

December 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 President Greg Miley 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
- Greg Miley – President
- Regina Beck – Vice President
- John Mathews – Councilman
- Joseph Maher – Councilman
- Jim Cassidy – Councilman
- Ed McDaniel – Councilman

Mark and Joe Possenti – Manager

- Eileen Nelson – Engineer
- Mike Sheridan – Solicitor

ABSENT

- Awilda Burgos – Councilwoman

MINUTES

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

NOVEMBER GENERAL FUND BILLS

Paychex Invoice	Un-used vacation pay	-103.70
Paychex Invoice	November Monthly	-181.10
B&L Disposal	Waste disposal	-6,660.00
Paychex Invoice	November 8 Biweekly	-158.45
#1 Car Wash Inc.	Clean Police Vehicles October	-200.00

De Co Dist. Atty Office	Trainer Borough seized property	-1,168.00
Goodyear Auto Service	Police vehicle tires	-835.99
Murphy Design and Graphics	Graphics New 2019 Chargers	-1,740.00
Colliflower, Inc.	Highway equipment repair	-54.01
Home Depot	Bldg repair supplies	-70.89
Galls Incorporated	Police uniform/equipment	-30.26
Charles Higgins & Sons	Street light maintenance	-402.38
Broomall Truck & Auto	Highway vehicle repair	-224.00
Staples Advantage	Bldg supplies	-23.51
PECO - Park	HJ Park	-35.66
PECO-Underpass Lighting	Underpass lighting	-30.80
PECO - Garage	Highway garage	-46.79
PECO - Municipal Bldg.	Municipal bldg.	-591.45
PECO Street Lighting	Street lighting	-2,122.32
Chester Water - Hydrants	Hydrants	-1,195.10
Chester Water - Municipal	Municipal bldg.	-58.20
Chester Water - HJP	HJ Park	-32.19
Burke Landscape Supply	Playground mulch	-289.55
Pa One Call System, Inc.	Monthly fax service	-11.22
A.R.D. Uniform Enterprises	Police uniforms	-376.80
Berkshire Systems Group	Camera maintenance/repair	-999.00
Sunoco - SunTrak	Police vehicle fuel	-2,276.32
David Dodge	Police vehicle maintenance	-226.95
De Valley Veterinary Hospital	Nero	-41.33
J. Michael Sheridan, Esq.	Invoices for October	-950.00
United States Postal Service	Roll of stamps	-55.00
Robin Rokicka	Reimburse 2019 Secret Santa	-176.60
Nextel	Cell phones	-136.89
Integral Systems Corp	Annual umbrella service, backup	-225.00
PSAB U/C Plan	2019 3rd Quarter	-780.84
PSAB U/C Plan	UC/Plan filing	-50.00
De Co Solid Waste Authority	Tipping fees	-4,575.49
Ed Kline	Reimburse Uniforms 2019	-91.96
Comcast Business	Phone VOIP	-365.44
Comcast Cable	Cable services	-248.85
Stantec Consulting	Professional services	-12,276.50
Prudential Life Ins.	Life Insurance McKay	-748.73
Radio Communications	Police vehicle spot light repair	-25.00
Goodyear Auto Service Center	Balance due	-210.00

Aston Service Center	Police vehicles	-3,647.82
AT&T Mobility	Police data reader	-264.11
A.R.D. Uniform Enterprise	Police uniforms	-107.40
Kelly & Close Engineers	Municipal complex site work	-1,136.26
United Concordia	Dental Coverage	-1,534.37
Utility Advocate	Energy savings	-12.71
DCIU	Health Benefits December	-24,290.01
Talley's Garage & Towing	Highway Vehicle	-465.00
Mike Skinner Co Tree Service	Tree trimming removal at Sunset-4th St.	-1,500.00
TD Card Services	QB, web Radio equip, playground equip	-2,140.66
Paychex Invoice	Chief un-used vacation week 3	-103.70
United States Postal Service	Large mail sent	-8.95
Paychex Invoice	Nov. 22 Biweekly	-155.45
Linvilla Orchards	Christmas Tree 2019	-110.00
#1 Car Wash Inc.	Clean Police Vehicles November	-200.00
Galls Incorporated	Police uniform/equipment	-165.35
Comcast Cable	Cable services	-97.83
Coyle, Lynch & Company	3808 9th tax assessment	-147.33
Marcus Hook Borough	Fire Truck November	-131.61
Marcus Hook Borough	Fire Station November	-1,016.97
Linn Architects	Municipal complex bldg. plans	-11,340.45
Express Printing	Code Office C/O forms	-185.00
Atlantic Tactical	Police equipment	-80.75
		-89,944.00

PAYROLL ACCOUNT

It was motioned by Councilperson Cassidy and seconded by Councilperson Mathews that Payroll for the month of November is paid. No opposition. Motion carried.

