

January 12, 2022

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 Jennifer Frazier 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 Marilyn Maher, President Jennifer Frazier, Councilpersons, Joe Maher, Robin Rokicka, Tracy Tucker, Manager Mark Possenti, Engineer Mike Kozlowski, Solicitor Chris Boggs

ABSENT

VP John Mathews, Michael Carter

MINUTES

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

The minutes for the December 20th Special meeting were motioned for approval by Councilperson Maher and seconded by Councilperson Rokicka. No opposition. Motion carried.

CORRESPONDENCE

It was motioned by Councilperson Maher and seconded by Councilperson Rokicka that the correspondence for December 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

PUBLIC GENERAL AND AGENDA QUESTIONS AND COMMENTS:

Agenda states a two-minute time limit for residents/taxpayers to speak.

Kirk Dodson, Anderson St. – Asked if the Borough had someone in charge of property maintenance since Greg Miley left.

MANAGER/FINANCE – Mark Possenti

Stated he and the Solicitor are taking a closer look at Ordinance 614 to make change requested by Council in regards to non-uniform employee benefits, retirement and pension. Gave an update on the Municipal Complex progress. Called for an executive session to discuss a personnel matter.

-Called for a motion to adopt Ordinance 777 Amend the Act 22 Retirement Drop.

- Called for a motion to authorize to close TD bank General Fund account in approx. amount of \$194,112.31 and deposit balance into Republic bank General fund.

-Called for a motion to authorize to close TD bank Liquid Fuels account in the approx. amount \$2,310.52 and deposit balance into Republic bank Liquid Fuels acct.

-Called for a motion to authorize to close TD the TB bank credit card

-Called for a motion to authorize to open a new Republic bank account for American Rescue funds

-Called for a motion to authorize the transfer of ARF from general fund to new account in the amount of \$192,476.48

- Called for a motion to approve Secretary webinar workshop at the cost of \$150.00
- Called for a motion to approve the paid December expenses for General, Recreation and Liquid Fuels Funds in the amount of \$213,437.87 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 December in the amount of \$206,698.86 which was provided for inspection.

COMMITTEE REPORTS

Marilyn Maher - Mayor

Stated the police dept. is good. Read two letters of interest for the Council vacancy. A motion was made to nominate and appoint. John Gaspero was appointed and sworn in.

Jennifer Frazier – President

Stated she has letters for interest in Junior Council that will be discussed at the next Caucus. Reorganized the Council committees

John Mathews – Municipal Services

Absent.

Secretary read report.

A motion was called to cancel the zero-turn mower from Burke's which was supposed to be delivered in Set. And purchase two zero-turns from Suburban for an extra \$2500.00.

Michael Carter – Public Safety

Absent

Joe Maher – Ordinance/Zoning

The Ordinance changes on the agenda will be discussed next month. Announced that Rec Board are working on scheduling the upcoming events for the year.

Robin Rokicka – Community Relations/Newsletters

No report

Tracy Tucker – Public Outreach

Wanted an update on location and date for Delcora to present informational resources to the Community.

MONROE ENERGY

Absent

TAX COLLECTOR

Total tax and trash fees collected for the December were \$5,061.02

- Called for a motion to approve a real estate tax deposit of \$3,840.20 into the General Fund.
- Called for a motion to approve a trash fee deposit of \$1,221.00 into the General Fund.

ENGINEER

Mike Kozlowski: Read monthly report (attached)

Called for a motion to adopt Resolution 23-1084 CDBG and small sewer and water grant application.

SOLICITOR

Chris Boggs

-Asked for a motion to adopt Ordinance 23-778 amending Chapter 180 Act 57 of 2022 Effect of Failure to Receive Real Estate Tax Notice.

-Asked for a motion to adopt Ordinance 23-779 Act 57 of 2022 adopting rules for the Failure to Receive Real Estate Tax Notice

ORDINANCES

- Motion was made by Councilperson Maher to adopt Ordinance 777 Amend the Act 22 Retirement Drop and seconded by Councilperson Rokicka. No opposition. Motion carried.
- Motion was made by Councilperson Maher to adopt Ordinance 778 amending Chapter 180 Act 57 of 2022 Effect of Failure to Receive Real Estate Tax Notice and seconded by Councilperson Rokicka. No opposition. Motion carried.
- Motion was made by Councilperson Maher to adopt Ordinance 779 Act 57 of 2022 adopting rules for the Failure to Receive Real Estate Tax Notice and seconded by Councilperson Rokicka. No opposition. Motion carried.

