

February 13, 2020

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**

Mayor Frances Zalewski, Vice President Jean Beck, Councilpersons Jim Cassidy, Jerry Guglielmi, Awilda Burgos, Jenn Frazier  
Manager Mark Possenti, Engineer Eileen Nelson, Solicitor Mike Sheridan

**ABSENT**

President Greg Miley, John Mathews

**REORGANIZATION MINUTES**

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

**CAUCUS MINUTES**

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

**MINUTES**

The minutes of the January meeting were motioned for approval by Councilperson Cassidy to accept and seconded by Councilperson Burgos. 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 by Councilperson Burgos to approve the paid bills for the month of January in the amount of \$128,135.91, which were provided at the Caucus meeting for inspection. There was no second on the motion. Motion was not carried.

**LIQUID FUEL BILLS**

It was motioned by Councilperson Cassidy to approve the paid Liquid Fuels Bills for the month of January in the amount of \$202.59, which were provided at the Caucus meeting for inspection, and seconded by Councilperson Guglielmi. No opposition. Motion carried.

**COMMUNITY CENTER BILLS**

It was motioned by Councilperson Cassidy to approve the paid Community Center Bills for the month of January in the amount of \$120.00, which were provided at the Caucus meeting for inspection, and seconded by Councilperson Guglielmi. No opposition. Motion carried.

**PAYROLL ACCOUNT**

It was motioned by Councilperson Cassidy to approve the paid Payroll for the month of January in the amount of \$125,402.96, which were provided at the Caucus meeting for inspection, and seconded by Councilperson Guglielmi. No opposition. Motion carried.

**PERMITS & LICENSE - JANUARY**

Permits and Licenses income for the month of January in the amount of \$6,516.60, which were provided at Caucus for inspection, were motioned for approval by Councilperson Cassidy and seconded by Councilperson Guglielmi. No opposition. Motion carried.

**CORRESPONDENCE**

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

QUESTIONS AND COMMENTS FROM AUDIENCE ON CORRESPONDENCE - None

ANY MATTERS THAT NEED COUNCILMANIC ACTION - None

**COMMITTEE REPORTS**

**MAYOR /POLICE**

Mayor Zaleski:

- Swore in new Police officer Philip Troutman
- Any complaints may be addressed to the Secretary or Police department.
- I am planning a luncheon for the Senior’s on Feb. 15<sup>th</sup>.
- 12 part-time police officers have been reappointed. Names were read.
- Food pantry was closed during the holiday but residents that receive had plenty of food.

\*POLICE CHIEF – No report

**MANAGER/FINANCE**

Mark Possenti:

- Will be preparing for the Audit.

**COMMUNITY REDEVELOPMENT/GRANTS**

Councilman Jim Cassidy: Report attached.

**HIGHWAY/BUILDINGS**

Councilman Mathews: Absent

**BOARD OF HEALTH**

Councilman Guglielmi:

- Keith Umile was appointed President of the Board of Health/
- A letter was sent to resident in regards to feeding stray cats.
- Working on a process in regards to handling issuances of violations.

**PUBLIC SAFETY/FIRE**

Councilwoman Beck:

- Read Code Officer report (attached)
- Read Fire report for January (attached), Beck has applications for volunteer fire fighters.

**PARKS/ENVIRONMENT**

Councilman Miley: Absent

## **COMMUNITY OUTREACH**

Councilwoman Burgos:

- Has available, Join the Movement program and the new Survival Guide for Homeless information. Pamphlets can be picked up at Borough Hall.

## **RECREATION/NEWSLETTERS**

Councilwoman Jenn Frazier:

- Read the events schedule for 2020.
- Requested permission for use of the park and Borough vehicle for the Hay ride. Permission granted.
- Requested to open Community Day to the public and charge vendors a fee.

## **CODE ENFORCEMENT OFFICER**

Charley Remaley: Report attached

## **TAX COLLECTOR**

Mark Possenti:

- Tax bills went out on time, will be making first tax deposit in the amount of \$45,000.00.
- Will have a monthly report and transfer for March meeting.
- Finished delinquent report but will not sign off on it. Approximately \$168,000 in delinquent taxes which is much higher than in the past. Mike Sheridan is drafting a letter explaining the past issues.
- The county was notified of the trash exempt properties but did not make the changes to the bills.
- Need to choose a company to collect delinquent trash fees. Will arrange for company meetings to present at March Caucus.

## **MONROE ENERGY**

Adam Gattuso spoke about the refinery propane rack project.