NOVEMBER PAYROLL FOR ALL EMPLOYEES

Total payroll for the month of November \$87,191.11

LIQUID FUEL BILLS

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

NOVEMBER LIQUID FUEL BILLS

Mauger & Co.	Hwy vehicle fuel	-247.99
PECO	Traffic Lighting	-278.49
Pyramid Materials	Cold patch	-149.85
		-676.33

COMMUNITY CENTER BILLS

Community Center Bills for the month of November meeting were motioned for approval by Councilperson Beck and seconded by Councilperson Mathews. No opposition. Motion carried.

NOVEMBER COMMUNITY CENTER BILLS

PECO electric	CC electric	-63.78
PECO gas	CC Gas/electric	-111.94
Chester Water Authority	CC water	-54.74
Banta's Bestway Trash	Dumpster removal	-60.00
		-290.46

PERMITS & LICENSE

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

PERMITS & LICENSE – NOVEMBER

6 Building permits	\$772.75
0 Contractor license	\$0
0 C/O Applications	\$0
2 Plumbing permits	\$235.00
0 Electrical permits	\$0
1 Zoning	\$50.00
5 Other Permits/License	\$406.00
1 Liens	\$1,086.22
2 Vacant property registration	\$300.00
Amount turned over to Borough	\$2,549.97

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 Maher and seconded by Councilperson Cassidy that the correspondence for November be accepted and any necessary action taken. No opposition. Motion carried.

NOVEMBER CORRESPONDENCE

- Received from Keystone an electronic deposits in the amount of \$215,420.75 November EIT distribution.
- Received from Keystone an electronic deposits in the amount of \$15,700.38 November LST distribution.
- Received from Delaware County Monthly transfer report for November.
- Received from Delaware County Monthly Deed Reconciliation for November and a check in the amount of \$1,711.89.
- Received from Delaware County Tax Claim Monthly for October and a check in the amount of \$9,718.94.
- Received from Delaware County Board of Assessment Appeals in regards to tax appeal hearing results.
- Received from PennDot in regards to Outdoor advertising devices.
- Received from DEP sent to Monroe in regards to storage tank request for records.
- Received from Aqua in regards to storage tank and spill prevention.
- Received from Wilson Fuel notice of fee increase for deliveries.
- Received from Exelon in regards to Eddystone generating station annual downstream notification.
- Received Act 44 pension disclosure from INR.

QUESTIONS AND COMMENTS FROM AUDIENCE ON CORRESPONDENCE

None

ANY MATTERS THAT NEED COUNCILMANIC ACTION

Council agreed to shop around for diesel fuel for the highway garage since Wilson Fuel added on a delivery fee.

COMMITTEE REPORTS

MAYOR

Mayor Zalewski:

- Introduced and swore in the new Chaplains for the police department. Senior Pastor Anton Hackett Sr. and Reverend Ethel Guy were sworn in under oath to serve as Chaplains for the Police department.
- We have a lot of work to do next year, a lot of unfinished business.

***POLICE CHIEF** – No report

MANAGER/FINANCE

Mark Possenti:

- Need a motion to adopt Resolution 1049 for the 2020 Tax Levy of 14.75 mills.
- Need a motion to approve the final 2020 General Budget. The budget has a new line item for debt. We anticipate the Municipal complex loan pay back to be \$182,000.00 per year,

\$105,000.00 in interest and 77,000.00 in principal.

The Municipal complex financing, the site work bid for the Municipal complex, the building bid for the Municipal complex will be discussed in an executive meeting.

PARKS/RECREATION/ENVIRONMENT

Councilman Maher:

- Last two events, Lunch with Santa and Santa Paws is this weekend.
- Good luck to new Council members Jenn and Jerry.
- Thanked all for letting him serve on Council.

FIRE/BOARD OF HEALTH

Councilman Cassidy:

Welcome to Trainers December Council meeting,

Board of Health has been busy with attempting to track down some property owners in order to begin the process of cleaning up their properties. The properties are abandoned as of now.

The board reviewed the video provided by a resident at last month's meeting. The video did show that the pet was cleaned up after. It was agreed that no action will be taken at this time other than to ask the resident being complained about to be more frequent in cleaning up after his dog.

