

July 9, 2020

A regular meeting of the Council of the Borough of Trainer was held over the phone through a call-in service with Vice President Jean Beck calling the meeting to order at 7:00 p.m. Eastern Standard Time. The meeting was telephonic due to COVID19.

This advertised meeting of Borough Council is being held remotely in compliance with Governor Wolf's Stay at Home Order. Council members are attending the meeting by call-in conference call. Notice was provided to residents of the Borough of the way they are able to attend and participate in this call-in meeting by postings on the Borough website and on the door of Borough Hall. Additionally, the Agenda of this meeting was posted on the Borough's website.

### **PRESENT**

Mayor Frances Zalewski, President Greg Miley, Vice President Jean Beck, Councilpersons Jim Cassidy, John Mathews, Awilda Burgos, Jenn Frazier  
Manager Mark Possenti, Engineer Eileen Nelson, Mike Sheridan

### **ABSENT**

Greg Miley, Jerry Guglielmi

### **MINUTES**

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

### **CORRESPONDENCE**

It was motioned by Councilperson Mathews and seconded by Councilperson Cassidy that the correspondence for June 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: Carl Everett permission to use lot at Chestnut and 9<sup>th</sup> to BBQ. Council agreed with stipulations.

Vice President Beck asked if Jerry Guglielmi's emailed resignation would be accepted by Council and a motion was made to accept.

The position for Council person will be advertised in the Spirit and on the Borough website. Letters of interest will be accepted until July 27<sup>th</sup>. Interviews of interested residents will be scheduled and at the Caucus meeting on August 5<sup>th</sup> an appointment will be made.

### **MANAGER/FINANCE**

Mark Possenti: Gave an update on Covid-19 guidelines and compliance. Wrapping up the 2018 and 2019 audit. Will look for status on the county funding for the street light project. County Council plans on starting in-person meetings on July 14<sup>th</sup>. The state will hold a virtual meeting and CARE assistance program for mortgage and rent help info van be found at PHFA.org.

- Called for a motion to approve the paid June expenses for General, Recreation and Liquid Fuels Funds in the amount of \$185,222.81 which were provided for inspection. Expenses are filed in the Secretary's office where they can be requested to view.
- Called for a motion to approve the paid Payroll for the month of June in the amount of

\$94,062.02, which was provided for inspection.

- Called an executive session for personnel

Vice President Beck stated there have been numerous complaints about fireworks in the borough. Chief Priscopo stated the police have responded to all calls about fireworks and are being handled.

## **COMMITTEE REPORTS**

### **MAYOR /POLICE**

Mayor Zalewski:

- The food pantry was given an abundance of food, there was a complaint that it was give to non-residents. The situation wasn't typical and the food was being given away so not to waste it. The borough does not fund the food pantry and it at committee's discretion how the food is handled.
- John and Greg are in charge of the Highway dept. There are too many orders being given by others. All request by another Councilperson must go through John to be forwarded to the Highway dept.

Chief had no other report than the fireworks which were discussed.

### **COMMUNITY REDEVELOPMENT/GRANTS**

Councilman Jim Cassidy:

- Discussed issues with the trash disposal
- See attached report

### **HIGHWAY/BUILDINGS**

Councilman Mathews:

- HJ Park bathrooms, concession area along with branches throughout have been cleaned up, new roof done.
- Got a quote for the Main St. storm sewer to be scoped.
- Calling Higgins for light repair at 9<sup>th</sup> and Main.
- Asked permission for NA meetings to start back at the Community Center with following COVID guidelines. This request was denied at this time.

### **BOARD OF HEALTH**

Councilman Guglielmi: Absent/resigned.

### **PUBLIC SAFETY/FIRE**

Councilwoman Beck:

- Read June Fire report (attached)
- Read June Code enforcement report (attached)

### **PARKS/ENVIRONMENT**

Councilman Miley: Absent

### **COMMUNITY OUTREACH**

Councilwoman Burgos:

- Has flyers and contact info to give out for babies and new parents that need help.
- Has masks and sanitizers to give out at the food pantry.
- Community Action is assisting in rent and mortgage payments.
- Had to empty 500 gallons of milk that could not be frozen.

## **RECREATION/NEWSLETTERS**

Councilwoman Jenn Frazier:

- Thanked all that helped with the graduation celebration.
- Asked permission to use the borough grill for this Saturday summer event kick-off.