## **ENGINEER**

Eileen Nelson presented options in regards to the 2018 CDBG Ridge Rd. pedestrian improvements as they have come to an impasse with PennDot rather than lose funding. Chestnut St. improvements will be submitted.

### **Engineer's Report**

Attached

## **SOLICITOR**

Mike Sheridan stated:

- Motion needed to authorize two Officer medical reimbursements in the amounts of \$188.00 and 312.53.
- Sent a letter to Kelly Landscape requesting reimbursement of the Ridge ivy job or file with court.
- Contacted Peco about trees.

## **ORDINANCES**

- None

## **RESOLUTIONS**

- None

## **OTHER ACTION ITEMS**

- Motion made by Councilperson Frazier, to authorize opening Community Day to the public and charging a vendor fee and seconded by Councilperson Cassidy. No opposition. Motion carried.

- Motion made by Councilperson Cassidy to authorize the use of HJ Park and Borough vehicles for the Hayride and seconded by Councilperson Guglielmi. No opposition. Motion carried.
- Motion made by Councilperson Cassidy to authorize two medical reimbursements in the amounts of \$188.00 and 312.53 and seconded by Councilperson Burgos. No opposition. Motion carried.
- Motion made by Councilperson Cassidy to change the use of the 2018 CDBG funds to repair Chestnut St. from 12<sup>th</sup> to Township Line Rd. and 9<sup>th</sup> to Willow and seconded by Councilperson Guglielmi. No opposition. Motion carried.

**OLD COUNCILMANIC BUSINESS**

None

**NEW COUNCILMANIC BUSINESS**

Councilperson Cassidy spoke about the storm sewers being cleaned and handicap parking on 7<sup>th</sup> St.

**QUESTIONS AND COMMENTS FROM AUDIENCE**

Chuck Miles, Ridge Rd. – Asked about the Veterans Drive deed dedication, a plaque in HJ Park and suggested a camera be place at the pavilion in the park. Miles submitted a letter of interest to the BOH.

Tracy Tucker, 10<sup>th</sup> St. – Asked permission to use Borough Hall as a training facility for the census. Permission was granted.

A Gentleman spoke in regards to Chester Water Authority.

**ADJOURNMENT**

Vice President Jean Beck called for a motion to adjourn at 8:05pm; Councilperson Cassidy made the motion to adjourn. Councilperson Burgos seconded the motion. No opposition. Motion carried.

Respectfully submitted,

Victoria Orlando  
Borough Secretary

Welcome to Trainer's February Council meeting,

It appears that Parkview Mobil Home is going to be sold and managed by a different company. As in the past, many promises were made. The gentleman I spoke to said he visited several parks in the area and would like to attempt to mirror them the best he can at this site.

His first line of work would be the safety of the residents by upgrading the sewer and electrical service.

I spoke to someone about buying the old Bernie's Gulf Station to convert it into a diner. His concern was that it was very close to the city and the area would have to be cleaned up a bit before he would consider investing in this property. He already owns several diners between Pa and NJ. His interest would to have a 24/7 operation.

Would also like to ask President Miley for a committee change. I feel I am not qualified or the right person to benefit the Borough with this appointment. If Council remembers, this position was created for the person who had it in the past.

Happy Valentine's Day

A handwritten signature in black ink, consisting of a stylized, cursive letter 'J' followed by a long horizontal stroke extending to the right.

MARCUS HOOK TRAINER FIRE DEPARTMENT  
MONTHLY REPORT  
JANUARY, 2020

INCIDENT TYPE	# INCIDENTS
-Building fire	6
- Medical assist, assist EMS crew	7
- Motor vehicle accident with injuries	1
- Gasoline or other flammable liquid spill	1
- Power line down	1
- Arcing, shorted electrical equipment	1
Vehicle accident, general cleanup	1
- Service Call, other	1
- Assist police or other governmental agency	1
- Public service	1
- Cover assignment, standby, moveup	3
- Good intent call, other	1
- Dispatched & cancelled en route	9
- Detector activation, no fire - unintentional	1
- Alarm system activation, no fire - unintentional	1
TOTAL INCIDENTS:	36

THE DEPARTMENT DID NOT RESPOND TO 1 ALARM. NO CREW

IN TOWN CALLS: 14 CALLS                      OUT OF TOWN CALLS: 22

CALLS FROM 6AM-6PM: 20                      CALLS FROM 6PM-6AM: 16

TOP RUNNER FOR THE MONTH: SLAYDE TURNER WITH 31 CALLS

REPORTING OFFICER: KENNY SMITH JR DEPT. CHIEF.

