



Stantec Consulting Services Inc.  
1060 Andrew Drive Suite 140, West Chester PA 19380-5602

September 28, 2023  
File: 176710033

Attention: Krista Brown  
Compliance Specialist, Clean Water  
Pennsylvania Department of Environmental Protection  
2 East Main Street  
Norristown, PA 19401

Dear Ms. Brown,

**Reference: MS4 Progress Report  
NPDES MS4 Permit Number PA130118  
Trainer Borough, Delaware County, PA**

Enclosed please find the annual report and relative documents for the Year 5 MS4 Renewal Permit. Also enclosed are the following referenced in the report:

- Trainer Borough NPDES Map updated 3/28/2023.
- Public Involvement and Participation Plan updated 9/20/2023.
- Public Education and Outreach Plan updated 9/20/2023.
- Stormwater Facility Operation and Maintenance Plan updated 9/20/2023.

Please contact this office with any questions you may have regarding the Borough's compliance with their MS4 Permit.

Sincerely,

**Stantec Consulting Services Inc.**

**Michael Kozlowski** PE, ENV SP  
Associate

Phone: 610 840 2511  
Fax: 610 840 2501  
Michael.Kozlowski@stantec.com

Attachment

c. Victoria Orlando / Marilyn Maher / Jenn Frazier / John Mathews / Joe Maher / Michael Carter / Tracy Tucker / Robin Rokicka / John Gaspero  
Mark Much, Esquire / Joseph & Mark Possenti / Beth Mahoney, PADEP

km v:\1907\active\176710033\3rd permit 2018 to 2023\depreports\year 5\01 cover let\_2023.docx



## ANNUAL MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) STATUS REPORT

FOR THE PERIOD July 1 2022 TO JUNE 30, 2023

GENERAL INFORMATION					
Permittee Name:	Trainer Borough		NPDES Permit No.:	PA130118	
Mailing Address:	824 Main Street		Effective Date:	3/16/2018	
City, State, Zip:	Trainer, PA 19061		Expiration Date:	9/16/2024	
MS4 Contact Person:	Jenn Frazier		Renewal Due Date:	3/16/2023	
Title:	Borough Council President		Municipality:	Trainer Borough	
Phone:	610-497-3838		County:	Delaware	
Email:	secretary@trainerboro.com				
Co-Permittees (if applicable):					
Appendix(ces) that permittee is subject to (select all that apply):					
<input type="checkbox"/> Appendix A <input type="checkbox"/> Appendix B <input checked="" type="checkbox"/> Appendix C <input type="checkbox"/> Appendix D <input checked="" type="checkbox"/> Appendix E <input type="checkbox"/> Appendix F					
WATER QUALITY INFORMATION					
Are there any discharges to waters within the Chesapeake Bay Watershed? <input type="checkbox"/> Yes <input type="checkbox"/> No					
Identify all surface waters that receive stormwater discharges from the permittee's MS4 and provide the requested information (see instructions).					
Receiving Water Name	Ch. 93 Class.	Impaired?	Cause(s)	TMDL?	WLA?
Marcus Hook Creek	WWF	Yes	Flow Variability, Siltation, Habitat, Modification and Metals	No	No
Stoney Creek	WWF	Yes	Flow Variability, Siltation, and Habitat Modification	No	No
Delaware River	WWF	Yes	PCBs	Yes	No

### GENERAL MINIMUM CONTROL MEASURE (MCM) INFORMATION

Have you completed all MCM activities required by the permit for this reporting period? ☒ Yes ☐ No

List the current entity responsible for implementing each MCM of your SWMP, along with contact name and phone number.

MCM	Entity Responsible	Contact Name	Phone
#1 Public Education and Outreach on Storm Water Impacts	Trainer Borough	Jenn Frazier	610-497-3838
#2 Public Involvement/Participation	Trainer Borough	Jenn Frazier	610-497-3838
#3 Illicit Discharge Detection and Elimination (IDD&E)	Trainer Borough	Jenn Frazier	610-497-3838
#4 Construction Site Storm Water Runoff Control	Trainer Borough	Jenn Frazier	610-497-3838
#5 Post-Construction Storm Water Management in New Development and Redevelopment	Trainer Borough	Jenn Frazier	610-497-3838
#6 Pollution Prevention / Good Housekeeping	Trainer Borough	Jenn Frazier	610-497-3838

### MCM #1 – PUBLIC EDUCATION AND OUTREACH ON STORM WATER IMPACTS

#### BMP #1: Develop, implement and maintain a written Public Education and Outreach Program.

1. For new permittees only, has the written PEOP been developed and implemented within the first year of permit coverage?  
☐ Yes ☐ No

2. Date of latest annual review of PEOP: 9/20/2023 Were updates made? ☒ Yes ☐ No

3. What were the plans and goals for public education and outreach for the reporting period?

The Borough continued to implement the Public Education and Outreach Plan (PEOP) plan during the reporting period. A copy of the Borough's PEOP is on display / available at the Borough Hall for the Borough's use in implementing the plan. The PEOP goals for the year included having Municipal employees attend workshops; provide informational materials to the municipal employees, residents through the libraries and churches, and to schools through the administrators and principals; and to educate businesses and developers, and to automotive related businesses. The Borough Engineer presented stormwater educational information at least 5 different meetings during the permit year (see attached meeting minutes). The Borough continues to participate in the multi-Municipal Environmental Advisory Council with Marcus Hook and Lower Chichester with members attending regular meetings to review their issues related to the environmental impacts of the industrial areas located in the municipalities. During the permit year, the Borough Engineer worked with the Borough to educate the public and businesses through public meetings regarding the Pollution Reduction Plan (PRP). The Borough applied for funding for the PRP through the Watershed Restoration and Protection Program (WRPP) Grant with the awards expected to be announced by the end of September, 2022. The Borough also updated its Stormwater Management Ordinance and educated the public on its changes.

4. Did the MS4 achieve its goal(s) for the PEOP during the reporting period? ☒ Yes ☐ No

5. Identify specific plans and goals for public education and outreach for the upcoming year:

The Borough will continue providing educational information and outreach opportunities to target audiences via their website, newsletters, postings, public meetings, seminars and workshops. The educational information will include the PRP plan and the impact it will have as it is implemented throughout the permit. The Borough Engineer will provide information during at least 3 public meetings during the permit year.

#### BMP #2: Develop and maintain lists of target audience groups present within the areas served by your MS4.

1. For new permittees only, have the target audience lists been developed and implemented within the first year of permit coverage?

☐ Yes ☐ No

2. Date of latest annual review of target audience lists: 9/20/2023

Were updates made? ☒ Yes ☐ No

**BMP #3: Annually publish at least one educational item on your Stormwater Management Program.**

1. For new permittees only, were stormwater educational and informational items produced and published in print and/or on the Internet within the first year of permit coverage?

☐ Yes ☐ No

2. Date of latest annual review of educational materials: 4/10/2023

Were updates made? ☒ Yes ☐ No

3. Do you have a municipal website? ☒ Yes ☐ No (URL:  
<http://www.trainerboro.com>)



If Yes, what MS4-related material does it contain?

The Borough's homepage contains a link to the Borough's Stormwater page, an educational flyer about salting icy surfaces, and the Borough's Pollutant Reduction Plan. The Stormwater page contains a link to Stormwater Module Ordinance 774, which is the new stormwater ordinance adopted in 2022, a link to the Borough's Revised Pollutant Reduction Plan, and 5 of the Borough's Annual MS4 NPDES Progress reports. The Stormwater page also contains links to updated DEP articles and educational information, literature regarding stormwater pollution, and emergency response hotlines for reporting issues to PADEP, the Delaware Conservation District, DELCORA, PA Fish & Boat Commission, Trainer Borough Office and Chester Water Authority. The issues noted include water quality complaints, dry weather storm sewer outfall flows, off-site discharge of sediment, clogged/damaged sewer and water lines, sewage entering water courses, to fish kills and illegal fishing. At the bottom of the webpage, there are updated links for various educational EPA articles. The Borough sends out annual newsletters to the public that contains a section with information regarding storm water and pollutant reduction tips for the public to use to keeps the storm water clean.

4. Describe any other method(s) used during the reporting period to provide information on stormwater to the public:

The Borough Engineer and Borough discussed at public meetings MS4 stormwater topics including the presentation and distribution of educational articles / flyers. The Borough Engineer also discussed at various public meetings the PRP, the new Stormwater Ordinance No. 774 and the WRRP grant application submitted to pursue funding for the PRP. (See meeting minutes attached including highlighted sections). The Borough participated in the clean-ups of trash and debris at all four playgrounds and adjacent park areas in the Borough held in 2023 including in Henry Johnson Park, 3rd St. and Wilcox St., 5th St. and Gilbert St. and 13th St. and Anderson St. Stormwater on the four playgrounds / park areas discharge into Trainer's streams and waterways, and by cleaning the playgrounds it prevents trash and debris from entering the streams. The clean-ups were an opportunity for the participants to learn about the positive impacts their efforts were to help keep the downstream waterways clean.

Posters and literature are placed at Borough Hall for the public to review.

Need to update -> (MJK check with Vicki: The Borough's Facebook page was used to provide educational materials including the newsletters, and promotion of the April and June 2022 clean-ups.)

5. Identify specific plans for the publication of stormwater materials for the upcoming year:

The Borough's website and Facebook pages will continue to be updated with stormwater information, MS4 materials will be presented and distributed including per newsletters and at public meetings. Hard copies of stormwater materials presented at public meetings will available for the public at the meetings and Borough Hall.

#### **BMP #4: Distribute stormwater educational materials to the target audiences.**

Identify the two additional methods of distributing stormwater educational materials during the previous reporting period (e.g., displays, posters, signs, pamphlets, booklets, brochures, radio, local cable TV, newspaper articles, other advertisements, bill stuffers, posters, presentations, conferences, meetings, fact sheets, giveaways, or storm drain stenciling).

The Borough and the Borough Engineer periodically discuss the MS4 program at public meetings and distributes MS4 materials (see BMP #3), and posters and literature are on display at Borough Hall. See attached Borough meeting minutes and the Engineer's reports documenting these discussions. These meetings had a "Questions and Comments From Audience on Correspondence" portion, where Borough resident's can potentially gain immediate feedback to questions or grievances in the Borough.

The Borough included stormwater information in their annual newsletters sent out to residents (see attached).

The stormwater education materials are also shared on the Borough Facebook as noted in BMP #3 nos. 4 and 5.

#### **MCM #1 Comments:**

## MCM #2 – PUBLIC INVOLVEMENT/PARTICIPATION

### BMP #1: Develop, implement and maintain a written Public Involvement and Participation Program (PIPP)

1. For new permittees only, was the PIPP developed and implemented within one year of permit coverage?

☐ Yes ☐ No

2. Date of latest annual review of PIPP: 9/20/2023

Were updates made? ☒ Yes ☐ No

### BMP #2: Advertise to the public and solicit public input on ordinances, SOPs, Pollutant Reduction Plans (PRPs) (if applicable) and TMDL Plans (if applicable), including modifications thereto, prior to adoption or submission to DEP:

1. Was an MS4-related ordinance, SOP, PRP or TMDL Plan developed during the reporting period? ☒ Yes ☐ No

2. If Yes, describe how you advertised the draft document(s) and how you provided opportunities for public review, input and feedback:

A new Stormwater Management Ordinance was created and enacted to be compliant with PADEP's 2022 Model Ordinance. The Ordinance was discussed at the August and September public meetings. A public notification was placed in the local newspaper, The Spirit, on August 24, 2022 and the ordinance was available for the public to review at the Borough Hall. No comments were received from the public.

3. If an ordinance, SOP or plan was developed or amended during the reporting period, provide the following information:

Ordinance / SOP / Plan Name	Date of Public Notice	Date of Public Hearing	Date Enacted or Submitted to DEP
Stormwater Management Ordinance No. 774	8/24/2022	9/8/2022	9/8/2022

**BMP #3: Regularly solicit public involvement and participation from the target audience groups using available distribution and outreach methods.**

1. At least one public meeting or other MS4 event must be held during the 5-year permit coverage period to solicit participation and feedback from target audience groups. Was this meeting or event held during the reporting period?

☒ Yes ☐ No If Yes, Date of Meeting or Event: Public meeting held 3/14/2019 during Y1 reporting period

2. Report instances of cooperation and participation in MS4 activities; presentations the permittee made to local watershed and conservation organizations; and similar instances of participation or coordination with organizations in the community.

The Borough promotes the annual clean-ups to help maintain healthy watershed protection and partners with the local recreational organizations and Keep Pennsylvania Beautiful - Pick Up PA to help clean Trainer's four playgrounds and Henry Johnson park including the Marcus Hook Creek. The Borough Engineer prepares presentations and periodically discusses the MS4 Program at public meetings to educate and engage the public about the MS4 Program. The specific topics discussed often include MS4 articles and literature that are distributed to the public as well as the new Stormwater Ordinance No. 774 and the PRP.

3. Report activities in which members of the public assisted or participated in the meetings and in the implementation of the SWMP, including education activities or efforts such as cleanups, monitoring, storm drain stenciling, or others.

During the education presentations by the Borough Engineer at the Borough Council meetings, Borough residents are engaged and asked questions about the MS4 program. The most recent cleanups the public and Borough representatives participated in were the clean-ups of trash and debris at all four playgrounds and adjacent park areas in the Borough held in 2023 including in Henry Johnson Park, 3rd St. and Wilcox St., 5th St. and Gilbert St. and 13th St. and Anderson St.

**MCM #2 Comments:**

**MCM #3 – ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDD&E)**

**BMP #1: Develop and implement a written program for the detection, elimination, and prevention of illicit discharges into the regulated small MS4.**

1. For new permittees only, was the written IDD&E program developed within one year of permit coverage?

☐ Yes ☐ No

2. Date of latest annual review of IDD&E program: 4/10/2023 Were updates made? ☐ Yes ☒ No

**BMP #2: Develop and maintain map(s) that show permittee and urbanized area boundaries, the location of all outfalls and, if applicable, observation points, and the locations and names of all surface waters that receive discharges from those outfalls. Outfalls and observation points shall be numbered on the map(s).**

1. Have you completed a map(s) that includes all components of BMP #2? ☒ Yes ☐ No

If Yes and you are a new permittee and have not submitted the map(s) previously, attach the map(s) to this report.

If No, date by which permittee expects map(s) to be completed:

2. Date of last update or revision to map(s): March 28, 2023

3. Total No. of Outfalls in MS4: 19 Total No. of Outfalls Mapped: 19

4. Total No. of Observation Points: 0                      Total No. of Observation Points Mapped: 0
5. During the reporting period, have you identified any existing outfalls that have not been previously reported to DEP in an NOI, application or annual report, or are any new MS4 outfalls proposed for the next reporting period?
- ☐ Yes ☒ No                      If Yes, select: ☐ Existing Outfall(s) Identified ☐ New Outfall(s) Proposed

**BMP #3: In conjunction with the map(s) created under BMP #2 (either on the same map or on a different map), the permittee shall develop and maintain map(s) that show the entire storm sewer collection system within the permittee's jurisdiction that are owned or operated by the permittee (including roads, inlets, piping, swales, catch basins, channels, and any other components of the storm sewer collection system), including privately-owned components of the collection system where conveyances or BMPs on private property receive stormwater flows from upstream publicly-owned components.**

1. Have you completed a map(s) that includes all components of BMP #3? ☒ Yes ☐ No

If Yes and you are a new permittee and have not submitted the map(s) previously, attach the map(s) to this report.

