

February 10, 2022

A regular meeting of the Council of the Borough of Trainer was held via Zoom with President Jennifer Frazier calling the meeting to order at 7:00 p.m. Eastern Standard Time. The meeting was via Zoom due to COVID19.

**PRESENT**

Mayor Marilyn Maher, President Jennifer Frazier, Vice President John Mathews, Councilpersons Michael Carter, Joe Maher, Robin Rokicka, Tracy Tucker, Manager Mark Possenti, Engineer Eileen Nelson, Solicitor Mark Much

**ABSENT**

Greg Miley

**MINUTES**

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

**CORRESPONDENCE**

It was motioned by Councilperson Mathews and seconded by Councilperson Maher 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

Public General and Agenda Questions and Comments:

None

**MANAGER/FINANCE**

Mark Possenti: Stated the public meeting will be back to in person at the March Caucus meeting.

Read information for homeowner assistance for mortgage, taxes and utilities from Peco.

Gave a street light procurement project update.

- Called for a motion to approve the paid January expenses for General, Recreation and Liquid Fuels Funds in the amount of \$105,911.80 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 January in the amount of \$90,221.41 which was provided for inspection.

**COMMITTEE REPORTS**

Marilyn Maher - Mayor

Stated she is in contact with the Police Dept. and reported a new police vehicle is being purchased.

John Mathews – Municipal Services

Asked for a motion to hire Andrew Cocker as a full-time public works employee.

Greg Miley – Property Maintenance/Buildings  
Absent

Michael Carter – Public Safety  
Read the fire department report.  
Speaking with the Chief about possibly setting up a Code Red emergency drill along with Monroe Energy. The police parking tickets have been updated.

Joe Maher – Ordinance/Zoning  
No report at this time. Will be meeting with Charley in the next couple of weeks.

Robin Rokicka – Recreation  
Asked for motions to appoint John Gaspero and Erik Cruet to the Recreation Board.  
Asked for approval for some Rec events including Bingo's, flea markets and Taco Fest.

Tracy Tucker – Community Relations  
Stated the food pantry is clean and stocked. The hours will be changing from Friday mornings to Saturday mornings and Wednesday afternoons.  
Have resources for rental assistance, LIHEAP and a campaign for working families for free tax preparation.

#### **TAX COLLECTOR**

Mark Possenti: January tax collected was \$36,643.57 and trash fees collected were \$2,062.50  
Need a motion to approve a real estate tax deposit of \$36,643.57 into the General Fund.  
Need a motion to approve a trash fee deposit of \$2,062.50 into the General Fund.  
Need a motion to authorize the transfer of \$1,000.00 into Republic Bank from the Lock Box account.  
Will be submitting the 2021 delinquent report to the County.  
Tax bills were mailed out last week.

#### **ENGINEER**

Eileen Nelson: Read monthly report (attached)  
-Need a motion to award bid for the Borough Sewer and Street Maintenance Contract.  
The lowest bidder for the contract including the road depression at 1302 Langley is A to U Services  
Moore Outdoor had the lowest bid for the sinkhole work at A&R Ironworks.  
Recommend to award separately. Moore in the amount of \$58,550.00 for A&R Ironworks and A to U for the maintenance contract (\$49,086) to include 1302 Langley St. (\$39,925.) Overall contract without a scope of work not to exceed \$85,011.00 for year one.  
-Need a motion to adopt Resolution 1070 2022 County Aid Application \$39005.22

#### **SOLICITOR**

Mark Much:  
Waiting on response from Tim Horgan in regards to using the park for a youth health program.  
Prepared a response in regards to the local magistrate redistricting.  
Still reviewing the sample of the non-uniform policy and procedures.

#### **ORDINANCES**

- None

## **RESOLUTIONS**

- Motion was made by Councilperson Maher to Adopt Resolution 1070 – 2022 County Aid application and seconded by Councilperson Rokicka. No opposition. Motion carried.