## Monthly Report – January 2020

### Charles Remaley – Code Enforcement

#### Building Permits Issued - 6

Commercial – 0

Residential – 3

Street Opening – 3

#### Certificates of Occupancy Permits Issued – 17

Sales - 2

Conditional Sales - 0

Rentals – 11

Re inspection – 4

Temporary Structure- 0

#### Contractor License Issued – 11

Total for 2019– 34

#### Zoning Permits

Residential – 0

Commercial – 0

#### Property Maintenance – Violation Notices & Citation Warnings & Citations

##### Violation Notices

1009 Anderson St. – Water leak from property- Faulty sump pump.  
4300 W 91h St Lot 75 – Trailer posted unfit for human occupancy.  
4222 W 5<sup>th</sup> St. – TV placed out for trash pickup.  
3308 W 3<sup>rd</sup> St. – TV placed out for trash pickup.  
3503 W 3<sup>rd</sup> St. – Mattress out for trash unwrapped  
626 Main St. – No occupancy permit for the transfer of title  
4334 Ridge Rd. – Water Leak from property.  
4300 W 9<sup>th</sup> St. Lot 57 – Sewer leak under trailer.  
3414 W 3<sup>rd</sup> St. – Car engine placed in alley way.  
4026 Willow St. – No trash pickup notification.  
3314 W 3<sup>rd</sup> St. – Trash & construction material in rear yard.  
3522 W 3<sup>rd</sup> St. – Mattress out for trash unwrapped.  
3314 W 3<sup>rd</sup> St. – Motor vehicle parked in yard.  
1038 Price St. – Motor vehicle parked in yard.  
13 Union St. – Vehicles parked on vacant lot.  
3300 W 4<sup>th</sup> St. – Property posted – Boro Maintenance, Lawn Service.  
4350 Ridge Rd. – Property Posted. – Boro Trash Removal.  
500 Main St. – Failure to renew Certificate of Occupancy.  
914 Langley St. – Failure to renew Certificate of Occupancy.  
4224 W 7<sup>th</sup> St. – Failure to renew Certificate of Occupancy.  
1216 Langley St. – Failure to renew Certificate of Occupancy.  
630 Main St. – Failure to renew Certificate of Occupancy.  
936 Price St. – Failure to renew Certificate of Occupancy.  
4215 W 5<sup>th</sup> St. – Failure to renew Certificate of Occupancy.  
203 Irving St. – Dumpster on Street, No permit issued.  
940 Sunset St. – Dumpster on Street, No permit issued.  
3517 W 3<sup>rd</sup> St. – Unsafe accessory structure.  
Post Rd. & Center Ave. – Downed tree (Unsafe condition).  
220 Irving St. – Motor vehicle s parked in yard.  
3414 W 3<sup>rd</sup> St. – Vehicle tagged to be towed.  
927 Price St. – Excessive storage on interior of property.  
220 Wilcox St. – Motor vehicles parked on property-tagged to be Towed.  
3414 W 3<sup>rd</sup> St. – Vehicle on property – tagged to be towed.  
1354 Forrest St. – Trailer parked on Public Street.

##### Citation Warnings

3503 W 3<sup>rd</sup> St. – Mattress out for pickup unwrapped.  
3308 W 3<sup>rd</sup> St. – TV placed out for trash.  
626 Main St. – No Certificate of Occupancy.

## TRAINER BOROUGH - ENGINEER'S REPORT

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

We are waiting PECO's response regarding their review of the Application for the Easement Agreement. Congoleum signed the revised agreement and we will present to the Borough for signature at tonight's meeting. **Signed and sent to Congoleum.**

We are awaiting PENNDOT's response regarding phasing the project. The first phase would include new sidewalk from the Congoleum driveway to across from Veterans Drive with the second phase including the remainder of the sidewalk to Main street and addressing additional work proposed by PennDOT. Bidding of the first phase could proceed for construction to be completed between the spring and summer of 2020 with the second phase being scheduled at a later date depending on the funding. **We had a conference call this afternoon with representatives from PennDOT's Traffic Unit and we appear to have come to an impasse. The phased approach of stopping the sidewalk across from Veteran's Drive would require a mast arm flashing warning device that may only be needed temporarily and would cost somewhere in the vicinity of \$30,000. They informed us PennDOT is proposing to pave Ridge Road/W.9<sup>th</sup> Street in the Summer of 2021. With the paving project they may also simultaneously restripe the existing 4 lane cartway with one lane in each direction, a center turning lane and increased shoulder widths. This "Road Diet" would then allow for us to provide a median refuge area for pedestrians crossing Ridge Road at Veteran's Drive but that would delay the project even further. Following our call, we contacted the Office of Housing and Community Development. They indicated they cannot wait for the PennDOT project. Rather than lose the funding, we could propose to fast track one or two of the other locations previously presented as possible CDBG projects. OHCD needs to know how the Borough wants to proceed by Tuesday, February 18<sup>th</sup>.**

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

We issued a letter on 11/4/2019 noting we have no objection to the issuance of a construction permit once the signed and sealed copies of the grading plans last revised 10/25/2019 are provided. A Buckley representative advised they are working with the project engineer on a land development plan. We provided information on submitting the plan for approval.