If No, date by which permittee expects map(s) to be completed:

2. If Yes to #1, is the map(s) on the same map(s) as for outfalls and receiving waters? ☒ Yes ☐ No

3. Date of last update or revision to map(s): March 28, 2023

**BMP #4: Conduct dry weather screenings of MS4 outfalls to evaluate the presence of illicit discharges. If any illicit discharges are present, the permittee shall identify the source(s) and take appropriate actions to remove or correct any illicit discharges. The permittee shall also respond to reports received from the public or other agencies of suspected or confirmed illicit discharges associated with the storm sewer system, as well as take enforcement action as necessary. The permittee shall immediately report to DEP illicit discharges that would endanger users downstream from the discharge, or would otherwise result in pollution or create a danger of pollution or would damage property.**

For new permittees, all identified outfalls (and if applicable observation points) must be screened during dry weather at least twice within the 5-year period following permit coverage. For existing permittees, all identified outfalls (and if applicable observation points) must be screen during dry weather at least once within the 5-year period following permit coverage and, for areas where past problems have been reported or known sources of dry weather flows occur on a continual basis, outfalls must be screened annually during each year of permit coverage.

1. How many unique outfalls (and if applicable observation points) were screened during the reporting period? 1
2. Indicate the percentage of all outfalls screened in the past five years. 100%
3. Indicate the percent of outfalls screened during the reporting period that revealed dry weather flows: 37%
4. Did any dry weather flows reveal color, turbidity, sheen, odor, floating or submerged solids? ☒ Yes ☐ No
5. If Yes for #4, attach all sample results to this report with a map identifying the sample location. Explain the corrective action(s) taken in the attachment.
6. Do you use the MS4 Outfall Field Screening Report form (3800-FM-BCW0521) provided in the permit?  
☒ Yes ☐ No  
If No, attach a copy of your screening report form.

**BMP #5: Enact a Stormwater Management Ordinance or SOP to implement and enforce a stormwater management program that includes prohibition of non-stormwater discharges to the regulated small MS4.**

1. Do you have an ordinance (municipal) or SOP or other mechanism (non-municipal) that prohibits non-stormwater discharges? ☒ Yes ☐ No  
If Yes, indicate the date of the ordinance or SOP: 9/8/2022
2. If Yes to #1, is the ordinance or SOP consistent with DEP's 2022 Model Stormwater Management Ordinance (3800-PM-BCW0100j) with respect to authorized non-stormwater discharges? ☒ Yes ☐ No  
If Yes to #2 and the ordinance or SOP has not been submitted to DEP previously, attach the ordinance or SOP.

3. Were there any violations of the ordinance or SOP during the reporting period? ☐ Yes ☒ No

If Yes to #3, complete the table below (attach additional sheets as necessary).

Violation Date	Nature of Violation	Responsible Party	Enforcement Taken

4. Did you approve any waiver or variance during the reporting period that allowed an exception to non-stormwater discharge provisions of an ordinance or SOP? ☐ Yes ☒ No

If Yes to #4, identify the entity that received the waiver or variance and the type of non-stormwater discharge approved.

**BMP #6: Provide educational outreach to public employees, business owners and employees, property owners, the general public and elected officials (i.e., target audiences) about the program to detect and eliminate illicit discharges.**

1. Was IDD&E-related information distributed to public employees, businesses, and the general public during the reporting period? ☒ Yes ☐ No

If Yes, what was distributed? During the reporting period the Borough Engineer periodically met with Borough staff and Public Works employees who are educated regarding the program. This includes the Public Works employees accompanying the Borough Engineer during IDDE outfall inspections, annual BMP inspections and infrastructure and projects with stormwater drainage components. Public Works employees routinely inspect and clean the storms sewer inlets. Copies of the NPDES map and MS4 report are provided at Borough Hall and the website to educate the public including with phone numbers of whom to contact in case of emergency or illicit discharges observed. During Borough Council meetings, the Engineer informed the public and elected officials about the program (see attached meeting minutes). The Borough Engineer attended a PA DEP Illicit Discharge Detection & Elimination Training session on 11/17/2022 at the Haverford Community Recreation and Environmental Center hosted by the Center for Watershed Protection Inc. and discussed this at a public Council meeting (see attached Certificate of Completion for the course and meeting minutes).

2. Is there a well-publicized method for employees, businesses and the public to report stormwater pollution incidents?

☒ Yes ☐ No

3. Do you maintain documentation of all responses, action taken, and the time required to take action? ☒ Yes ☐ No

**MCM #3 Comments:**

Stormwater Outfall 1400: in 2023 a Delaware County Conservation District (DCCD) representative reported discolored stormwater discharging from this outfall to the downstream waterways. Stantec, the Borough Engineer, screened the outfall and had laboratory testing done. See attached screening form with lab test results. The lab results for potassium at 29.1 mg/L were slightly above the 20 mg/L parameter. A TV video of the upstream storm system was performed by the Borough's Maintenance contractor per Stantec's recommendations. Stantec, based on review of the TV video observed some deficiencies with the storm pipe and is developing options for rehabilitation of the pipe and will make recommendations to Borough Council with the hope rehabilitation which may be performed will alleviate the discolored water.

**MCM #4 – CONSTRUCTION SITE STORMWATER RUNOFF CONTROL**

Are you relying on PA's statewide program for stormwater associated with construction activities to satisfy this MCM?

☒ Yes ☐ No

*(If Yes, respond to questions for BMP Nos. 1, 2 and 3 only in this section. If No, respond to questions for all BMPs in this section)*

**BMP #1: The permittee may not issue a building or other permit or final approval to those proposing or conducting earth disturbance activities requiring an NPDES permit unless the party proposing the earth disturbance has valid NPDES Permit coverage (i.e., not expired) under 25 Pa. Code Chapter 102.**

During the reporting period, did you comply with 25 Pa. Code § 102.43 (relating to withholding building or other permits or approvals until DEP or a county conservation district (CCD) has approved NPDES permit coverage)?

☒ Yes ☐ No ☐ Not Applicable (no building permit applications received)

**BMP #2: A municipality or county which issues building or other permits shall notify DEP or the applicable CCD within 5 days of the receipt of an application for a permit involving an earth disturbance activity consisting of one acre or more, in accordance with 25 Pa. Code § 102.42.**

During the reporting period, did you comply with 25 Pa. Code § 102.42 (relating to notifying DEP/CCD within 5 days of receiving an application involving an earth disturbance activity of one acre or more)?

☒ Yes ☐ No ☐ Not Applicable (no building permit applications received)

**BMP #3: Enact, implement and enforce an ordinance or SOP to require the implementation and maintenance of E&S control BMPs, including sanctions for non-compliance, as applicable.**

1. Do you have an ordinance (municipal) or SOP or other mechanism (non-municipal) that requires implementation and maintenance of E&S control BMPs? ☒ Yes ☐ No

If Yes, indicate the date of the ordinance or SOP: 9/8/2022

2. If Yes to #1, is the ordinance or SOP consistent with DEP's 2022 Model Stormwater Management Ordinance (3800-PM-BCW0100j)? ☒ Yes ☐ No

3. If Yes to #2 and the ordinance or SOP has not been submitted previously, attach a copy of the ordinance or SOP.

**BMP #4: Review Erosion and Sediment (E&S) control plans to ensure that such plans adequately consider water quality impacts and meet regulatory requirements.**

Specify the number of E&S Plans you reviewed during the reporting period: 1 each - 4401 Ridge Road

**BMP #5: Conduct inspections regarding installation and maintenance of E&S control measures during earth disturbance activities. Maintain records of site inspections, including dates and inspection results, in accordance with the record retention requirements in this permit.**

Specify the number of E&S inspections you completed during the reporting period: 1 each - 21 Nealy Blvd. The DCCD also inspected this site

**BMP #6: Conduct enforcement when installation and maintenance of E&S control measures during earth disturbance activities does not comply with permit and/or regulatory requirements.**

Specify the number of enforcement actions you took during the reporting period for improper E&S: 0

**BMP #7: Develop and implement requirements for construction site operators to control waste at construction sites that may cause adverse impacts to water quality. The permittee shall provide education on these requirements to construction site operators.**

Specify the method(s) by which you are educating construction site operators on controlling waste at construction sites:

All permit plans are reviewed to ensure proper measures are proposed to control waste and ensure proper water quality measures. Routine inspections are conducted on all active job sites. An email or letter of deficiency is provided to contractors/owners regarding any deficiencies noted during inspections or repairs required.

**BMP #8: Develop and implement procedures for the receipt and consideration of public inquiries, concerns, and information submitted by the public to the permittee regarding local construction activities.**

1. A tracking system has been established for receipt of public inquiries and complaints. ☒ Yes ☐ No

2. Specify the number of inquiries and complaints received during the reporting period: 0

**MCM #4 Comments:**



The Borough is relying on the PA Statewide program associated with construction activities for BMP #4 through 8 for projects over 1 acre. No new projects were submitted to the Borough during the program year for less than 1 acre. Preliminary field work was performed at the site for 21 Nealy Blvd. with plans anticipated to be submitted during the next permit cycle.

**MCM #5 – POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT**

**BMP #1: Enact, implement and enforce an ordinance or SOP to require post-construction stormwater management from new development and redevelopment projects, including sanctions for non-compliance.**

1. Do you have an ordinance (municipal) or SOP or other mechanism (non-municipal) that requires implementation and maintenance of post-construction stormwater management (PCSM) BMPs? ☒ Yes ☐ No  
If Yes, indicate the date of the ordinance or SOP: 9/8/2022
2. If Yes to #1, is the ordinance or SOP consistent with DEP's 2022 Model Stormwater Management Ordinance (3800-PM-BCW0100j)? ☒ Yes ☐ No
3. If Yes to #2 and the ordinance or SOP has not been submitted previously, attach a copy of the ordinance or SOP.

**BMP #2: Develop and implement measures to encourage and expand the use of Low Impact Development (LID) in new development and redevelopment. Measures should also be included to encourage retrofitting LID into existing development. Enact ordinances consistent with LID practices and repeal sections of ordinances that conflict with LID practices.**

1. Do you have an ordinance (municipal) or SOP or other mechanism (non-municipal) that encourages and expands the use of LID in new development and redevelopment? ☒ Yes ☐ No  
If Yes, indicate the date of the ordinance or SOP: 9/8/2022
2. If Yes to #1, is the ordinance or SOP consistent with DEP's 2022 Model Stormwater Management Ordinance (3800-PM-BCW0100j)? ☒ Yes ☐ No
3. If Yes to #2 and the ordinance or SOP has not been submitted previously, attach a copy of the ordinance or SOP.

**BMP #3: Ensure adequate O&M of all post-construction stormwater management BMPs that have been installed at development or redevelopment projects that disturb greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development or sale.**

1. Do you have an inventory of all PCSM BMPs that were installed to meet requirements in NPDES Permits for Stormwater Discharges Associated with Construction Activities approved since March 10, 2003? ☒ Yes ☐ No  
If Yes to #1, complete Table 1 on the next page.
2. Has proper O&M occurred during the reporting period for all PCSM BMPs? ☐ Yes ☒ No
3. If No to #2, explain what action(s) the permittee has taken or plans to take to ensure proper O&M.  
  
During the Borough's annual inspections in 2023, some deficiencies were observed at BMPs 001 and 002. The deficiencies included accumulated debris and trash with in the storm water inlets, and branches and debris clogging the discharge structure. A deficiency letter was sent on April 11, 2023. The Owner responded on 5/31/2023 the deficiencies have been corrected.

*If you are relying on PA's statewide program for stormwater associated with construction activities, you may skip to MCM #6, otherwise complete all questions for BMPs #4 - #6 in this section.*

**BMP #4: Require the implementation of a combination of structural and/or non-structural BMPs that are appropriate to the local community, that minimize water quality impacts, and that are designed to maintain pre-development runoff conditions.**

1. Specify the number of PCSM Plans reviewed during the reporting period for projects disturbing greater than or equal to one acre (including projects less than one acre that are part of a larger common plan of development or sale): 1 ea - 4401 Ridge Road proposed development
2. Has a tracking system been established and maintained to record qualifying projects and their associated BMPs?

☒ Yes ☐ No

## PCSM BMP INVENTORY

**Table 1.** To complete the information needed for MCM #5, BMP #3, list all existing structural BMPs that discharge stormwater to the permittee's MS4 that were installed to satisfy PCSM requirements for earth disturbance activities under Chapter 102, and provide the requested information (see instructions).

BMP No.	BMP Name	DA (ac)	Entity Responsible for O&M	Latitude	Longitude	Date Installed	O&M Requirements	NPDES Permit No.
1	See attached table			0 1 11	0 1 11			
2				0 1 11	0 1 11			
3				0 1 11	0 1 11			
4				0 1 11	0 1 11			
5				0 1 11	0 1 11			
6				0 1 11	0 1 11			
7				0 1 11	0 1 11			
8				0 1 11	0 1 11			
9				0 1 11	0 1 11			
10				0 1 11	0 1 11			
11				0 1 11	0 1 11			
12				0 1 11	0 1 11			
13				0 1 11	0 1 11			
14				0 1 11	0 1 11			
15				0 1 11	0 1 11			
16				0 1 11	0 1 11			

**BMP #5: Ensure that controls are installed that shall prevent or minimize water quality impacts. The permittee shall inspect all qualifying development or redevelopment projects during the construction phase to ensure proper installation of the approved structural PCSM BMPs. A tracking system (e.g., database, spreadsheet, or written list) shall be implemented to track the inspections conducted and to track the results of the inspections (e.g., BMPs were, or were not, installed properly).**

1. During the reporting period have you inspected all qualifying development and redevelopment projects during the construction phase to ensure proper installation of approved structural BMPs?  
☒ Yes ☐ No ☐ Not Applicable (no qualifying projects during reporting period)
2. Has a tracking system been established and maintained to record results of inspections?  
☒ Yes ☐ No

**BMP #6: Develop a written procedure that describes how the permittee shall address all required components of this MCM.**

Have you developed a written plan that addresses: 1) minimum requirements for use of structural and/or non-structural BMPs in plans for development and redevelopment; 2) criteria for selecting and standards for sizing stormwater BMPs; and 3) implementation of an inspection program to ensure that BMPs are properly installed? ☒ Yes ☐ No

**MCM #5 Comments:**

The Borough is relying on the PA Statewide program for BMP #4, 5, and 6 for projects greater than 1 acre. The Borough Engineer tracks the items for BMP #4 and #5 when projects are received which would require tracking of BMP plans and inspection. The Borough's Stormwater Management ordinance describes the procedures for BMP #6.

**MCM #6 – POLLUTION PREVENTION / GOOD HOUSEKEEPING**

**BMP #1: Identify and document all operations that are owned or operated by the permittee and have the potential for generating pollution in stormwater runoff to the MS4. This includes activities conducted by contractors for the permittee.**

1. Have you identified all facilities and activities owned and operated by the permittee that have the potential to generate stormwater runoff into the MS4? ☒ Yes ☐ No
2. When was the inventory last reviewed? 9/20/2023
3. When was it last updated? 9/20/2023

**BMP #2: Develop, implement and maintain a written O&M program for all operations that could contribute to the discharge of pollutants from the MS4, as identified under BMP #1. This program shall address stormwater collection or conveyance systems within the regulated MS4.**

1. Have you developed a written O&M program for the operations identified in BMP #1? ☒ Yes ☐ No
2. Date of last review or update to written O&M program: 9/20/2023

**BMP #3: Develop and implement an employee training program that addresses appropriate topics to further the goal of preventing or reducing the discharge of pollutants from operations to the regulated small MS4. All relevant employees and contractors shall receive training.**

1. Have you developed an employee training program? ☒ Yes ☐ No
2. Date of last review or update to training program: 9/20/2023 Date of latest training: 11/10/2021, periodic 2022-2023

3. Training topics covered:

11/10/2021: MS4 Program, Stormwater Facility Operation and Maintenance Plan. 2022 to 2023: O&M of Municipal vehicles, equipment and operations.

4. Name(s) of training presenter(s):

11/10/2021: Michael Kozlowski. 2022 to 2023: Borough representatives

5. Names of training attendees:

11/10/2021: Donnie Peer and Jim McKay. 2022 to 2023: Borough representatives.

