised the punch-list items including stop bars / line painting (at fire hydrants) on Chestnut Street are complete. We will review. **The punchlist items have been completed.**

- **Subdivision and Land Development Plan for Borough Complex**

No further update has been provided to our office.

- **Buckley Cable – 9<sup>th</sup> Street and Price Street Improvements**

We are awaiting the revised plans.

- **FY 2019 CDBG – 10th Street Improvements**

Survey scheduled for week of September 9<sup>th</sup> weather permitting.

**Survey field work completed. Existing Conditions plan is in process of being prepared.**

- **Post Road**

Based on a complaint from Public Works, we contacted PENNDOT about the hump on Post between Smith & Main. We are awaiting their response.

cc: Victoria Orlando / Fran Zalewski / Gregory Miley / John Mathews / Jim Cassidy / Joseph Maher / Jean Beck / Awilda Burgos / Everett McDaniel / Michael Sheridan, Esquire / Joseph & Mark Possenti

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# MARCUS HOOK TRAINER FIRE DEPARTMENT MONTHLY REPORT

AUGUST, 2019

INCIDENT TYPE	# INCIDENTS
Trash or rubbish fire, contained	3
- Medical assist, assist EMS crew	4
- Emergency medical service, other	1
Motor vehicle accident with injuries	2
Motor vehicle accident with no injuries.	1
Electrical wiring/equipment problem, other	1
Public service assistance, other	1
Assist police or other governmental agency	1
Cover assignment, standby, moveup	2
Dispatched & cancelled en route	6
No incident found on arrival at dispatch address	1
- False alarm or false call, other	1
- Sprinkler activation due to malfunction	1
- CO detector activation due to malfunction	2
- Alarm system activation, no fire - unintentional	2
- Carbon monoxide detector activation, no CO	1
TOTAL INCIDENTS:	30

THE DEPARTMENT DID NOT RESPOND TO 3 ALARMS NO CREW

19 CALLS FROM 6AM-6PM

11 CALLS FROM 6PM-6AM

TOP RUNNER FOR THE MONTH RAY BETTS WITH 27 ALARMS

REPORTING OFFICER KEN SMITH JR DEPUTY CHIEF