## **OTHER ACTION ITEMS**

- Motion made by Councilperson Mathews to approve the paid January bills for General, Recreation and Liquid Fuels Funds in the amount of \$105,911.80 and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion made by Councilperson Mathews to approve the paid Payroll for the month of December in the amount of \$90,221.41 and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Maher to authorize hiring Andrew Cocker as a full-time public works employee with a 90-day probation period and seconded by Councilperson Rokicka. No opposition. Motion carried.
- Motion was made by Councilperson Mathews to appoint John Gaspero and to the Recreation Board upon child clearance checks and seconded by Councilperson Maher. No opposition. Motion carried.
- Motion was made by Councilperson Mathews to appoint Erika Cruet to the Recreation Board upon child clearance checks and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Carter to approve some Rec events including Bingo's, flea markets and Taco Fest and seconded by Councilperson Mathews. No opposition. Motion carried
- Motion was made by Councilperson Mathews to authorize a tax collector deposit for January collections to the general fund in the amount of \$36,643.57 and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Carter to authorize a tax collector deposit for January trash fees to the general fund in the amount of \$2,062.50 and seconded by Councilperson Mathews. No opposition. Motion carried.
- Motion was made by Councilperson Mathews to authorize the transfer of \$1,000.00 from the Lock Box account to Republic Bank and seconded by Councilperson Tucker. No opposition. Motion carried.
- Motion was made by Councilperson Maher award bid in the amount of to A to U Services for the annual Maintenance Contract which is to include the road depression in need of repair at 1302 Langley St. not to exceed \$85,011.00 and seconded by Councilperson Rokicka. No opposition. Motion carried.
- Motion was made by Councilperson Maher award bid for the sinkhole work at A&R Ironworks to Moore Outdoor in the amount of \$58,550.00 and seconded by Councilperson Mathews. No opposition. Motion carried.
- Motion was made by Councilperson Mathews to authorize the appointment of Mark Possenti as the Deputy Tax Collector and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Mathews to authorize the bond of Deputy tax collector Mark Possenti and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Carter to approve electronic pickup approximately \$1500.00 to be held May 28<sup>th</sup> and October 1<sup>st</sup> and seconded by Councilperson Mathews. No opposition. Motion carried.
- Motion was made by Councilperson Carter to authorize Civil Service eligibility testing and seconded by Councilperson Rokicka. No opposition. Motion carried.
- Motion was made by Councilperson Mathews to authorize closing the Tax and Recreation accounts with TD bank and remove remaining funds and deposit into Republic Bank and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Carter to authorize the expense of \$125.00 per person to attend a PSAB training course for Council members and Mayor and seconded by Councilperson Rokicka. No opposition. Motion carried.

**OLD COUNCILMANIC BUSINESS**

None

**NEW COUNCILMANIC BUSINESS**

- Need a motion to authorize the appointment of Mark Possenti as the Deputy Tax Collector.
- Need a motion to authorize the bond of Deputy tax collector Mark Possenti
- Approve electronic pickup approximately \$1500.00 to be held May 28<sup>th</sup> and October 1<sup>st</sup>.
- Authorize Civil Service eligibility testing
- The Appointment of a Civil Service Solicitor was tabled.
- Authorize closing the Tax and Recreation accounts with TD bank and remove remaining funds and deposit into Republic Bank.

President Frazier asked for an Executive session.

**ADJOURNMENT**

President Frazier called for a motion to adjourn at 7:44pm; Councilperson Mathews made the motion to adjourn. Councilperson Carter seconded the motion. No opposition. Motion carried.

Respectfully submitted,

Victoria Orlando  
Borough Secretary

## ENGINEER REPORT

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

The owner advised they are in progress of completing punch-items in the basin including to help reduce stormwater ponding. Restoration of the grass in the basin will be completed this Spring when weather conditions are satisfactory.

- **Erosion Ridge Road**

Per our recent discussion with MOR, they advised the additional stone in the grass areas is scheduled to be completed within the next several weeks weather permitting.