**MCM #6 Comments:**

### POLLUTANT CONTROL MEASURES (PCMs)

Indicate the status of implementing PCMs in Appendices A, B and/or C by completing the table below. Skip this section if PCMs are not applicable.

Task	Date Completed	Attached	Anticipated Completion Date
Storm Sewershed Map(s)	8/07/2017, revised 9/23/2019 and 3/28/2023	<input checked="" type="checkbox"/>	
Source Inventory	6/30/2020	<input checked="" type="checkbox"/>	
Investigation of Suspected Sources		<input type="checkbox"/>	2023
Ordinance/SOP for Controlling Animal Wastes		<input type="checkbox"/>	

**PCM Comments:**

Note: Trainer Borough has the following Waters Identified for Appendix C - PCB: Delaware River.

### POLLUTANT REDUCTION PLANS (PRPs) AND TMDL PLANS

1. Complete this section if the development and submission of a PRP and/or TMDL Plan was required as an attachment to the latest NOI or application or was required by the permit, regardless of whether DEP has approved the plan(s).

Type of Plan	Submission Date	DEP Approval Date	Surface Waters Addressed by Plan
<input type="checkbox"/> Chesapeake Bay PRP (Appendix D)			Chesapeake Bay
<input checked="" type="checkbox"/> Impaired Waters PRP (Appendix E)	9/14/2017	Pending. See PRP/TMDL Plan Comments Below.	Marcus Hook Creek, Stoney Creek
<input type="checkbox"/> TMDL Plan (Appendix F)			

<input type="checkbox"/> Combined Chesapeake Bay / Impaired Waters PRP			Chesapeake Bay,
<input type="checkbox"/> Combined PRP / TMDL Plan			
<input type="checkbox"/> Joint Plan <i>(if checked, list the name of the MS4 group or names of all entities participating in the joint plan below)</i> Joint Plan Participants:			

2. Identify the pollutants of concern and pollutant load reduction requirements under the permit (see instructions).

Type of Plan	TSS Load Reduction (lbs/yr)	TP Load Reduction (lbs/yr)	TN Load Reduction (lbs/yr)
<input type="checkbox"/> Chesapeake Bay PRP (Appendix D)			
<input checked="" type="checkbox"/> Impaired Waters PRP (Appendix E)	33,839		
<input type="checkbox"/> TMDL Plan (Appendix F)			
<input type="checkbox"/> Combined Chesapeake Bay / Impaired Waters PRP			
<input type="checkbox"/> Combined PRP / TMDL Plan			

3. Date Final Report Demonstrating Achievement of Pollutant Load Reductions Due: 2026

4. Have any modifications to the plan(s) occurred since DEP approval? ☒ Yes ☐ No

If Yes to #4, was the updated plan(s) submitted to DEP? ☒ Yes ☐ No

If Yes to #4, did you comply with the public participation requirements of the applicable appendix? ☒ Yes ☐ No

If Yes to #4, describe the plan modifications.

The location of the stream restoration was changed from the Marcus Hook Creek in Henry Johnson Park to an unnamed tributary to the Marcus Hook Creek within Trainer Borough's property for the new Municipal Building Complex.

5. Summary of progress achieved during reporting period.

The Borough has continued planning and discussing the Stream Restoration project to address the TSS Load Reduction requirements with the public and how to proceed with the suspected sources of PCBs.

Appendix C – PCB Source Inventory: The Borough Engineer developed an inventory of all known or suspected sources of PCBs located in Trainer Borough where the stormwater drainage areas lead to the Delaware River during the Year 2 Report Period. During Year 3, the Borough and Borough Engineer continued to educate the public regarding Appendix C PCBs. The Borough Engineer received further guidance from DEP regarding the goals of the Appendix C PCB source inventory. The Borough Engineer determined there does not appear to be any additional suspected sources of PCBs.

6. Anticipated activities for next reporting period.

The Borough will continue to educate the target audience on the PRP plan and the impact it will have as it is implemented throughout the permit. The Borough Engineer will continue to consult with DEP regarding the next steps for Appendix C-PCB sources and investigation based on the sources inventory. The Borough Engineer previously completed the Appendix C-PCB sources inventory report with no further action planned. However, in the future if there is a suspected PCB contamination / discharge incident the incident would be investigated and measures taken to address the issue. The Borough, and Borough Engineer will also continue to explore and seek public input for additional projects for the PRP to address the TSS Load Reduction. The Borough applied for funding of the PRP through the WRPP grant in May 2023. Notification of grant award is still pending.

**PRP/TMDL Plan Comments:**

The Borough Engineer submitted the revised PRP on 2/6/2019 in response to PA DEP PRP Review Comments letter dated 12/6/2018. Pending PA DEP response / approval to the revised PRP submitted 2/6/2019.

Construction Costs increased significantly since the PRP cost estimate of \$120,000 for design and construction developed in 2018, in large part due to the pandemic. Current construction estimated to be approximately \$350,000. The Borough Engineer is working proactively and aggressively with Borough Council for funding sources and opportunities to fund the PRP. Trainer Borough with the assistance from Stantec applied for \$315,000 funding via a WRPP Grant submitted on 5/30/2023. Awards anticipated by the end of September, 2023.



### NEW BMPs FOR PRP/TMDL PLAN IMPLEMENTATION

**Table 2.** List all new structural BMPs installed and ongoing non-structural BMPs implemented during the reporting period that are being used toward achieving load reductions in the permittee's PRP and/or TMDL Plan (see instructions).

BMP No.	BMP Name	DA (ac)	% Imp.	BMP Extent	Units	Latitude	Longitude	Date Installed or Implemented	Planning Area?	Ch. 102?	Annual Sediment Load Reduction (lbs/yr)
						O 1 11	O 1 11		<input type="checkbox"/>	<input type="checkbox"/>	
						O 1 11	O 1 11		<input type="checkbox"/>	<input type="checkbox"/>	
						O 1 11	O 1 11		<input type="checkbox"/>	<input type="checkbox"/>	
						O 1 11	O 1 11		<input type="checkbox"/>	<input type="checkbox"/>	
						O 1 11	O 1 11		<input type="checkbox"/>	<input type="checkbox"/>	

### BMP INVENTORY FOR PRP/TMDL PLAN IMPLEMENTATION

**Table 3.** List all existing structural BMPs that have been installed in prior reporting periods and are eligible to use toward achieving load reductions in the permittee's PRP and/or TMDL Plan (see instructions).

BMP No.	BMP Name	DA (ac)	% Imp.	BMP Extent	Units	Latitude	Longitude	Date Installed	Annual Sediment Load Reduction (lbs/yr)	Date of Latest Inspection	Satisfactory?
						O 1 11	O 1 11				<input type="checkbox"/>
						O 1 11	O 1 11				<input type="checkbox"/>
						O 1 11	O 1 11				<input type="checkbox"/>
						O 1 11	O 1 11				<input type="checkbox"/>
						O 1 11	O 1 11				<input type="checkbox"/>
						O 1 11	O 1 11				<input type="checkbox"/>

### CERTIFICATION

**For PAG-13 Permittees:** I have read the latest PAG-13 General Permit issued by DEP and agree and certify that (1) the permittee continues to be eligible for coverage under the PAG-13 General Permit and (2) the permittee will continue to comply with the conditions of that permit, including any modifications thereto. I understand that if I do not agree to the terms and conditions of the PAG-13 General Permit, I will apply for an individual permit within 90 days of publication of the General Permit. I also acknowledge that any facility construction needed to comply with the General Permit requirements shall be designed, built, operated, and maintained in accordance with operative laws and regulations.

**For All Permittees:** I certify under penalty of law that this report was prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations. See 18 Pa. C.S. § 4904 (relating to unsworn falsification).

C/O

Jennifer Frazier, Trainer Borough Council President

Name of Responsible Official

(610) 497-3838

Telephone No.

  
Signature Councilman

Signature

Sept. 28, 2023

Date

# PUBLIC EDUCATION AND OUTREACH PLAN

FOR: BOROUGH OF  
TRAINER

Updated:  
9/20/2023

	AUDIENCE SIZE	POSSIBLE INFORMATIONAL CONDUITS	CONSTITUENT ORGANIZATIONS	EFFECTIVE METHODS FOR COMMUNICATING
MUNICIPAL EMPLOYEES	<ul style="list-style-type: none"> <li>Departments: Borough</li> <li>Council-8</li> <li>Stantec Consulting-6</li> </ul>	<ul style="list-style-type: none"> <li>Publications: Borough newsletter, paycheck, interoffice memorandum</li> <li>Website: <a href="http://www.trainerboro.com">www.trainerboro.com</a></li> <li>Central information: Bulletin Boards in Borough Buildings, staff meetings</li> <li>Public meetings</li> <li>Facebook website: <a href="https://www.facebook.com/trainerboro.3838/">https://www.facebook.com/trainerboro.3838/</a></li> </ul>		Informational materials given to the Borough Representatives and department heads, who review and forward to the various employees via bulletin boards at Borough Hall lobby, newsletters, or individual mail box bins.
RESIDENTS	<ul style="list-style-type: none"> <li>Population 1860</li> <li>Total housing units approximately 800</li> </ul>	<ul style="list-style-type: none"> <li>Publications: Borough Newsletter</li> <li>Website: <a href="http://www.trainerboro.com">www.trainerboro.com</a></li> <li>Keep Pennsylvania Beautiful- Pick Up PA Website: <a href="https://www.keeppabeautiful.org/programs/pick-up-pa">https://www.keeppabeautiful.org/programs/pick-up-pa</a></li> <li>Borough representatives</li> <li>Borough Engineer</li> <li>Facebook website: <a href="https://www.facebook.com/trainerboro.3838/">https://www.facebook.com/trainerboro.3838/</a></li> </ul>	Environmental Advisory Council	Borough and Borough Engineer provides MS4 information to residents through their website, newsletters, postings, public meetings, seminars and workshops.
SCHOOLS	<ul style="list-style-type: none"> <li>Chichester School District 4 Elementary Schools- 1331:</li> <li>Hilltop, Linwood, Marcus Hook, Boothwyn</li> <li>Chichester Middle- 1001</li> <li>Chichester High- 989</li> </ul>	<ul style="list-style-type: none"> <li>Website: <a href="http://www.chichestersd.org/">http://www.chichestersd.org/</a></li> <li>School has email distribution list for district news.</li> <li>Chi Channel Number 11 Comcast Cable</li> <li>Borough representatives</li> </ul>		Provide school board officials, principals, and administrators with educational information that they can distribute to students.
BUSINESSES	Businesses:	Delaware County Chamber of Commerce newsletter Borough Representatives	Associations: Better Business Bureau, Delaware County Chamber of Commerce	Distribute the Borough Newsletter with MS4 advertisements to businesses located in the Borough. Advertisements in Chamber's newsletter in order to target various businesses.
DEVELOPERS	Developers:	Developers contact the Borough Office to find development requirements.	Delaware County Chamber of Commerce.	The Borough Engineer and Borough representatives will continue to distribute stormwater information to developers and their consultants during development applications.

**PUBLIC INVOLVEMENT AND  
PARTICIPATION PLAN FOR:  
BOROUGH OF TRAINER  
Updated: 9/20/2023**

	CONSTITUENT ORGANIZATIONS	ASSOCIATED VOLUNTEER PROGRAMS	PROGRAM DEFINITIONS	COMMUNITY INTEGRATION WITH EXISTING VOLUNTEER PROGRAMS	HYPERLINK
MUNICIPAL EMPLOYEES	AFSCME Union	Marcus Hook - Trainer Fire Department Keep Pennsylvania Beautiful- Pick Up PA	Keep Pennsylvania Beautiful- Pick Up PA is a volunteer organization sponsored by DEP and PENNDOT that encourages volunteers to organize groups to participate in stream and highway clean-ups.	Municipal employees are familiar with the ordinances/sections of ordinances that pertain to the MS4 requirements, enabling them to enforce them throughout their community, as well as convey these requirements to developers and the community. Municipal employees attend training / educational seminars which will place them in a better position to promote permit requirements. Municipal representatives participate in stream clean-ups.	<a href="http://www.mhfd32.com">http://www.mhfd32.com</a> <a href="https://www.keeppabeautiful.org/programs/pick-up-pa">https://www.keeppabeautiful.org/programs/pick-up-pa</a>
RESIDENTS		Marcus Hook, Trainer, Lower Chichester Environmental Advisory Committee  Keep Pennsylvania Beautiful- Pick Up PA	Keep Pennsylvania Beautiful- Pick Up PA (see above)	The Borough and Borough Engineer through advertising and public notices encourages volunteers to participate in MS4 related events including those sponsored by the Great PA Clean-up, such as stream clean-ups, seminars, etc. The Borough Engineer will give a minimum of one public presentation per year regarding the MS4 program and accomplishments.	<a href="https://www.keeppabeautiful.org/programs/pick-up-pa">https://www.keeppabeautiful.org/programs/pick-up-pa</a>
SCHOOLS	Chichester Area School District	Boy/Girl Scouts Great American Cleanup of PA	Boy/Girl Scouts organizations initiate multiple community activities within the Borough. Keep Pennsylvania Beautiful- Pick Up PA (see above).	The Borough through advertising and public notices encourages the Boy/Girl Scouts to participate in MS4 activities such as stream clean-ups. The Borough has MS4 educational information and materials available for local schools to ensure school car washes meet DEP guidelines.	<a href="https://www.keeppabeautiful.org/programs/pick-up-pa">https://www.keeppabeautiful.org/programs/pick-up-pa</a>
BUSINESSES	Better Business Bureau; Delaware County Historical Society	Great American Cleanup of PA	Keep Pennsylvania Beautiful- Pick Up PA (see above)	The Borough has MS4 educational materials for distribution to businesses. Distribute other available MS4 information.	<a href="https://www.keeppabeautiful.org/programs/pick-up-pa">https://www.keeppabeautiful.org/programs/pick-up-pa</a>
DEVELOPERS	The Home Builders' Association of Chester and Delaware Counties, Chamber of Commerce.	Habitat for Humanity	Habitat for humanity is comprised of resident volunteers that build several homes a year for underprivileged individuals.	Developers will directly participate in the program by employing BMP's that comply with the ordinance/ordinance sections that pertain to NPDES phase II requirements.	<a href="https://hbacdc-pa.builderfusion.com/bf/website/calendar.jsp">https://hbacdc-pa.builderfusion.com/bf/website/calendar.jsp</a>

# **Stormwater Facility Operation and Maintenance Plan for Trainer Borough**

**Post-Construction Stormwater Runoff Management: MCM #5 – BMP # 6**

**Pollution Prevention and Good Housekeeping for Municipal Operations and  
Maintenance: MCM #6 – BMP #'s 1, 2 and 3**

**Updated:**

**September 20, 2023**

## **A. Authority and Applicability**

### **i. Purpose**

Trainer Borough will implement this Stormwater Facility Operation and Maintenance Plan (Plan) to improve the Borough's water quality by reducing the discharge of pollutants from municipal separate storm sewer systems (MS4s), protecting water quality, and satisfying the appropriate requirements of the federal Clean Water Act. The Borough is required by law to implement this Plan under the Phase II National Pollutant Discharge Elimination System (NPDES) Stormwater Regulations (40 CFR §§ 122.26 – 123.35). The Pennsylvania Department of Environmental Protection (PADEP) has the authority to issue permits under this federal regulation and has issued the following permit to Trainer Borough:

**NPDES MS4 Permit No. PAG130118**

### **ii. Permit Requirements**

This permit requires Trainer Borough to implement the six Minimum Control Measures (MCMs) described in the MS4 Stormwater Management Program Protocol (Protocol).