At this time I ask Councils blessing in appointing another member to the board. Keith Umile.

Attached is his letter of interest. The Board discussed his interest and feel he will be an asset to the Borough.

(Fire Report)

I would like to wish everyone a very Merry and Safe Christmas season and let me be the first to wish all a Happy Valentines Day.

Councilperson Cassidy asked for a motion to appoint Keith Umile to the Board of Health.

November Fire report is attached

HIGHWAY/BUILDINGS

Councilman Mathews:

- Stated he received 3 quotes for tires and work that needs to be done to the highway pick-up truck. The truck needs tires, catalytic converter and brakes, which will cost between \$2,900.00 - \$3,200.00. It will be cheaper than buying a new truck.

PUBLIC SAFETY

Councilwoman Beck read the Code office reports for November.

November: 11 bldg. permits, 23 C/O's, 0 Contractor licenses, 1 zoning and numerous violation notices, citation warnings and citations issued.

COMMUNITY OUTREACH/NEWSLETTERS

Councilwoman Burgos: Was absent

COMMUNITY REDEVELOPMENT

Councilman Ed McDaniel had no report. Thanked everyone for his time served on Council.

CODE ENFORCEMENT OFFICER

Charley Remaley: No report

TAX COLLECTOR

Mark Possenti:

- Total outstanding taxes, \$177,840.57.
- A motion is needed to authorize deposit from lock box to General Fund in the amount of \$15,000.00.

MONROE ENERGY

Adam Gattuso had no report.

ENGINEER

Eileen Nelson stated:

Presented and led the discussion for the annual CDGB. The discussion included road repair work. It was decided to apply for the grant to resurface a portion of Sunset St. and a portion of Irving St. A resident did inquire if traffic control devices were a covered project.

A motion is needed to award the bid for the 10th St. Improvement project to Berg Construction. The bid award will be conditional pending County funding to approve the award.

Engineer's Report

Attached

SOLICITOR

Mike Sheridan stated:

- Discussed the repository properties for sale through the county. The borough may buy for \$1.00, the adjacent neighbors for \$250.00 and all other parties for \$600.00. All the properties are ground lots. Council decided to purchase the property on Union St. The

- remaining properties may be sold to anyone interested.
- Called an executive session to discuss real estate matters.

ORDINANCES

- None

RESOLUTIONS

- Motion was made by Councilperson Beck to adopt Resolution 1049 2020 Tax Levy of 14.75 mills and seconded by Councilperson McDaniel. No opposition. Motion carried.

OTHER ACTION ITEMS

- Motion made by Councilperson Cassidy made a motion to shop for highway diesel fuel since Wilson Fuel has added on a delivery fee and seconded by Councilperson Beck. No opposition. Motion carried.
- Motion was made by Councilperson Beck to approve the 2020 General Budget in the amount of \$2,536,050.00 and seconded by Councilperson McDaniel. No opposition. Motion carried.
- Motion was made by Councilperson Cassidy to authorize the tax transfer to the General Fund in the amount of \$15,000.00 and seconded by Councilperson Mathews. No opposition. Motion carried.
- Councilperson Cassidy made a motion to appoint Keith Umile to the Board of Health. Councilperson Maher seconded the motion. No opposition. Motion carried.
- A Motion was made by Councilperson Beck to conditionally award the 10th St. project bid to Berg Construction pending County approval of funding the award and seconded by Councilperson Mathews. No opposition. Motion carried.
- Motion was made by Councilperson Cassidy to authorize the purchase of the repository ground property on Union St. for \$1.00 and seconded by Councilperson Maher. No opposition. Motion carried.
- Councilperson Cassidy made a motion to authorize Mark Possenti to contact the county council in regards to selling the Community center that was purchased with revitalization funds and get approval for disposition and seconded by Councilperson Maher. No opposition. Motion carried.

OLD COUNCILMANIC BUSINESS

None

NEW COUNCILMANIC BUSINESS

Councilperson Cassidy thanked Ed and Joe for their service on Council as well as Councilman Miley.

QUESTIONS AND COMMENTS FROM AUDIENCE

Marilyn Maher, Price St. – Asked Councilman Cassidy if he ever received a breakdown of calls from the fire department. Cassidy stated the fire department considers the combined borough's as one and does not separate the calls. Asked if the new Municipal complex will still include the administration building, police and recreation center.