## **CODE ENFORCEMENT OFFICER**

Charley Remaley: Absent

## **TAX COLLECTOR**

Mark Possenti:

- Need a motion to authorize a tax collections transfer from the Lock Box account into the General Fund account in the amount of \$51,314.00.

## **MONROE ENERGY**

Adam Gattuso: Absent

## **ENGINEER**

Eileen Nelson: Report attached

## **SOLICITOR**

Mike Sheridan stated:

- Need a motion to adopt Resolution 1054 Non-Uniform Pension. The non-uniform pension plan has two amendments to make change. They are to define a full-time employee and allow a non-matching employee contribution not to exceed 13.5%.
- Has pictures and detailed list of damaged and stolen items from HJ Park, still needs breakdown of the damages to the actual building for submittal.
- Still reviewing the Code Red agreement, will follow up on a couple of items in the agreement to clarify their meaning.

## **ORDINANCES**

- None

## **RESOLUTIONS**

- A motion was made Councilperson Mathews to adopt Resolution 1054 amended Non-Uniform Pension plan and seconded by Councilperson Cassidy. No opposition. Motion carried.

## **OTHER ACTION ITEMS**

- Motion made by Councilperson Cassidy to approve the paid June bills for General, Recreation and Liquid Fuels Funds in the amount of \$185,222.81 and seconded by Councilperson Burgos.
- Motion made by Councilperson Mathews to approve the paid Payroll for the month of June in the amount of \$94,062.02 and seconded by Councilperson Burgos. Councilperson Cassidy opposed and will address in executive meeting. Motion carried.
- Motion made by Councilperson Cassidy to authorize a tax collections transfer from the Lock Box account into the General Fund account in the amount of \$51,314.00 and seconded by Councilperson Burgos. No opposition. Motion carried.
- Motion was made by Councilperson Cassidy to accept the resignation of Councilman Jerry Guglielmi and seconded by Councilperson Burgos. No opposition. Motion carried.
- Motion was made by Councilperson Cassidy to return unused escrow money in the amount of \$146.00

to Forgotten Cats and seconded by Councilperson Mathews. No opposition. Motion carried.

**OLD COUNCILMANIC BUSINESS**

None

**NEW COUNCILMANIC BUSINESS**

None

**QUESTIONS AND COMMENTS FROM AUDIENCE**

Robin Rokicka, 5<sup>th</sup> St. – Stated that McCaffery Village group donated equipment, games and arts and crafts to the summer events for the youth after they found out about the stolen and damaged equipment.

Terry Yeager, Chestnut St. – Asked Council when it was voted on to exclude the bill list from the minutes.

Adriane Stepnowski, Parkview – Thanked the borough for handling a nuisance complaint.

An executive session was called at 8:40 pm. to discuss personnel. Council has to dial into another number, no decisions shall be made as a result.

**ADJOURNMENT**

Vice President Beck called for a motion to adjourn at 9:05 pm; Councilperson Burgos made the motion to adjourn. Councilperson Mathews seconded the motion. No opposition. Motion carried.

Respectfully submitted,

Victoria Orlando  
Borough Secretary

MARCUS HOOK TRAINER FIRE DEPARTMENT  
 MONTHLY REPORT  
 JUNE, 2020

INCIDENT TYPE	# INCIDENTS
Building fire	4
Trash or rubbish fire, contained	2
- Fire in mobile home used as fixed residence	1
- Brush or brush-and-grass mixture fire	1
Outside rubbish fire, other	1
- Medical assist, assist EMS crew	8
Extrication, rescue, other	1
Watercraft rescue	1
- Carbon monoxide incident	2
Electrical wiring/equipment problem, other	1
- Dispatched & cancelled en route	11
- Local alarm system, malicious false alarm	1
- Detector activation, no fire - unintentional	1
TOTAL INCIDENTS:	35

THE DEPARTMENT DID NOT RESPOND TO 4 ALARMS, NO CREW.

IN TOWN CALLS: 18 CALLS

OUT OF TOWN 17 CALLS:

CALLS FROM 6AM-6PM: 22

CALLS FROM 6PM-6AM:13

TOP RUNNER FOR THE MONTH: SLAYDE TURNER WITH 27 CALLS

REPORTING OFFICER: KENNY SMITH JR. DEPT. CHIEF.

## Redevelopment Report

Hello all and welcome to Trainers July Council meeting.

Glad to report that there has been some progress in the trailer park.

The name will remain the same.

Contractors have been on site to give estimates of upgrades.

The park signs have been ordered and are in progress of being made as we speak.