These six MCMs are:

- 1) Public Education and Outreach,
- 2) Public Participation and Involvement,
- 3) Illicit Discharge Detection and Elimination,
- 4) Construction Site Runoff Control,
- 5) Post-Construction Stormwater Runoff Management, and
- 6) Pollution Prevention and Good Housekeeping for Municipal Operations and Maintenance

This Plan provides a procedure to implement and document compliance with MCM #5 – BMP #6 and MCM #6– BMP #'s 1, 2 and 3.

### **iii. Minimum Control Measure Requirements**

- a. Minimum Control Measure #5 -  
Post Construction Stormwater Runoff Management in New  
Development and Redevelopment -  
BMP #6 – Develop a written procedure that describes how the  
permittee shall address all required components of this MCM.**

To meet the requirements of MCM # 5 – BMP #6, the Borough has:

- 1) Committed municipal resources to review post-construction stormwater Best Management Practices (BMP);
- 2) Ensures that post-construction controls meet state water quality requirements.
- 3) Developed and continually updates the inventory of PCSM BMPs. The inventory is provided on a spread-sheet in Appendix A.

**b. Minimum Control Measure #6 –  
Pollution Prevention/Good Housekeeping Procedures for  
Municipal Operations –**

To meet the requirements of MCM no. 6, the Borough has implemented the following BMPs:

**BMP #1** – Identify and document facilities and operations that are owned or operated by the permittee and have the potential for generating pollution in stormwater runoff to MS4. This includes activities conducted by contractors for the permittee.

**BMP #2** – Develop, implement and maintain a written Operation and Maintenance Program for all operations that could contribute to discharge of pollutants from the MS4 as identified in BMP #1. This program shall address stormwater collection or conveyance systems within the regulated MS4.

**BMP #3** – Develop and implement an employee training program that address appropriate topics to further the goal of preventing or reducing the discharge of pollutants from operations to regulated small MS4s. All relevant contractors and employees shall receive training.

## **B. Procedures**

### **i. Inspection and Maintenance Procedures for Best Management Practices**

Inspection and maintenance procedures may be found in the most current version of the Pennsylvania Stormwater Best Management Practices Manual. The manual is available on the internet at the Pennsylvania Department of Environmental Protection website.

### **ii. Operation, Maintenance, and Inspection Procedures for Stormwater Facilities**

The goal of the following procedures is to ensure that stormwater management facilities are functioning properly and to prevent or reduce pollutant runoff to the maximum extent practical.

The Borough is responsible for inspection and maintenance of all municipally owned stormwater management facilities, including: roadways, parking lots, paved surfaces, storm sewer inlets, piping, and outfalls; swales, ditches or other stormwater conveyances, maintenance and storage yards, parks and open space, maintenance shops, riparian buffers. The Borough has implemented the Operation, Maintenance, and Inspection Procedures described in Section B and there is in compliance with this component.

Inspection checklists for stormwater facilities are included in Appendix A.

#### Stormwater Facility Operation:

All stormwater facilities will be operated according to their design specifications and in a manner that prevents or reduces adverse environmental or public health and safety impacts.

#### Stormwater Facility Inspection:

Inspections will be conducted to evaluate the performance of the stormwater facilities and to determine whether pollutants, trash or debris is entering or discharging from the stormwater collection system.

Inspection frequencies will depend on various factors, but will be at least once per year. The type of the stormwater facility will be used to guide inspection frequencies. The size of the drainage area, the amount of impervious cover, and the type of activities that occur within the drainage area will affect inspection frequencies. More frequent inspections would be warranted in



industrial, construction or high vehicle use areas, or in any area that is known or suspected to be an increased risk for pollution. Severe weather conditions such as heavy rains will usually require follow up inspections to determine the impact to and performance of stormwater facilities.

All inspection activities, results and recommendations will be documented in writing.

The overall condition and cleanliness of Borough roads and parking lots will be constantly evaluated during routine travels by public works staff. Those areas with excessive staining, trash or sediment will be investigated or scheduled for cleaning. Appropriate corrective actions will be considered for any areas exhibiting flooding or poor drainage patterns.

All storm sewer inlets/catch basins will be inspected at least annually to determine the sediment load and overall condition of the structure. This includes approximately 115 inlets. Areas prone to stormwater flow issues are inspected before and during rains and cleaned as necessary to permit proper flows. If the depth of deposits is greater than or equal to one-third the depth from the basin bottom to the invert of the lowest pipe or opening into or out of the basin, cleaning will be performed. Catch basins that accumulate deposits quickly will be inspected more frequently and the drainage area will also be inspected to determine possible causes. Inlet grates will be inspected for trash blocking free water entry into the sewer, especially before heavy rains are forecast.

Storm sewer easements and rights-of-way will be inspected at least annually to check for obstructions or any other conditions that might threaten the integrity of the system.

Storm sewer outfall structures will be inspected annually to check for structural integrity and erosion potential.

Borough stormwater conveyance systems, such as swales, pipes, and ditches, will be inspected on a regular basis to check for trash, vegetation, sediment, and erosion conditions.

Any other type of Borough stormwater Best Management Practice (e.g. wet pond, vegetated swale, infiltration facility, etc) will be inspected according to guidelines contained in the Pennsylvania Stormwater Best Management Practices Manual.

### Stormwater Facility Maintenance:

Borough roads and parking lots will be cleaned mechanically when debris is discovered by the Highway crew. This includes approximately 4.86 miles of publically owned roads. Inlets are cleaned during the fall to remove any leaf debris. Repairs to the storm sewer system are made as necessary and have not been needed in the past several years.

Those areas identified by inspections as being more debris prone will be prioritized or cleaned more often. Roadway cleaning will occur after the winter deicing season is over to remove accumulated materials. Roadway cleaning may also occur under non-deicing conditions when oil spill clean-up materials such as sand or oil dry are applied. This will prevent these oil-contaminated materials from being washed into the storm sewer system.

The storage and application of materials used for roadway deicing or traction control will be in a manner that reduces the impact to the storm sewer system and the environment. Types of materials currently being used in the Borough include deicing salt. All storage will be protected from precipitation. Any spillage of materials will be cleaned up to prevent stormwater runoff contamination. The application of any material to roads or parking lots will be only enough to accomplish the task and will take into consideration site specific characteristics such as road width and design, traffic concentration, and proximity to surface waters.

Storm sewer inlets/catch basins will be cleaned when inspections reveal an excessive accumulation of sediment or debris. Storm sewer inlet grating will also be cleaned as necessary. Structural repairs to any part of the storm sewer inlet/catch basin will be performed as the need arises. Any storm sewer piping deficiencies will also be corrected. Excessive debris or sediment in any storm sewer piping will be removed. Damaged piping will be replaced.

Free flow of water from outfalls will be maintained by removal of debris and obstructions. Velocity reducers at outfalls will be maintained or replaced as necessary.

The use of herbicides and pesticides is limited. Any planned herbicide or pesticide application in vegetated areas or any part of the storm sewer collection system will be reviewed by qualified persons to comply with all applicable regulations and to prevent adverse water quality impacts.

Any other type of Borough stormwater BMP (e.g. wet pond, vegetated swale, infiltration facility, etc) will be maintained according to guidelines contained in the Pennsylvania Stormwater Best Management Practices Manual.

Any materials recovered from any part of the storm sewer collection or treatment system will be handled and disposed of in accordance with all applicable state and federal disposal regulations.

All maintenance activities will be documented in writing. Pictures will be taken of various storm sewer system components to document pre and post maintenance conditions.

### **iii. Operation and Maintenance Program for Municipal Vehicle Operations**

The MS4 Permit requires the development and implementation of a pollution prevention based operation and maintenance program for all municipal vehicle operations. The goal of this program is to reduce or prevent pollutant runoff from municipal operations from adversely impacting the storm sewer system, the receiving watercourse, or the environment. The following is the program for the Borough.

#### **Municipal Vehicle Operation:**

All municipal vehicles will be operated in a manner that reduces the potential for pollution to the municipal storm sewer system or to the environment. This includes obeying all road and traffic rules and being alert at all times.

In the event of a vehicle pollution incident involving vehicle fluids or cargo, all attempts will be made to prevent the spilled material(s) from entering the storm sewer system or nearby waterways. This could include diking, damming, absorbing, or removing the material from the affected area. All recovered material will be properly disposed of in accordance with all applicable state and federal waste disposal regulations. Appropriate spill containment and recovery equipment will be maintained at the public works facility. For any spill beyond the Borough's ability to address, local contractors will be contacted to provide assistance. An up to date list of appropriate contractors will be maintained and readily available. A list of other entities to be contacted (PADEP, PA Fish & Boat Commission, water users/intakes, etc) will also be maintained and available.

### Municipal Vehicle Maintenance:

The Borough owns:

- 1 pick-up truck with disc to disperse salt
- 2 dump trucks with discs for dispersing salt
- 1 tractor with a bucket to disc for dispersing salt
- Lawn mowers
- Police car fleet
- 1 snow blower

All vehicle maintenance is performed at local commercial facilities including:

- Vehicles: Tally's garage in Trainer, Sunoco in Aston, PA.
- Lawn Mowers: Burkes Landscape supply in Trainer, PA.  
Atlantic Tractor, Oxford, PA.  
Suburban Lawn Equipment in Wilmington, Delaware.

Products of maintenance activities, such as greasy rags, oil filters, air filters, batteries, degreasers, used oil and coolant, etc. will be placed in appropriately labeled containers for proper disposal or recycling. If these containers can not be stored under roof, they will be placed in secure areas with provisions to prevent releases to the environment.

Areas containing spillage or contaminants will not be washed so that the runoff could enter the storm sewer system. Dry cleanup methods will be utilized as much as possible.

Drip pans or containers will be used for all leaking vehicles. Outdoor vehicle storage areas will be periodically inspected to check for evidence of uncontrolled leakage.

Suitable materials will be maintained on site for the cleanup and disposal of oils, chemicals, or other hazardous materials.

Indoor floor drains will not be connected to any part of the storm sewer system and will not allow the discharge of pollutants to the environment.

Non-hazardous cleaners and solvents will be used whenever possible.

Vehicles are stored at these locations:

- Borough Highway Garage at Pennell Street and Post Road: pick-up truck, dump trucks, tractor storage, lawn mowers, snow blower
- Borough Hall parking lot at 824 Main Street.

Storage areas will be routinely inspected to determine the effectiveness of the pollution prevention program. Inspection records will be maintained and any deficiencies will be promptly addressed.

#### Municipal Vehicle Fueling:

All vehicle fueling operations will be constantly monitored to prevent or react to spillage. The Borough fuels their vehicles at commercial facilities including Sunoco in Chichester Ave., Upper Chichester, PA and Sunoco on Township Line Rd. in Upper Chichester, PA. Local Wawas including 601 Naamans Road, Claymont, Delaware.

The Borough owns 1 above ground diesel storage tank located at the Highway Maintenance garage which is used for fueling lawn mowers.

“Topping off” of vehicle fuel tanks will be discouraged through training and signage.

All spillage from fueling activities will be controlled and cleaned up immediately. Appropriate clean up materials such as oil dry or absorbent pads will be maintained at the fueling area and will be used to prevent spillage from entering the storm drain system. Water will not be used to clean up any spillage.

#### Municipal Vehicle/Equipment Washing:

The police and highway vehicles are occasionally washed on the Borough Hall parking lot. Highway vehicles also washed at the Borough Highway Garage at Pennell Street and Post Road with the wash water flowing to the adjacent lawn area so the runoff does enter the storm sewer system.

In addition, all vehicles are primarily washed at the ‘# 1 Car Wash’ commercial facility in Trainer.

Phosphate-free biodegradable detergents will be used whenever possible.

The water generated from any power washing or steam cleaning activity will not be allowed to enter the storm sewer system.

#### **iv. Repairs**

Repair of any items indicated in the report as needing repair must be completed within the time frame in the most current version of Ordinance 666.

## **C. Administration**

### **i. Documentation and Training**

Inspection reports will be maintained on file for reference and for confirmation of any required repairs to stormwater facilities.

Training of employees to perform stormwater facility inspections or municipal vehicle operations is important to ensure that proper procedures are being followed on a consistent basis and that appropriate documentation is maintained. The Borough Council and maintenance crew periodically discuss maintenance of vehicles and care of facilities with the maintenance crew.

### **ii. Enforcement and Penalties**

Enforcement and penalties are fully described in the most current version of Ordinance 666.

## **Appendices**

### **A. Operation, Maintenance, and Management Inspection Checklists**

## **References**

- A. Municipal Separate Storm Sewer Systems Stormwater Management Program Protocol, Pennsylvania Department of Environmental Protection.
- B. Ordinance No. 666 – Stormwater Management Ordinance.
- C. Operation, Maintenance, and Management of Stormwater Management Systems, Watershed Management Institute, Inc. and Office of Water U. S. Environmental Protection Agency, Washington D.C., August 1997.
- D. Standard Guidelines for the Design, Installation, Maintenance and Operation of Urban Stormwater Systems, ASCE/EWRI 45-, 46-, 47-05.
- E. Standard Guidelines for the Design, Installation, Maintenance, and Operation of Urban Subsurface Drainage, ASCE/EWRI 12-, 13-, 14-05.
- F. Pennsylvania Stormwater Best Management Practices Manual, Pennsylvania Department of Environmental Protection, current version.

OUTFALL ID	Previous Permit			Current Permit			COMMENTS
	DATE SCREENED	DRY WEATHER FLOW	SAMPLED	DATE SCREENED	DRY WEATHER FLOW	SAMPLED	
100	8/5/2016	YES	NO	3/12/2020	YES	NO	Bottom of pipe corroded. <b>Is the pipe DIP or steel?</b>
200	8/20/2014	NO	NO	4/20/2021	YES	NO	Double Outfall - both had a trickle of water discharging
300	8/20/2014	NO	NO	3/12/2020	NO	NO	
400	8/5/2016	NO	NO	3/12/2020	NO	NO	Outfall leading to 36"-ellipticle CMP culvert w/ standing water (not measured) <b>Inlet: Pipe measured to be 18in (2nd Permit) &amp; 24in (3rd Permit)</b>
500	8/20/2014	NO	NO	3/12/2020	NO	NO	Outfall leading to 36"-ellipticle CMP culvert w/ standing water (not measured)
600	8/20/2014	NO	NO	3/12/2020	NO	NO	
700	8/20/2014	NO	NO	3/12/2020	YES	NO	
800	8/5/2016	NO	NO	3/12/2020	NO	NO	Partially filled with sediment and water
900	8/5/2016	NO	NO	3/12/2020	NO	NO	Submerged in water
1000	8/5/2016	NO	NO	3/12/2020	NO	NO	Outfall leading to 20"-circular RCP culvert (not measured) - Submerged w/ water <b>Inlet: Pipe measured to be 18in (2nd Permit) &amp; 20in (3rd Permit)</b>
1100	8/5/2016	NO	NO	3/12/2020	NO	NO	Outfall (not measured) <b>Inlet: Pipe measured to be 24in (2nd Permit) &amp; 30in (3rd Permit)</b>
1200	8/5/2016	NO	NO	3/12/2020	NO	NO	Outfall leading to 36"-ellipticle culvert w/ standing water (not measured) <b>Inlet: Pipe measured to be 18in (2nd Permit) &amp; 21in (3rd Permit)</b>
1300	8/20/2014	NO	NO	3/12/2020	NO	NO	Outfall leading to 36"-ellipticle CMP culvert w/ standing water (not measured)
1400	8/20/2014 8/5/2016 3/8/2017	YES YES YES	YES YES YES	4/20/2021 5/31/2023	YES YES	NO YES	2014/8/20 testing found E.coli at 420 MPN/100mL and Fecal Coliform at 600 CFU/100 mL. Resample Required.  2016/8/05 testing found E. Coli at 291 MPN/100mL and Fecal Coliform at 420. CFU/100 mL. Resample Required.  2017/03/08 testing found Fluoride <1 mg/L, E. Coli at 248 MPN/100mL, and Fecal Coliform at 350 CFU/100 mL. All results less than parameters.  2023/05/31: All testing results less than parameters except Potassium at 29.1 mg/L > 20.0 mg/L. Monitor.
1500	8/20/2014	NO	NO	3/12/2020	NO	NO	
1600	8/20/2014	NO	NO	3/12/2020	NO	NO	
1700	8/20/2014	NO	NO	3/12/2020	YES	NO	Additional 15"-circular RCP outfall (adjacent to 1700 culvert) w/ trickle dry-weather flow
1800	3/8/2017	YES	NO	4/20/2021	Yes	NO	Outfall is submerged in water
1900				3/12/2020	YES	NO	Endwall near outfall's 500 & 1300 [Previously recorded as Outfall 1300 (2nd Permit)]