- **Adelphia Cable Pipeline**

Adelphia advised work underway and demobilization is scheduled for completion by approximately mid-March with the asphalt milling and paving to be done in the Spring, 2022 when the weather conditions are satisfactory. They advised the materials for the permanent traffic control devices for the Linwood/Baker intersection is scheduled to arrive at the site by the end of this week and upon arrival work will be scheduled.

- **Dawes Court Erosion**

Per our recent discussion with DELCORA, they will provide an updated schedule regarding their installation of the gabions along the eroded areas of the creek. We will inform Council with their response. They also mentioned they may need to do some further investigation of their sanitary system in the area.

- **MS4 Program**

**Henry Johnson Park– Creek Erosion – we need to discuss with the new Solicitor for the approach to project.**

- **Parkview Mobile Home Park**

We have reviewed revised plans and reached out to the applicant about several outstanding items regarding plan content and addressing for emergency services. On January 4, PADEP issued a review letter regarding their Sewage Facilities Planning Module submission. The applicant has requested a letter signifying the Borough does not currently have a Planning Commission to provide a review and signature for the Planning Module. I can draft the letter if Council so desires. **Letter was prepared for Council President’s signature and sent to applicant’s engineer to include in their response to PADEP.**

- **FY 2021 CDBG Chestnut Street Improvements**

The draft bid documents, plans and specifications were sent to the OHCD and they responded the project may go out to bid. We obtained the deed for the property adjacent to the proposed sidewalk at the curve of Chestnut St. and W. 7th St. and confirmed a portion of the road and proposed sidewalk is beyond the existing Right of Way. We are working on a resolution.

- **1302 Langley Street-Roadway Settlement**

We sent a letter to the property owner on January 12, 2022 informing them of the need to repair their sanitary sewer lateral to address the subsidence in their yard. The owners contacted us requesting that we meet them at the site. We will arrange a meeting if authorized by Council.

We have included a scope for the repair of the roadway settlement in the Annual Maintenance Contract Bid Documents.

- **Post Road Repaving by PennDOT**

PennDOT advised repaving is scheduled for the Spring 2022. We are expecting their scheduling update and will provide when received. **PennDOT advised they should have updated scheduling information in March, 2022 and upon receipt they will provide the details.**

- **FY 2022 CDBG- Chestnut Street and Price Street Improvements**

The OHCD acknowledged receipt of the resolution. We advised the proof of publication was not included as the Borough Secretary has been unable to locate this from the Spirit.

- **Sinkhole at A&R Iron Works**

The scope of work for the repairs is included in the below Annual Maintenance Contract.

- **General Storm Sewer and Road Annual Maintenance Contract**

The project is out to bid with bids due February 7th. We will provide a recommendation for award at the February 10th Council meeting. **Bids were received from A to U Services, Inc. and Moore Outdoor Rejuvenation, Inc. (Bid Results attached).** A to U submitted the low bid in the amount of \$150,731.00 for the first year period March 1, 2022 to February 28, 2023. This includes \$49,086.00 for maintenance work, \$35,925.00 for the roadway restoration at 1302 Langley Street and \$65,720.00 for the sink hole and storm system repairs at A&R Ironworks. The \$35,925.00 for 1302 Langley is the maximum cost based on excavating the roadway and underlying stone and soils down to the sanitary pipes with the final extent of work and cost to be determined as work progresses. MOR Construction provided the lowest bid amount for A&R Ironworks, \$58,550.00, which includes \$4,700.00 for raising the top manhole section. As previously stated, in our opinion, that cost is the Owner's responsibility since the manhole was covered by their paving operations and this has been communicated to him. A reminder, the overall contract is structured to address maintenance issues as they arise and the actual scope and cost of every maintenance need will be required to be submitted when requested by the Borough, prior to being authorized to proceed. We recommend Council award the Annual Maintenance and 1302 Langley repair portions of the contract to A to U Services, Inc. in the amount of \$85,011 for the first year and 1302 Langley. There will be future options to renew the contract in years 2 (\$48,966.00) and 3 (\$48,966.00). We further recommend award of the A&R Iron Works portion to MOR Construction. If Council agrees with our recommendation, we will prepare the contracts and notify the bidders of the decision.