RESOLUTIONS

- Motion was made by Councilperson Maher to adopt Resolution 23-1084 2023 CDBG with small water and sewer grant application and seconded by Councilperson Rokicka. No opposition. Motion carried.

OTHER ACTION ITEMS

- Motion was made by Councilperson Rokicka to authorize to advertise to amend Ordinance 688 holiday schedule and seconded by Councilperson Maher. No opposition. Motion carried.
- Motion was made by Councilperson Maher to authorize to close TD bank General Fund account in approx. amount of \$194,112.31 and deposit balance into Republic bank General fund and seconded by Councilperson Rokicka. No opposition. Motion carried.
- Motion was made by Councilperson Maher to authorize to close TD bank Liquid Fuels account in the approx. amount \$2,310.52 and deposit balance into Republic bank Liquid Fuels acct. and seconded by Councilperson Rokicka. No opposition. Motion carried.
- Motion was made by Councilperson Tucker to authorize to close TD the TB bank credit card and seconded by Councilperson Rokicka. No opposition. Motion carried.
- Motion was made by Councilperson Maher to authorize to open a new Republic bank account for American Rescue funds and seconded by Councilperson Rokicka. No opposition. Motion carried.
- Motion was made by Councilperson Maher to authorize the transfer of ARF from general fund to new account in the amount of \$192,476.48 and seconded by Councilperson Tucker. No opposition. Motion carried.
- Motion was made by Councilperson Rokicka to approve Secretary webinar workshop at the cost of \$150.00 and seconded by Councilperson Maher. No opposition. Motion carried.
- Motion made by Councilperson Maher approve the paid December expenses for General, Recreation and Liquid Fuels Funds in the amount of \$213,437.87 and seconded by Councilperson Rokicka. No opposition. Motion carried.
- Motion made by Councilperson Maher to approve the paid Payroll for the month of December in the amount of \$206,698.86 and seconded by Councilperson Tucker. No opposition. Motion carried.
- Motion made by Councilperson Maher to appoint John Gaspero to fill the Council vacancy and seconded by Councilperson Rokicka. No opposition. Motion carried.

- Motion made by Councilperson Maher to authorize the purchase of two zero-turn gas mowers for \$31,518.00 and cancel the order for the diesel mower form Burke's and seconded by Councilperson Rokicka. No opposition. Motion carried.
- Motion was made by Councilperson Maher to approve a real estate tax deposit of \$3,840.20 into the General Fund and seconded by Councilperson Rokicka. No opposition. Motion carried.
- Motion was made by Councilperson Maher to approve a trash fee deposit of \$1,221.00 into the General Fund and seconded by Councilperson Rokicka. No opposition. Motion carried.

NEW COUNCILMANIC BUSINESS

None

Kirk Dodson, Anderson St.- asked if the issues had been discussed from last meeting since he contacted an attorney and asked for something to be done.

Police Chaplain Hackett gave blessings for the new year.

Bill Draper from the Chichester school board introduced himself.

Executive session was called at 7:45

Out of Executive session at 7:59

After discussion in executive, it was motioned by Councilperson Maher to authorize severance payment to employee #1 and seconded by Councilperson Gaspero. No opposition. Motion carried.

ADJOURNMENT

President Frazier called for a motion to adjourn at 8:00pm; Councilperson Gaspero made the motion to adjourn. Councilperson Maher seconded the motion. No opposition. Motion carried.

Respectfully submitted,

Victoria Orlando
Borough Secretary

ENGINEER REPORT

- **Erosion Ridge Road**
MOR acknowledged they have additional stone to install in grass areas per their correspondence with John Mathews. We will advise Council of their schedule. **NO CHANGE**

- **MS4 Program**
Based on the Solicitor's response, we will need to publicly bid the Pollution Reduction Plan (PRP) project. We are preparing a proposal for the design and will present to Council.
Grant Opportunities
We are reviewing grant opportunities and will advise of our recommendations.

- **PA Small Water and Sewer Program**
We reviewed the storm system and inlet repairs with the Highway Foreman.

On 12/20/2022 we submitted the application for Storm Sewer Improvements to address the blockages in the storm sewer between Main Street and Marcus Hook Creek and at 2nd and Wilcox Streets and inlet repairs at 2nd and Wilcox Streets, 13th and Forrest Streets, and Ridge Road.