Kirk Dodson, Anderson St. – Stated his surveillance camera shows the neighbor's dog feces is not being cleaned up every day, it lays in the yard for more than 24 hours. He stated Councilman Cassidy told him that the camera video is not enough evidence. Kirk handed up an article in regards to the danger of dog feces when not cleaned up.

Erika Cruet, 7th St. – Asked about options in regards to parking in certain areas. She stated that neighbors from another street park in front of her house and sometimes block her driveway. She stated she

remembered and ordinance being started on this issue. Council stated that the engineer is already looking into possible restriction for parking vehicles. She also stated that the other home owned by Hinchliffe on 7th St. next to her has a large hole in the back roof. She is concerned about the potential danger the property may cause.

An Executive session was called at 8:36 pm to discuss real estate matters.
The regular Council meeting resumed at 9:09 pm.

Council discussed the selling of the Community. The building was purchased with County revitalization funds. A motion is needed o authorize Mark Possenti to contact the county council in regards to selling the Community center and get approval for disposition.

ADJOURNMENT

President Greg Miley called for a motion to adjourn at 9:10pm; Councilperson Beck made the motion to adjourn. Councilperson Cassidy 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**

PECO estimates they will complete their review of the Application for the Easement Agreement by early January 2020. They advised upon their approval an Easement Agreement can be negotiated. The Borough has signed the Congoleum agreement and it was sent to them for signatures.

We are working with PECO regarding details for relocating their utility pole and attached utilities and will coordinate a site meeting with all affected utility companies.

The PennDOT Permit plans were re-submitted on November 19, 2019. **We received a review letter from PennDOT on 12/10 and discussed with PennDOT. We are working on revisions and will resubmit.**

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

We reviewed the revised plans submitted electronically to our office on November 1, 2019 and issued a letter on November 4, 2019 noting we have no objection to the issuance of a construction permit once the signed and sealed copies of the plans are provided.

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

The project was uploaded to PENNBID on 11/27/19. **Bid Results: Berg was the low bidder in the amount of 208,407.00 for the Base Bid and Add Alternate Bid. We have contacted OHCD to request additional funds to cover the overage. We recommend conditionally awarding to Berg Construction LLC in the amount of \$208,407.00 for the Base Bid and Add Alternate Bid. The conditions include OHCD approval on the additional funding and the references for the contractor.**

- **Community Center**

We have requested contact information for other Appraisers to obtain comparative quotes for an appraisal of the property. I have attached the guidelines from the CDBG Program regarding disposition of a facility acquired with CDBG funds for discussion. **We forwarded to Council the original agreement for the acquisition of the Community Center with the restrictions on the disposal (attached). Since it was done with Revitalization funds from the County directly, we do not have to follow CDBG guidelines. We need to discuss how to proceed.**

- **FY 2020 CDBG**

Applications are due January 9, 2020. We encourage the Borough to develop a potential projects list. **Public meeting has been advertised for the December 12th Council meeting. We will present a list of potential street improvements based on Council's previous input at tonight's meeting.**

- **MS4 Program**

On 11/13/19 I attended the workshop held at Media Borough regarding the new permit. Part of the renewal Stormwater permit with PADEP requires the identification of suspected and known sources of PCBs within the Borough. We have attached an overview of the requirements and will discuss at tonight's meeting.

- **PECO Green Region Application**

We submitted the PECO Green Region Application for tree planting at Henry Johnson Park on November 27, 2019.

MARCUS HOOK TRAINER FIRE DEPARTMENT MONTHLY REPORT

NOVEMBER, 2019

INCIDENT TYPE	# INCIDENTS
Cooking fire, confined to container	2
Passenger vehicle fire	3
Medical assist, assist EMS crew	1
Motor vehicle accident with no injuries.	1
Gasoline or other flammable liquid spill	1
Gas leak (natural gas or LPG)	3
Electrical wiring/equipment problem, other	1
Cover assignment, standby, moveup	2
Good intent call, other	1
Dispatched & cancelled en route	12
-CO detector activation due to malfunction	1
Smoke detector activation, no fire - unintentional	1
TOTAL INCIDENTS:	29

THE DEPARTMENT DID NOT RESPOND TO 4 ALARMS NO CREW.

TOTAL ALARMS IN MARCUS HOOK AND TRAINER: 11 ALARMS

OUT OF TOWN ALARMS:18

CALLS FROM 6AM-6PM: 15 ALARMS

CALLS FROM 6PM-6AM 14 ALARMS

TOP RUNNER FOR THE MONTH: Ray Betts 24 alarms

REPORTING OFFICER: KEN SMITH JR DEPUTY CHIEF