Percent DWF

37

100%



## MS4 OUTFALL FIELD SCREENING REPORT

### BACKGROUND INFORMATION

Permittee Name: <i>Trainer Borough</i>	NPDES Permit No.: PA
Date of Inspection: <i>5/31/2013</i>	Outfall ID No.: <i>1400</i>
Land Uses in Outfall Drainage Area (Select All):  <input type="checkbox"/> Industrial <input type="checkbox"/> Urban Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Suburban Residential <input type="checkbox"/> Open Space <input type="checkbox"/> Other:	Latitude: _____
	Longitude: _____
	Dry Weather Inspection? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Date of Previous Precipitation: _____
	Amount of Previous Precipitation: _____ in
Inspector Name(s): <i>Randy Bachman</i>	Were Photographs Taken? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Are Photographs Attached? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

### OUTFALL DESCRIPTION

TYPE	MATERIAL	SHAPE	DIMENSIONS	SUBMERGED
<input checked="" type="checkbox"/> Closed Pipe	<input type="checkbox"/> RCP <input checked="" type="checkbox"/> CMP <input type="checkbox"/> PVC <input type="checkbox"/> HDPE <input type="checkbox"/> Steel <input type="checkbox"/> Other	<input checked="" type="checkbox"/> Circular <input checked="" type="checkbox"/> Single <input type="checkbox"/> Elliptical <input type="checkbox"/> Double <input type="checkbox"/> Box <input type="checkbox"/> Triple <input type="checkbox"/> Other <input type="checkbox"/> Other	Diameter: <i>30</i> in	<input type="checkbox"/> In Water <input type="checkbox"/> With Sediment
<input type="checkbox"/> Open Channel	<input type="checkbox"/> Concrete <input type="checkbox"/> Earthen <input type="checkbox"/> Rip-Rap <input type="checkbox"/> Other	<input type="checkbox"/> Trapezoid <input type="checkbox"/> Parabolic <input type="checkbox"/> Other	Depth: _____ in Top Width: _____ in Bottom Width: _____	

Dry Weather Flow Present at Outfall During Inspection? ☒ Yes ☐ No (If No, skip to Certification Section)

Description of Flow Rate: ☐ Trickle ☒ Moderate ☐ Significant ☐ N/A

### DRY WEATHER FLOW EVALUATION

Does the dry weather flow contain color? ☒ Yes ☐ No If Yes, provide a description below.

*Orange substance around area draining to outfall as well as in outfall pipe*

Does the dry weather flow contain an odor? ☐ Yes ☒ No If Yes, provide a description below.

Is there an observed change in the receiving waters as a result of the discharge? ☒ Yes ☐ No

If Yes, provide a description below.

*The water is less clear. There is a thick plus a build up of the substance on the rocks below the outfall*

Does the dry weather flow contain floating solids, scum, sheen or substances that result in deposits? ☒ Yes ☐ No

If Yes, provide a description below.

*Orange Slummy substance*



Were sample(s) collected of the dry weather flow? ☒ Yes ☐ No (If Yes, No. Samples: \_\_\_\_\_)

### FIELD / LABORATORY ANALYSIS

PARAMETER	RESULTS	UNITS	PARAMETER	RESULTS	UNITS
Flow Rate		GPM	Fecal Coliform		No./100 mL
pH		S.U.	COD		mg/L
Total Residual Chlorine (TRC)		mg/L	BOD5		mg/L
Conductivity		µmhos/cm	TSS		mg/L
Ammonia-Nitrogen		mg/L	TDS		mg/L
Other: _____			Oil and Grease		mg/L
Other: _____			Other: _____		

Indicate the parameters above that were analyzed by a DEP-certified laboratory:

### ILLICIT DISCHARGES

Is the dry weather flow an illicit discharge? ☐ Yes ☐ No

If Yes, describe efforts made to determine the source(s) of the illicit discharge.

Trainer Borough initiated TV videos of the storm system and is investigating the source of the discharge and reviewing options to address the discharge including repair of a damaged storm pipe.

Describe corrective actions taken by the permittee in response to the finding of an illicit discharge.

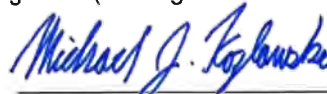
See above comments.

Inspector Comments:

### RESPONSIBLE OFFICIAL CERTIFICATION

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowledge of violations. See 18 Pa. C.S. § 4904 (relating to unsworn falsification).

Michael J. Kozlowski, PE - Stantec



Responsible Official Name

Signature

610-840-2511

9/28/2023

Telephone No.

Date

<b>LAB#</b>
306860

**BRANDYWINE SCIENCE CENTER INC.**

204 LINE ROAD  
KENNETT SQUARE, PA. 19348  
DEP # 15-301  
(610) 444-9850



**LABORATORY REPORT FOR**

**Stantec**  
**1060 Andrew Dr**  
**Suite 140**  
**West Chester PA 19380**

<b>SAMPLE DATE</b>	5/31/2023	<b>SAMPLE</b>	WATER	
<b>SAMPLE TIME</b>	12:30	<b>TYPE</b>	OTHER	outfall
<b>DATE RECEIVED</b>	5/31/2023			
<b>TIME RECEIVED</b>	14:30	<b>SAMPLE</b>	LAB STAFF	
<b>DATE OF REPORT</b>	6/9/2023	<b>COLLECTED BY</b>	STANTEC	x

**SAMPLE ID:** Outfall #1400 pool in stream

<b>ANALYSIS</b>	<b>RESULT</b>	<b>UNITS</b>	<b>METHOD</b>	<b>ANALYZED</b>	<b>REPORTING LIMIT</b>
Ammonia-N	4.34	mg/L	SM 4500-NH3 B&D	6/9/2023	0.1
**CHLORINE	<0.01	mg/L	SM 4500-CL G	5/31/23 17:00	0.01
Conductivity	720.0	µS/cm	SM 2510 B	5/31/2002 17:00	1.0
FLUORIDE*	<0.50	mg/L	EPA 300.0	6/1/2023	0.5
POTASSIUM*	29.1	mg/L	EPA 200.7	6/6/2023	0.5
MBAS*	<0.50	mg/L	SM 5540 C	6/2/2023	0.50

*Henry D. Clemens III*

Henry D Clemens III  
Laboratory Director

\* Subcontracted Results, PADEP # 06-00003

\*\* analyzed out of hold time

<b>LAB#</b>
306861

**BRANDYWINE SCIENCE CENTER INC.**

204 LINE ROAD  
KENNETT SQUARE, PA. 19348  
DEP # 15-301  
(610) 444-9850



**LABORATORY REPORT FOR**

**Stantec**  
**1060 Andrew Dr**  
**Suite 140**  
**West Chester PA 19380**

<b>SAMPLE DATE</b>	5/31/2023	<b>SAMPLE</b>	WATER	
<b>SAMPLE TIME</b>	12:30	<b>TYPE</b>	OTHER	outfall
<b>DATE RECEIVED</b>	5/31/2023			
<b>TIME RECEIVED</b>	14:30	<b>SAMPLE</b>	LAB STAFF	
<b>DATE OF REPORT</b>	6/9/2023	<b>COLLECTED BY</b>	STANTEC	x

**SAMPLE ID:** Outfall #1400 pool in stream

<b>ANALYSIS</b>	<b>RESULT</b>	<b>UNITS</b>	<b>METHOD</b>	<b>ANALYZED</b>	<b>REPORTING LIMIT</b>
FECAL COLIFORM	816.4	MPN per 100 ml	SM 9223 Colilert	5/31/23 17:10	1

Henry D Clemens III  
Laboratory Director

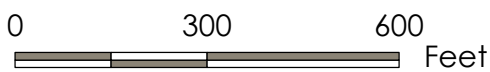


**Stantec**

1060 Andrew Drive Suite 140  
West Chester, PA 19380  
P: 610-840-2500

**Legend**

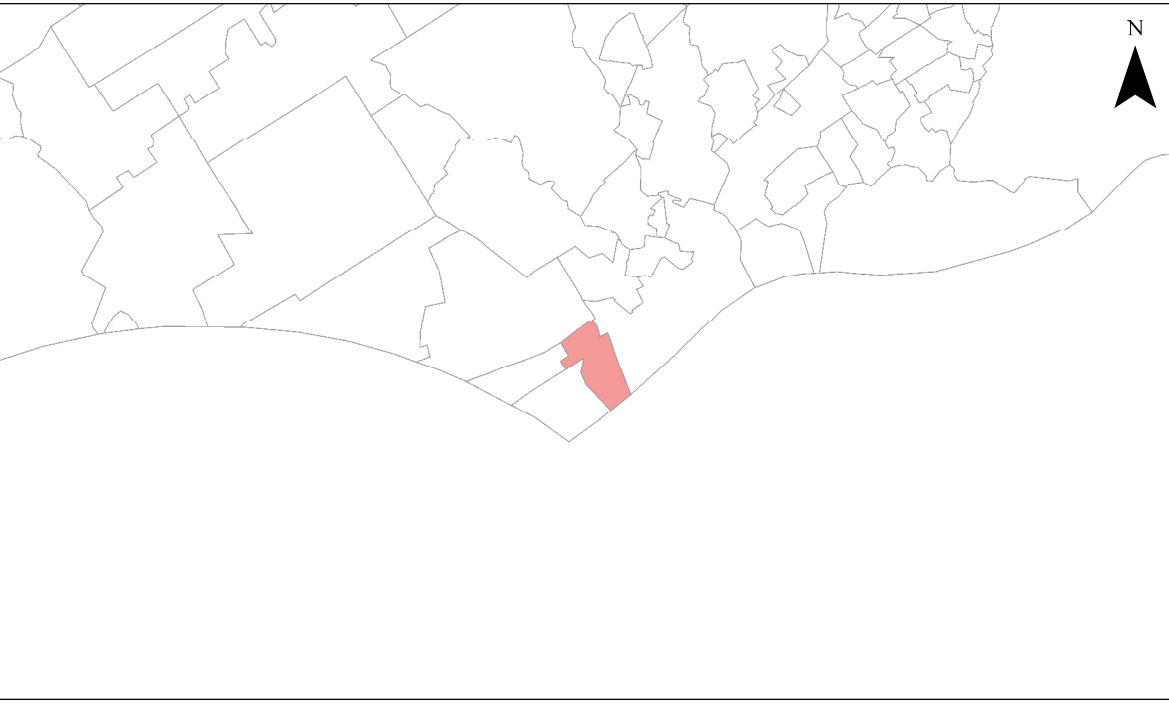
- Outfall
- ▲ Observation Location
- Storm Pipes
- Basins
- Rail
- Public Park / Borough Owned Property
- Stream
- Municipal Boundary
- Storm Manhole
- Storm Inlet
- ⊠ BMP



1:3,600 (At original document size of 22x34)

**Notes**

- Coordinate System: NAD 1983 StatePlane Pennsylvania South FIPS 3702 Feet



Project Location

Prepared by GKK on 2017-09-11  
Revised by GKK on 2023-03-28

Client/Project

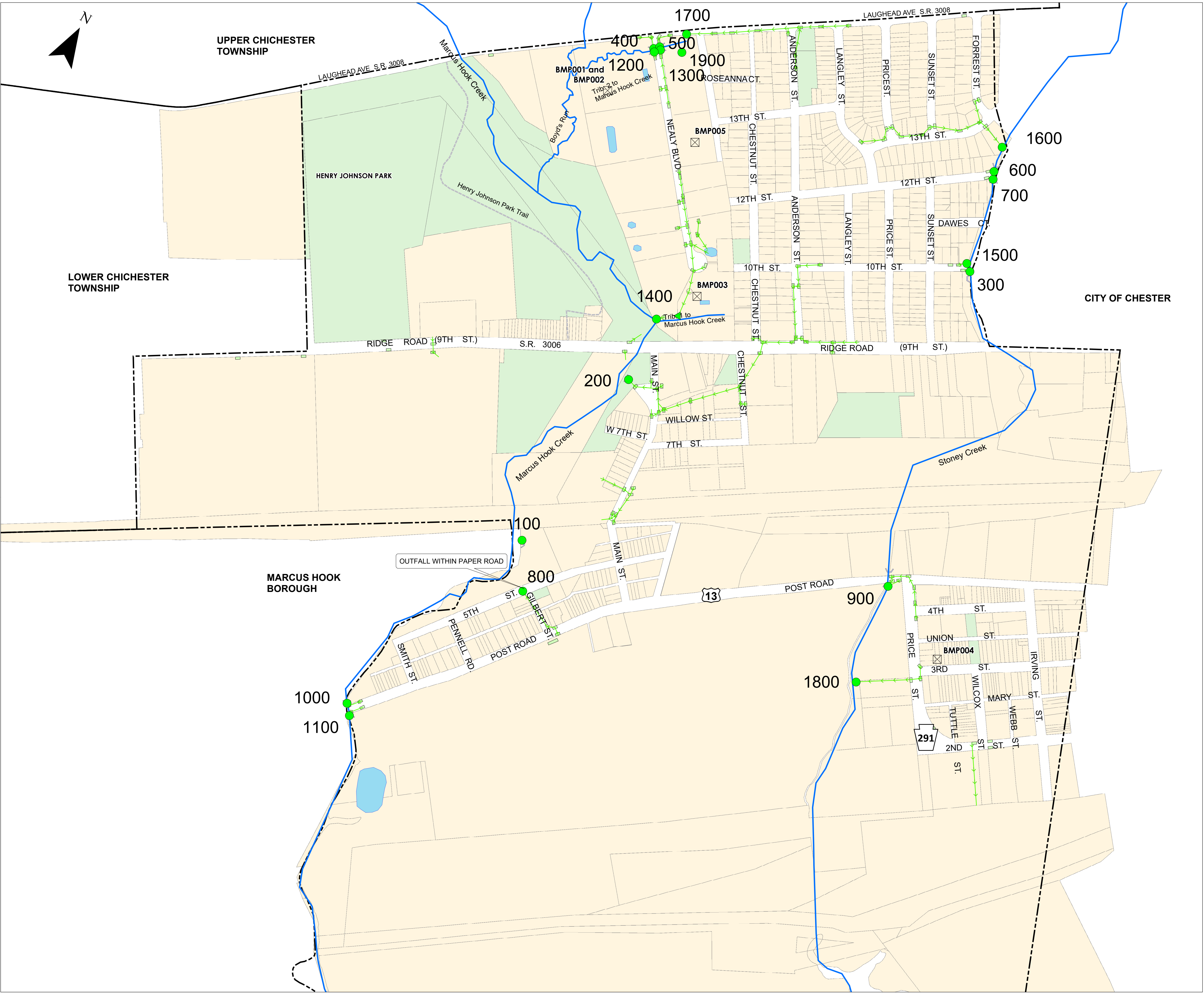
Trainer Borough  
Delaware County, PA

Figure No.