- **Parkview Mobile Home Park**
The applicant's engineer advised they responded to PADEP and are still awaiting approval for the Planning Module.
As requested by the Mayor, we asked the applicant's engineer if the developer would be willing to install a privacy fence between the Mobil Home Park property line and Henry Johnson Park. The applicant's engineer advised the developer responded due to costs they are not committing to installing a fence along the entire property, however, they may consider installing along a portion of the property depending on the extent. We will arrange a site meeting with the Mayor, engineer and developer to review options for the fence prior the approval of the developer's agreement.
The Borough Secretary advised the developer sent a check to replenish the escrow account however there is only a balance of \$140.00. We will request the developer replenish the escrow account prior to the approval of the developer's agreement.
We sent our review comments regarding the revised plans to the project engineer on 9/14/2022. Upon completion of the applicable items, we will recommend final approval of the plans for recording and the project for development.

- **FY 2021 CDBG Chestnut Street Improvements**
Construction is substantially complete.
We processed Application for Payment No. 1 from Premier Concrete, Inc.

- **Post Road and W. 9th Street Repaving by PennDOT**
PennDOT advised the schedule has been pushed back to the Spring, 2023. PennDOT advised they will request their maintenance contractor patch Post Road and Gilbert Street and will advise of their schedule. We will coordinate a site meeting with PennDOT in advance of the work.

- **4401 Ridge Road**
The project engineer advised they are preparing of the Highway Occupancy Permit (HOP) plans for review and approval by PennDOT (as well as Lower Chichester and Trainer Borough).
We sent our letter dated 11/10/2022 based on our review of the revised Land Development Plans and documents. We are reviewing updated revised Land Development Plans and a Cost Estimate.
We issued our letter dated 1/12/2023 per review of the revised Land Development Plans.

- **Community Center**
We prepared the exemption request for sewage facilities planning and submitted to DELCORA on 11/30/2022.

- **PY 2022 CDBG – Chestnut Street Improvements- 12th Street to Township Line Road**
We are finalizing the draft bid documents plans and specifications for submission to the OHCD.

- **Post Road (SR 13) and Price Street (SR 219) Intersection Upgrades**

We sent our review letter dated 11/11/2022 to the project representatives for the 2 projects for proposed improvements to the intersection of Post Road and Price Street as follows:

1. Project in Chester City involving intersection including ADA improvements.
2. Project in Marcus Hook Borough involving revisions to the traffic signals.

We are reviewing the revised PennDOT HOP submission from the project representative.

- **Escrow Funds**

As requested by the Borough Secretary per an audit, we are reviewing escrow funds balances for various projects.

- **Flooding Main Street near Amtrak Railroad Tracks**

Amtrak provided property ownership for part of the area near their railroad tracks and advised they will be providing additional information.

- **PY 2023 CDBG**

We are preparing the application due January 6, 2023 which includes Storm Sewer Improvements included in the PA Small Water and Sewer Application and Right-of-Way Improvements for Anderson St. from 10th St. to 12th St. and Price St. from 13th St. to Township Line Rd. This includes the \$58,599 Borough's match for the PA Small Water and Sewer Program and approximate \$166,000 construction costs. We will request Council approve the Resolution to be presented for signature at the 1/12/2023 Council meeting. **We submitted the application on 1/5/2023.**

- **Speed Humps**

We prepared and presented to Council cost information for speed humps provided by Logix, ITS for removable speed humps for 5 roads with 3 each speed humps per road. We are obtaining pricing from additional vendors.

We are also obtaining information from a vendor for speed cameras.

Per the PennDOT Municipal Services representative, the work for removable speed humps will need to comply with PennDOT guidelines for the roadways to remain eligible for Liquid Fuels funding.

For Council's consideration, we will prepare a traffic study for implementation of speed humps for a fee of \$2,300.

- **PECO Gas Main Replacement- Forrest St. and 13th St.-Forrest St. to Anderson St.**

The Code Enforcement Officer sent to us the permit application from PECO for the replacement of the gas mains. Since by Ordinance they are required to pave half-width of the roads, we contacted the project representative to see if they would consider a contribution to the Borough for the Borough to pave half width of the roads instead of PECO. This way the Borough could use the funds towards repaving the full width of roads in a road program. We will advise of their response.

- **Municipal Building**

We contacted a representative for Lot 13 on Nealy Blvd. who is assisting with providing information needed for finalizing the easement agreement for the sanitary sewer. We will advise of the progress.