- **Monroe Energy-Substation 2E and Cable Tray Foundation Project**

We completed our review of the plans and informed the project engineer of the items that need to be addressed.

- **2022 County Aid**

We will draft the resolution for adoption at the February 10th Council meeting. **Resolution #1070 is on the agenda for adoption at tonight's meeting.**

- **PennDOT Emergency Permit**

Per our recent discussions with PennDOT, the Borough does not have an active Emergency Permit with PennDOT for repairs to be completed within the right-of-way of their roads. The permit can be obtained on-line using the Borough's PennDOT Business Person ID (BPID). We can assist the Borough Secretary with this if Council desires.

- **Boundary and Annexation Survey (BAS) Annual Response**

We informed the Borough Secretary that we responded to the survey that there were no boundary changes and we updated the contact for Mayor Maher.

- **4401 Ridge Road**

We informed Council that the project representative J. Adam Matlawski advised that the Link Logistics folks are working towards a closing on the purchase this month. They are hoping to be closed by the end of this month at the latest and then intend to move full speed ahead with land development application, etc.

MARCUS HOOK TRAINER FIRE DEPARTMENT

MONTHLY REPORT

JANUARY, 2022

INCIDENT TYPE	# INCIDENTS
Building fire	11
Cooking fire, confined to container	1
Chimney or flue fire, confined to chimney or flue	1
- Medical assist, assist EMS crew	8
Motor vehicle accident with injuries	1
Hazardous condition, other	1
Gas leak (natural gas or LPG)	2
Assist police or other governmental agency	1
Cover assignment, standby, moveup	6
Dispatched & cancelled en route	7
No incident found on arrival at dispatch address	2
Smoke scare, odor of smoke	1
False alarm or false call, other	1
Smoke detector activation due to malfunction	1
Alarm system sounded due to malfunction	2
Carbon monoxide detector activation, no CO	1
TOTAL INCIDENTS:	47

IN TOWN CALLS: 22 CALLS

OUT OF TOWN 25 CALLS:

CALLS FROM 6AM-6PM: 30

CALLS FROM 6PM-6AM: 17

NO RESPONSE WAS MADE FOR 1 CALLS NO CREW

TOP RUNNER FOR THE MONTH: Ray Betts: 47 calls

REPORTING OFFICER: KENNY SMITH JR. DEPT. CHIEF.

**Monthly Report – January 2022**  
**Charles Remaley – Code Enforcement**

**Building Permits Issued - 3**

Commercial – 0  
Residential - 3  
Street Opening – 0

**Certificates of Occupancy Permits Issued – 11**

Sales - 6  
Conditional Sales - 0  
Rentals – 5  
Re inspection – 0

**Contractor License Issued – 6**

Total for 2022- 40

**Zoning Permits - 0**

Residential – 0  
Commercial – 0

**Portable Structures -9**

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

**Violation Notices**

4326 Ridge Rd. – Debris in rear yard.  
1037 Price St. – Debris in rear yard  
3 Nealy Blvd. – Portable structure on property without permit.  
5 Nealy Blvd. – Portable structure on property without permit.  
3905 W. 9<sup>th</sup> St. – Portable structure on property without permit.  
4222 Post Rd. – Citation Warning roof leaking into attached house.  
4334 Post Rd. – No Certificate of Occupancy for transfer of title.  
4222 Post Rd. – No Certificate of Occupancy for Rental Unit.  
3428 W. 4<sup>th</sup> St. – No Certificate of Occupancy for Rental Unit.  
3608 W 9<sup>th</sup> St. – Noise Ordinance Violation.  
3 Nealy Blvd. – Parking of Trailers on Public Street.  
1037 Price St. – Citation Warning, trash in rear yard.  
3608 W. 9<sup>th</sup> St. – Citation Warning, Noise Ordinance Violation.