**1**

Title

**NPDES STORM SYSTEM PLAN**





# CERTIFICATE OF COMPLETION

is hereby granted to

**MICHAEL KOZLOWSKI**

This certificate serves as evidence that he/she has completed to satisfaction a training hosted by the Center for Watershed Protection Inc. on the subject of:

**Illicit Discharge Detection & Elimination**

November 17, 2022

2.5 Professional Development Hours

A handwritten signature in blue ink, reading "Hye Yeong Kwon".

---

Hye Yeong Kwon, Executive  
Director

A handwritten signature in black ink, reading "Lea Spencer".

---

Lea Spencer, Training  
Manager



**Trainer Borough  
List of BMP's**  
updated : 03/31/2023

Storm ID	Project Name	Project Number	Location Address	Owner Name	Latitude	Longitude	BMP System Type	Year Installed	Inspection Date	Comments
BMP001	2 Nealy Blvd	2005-602-03	2 Nealy Blvd	AAA Group, L.P.	39° 50' 0.6"	-75° 24' 41"	Subsurface Basin	12/7/2006	8/20/2014, 11/4/2015, 04/28/2016, 03/08/2017, 02/14/2018, 01/23/2019, 7/7/2020, 3/25/2021, 5/25/2022, 01/26/2023	4/5/2018 deficiency letter sent. 4/24/2018: phone call with property owner Fran Rogai 610-364-0700 X 104. He advised work in our 4/5/2018 to be addressed by 4/27/18. 4/25/2019 deficiency letter sent. Some of the deficiencies were addressed as noted in 9/22/2020 def. letter. 9/22/20 deficiency letter sent. 6/9/2021 deficiency letter sent. 7/12/2022 deficiency letter sent. 9/18/2022-owner rep. responded deficiencies addressed.
									8/20/2014, 11/4/2015, 04/28/2016, 03/08/2017, 02/14/2018, 01/23/2019, 7/7/2020, 3/25/2021, 5/25/2022, 01/26/2023	See BMP 001.
BMP002	Lot 13 Tri-State Bus. Park	176710093	Lot 13 Tri-State Bus. Park	AAA Group, L.P.	39° 50' 0.6"	-75° 24' 41"	Surface Basin	8/6/2006		
BMP003	A&R Ironworks Lot 6	176710161	22 Nealy Blvd	A&R Ironworks/Guy V Romero	39° 49' 52.32"	-75° 24' 27.36"	Surface Basin	7/16/2007	8/20/2014, 11/4/2015, 05/02/2016, 03/08/2017, 02/14/2018, 01/23/2019, 7/7/2020, 3/25/2021, 5/25/2022, 01/26/2023	4/5/18 deficiency letter sent. 4/19/2018: property owner advised items in deficiencies letters addressed. 4/25/2019 deficiency letter sent. 7/7/2020: no deficiencies-letter not needed. 3/25/2021: no deficiencies-letter not needed. 7/12/2022: deficiency letter sent. 1/26/2023: no deficiencies observed
		176710175							6/29/2010, 5/16/2011, 8/13/2012, 9/30/2013, 09/18/2015, 04/28/2016, 03/08/2017, 02/14/2018, 01/23/2019, 7/7/2020, 3/25/2021, 5/25/2022, 01/26/2023	4/5/2018 deficiency letter sent. 2019, 2020, 2021, 2022, 2023: no deficiencies observed.
BMP004-A	Trainer Pointe Development		Lot 5 Trainer Pointe	Harvest Building Group	39° 49' 40.08"	-75° 23' 57.48"	Subsurface Basin	5/13/2010		
BMP004-B	Trainer Pointe Development		Lot 6 Trainer Pointe	Harvest Building Group	39° 49' 40.08"	-75° 23' 57.48"	Subsurface Basin	5/13/2010		
		176710175							6/29/2010, 5/16/2011, 8/13/2012, 9/30/2013, 09/18/2015, 04/28/2016, 03/08/2017, 02/14/2018, 01/23/2019, 7/7/2020, 3/25/2021, 5/25/2022, 01/26/2023	4/5/2018 deficiency letter sent. 2021, 2022, 2023: no deficiencies observed
BMP004-C	Trainer Pointe Development		Lot 1 Trainer Pointe	Harvest Building Group	39° 49' 40.08"	-75° 23' 57.48"	Subsurface Basin	6/29/2010		
		176710175							6/29/2010, 5/16/2011, 8/13/2012, 9/30/2013, 09/18/2015, 04/28/2016, 03/08/2017, 02/14/2018, 01/23/2019, 7/7/2020, 3/25/2021, 5/25/2022, 01/26/2023	4/5/2018 deficiency letter sent. 2021, 2022, 2023: no deficiencies observed
BMP004-D	Trainer Pointe Development		Lot 2 Trainer Pointe	Harvest Building Group	39° 49' 40.08"	-75° 23' 57.48"	Subsurface Basin	6/29/2010		
		176710175							5/16/2011, 8/13/2012, 9/30/13, 09/18/2015, 04/28/2016, 03/08/2017, 02/14/2018, 01/23/2019, 7/7/2020, 3/25/2021, 5/25/2022, 01/26/2023	4/5/2018 deficiency letter sent. 2021, 2022, 2023: no deficiencies observed
BMP004-E	Trainer Pointe Development		Lot 3 Trainer Pointe	Harvest Building Group	39° 49' 40.08"	-75° 23' 57.48"	Subsurface Basin	3/3/2011		
		176710175							5/16/2011, 8/13/2012, 9/30/13, 09/18/2015, 04/28/2016, 03/08/2017, 02/14/2018, 01/23/2019, 7/7/2020, 3/25/2021, 5/25/2022, 01/26/2023	4/5/2018 deficiency letter sent. 2021, 2022, 2023: no deficiencies observed
BMP004-F	Trainer Pointe Development		Lot 4 Trainer Pointe	Harvest Building Group	39° 49' 40.08"	-75° 23' 57.48"	Subsurface Basin	3/3/2011		
		176710175							09/18/2015, 04/28/2016, 03/08/2017, 02/14/2018, 01/23/2019, 7/7/2020, 3/25/2021, 5/25/2022, 01/26/2023	4/5/2018 deficiency letter sent. 2021, 2022, 2023: no deficiencies observed
BMP004-M	Trainer Pointe Development		Lot 5 Trainer Pointe	Harvest Building Group	39° 49' 40.08"	-75° 23' 57.48"	Subsurface Basin			
		176710175							09/18/2015, 04/28/2016, 03/08/2017, 02/14/2018, 01/23/2019, 7/7/2020, 3/25/2021, 5/25/2022, 01/26/2023	4/5/2018 deficiency letter sent. 4/25/2019 deficiency letter sent. 9/22/20 deficiency letter sent. 2021, 2022, 2023: no deficiencies observed
BMP004-N	Trainer Pointe Development		Lot 6 Trainer Pointe	Harvest Building Group	39° 49' 40.08"	-75° 23' 57.48"	Subsurface Basin			
		176710175							09/18/2015, 04/28/2016, 03/08/2017, 02/14/2018, 01/23/2019, 7/7/2020, 3/25/2021, 5/25/2022, 01/26/2023	4/5/2018 deficiency letter sent. 2021, 2022, 2023: no deficiencies observed
BMP004-O	Trainer Pointe Development		Lot 7 Trainer Pointe	Harvest Building Group	39° 49' 40.08"	-75° 23' 57.48"	Subsurface Basin			
		176710175							09/18/2015, 04/28/2016, 03/08/2017, 02/14/2018, 01/23/2019, 7/7/2020, 3/25/2021, 5/25/2022, 01/26/2023	4/5/2018 deficiency letter sent. 4/25/2019 deficiency letter sent. 9/22/20 deficiency letter sent. 2021, 2022, 2023: no deficiencies observed
BMP004-P	Trainer Pointe Development		Lot 8 Trainer Pointe	Harvest Building Group	39° 49' 40.08"	-75° 23' 57.48"	Subsurface Basin			
		176710175							09/18/2015, 04/28/2016, 03/08/2017, 02/14/2018, 01/23/2019, 7/7/2020, 3/25/2021, 5/25/2022, 01/26/2023	4/5/2018 deficiency letter sent. 2021, 2022, 2023: no deficiencies observed
BMP004-I	Trainer Pointe Development		Lot 9 Trainer Pointe	Harvest Building Group	39° 49' 40.08"	-75° 23' 57.48"	Subsurface Basin	1/11/2013		
		176710175							1/11/2013, 2/21/2013, 9/30/13, 09/18/2015, 04/28/2016, 03/08/2017, 02/14/2018, 01/23/2019, 7/7/2020, 3/25/2021, 5/25/2022, 01/26/2023	4/5/2018 deficiency letter sent. 2021, 2022, 2023: no deficiencies observed
BMP004-J	Trainer Pointe Development		Lot 10 Trainer Pointe	Harvest Building Group	39° 49' 40.08"	-75° 23' 57.48"	Subsurface Basin	1/11/2013		
		176710175							09/18/2015, 04/28/2016, 03/08/2017, 02/14/2018, 01/23/2019, 7/7/2020, 3/25/2021, 5/25/2022, 01/26/2023	4/5/2018 deficiency letter sent. 2021, 2022, 2023: no deficiencies observed
BMP004-K	Trainer Pointe Development		Lot 11 Trainer Pointe	Harvest Building Group	39° 49' 40.08"	-75° 23' 57.48"	Subsurface Basin	9/17/2015		
		176710175							09/18/2015, 04/28/2016, 03/08/2017, 02/14/2018, 01/23/2019, 7/7/2020, 3/25/2021, 5/25/2022, 01/26/2023	4/5/2018 deficiency letter sent. 2021, 2022, 2023: no deficiencies observed
BMP004-L	Trainer Pointe Development		Lot 12 Trainer Pointe	Harvest Building Group	39° 49' 40.08"	-75° 23' 57.48"	Subsurface Basin	9/17/2015		
		176710175							1/8/2012, 8/13/2012, 9/30/13, 09/18/2015, 04/28/2016, 03/08/2017, 02/14/2018, 01/23/2019, 7/7/2020, 3/25/2021, 5/25/2022, 01/26/2023	4/5/2018 deficiency letter sent. 2021, 2022, 2023: no deficiencies observed
BMP004-G	Trainer Pointe Development		Lot 13 Trainer Pointe	Harvest Building Group	39° 49' 40.08"	-75° 23' 57.48"	Subsurface Basin	5/16/2011		
		176710175							1/8/2012, 8/13/2012, 9/30/13, 09/18/2015, 04/28/2016, 03/08/2017, 02/14/2018, 01/23/2019, 7/7/2020, 3/25/2021, 5/25/2022, 01/26/2023	4/5/2018 deficiency letter sent. 2021, 2022, 2023: no deficiencies observed
BMP004-H	Trainer Pointe Development		Lot 14 Trainer Pointe	Harvest Building Group	39° 49' 40.08"	-75° 23' 57.48"	Subsurface Basin	5/16/2011		
BMP005	ESKE	174840070	Nealy Blvd	ESKE Developers	39° 50' 0.37"	-75° 24' 33.25"	Subsurface Basin	11/30/2015	2/14/2018, 01/23/2019, 7/7/2020, 4/20/2021, 5/25/2022, 01/26/2023	4/25/2019 deficiency letter sent. 9/22/20 deficiency letter sent. 4/20/2021, 5/25/2022, 1/26/2023: No deficiencies observed
BMP006	Buckley Cable		3601 W 9th Street		39° 49' 53.40"	-75° 24' 9.97"	Surface Basin		10/25/2022	10/25/2022: No deficiency observed re: MS4



Stantec Consulting Services Inc.  
1060 Andrew Drive Suite 140, West Chester PA 19380-5602

April 11, 2023  
File: 176710033

Attention: Fran Rogai  
2 Nealy Blvd. LLC  
2 Nealy, Suite 1  
Trainer, PA 19061

Dear Mr. Rogai,

**Reference:** Deficiencies Found During Annual Stormwater O&M Inspections  
Lot 13 Tri State Business Center - BMP 001 and BMP 002

During the Annual Stormwater Operations and Maintenance Inspection, a member of our office found the following items that shall be addressed.

- Debris and trash was observed on and inside some of the inlets. Inspect the inlets on an annual basis and remove debris from inlet grates and inside inlets when necessary.
- The basin's discharge structure is clogged with branches and debris which appears to be causing stormwater to pond in the basin and forebay area and back-up into the storm system piping and inlets that connect to the forebay. The structure shall be cleaned in order to maintain effectiveness.

Please notify us when the above deficiencies are addressed and within 30 calendar days of receipt of this letter and we will arrange a follow-up site observation.

Please contact us if you have any questions.

Sincerely,

**Stantec Consulting Services Inc.**

**Michael J. Kozlowski, PE, ENV SP**

Associate  
Phone: 610 840 2511  
Fax: 610 840 2501  
michael.kozlowski@stantec.com

c. Victoria Orlando / Marilyn Maher / Jenn Frazier / John Mathews / Joe Maher / Michael Carter  
Tracy Tucker / Robin Rokicka / John Gaspero / Mark Much, Esq. / Joseph & Mark Possenti

km v:\1907\active\176710033\3rd permit 2018 to 2023\bmpps\bmpps\bmp 001 and bmp 002 - 2 nealy  
blvd\submission\let\_deficiency\_2023-04-11.docx



Stantec Consulting Services Inc.  
1060 Andrew Drive Suite 140, West Chester PA 19380-5602

July 14, 2022  
File: 176710033

Attention: Guy Romero  
A&R Iron Works  
21 Nealy Boulevard  
Trainer, PA 19061

Dear Guy Romero,

**Reference:** Deficiencies Found During Annual Stormwater O&M Inspections  
A&R Iron Works - BMP 003.

During the Annual Stormwater Operations and Maintenance Inspection, a member of our office found the following items that shall be addressed:

- The pretreatment manhole with snout has trash which needs to be cleaned.
- There is trash and debris in the creek bottom and embankments that needs to be removed.
- Inspect the manholes and inlets on a monthly basis and remove accumulated debris, sediment, and oil and properly dispose.

Please notify us when the work is completed and we will arrange a follow-up site observation.

Please Contact us if you have any questions.

Sincerely,

**Stantec Consulting Services Inc.**

Michael J. Kozlowski, PE, ENV SP

Associate  
Phone: 610 840 2511  
Fax: 610 840 2501  
michael.kozlowski@stantec.com

Attachment: BMP Maintenance Inspection Report 2019-01-23

cc: Victoria Orlando / Marilyn Maher / Jenn Frazier / John Mathews / Greg Miley / Joe Maher /  
Michael Carter / Tracy Tucker / Robin Rokicka / Mark Much, Esq. / Joseph & Mark Possenti / Charles Remaley

km v:\1907\active\176710033\3rd permit 2018 to 2023\bmps\bmps\bmp 003 - a&r ironworks\submission\let\_deficiency\_2022-07-12.docx



Follow Trainer Borough on **facebook**

### TRAINER BOROUGH UPCOMING RECREATIONAL EVENTS

Dates and events may be subject to change. Keep a check on our Facebook pages or call for details and updates.

Hayride Fundraiser Sunday Sept. 18<sup>th</sup> 1pm - 4pm @ Borough Hall



**COMMUNITY DAY SEPT. 24<sup>TH</sup> @ HJP 12 - 4PM**

Apple FestiFall Sat. Oct. 8<sup>th</sup> 9 - 4 @ HJ Park (all vendors welcome)



Saturday Oct. 22<sup>nd</sup> from 5pm - 10pm @ HJ Park (rain date Sat. Oct. 29<sup>th</sup>)

Sunday Oct. 30<sup>th</sup> 4pm - 7pm @ HJ Park



Thursday Dec. 3<sup>rd</sup> 6:00 pm @ Borough Hall Refreshments served

Sat. Dec 10<sup>th</sup> 12pm - 4pm @ Borough Hall resident children 0 - 12



Saturday Dec. 17<sup>th</sup> 11pm - 3pm @ Borough Hall resident children age 0 - 12 must register

**Pet Pies with Santa Sun. Dec. 18<sup>th</sup> 11pm - 2pm @ Borough Hall**

Date to be announced



Registration for Lunch with Santa enclosed and can be downloaded for the Borough Website

FOR KIDS ONLY:  
**Secret Santa WORKSHOP**

#### MUST REGISTER

Please call the Borough with the following information:

- Parent/Guardian name
- Phone number and address
- Name and age of each child participating

The Recreation Boards meets the 1<sup>st</sup> Thursday of every month @ 7:00.  
We are always looking for members and volunteers to join us.