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

The award letter and contracts were sent to Berg on January 15<sup>th</sup>. The contracts are being presented to the Borough for signature at tonight's meeting. We will be attending the pre-construction meeting at the OHCD Office on February 6<sup>th</sup> at 1:00 PM. **Notice to Proceed has been issued with a start date of 2/24.**

- **PECO Green Region Application- Henry Johnson Park**

The PECO Green Region Program Administrator advised the awards are expected to be announced during the first quarter of 2020. **As announced at Caucus, the grant application was denied.**

- **Monroe Energy**

Monroe has submitted a plan and Grading Permit application for the Proposed Liquefied Petroleum Gas Terminal and will present tonight for Council and the Mayor to review. We have a minor comment with respect an erosion control measures and will incorporate any Council concerns into my written review prior to the issuance of a permit. **The comment has been addressed with additional information provided. We are ready to issue the permit. PennDOT has reviewed their Highway Occupancy permit application and have comments related to the proposed driveway location. One of the comments relates to the Borough's acknowledgement regarding the project. I have drafted a letter to satisfy that requirement.**

▪ **2020 County Aid**

Resolution 1051 will be presented for adoption at tonight's meeting. PennDOT advised the application should be prepared if the Borough initiates a road program this year.

▪ **Infrastructure**

- PECO responded to the list of the damaged / altered poles as follows:
  1. East Ridge Ave. / W. 9<sup>th</sup> Street between Baker Street and Cosgrove Street-south side near Congoleum property: old pole with cables connected to new pole. PECO inquired if the old pole is Verizon's No. 1596. To be confirmed. **Confirmed.**
  2. W. 9<sup>th</sup> Street south side and west of Veterans Drive: 2 poles side by side with one pole leaning. PECO advised they notified other utility companies to transfer their services to the new pole and when done PECO will remove the old pole.
  3. W. 9<sup>th</sup> Street and Main Street- southeast corner: pole no. 365- 2 poles side by side with one pole damaged and leaning. PECO advised they notified other utility companies to transfer their services to the new pole and when done PECO will remove the old pole.
  4. Chestnut Street and 10<sup>th</sup> Street-northwest corner near Community Center: pole no. 324- short length of old pole connected to cables near main pole. PECO advised Verizon needs to move their equipment off the pole piece and make permanent repairs. We notified Verizon.
  5. 7<sup>th</sup> Street (Burton Street) cul de sac: pole no. 199- vines hanging on power cables. PECO advised there is no electric, the pole is safe, and that they cut vines from the base of the pole. PECO noted the wires are Verizon's. We requested Verizon remove the vines from their wires and that PECO remove the remainder of the vines from their pole.
  
- Post Road – Main Street to Smith Street. We coordinated a site meeting with PENNDOT and Borough representatives for Tuesday, February 11, 2020 at Noon, Post Road and Gilbert Street. **We met with a PENNDOT representative, Greg Miley and Ed Kline. The cause of the vibrations appeared to be:**
  - **Smith Street: deteriorated roadway areas and settled/damaged manhole frame and covers.**
  - **Gilbert Street: deteriorated roadway areas.**

**PennDOT noted they will consider patching the roadway areas and will advise on the extent and schedule of the work. We are contacting utilities regarding manhole adjustments.**
  
- PECO Gas Services- Sunset Street: we reviewed a list of permits provided by Charley Remaley for roadway openings for PECO to replace gas services. We reminded PECO of the requirements for roadway restorations including repaving half of the road per ordinance if applicable. We requested that PECO notify us prior to permanent restoration so the extent of the work can be determined.

▪ **Veteran's Drive**

**At last week's Caucus meeting we were authorized to work with the Solicitor's office to resolve the formal conveyance of the Veteran's Drive Right of Way from the Redevelopment Authority. We have prepared the legal description and forwarded to the Authority's attorney for the preparation of the deed of dedication.**