The original price included installation but due to the virus, he has no one to do the installation.

The price was dropped to reflect this and we will have to do the install. The one on the Townshipline Rd side can just have the new sign mounted on top of the old one.

On 9<sup>th</sup> Street side we will have to install two posts. 2 (two) 4X4 treated should do it.

Since we have agreed to the "Code Red" notification system, are we beginning to collect the data that is required?

Also want to report that after receiving complaints about the 10<sup>th</sup> and Anderson Street repaving project, I notified Stantec and Eileen may be reporting on this. Not happy with these contractors work to say the least.

On the trash issues. I asked several council members and the Mayor about notifying our hauler to not pick up the trash unless it is in cans. (*Council does not want to try this*)

Most, if not all, members got an email from a resident in the trailer park about fireworks and illegal motor cycle riding. This has been discussed tonight and seems actions are being taken.

July 9, 2020

**TRAINER BOROUGH - ENGINEER'S REPORT**

✦ **Buckley Cable – 9th Street and Price Street Improvements**

There has been no change in the status of this project.

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

Project is complete including punch-list items. We are processing the Change Order and Final Pay Request and sent to the Borough Secretary for the Council President to sign. We confirmed with the contractor that the One-Year Warranty / Guarantee period is effective June 15, 2020.

✦ **Monroe Energy**

PennDOT has required Monroe to revise proposal for two separate driveways to incorporate access into modification of the existing driveway. We reviewed the DCCD letter regarding the proposed Propane dispensing facility.

✦ **Forgotten Cats** We notified the Council President and Borough Secretary per our recent review of the site that all work has been satisfactorily completed including sufficient grass growth. We recommended that the \$146.00 balance of the total \$1,000.00 Escrow deposited be returned to the Owner and the permit closed.

✦ **Post Road**

PennDOT advised they will be patching roadway areas soon. We will inform Council upon updated scheduling information.

✦ **MS4 Program**

We received Newsletters from the Borough Secretary and downloaded Council meeting minutes and will highlight for inclusion in the report.

The Borough Secretary replaced outdated Department of Environmental Protection (DEP) and Environmental Protection Agency (EPA) links on the Borough's website with the updated links we provided.

Attached is a draft copy of the PCBs Inventory spread-sheet. We will discuss with Borough Council and finalize for this year's report.

Attached is a 'RiverSmart' article with tips that can be done at home to help with preserving and keeping stormwater in streams clean.

✦ **PennDOT Traffic Signal Pole Maintenance**

PennDOT issued a letter dated June 15, 2020 to Municipalities (attached) regarding recent structural failure to a traffic signal pole that fell onto a roadway. The failure was due to corrosion not visible from the pole surface. PennDOT recommends that traffic signal owners inspect all poles and document structural deficiencies and develop a plan to repair or replace poles that do not meet design capacity. We will discuss with Council at tonight's meeting.

✦ **DELCORA ACT 537 Plans**

DELCORA held an informational meeting for all Delaware County Municipal Engineers and I prepared a memo regarding the same on July 8, 2020. File No. 202740084 July 1, 2020 Page 2

**The Borough of Trainer  
Office of Code Enforcement**  
Trainer Municipal Building, 824 Main Street  
Trainer, Delaware County, PA 19061-5097  
(610) 497-3838  
Fax (610) 497-7840

**Monthly Report – June 2020**

**Charles Remaley – Code Enforcement**

**Building Permits Issued - 6**

**Commercial – 0**

**Residential – 6**

**Street Opening – 0**

**Certificates of Occupancy Permits Issued – 5**

**Sales - 3**

**Conditional Sales - 0**

**Rentals – 2**

**Re inspection – 0**

**Temporary Structure- 0**

**Contractor License Issued – 1**

**Total for 2020- 39**

**Zoning Permits**

**Residential – 1**

**Commercial –0**

**Portable Structures - 0**

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

**Violation Notices**

4028 W 7<sup>th</sup> St. – Overgrown Vegetation onto adjacent property.

1317 Forrest St. – Construction, without a Building Permit.

4504 Post Rd. – Overgrown vegetation onto Cable line to adjacent Property.

1009 Anderson Ave. - Excessive Police call notification to owner.

3427 W 3<sup>rd</sup> St. – Excessive Police call notification to owner.

3513 W 3<sup>rd</sup> St. – Unsanitary interior conditions.

1229 Chestnut St. – Failure to renew Certificate of Occupancy.

1333 Forrest St. – Failure to pay for Building Permit.