#### TRASH \_ WASTE DISPOSAL

**Bulk trash** is every Thursday (Limit is 1 large item per week).

Limit bags of **regular trash** to 4 - 5 bags (twice a week). An excessive amount of bagged trash (home clean-outs) is subject to not being picked up and may require you to rent a dumpster or find other means for removal.



2022 Next Electronic pick-up  
(anything with a plug)  
is scheduled for  
June 4<sup>th</sup> and October 1<sup>st</sup>  
at 1002 Chestnut St.  
From 9am - 11am



# HELP KEEP OUR WATERWAYS CLEAN!

**DON'T POUR OR FLUSH**

FATS, OILS and GREASE



or MEDICATIONS and HAZARDOUS CHEMICALS down drains



**DON'T FLUSH**

WIPES or other items down toilets



**DO FLUSH**

ONLY the three P's  
pee, poo, (toilet) paper

**DO PICK UP**

PET WASTE and TRASH



**DO MINIMIZE**

use of pesticides, herbicides, and fertilizers on your lawn



**DON'T POUR**

chemicals, paint, motor oil, or other automotive fluids into sewer system or storm drains



**WATER CONSERVATION AROUND THE HOUSE**



**KEEP OUR WATER CLEAN**



**WATER IS LIFE!**



KEEP OUR WATER CLEAN-AND WILDLIFE SAFE!  
CONTROL EROSION AND SEDIMENT LOSS AT CONSTRUCTION SITES

## From the Code Enforcement Office

Charles Remaley: 610-497-3838 x3 [cremaley@trainerboro.com](mailto:cremaley@trainerboro.com)

The property maintenance code is to establish recognized minimal standards for maintenance of property to protect the health and safety of occupants and the public.

**PROPERTY MAINTENANCE: Keep grass cut, weeds trimmed (including weeds at the curb), trash and accumulated junk should be removed from the property regularly. Unkept properties are a nuisance to the community.**



OPEN BURNING is NOT permitted.  
Recreational fire pits must have a safety screen cover.  
**Be considerate of your neighbors.**

Permit, Certificate of Occupancy, Dumpster, Conditional Use, Temp structure, etc., zoning and other info can be downloaded on our website

Borough Ordinances can be accessed on the web at [www.ecode360/TR2437](http://www.ecode360/TR2437)





# POLICE DEPARTMENT

610-494-7399

***A Force dedicated to serving and protecting your Community***

Residents are encouraged to report traffic and drug violations by calling the above number and proper extension when prompted. We thank you for your cooperation.

**CALL 911 for ANY and ALL type of Police assistance and if you see suspicious activity, call immediately! Do not wait or hesitate to do so. DO NOT call the police station. All calls must to go through the 911 center for record purposes.**

## HALLOWEEN

### KEEP YOUR CHILDREN SAFE:

- Always accompany your children when trick-or-treating
- Teach your children to look both ways before crossing the street, and to use traffic signals and crosswalks
- Remind them to walk, not run, from house to house
- Check your children's candy before they eat it
- ALWAYS be aware of your surroundings

### REMEMBER:

If You See Something, Say Something!  
Call 9-1-1 if you observe any dangerous or suspicious activities.



Trainer Borough Police Department

**Curfew –minors under 18**

**Changes with clocks. Spring ahead 9pm Fall back 8 pm.**

## Firearm Safety for Families



Studies show children are naturally curious, even about a firearm they've been warned not to touch.



**Kids are safer when:**  
Firearms are in a lockbox or safe, unloaded. Ammunition is locked away separately.



**Kids are safest when:**  
firearms are stored outside the home.

# Trainer Borough Newsletter

September

824 Main St.

Borough 610-497-3838

Council meets the second Thursday of every month at 7:00pm

2022

Office Hours 8 – 4

[www.trainerboro.com](http://www.trainerboro.com)



*leaves are pretty*

*Fall but can be dangerous when driving on wet roads. Please drive carefully!*

*Happy Thanksgiving*

## ANNUAL HOLIDAY FOOD DRIVE

Non-perishable food may be dropped off at Borough Hall between 8 – 4 daily.

Deadline is Nov. 18<sup>th</sup>.

Call the office if you need to arrange for donations to be picked up. Notify us of any resident family you know that is in need. Thank you for your support!



### IS IT A DISPUTE, A VIOLATION OR A CIVIL MATTER?

Most disputes between two parties are civil matters and should be addressed via the District Magistrate's office. Please note that the Borough may not be able to assist you in civil matters.

If you have concerns about a possible Ordinance violation you may contact the Borough Office.

## Test those smoke and CO2 detectors!



## TRASH \_ WASTE DISPOSAL

**Bulk trash** is every Thursday (Limit is 1 large item per week).

Limit bags of **regular trash** to 4 – 5 bags (twice a week). An excessive amount of bagged trash (home clean-outs) is subject to not being picked up and may require you to rent a dumpster or find other means for removal.



## TRASH and MEDICAL WASTE

All contaminated medical waste including but not limited to chemo, diabetes, needles, diapers, also any items tainted with body fluids during chemo/radiation treatments must be handled properly. Contact your doctor or hospital for proper disposal bags/containers and arrange for the biohazard material to be picked up through a biohazard company.

Solid Waste will not be accepting these items through regular trash. The trash companies that transport medical/biohazard waste to the dump site will be fined and charges which will be invoiced to the Municipality.

*Solve this riddle? What can fill a room but take up no space? **Answer on back***



FOR KIDS ONLY:  
**Secret Santa Workshop**

Sat. Dec. 10<sup>th</sup>  
Stop by with the kids  
between 12:00 and 3:45  
824 Main St.



Food Pantry is open every  
Wed. 5 – 6:30 and Fri. 3 -5  
**Hours starting Jan 1<sup>st</sup> will  
be Wed. and Fri. 5 – 6:30**  
1002 Chestnut St.  
We accept non perishable goods



**Here comes Santa Claus!**

The fire dept. will be making it's  
rounds with Jolly St. Nick on  
Sunday December 18<sup>th</sup> at 6pm  
in Trainer starting on Post road.  
Watch for him!

**TRASH \_ WASTE DISPOSAL**

**Bulk trash** is every Thursday (Limit is 1 large item  
per week).  
Limit bags of **regular trash** to 4 – 5 bags (twice a  
week). An excessive amount of bagged trash (home  
clean-outs) is subject to not being picked up and may  
require you to rent a dumpster or find other means for  
removal.  
**\*Mattresses and Box springs MUST be wrapped  
or bagged for proper disposal.\***

The Recreation Board meets the 1<sup>st</sup>  
Thursday of every month @ 7:00.  
We are always looking for members and  
volunteers to join us. The rec board works hard  
to provide our residents with many activities  
and events to develop a sense of community  
and enhancing the resident's quality of life

**Lunch with Santa *reminder***  
**for all that have pre-registered.**  
**Sat. Dec 17<sup>th</sup> 11:00 – 3:00**  
**at Boro Hall**



**SANTA PAWS**  
Sunday Dec. 18<sup>th</sup>  
Boro Hall  
11:00 – 2:00



The rec board will soon  
begin planning the 2023  
Borough events. Hope to see  
you all out there attending.



**Henry Johnson Park**  
The park rentals book quickly, if  
you plan to rent the park next  
year schedule and secure your  
date early. A refundable deposit  
is required for all rentals.

**The Solution to Pollution Starts *With You.***

- Scoop the Poop! Pet waste is NOT fertilizer!
- Use less salt or use a salt alternative
- Shovel paths and driveways before using deicer to increase its effectiveness
- NEVER pour chemicals or put anything into storm drains
- Repair Leaky Vehicles
- Wash your car at an indoor car wash
- Dispose of or recycle chemicals properly by taking them to the hazardous waste center
- Use less or no pesticides or herbicides
- Never fertilize before it rains
- Remove leaves, grass clippings, and other waste from your yard

**From the Code Enforcement Office**

Charles Remaley: 610-497-3838 x3 [cremaley@trainerboro.com](mailto:cremaley@trainerboro.com)

The property maintenance code is to establish recognized minimal standards for maintenance of property to protect the health and safety of occupants and the public.

**CARBON MONOXIDE (CO) POISONING**

**CAN'T BE SEEN** **CAN'T BE SMELLED** **CAN'T BE HEARD** **CAN BE STOPPED**



Snow must be removed from sidewalks  
within 30 hours of the end of the storm.  
Please have a resource to remove your  
snow if you are unable to do so yourself.



Borough Ordinances can be accessed on the web at [www.ecode360.com/TR2437](http://www.ecode360.com/TR2437)





# POLICE DEPARTMENT

610-494-7399

**A Force dedicated to serving and protecting your Community**

Residents are encouraged to report traffic and drug violations by calling the above number and proper extension when prompted. We thank you for your cooperation.

**CALL 911 for ANY and ALL type of Police assistance and if you see suspicious activity, call immediately! Do not wait or hesitate to do so. DO NOT call the police station. All calls must to go through the 911 center for record purposes.**



Trainer Borough Police Department



A properly trained mechanic can check the cooling system, battery, hoses, drive belts, tires and wiper blades to ensure they are in good condition and functioning properly.

Drivers should frequently check all fluid levels, lights and wiper blades throughout the winter and check tire pressure often.

PennDOT also advises drivers to carry emergency kits in their vehicles that contain non-perishable food, water, first-aid supplies, warm clothes, a blanket, cell phone charger and a small snow shovel.

When a driver encounters a plow truck, PennDOT recommends they stay at least six car lengths back and make sure the lights of their vehicle are on and should never try to pass or get between several trucks plowing side by side in a "plow train." The weight of the snow thrown from the plow can quickly cause smaller vehicles to lose control. Often plow truck have blind spots, so drivers are asked to never travel next to them.

## Don't wreck the Holiday's



Welcome to our new  
Full-time Police **Officer Mike Tierney**  
and  
Part-time Police **Officer Brandon Paslay**  
Both officers were sworn in at  
our October Council meeting

**Curfew –minors under 18 Changes with clocks.  
Spring ahead 9pm Fall back 8 pm.**

Riddle Answer: A penny

# Trainer Borough Newsletter

December

824 Main St.

Borough 610-497-3838

Council meets the second Thursday of every month at 7:00pm



2022

Office Hours 8 – 4

[www.trainerboro.com](http://www.trainerboro.com)

## Junior Council

*Any resident youth in grades 8<sup>th</sup> thru 12<sup>th</sup> interested in being a member of Borough Junior Council may submit a letter of interest no later than Dec. 31, 2022.*

Dial  
411 General Information  
511 Traffic/Travel weather  
811 Call before you dig  
911 Emergency



Council Meetings  
Thurs. Dec. 8, 2022  
Thurs. Jan. 12, 2023  
Thurs. Feb. 9, 2023  
Thurs. Mar. 9, 2023

**There is an opening for a Council Member. If interested in being appointed until the next election send or drop off a letter of interest to the Borough before December 28, 2022.**

## Numerous Resources are available to the community

Please follow [Trainer Borough Facebook](#) page where Councilwoman Tucker will post and update the links or call the Borough for her contact information.

Resources include but are not limited to: career development, caregivers, child care cost relief, LiHeap, Wick and expecting mothers, mental health, mortgage help, support for the aging.



*Any resident that did not receive a copy of the emergency guide may obtain a copy from the Borough. The guide is full of useful information to help families and individuals in case of an emergency and/or evacuation.*

**Solve this riddle?** What has a head, a tail, is brown, and has no legs? Answer on back



**We wish you  
Happy Holidays  
and a  
Wonderful New Year**



***The main streets and thoroughfares of the Borough are plowed first before any less traveled street. In the case of a major storm please be patient as your street will be plowed after the major streets have been cleared. Please park in your driveway if you have one during a storm. Thank you.***

Delaware County Solid Waste Authority is once again raising the fees to dispose of the trash at the dump site. Another increase per ton will begin January, 2023. Expect an increase in the trash fee reflected on your 2023 tax bill.





## 2023 TRAINER BOROUGH RECREATION

**Easter Egg Hunt** ~ Sat. March 18<sup>th</sup> ~ 12pm ~ HJ Park ~ Easter Basket raffle ~ Age 0 -12

**Various Bingo's to be held** ~ Information will be posted as dates and locations are determined

**Taco Fest** ~ Saturday May 6<sup>th</sup> ~ 10am – 4pm ~ HJ Park ~ Vendors ~ Themed food contest

**Memorial Day** ~ Monday May 29<sup>th</sup> ~ 11:45 am ~ Borough Hall ~ Refreshments

**Penny Party/Auction** ~ Saturday June 10<sup>th</sup> ~ 12:00 – 4pm ~ HJP

**Juneteenth** ~ Saturday June 17<sup>th</sup> ~ 12:00 ~ Refreshments ~ Raising the flag

**Summer Events ~ KICK-OFF** ~ Saturday's July 1<sup>st</sup> ~ 11pm – 3pm ~ HJ Park ~ more info to come

**Car Wash Hayride Fundraiser** ~ Date to be determined

**Bacon Fest** ~ Saturday August 12<sup>th</sup> ~ 10am – 4pm ~ HJ Park ~ Vendors ~ Themed food contest

**Community Day** ~ Saturday September 24<sup>th</sup> ~ 12 -4pm ~ HJ Park ~ More info to follow

**Apple Fest** ~ **Saturday October 7<sup>th</sup>** ~ 10am – 4pm ~ HJ Park ~ Vendors ~ Themed food contest

**Scavenger Hunt** ~ Date to be determined

**Haunted Hayride** ~ Saturday October 21<sup>st</sup> (Rain Date Sat. Oct. 29<sup>th</sup>) ~ 5pm ~ HJ Park

**Trunk or Treat** ~ Monday October 30<sup>th</sup> ~ 6-8pm ~ HJ Park

**Tree Lighting Ceremony** ~ Thursday December 7<sup>th</sup> ~ 6pm ~ Borough Hall ~ light refreshments

**Santa Secret Workshop** ~ Saturday December 9<sup>th</sup> ~ 12 – 3pm ~ For ages 12 and under

**Lunch with Santa** ~ Saturday December 16<sup>th</sup> ~ 12– 3pm ~ Ages 0 – 12 ~ Registration required

**Picture Paws with Santa** ~ Sunday December 17<sup>th</sup> ~ 12 – 3pm

**Fire Department/ Santa on the Fire Truck** ~ To be Announced

**\*\*POSSIBLE EVENTS** being discussed ~ Karaoke night, Trainer Olympics, Pocetbook Bingo



## 2023

# Flea Market!

*dates*



**Henry Johnson Park    Trainer, PA**

*Flea Markets are scheduled to be held on the following Saturday dates 9am to 4pm*

<b>Taco Fest - May 6<sup>th</sup></b>	<b>Bacon Fest - August 12<sup>th</sup></b>
<b>June 3<sup>rd</sup></b>	<b>September 9<sup>th</sup></b>
<b>July 8<sup>th</sup></b>	<b>Apple Fest - October 7<sup>th</sup></b>

*Vendor Fee is \$20.00 in advance; \$30.00 day of  
Save and pay \$100.00 for all dates in advance*

*Payable to Trainer Borough @ 824 Main St. Trainer, PA 19061  
610-497-3838*

*Hosted by Trainer Borough Recreation Board*

**12 pm Sat. MARCH 25<sup>th</sup> at BORO HALL**

The Rec Board will be hosting a meet and greet with residents to inform you about their activities, to meet the members and get the community involved with ideas and participation. We are looking to have the best Rec year ever! Hope to see you all there.



**Food Pantry is open every  
Wed. 4 – 6 and Fri. 3– 5  
1002 Chestnut St.  
We accept non perishable goods**

Playground areas are opened in the morning and locked at dusk every night.  
Do Not bring your pets to the Playgrounds.



We like to keep our playgrounds safe, if you see any issues please report them to the Borough or call 911 immediately. Thank you

## Spills happen. Help us find them.

**CALL if you see  
oil, paint, suds or sewage  
in ditches, drains or waterways**



**ONLY rain down the drain.**

This project funded by  
DEPARTMENT OF  
ECOLOGY  
State of Washington

## Prevent Stormwater POLLUTION



**STORMWATER POLLUTION** occurs when rain water runoff transports oil, grease, and trash to our fragile washes.

Keeping stormwater clean and protecting our desert is a job for all of us.

### From the Code Enforcement Office

The property maintenance code is to establish recognized minimal standards for maintenance of property to protect the health and safety of occupants and the public.

Charles Remaley: 610-497-3838 x3 [cremaley@trainerboro.com](mailto:cremaley@trainerboro.com)

## PLANNING ANY SPRING PROJECTS?

### When Are Building and Zoning Permits Required?

It's important to remember that most projects require a zoning or building permit to be issued prior to work commencing. Generally the following applies: Zoning permits are required for projects such as installing or replacing fencing, driveways, decks, patios, sheds, and retaining walls. Building permits are required for any structural changes or updates on your property, increasing or changing the footprint of a structure, electrical or plumbing modifications, and any new construction.

### DUMPSTER PERMITS

If you are using a dumpster in a residential area within the Borough of Trainer, you are required to obtain a dumpster permit. Placement fee: on street 125.00 On private property 35.00

**Borough Ordinances** can be accessed on the web at [www.ecode360.com/TR2437](http://www.ecode360.com/TR2437)






# POLICE DEPARTMENT

610-494-7399

***A Force dedicated to serving and protecting your Community***

Residents are encouraged to report traffic and drug violations by calling the above number and proper extension when prompted. We thank you for your cooperation.

**CALL 911 for ANY and ALL type of Police assistance and if you see suspicious activity, call immediately! Do not wait or hesitate to do so. DO NOT call the police station. All calls must go through the 911 center for record purposes.**

facebook  Trainer Borough Police Department

There is a fee for Police Incident Reports

*Welcome back  
Officer Chris Singley and  
welcome on board full-time  
Officer Adam Youssef*

**Curfew –minors under 18 Changes with clocks.  
Spring ahead 9pm Fall back 8 pm.**

The police dept. encourages all citizens to get involved by reporting suspicious circumstances, crimes in progress, and by cooperating with police officers. A concerned public and a professional police department are the keys to a low crime rate and a high quality of life.

## SUSPICIOUS ACTIVITY

- ☒ What is suspicious? The way a person looks, or if they are unfamiliar to you, does not make them suspicious. Behavior and activity can.
- ☒ Look and Listen. Is the person looking into vehicles or homes? Do you hear unusual sounds like yelling or breaking glass? Is the car driving slowly and circling the neighborhood?
- ☒ Call 911 if you believe someone is in physical danger or a crime is happening. If you're unsure, call the non-emergency number. Police dispatchers can evaluate and determine the response.
- ☒ Take note. Before calling police, be prepared to describe what you saw, why it is suspicious, and give a detailed description of the behavior, the vehicles or people involved.
- ☒ Stay safe and remain calm. Do not approach or confront anyone exhibiting suspicious behavior. Call police directly. Do not report emergencies or suspicious behavior on social media.



Riddle Answer: The temperature

## Trainer Borough Newsletter

March  
824 Main St.  
Borough 610-497-3838  
Council meets the second Thursday of every month at 7:00pm



2023  
Office Hours 8 – 4  
[www.trainerboro.com](http://www.trainerboro.com)

Welcome new Councilman  
John Gaspero



Primary Election Day  
Tuesday May 16<sup>th</sup>



### UTILITY COMPANIES

PECO –1-800-494-4000

Emergency: 1-800-841-4141

Delcora –610-876-5526

Emergency: 610-876-5523

Chester Water – 610-876-8181

Verizon - 1-800-837-4966

Comcast - 1-800-934-6489



Easter Egg Hunt March 18<sup>th</sup> at 12 noon in HJ Park



## COMMUNITY RESOURCES

### SPONSERED BY DELCORA

Residents are welcome to attend a Bingo on Saturday March 18, 2023 at the MHT Fire Dept. 617 E. 10<sup>th</sup> St. from 1pm – 3pm. The event is to inform our community of the numerous help and resources available to apply for. Information tables will be set-up at the event.

**Solve this riddle?** What can go up and down without moving? **Answer on back**

Prescription Medicine  
Drop Box located at  
Borough Hall, 824 Main St.



<https://mediafellowshiphouse.org>

302 S. Jackson St. Media

610-565-0434

\*Home buyers assistance  
\*Mortgage/tax/utility help due to COVID  
\*Housing assistance program  
\*Scholarship programs  
Call the Borough office or stop in.  
We can get you applications to apply

The Borough now accepts credit card transactions for payments.  
We accept "credit" only.  
There is a 4% transaction fee that will be applied to your payment





2023 TRAINER BOROUGH RECREATION

Various Bingo's to be held ~ Information will be posted as dates and locations are determined

Penny Party/Auction ~ Saturday June 10<sup>th</sup> ~ 12:00 – 4pm ~ HJP

Juneteenth ~ Saturday June 17<sup>th</sup> ~ 12:00 ~ Refreshments ~ Raising the flag

Summer Events ~ KICK-OFF ~ Saturday's July 1<sup>st</sup> ~ 11am – 3pm ~ HJ Park ~ more info to come

Car Wash Hayride Fundraiser ~ Date to be determined

Bacon Fest ~ Saturday August 12<sup>th</sup> ~ 10am – 4pm ~ HJ Park ~ Vendors ~ Themed food contest

Community Day~ Saturday September 23<sup>rd</sup> ~ 12 -4pm ~ HJ Park ~ More info to follow

Apple Fest ~ Saturday October 7<sup>th</sup> ~ 10am – 4pm ~ HJ Park ~ Vendors ~ Themed food contest

Scavenger Hunt ~ Date to be determined

Haunted Hayride ~ Saturday October 21<sup>st</sup> (Rain Date Sat. Oct. 29<sup>th</sup>) ~ 5pm ~ HJ Park

Trunk or Treat ~ Monday October 30<sup>th</sup> ~ 6-8pm ~ HJ Park

Tree Lighting Ceremony ~ Thursday December 7<sup>th</sup> ~ 6pm ~ Borough Hall ~ light refreshments

Santa Secret Workshop ~ Saturday December 9<sup>th</sup> ~ 12 – 3pm ~ For ages 12 and under

Lunch with Santa ~ Saturday December 16<sup>th</sup> ~ 12– 3pm ~ Ages 0 – 12 ~ Registration required

Picture Paws with Santa ~ Sunday December 17<sup>th</sup> ~ 12 – 3pm

Fire Department/ Santa on the Fire Truck ~ To be Announced

\*\*POSSIBLE EVENTS being discussed ~ Karaoke night, Trainer Olympics, Pocketbook Bingo

Community

EVENTS

Calendar

FUTURE SPORTS CHAMPS  
Fitness games to mold and create youth athletes  
Boys and Girls age 7 – 15  
Saturdays 10am – 1pm April thru August  
Henry Johnson Park ball field  
For free sign-up Contact Tim 267-467-0051  
Aaron 857-453-9960 Karl 267-472-0419

**HENRY JOHNSON PARK**  
will be closed to rentals on all Holiday weekends except for July 4th

SUN EXPOSURE CAUTIONS

Certain medications potentiate sun's effect (photosensitivity)

— Anticancer drugs

— Antidepressants, Antiarrhythmics

— Antihistamines, Antimicrobials

— Antifungals, Antipsychotics

— Diuretics

— Hypoglycemics

— NSAIDS

Summertime Safety Tip

Allow Power Equipment To Cool Down Prior To Refueling

**TRASH \_ WASTE DISPOSAL**  
An excessive amount of bagged trash (home clean-outs) is subject to not being picked up and may require you to rent a dumpster or find other means for removal.  
\*Mattresses and Box springs **MUST** be wrapped or bagged for proper disposal.\*

Information coming soon on our 2nd **Designer Bag Bingo** scheduled for August!

Haven Academy

Early Learning Center

K3-K5

Building Success Every Day

NOW ENROLLING

610-485-6500

4242 Post Road

Trainer PA

HELP US, HELP OTHERS!

**Food Pantry is open every**  
**Wed. 4 – 6 and Fri. 3– 5**  
**1002 Chestnut St.**  
**We accept non perishable goods**

A TODDLER CAN DROWN IN 3CM OF WATER

Runoff from Roof

Runoff from Driveway

Runoff from Street

RUNOFF PICKS UP:

• Pet Waste

• Leaves

• Fertilizers

• Motor Oil

• Detergents

• Trash

STORMWATER RUNOFF CARRIES POLLUTANTS INTO OUR WATERWAYS

NO DUMPING

DRAINS TO RIVER

help keep our waters clean

HOW TO REMOVE TICK

STEP 1

STEP 2

STEP 3

STEP 4

STEP 5

DISINFECT THE BITE AREA

GRAB THE TICK CLOSE TO THE HEAD

REMOVE THE TICK CAREFULLY AND SLOWLY

DISINFECT THE BITE AREA

TEST FOR INFECTIONS

Let's Remove Stagnant Water

Eliminate Mosquitoes for Healthy Living

From the Code Enforcement Office

Charles Remaley: 610-497-3838 x3 [cremaley@trainerboro.com](mailto:cremaley@trainerboro.com)

The property maintenance code is to establish recognized minimal standards for maintenance of property to protect the health and safety of occupants and the public.

Reported property violations may take time to resolve as procedure must be followed. A letter of violation must first be sent giving a certain time frame to comply, possibly a second notice and/or citation warning or citation issued. Court may be necessary in some cases. The Borough works to resolve all issues ASAP

**Ordinance 196-10 Unlawful to accumulate or store**  
It shall be unlawful for any person to accumulate or store any junked, abandoned or discarded vehicle, trailer or boat on private or public property within the Borough of Trainer.

High grass and weeds are in violation of Borough Ordinance when they reach 6", this includes the weeds at the curb. It is also a violation to leave grass clippings on the sidewalk and in the street. These are citable offenses!



811

Know what's below. Call before you dig

**Ordinance 765** has been updated in regards to cleaning up animal feces within 24 hours on PUBLIC and PRIVATE property.  
**Fines will be imposed.** Each day's failure to comply is a separate violation.

**DUMPSTER PERMITS** If you are using a dumpster in a residential area within the Borough of Trainer, you are required to obtain a dumpster permit. Placement fee: on street 125.00 On private property 35.00

**Borough Ordinances** on the web at [www.ecode360/TR2437](http://www.ecode360/TR2437)





# POLICE DEPARTMENT

610-494-7399

***A Force dedicated to serving and protecting your Community***

Residents are encouraged to report traffic and drug violations by calling the above number and proper extension when prompted. We thank you for your cooperation.

**CALL 911 for ANY and ALL type of Police assistance and if you see suspicious activity, call immediately! Do not wait or hesitate to do so. DO NOT call the police station. All calls must to go through the 911 center for record purposes.**



Trainer Borough Police Department

There is a fee for Police Incident Reports

**Curfew –minors under 18 Changes with clocks.  
Spring ahead 9pm Fall back 8 pm.**



## ALWAYS LOCK YOUR BIKE/SCOOTERS, ETC:

No matter where you are, when not riding; be it a playground, a friends, store or at home to prevent theft.



**LOCK UP YOUR BIKE!**

## Ordinance 170-6, A4

### Animal noise disturbances prohibited.

- A.** No person shall unreasonably make, continue, or cause to be made or continued, any noise disturbance.
- 4.** Animals and birds. Owning, possessing or harboring any animal or bird which frequently or for continued duration, howls, barks, meows, squawks or makes other sounds which create a noise disturbance across a residential real property or within a noise sensitive zone.



### Going on Vacation?



Visit the Police Dept. to fill out a Vacation Slip. The Police will keep an eye on your home and know who to notify in case of emergency or other issue

Under [Pennsylvania's Libre's Law](#),

### Tethering:

The legislation also places reasonable limitations on the continuous tethering of dogs outside including the following:

1. Bans tethering a dog outside without providing for its basic needs as defined under Section 5532.
2. Creates a presumption that the dog has been neglected as defined in section 5532 if the following are present
  1. **The dog is tethered for more than 9 hours within a 24-hour period.**
  2. The tether is not secured to a well-fitting collar with a swivel and by a tether of less than 10 feet or three times the length of the dog whichever is longer.
  3. The dog does not have access to water and an area of shade.
  4. **The dog is tethered for longer than 30 minutes when the temperature is over 90 degrees or under 32 degrees.**
  5. Excessive waste in the tethered area.
  6. Open sores or wounds on the dog's body.
  7. The use of a tow or log chain or choke, pinch, prong, or chain collar.

*Riddle Answer:* Your Picture

# Trainer Borough Newsletter

June 2023

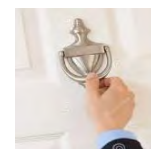
4300 Township Line Rd.

Office Hours 8 – 4

Borough 610-497-3838

[www.trainerboro.com](http://www.trainerboro.com)

Council meets the second Thursday of every month at 7:00pm



### Door to Door Solicitors

The Borough cannot stop Solicitors from knocking on your door but we can make them register for a permit to do so. If someone approaches you, ask them to see their permit to Solicit. DO NOT accept "Our permit is on file with the company" as an answer. Every person is required to have a copy of the permit in their possession as well as personal and company ID. The police dept. is given a copy of all ID's. Solicitors do not have a right to harass you if you are not interested.



The bugs, the sun, ticks, heat, ivy poisons, etc.

Stay protected and keep your pets protected as well. Summer is fun but there can be many dangers.

Be safe, not sorry.



### 4TH OF JULY PET SAFETY

1. Keep Pets Secured Inside Your Home
2. Give Pets a Safe Place to Hide
3. Use Ambient Noise
4. Keep Pets Busy
5. Talk to a Vet
6. Update Pets' Information, Just in Case



**MORE PETS GO MISSING ON JULY 4TH THAN ANY OTHER DAY OF THE YEAR**



## IN OUR CHILDREN'S PLAYGROUNDS

### THEY ARE NOT DOG PARKS

Our children should not have to play in fear or be subject to dog feces that is not picked up by dog owners



**State Rep Carol Kazeem** will have standing office hours Trainer Borough Hall on each **Tuesday of the last full week** of each month from **11am – 1pm**. Stop in for resources or to express concerns and ask questions. State representatives are expected to be ambassadors of their districts. States reps are expected to be well-versed in the needs of important industries within their state and district and be able to articulate voter concerns. They are also expected to use taxpayer money wisely and help the state maintain diverse economic prosperity, by introducing favorable legislation.

**Solve this riddle?** What is taken before you can get it? **Answer on back**

## The Municipal Bldg. is moving

Our tentative new address will be 4300 Township Line Rd.



Electronics and anything with a plug will be accepted

Anything with a Plug ..



For: Trainer Borough residents only (ID may be required)

Dates: Saturday April 15<sup>th</sup>  
Saturday September 16<sup>th</sup>

Where: 1002 Chestnut St.

Time: 9 am - 12 pm

## 10 WAYS TO BE A GOOD NEIGHBOR

10  
9  
8  
7  
6  
5  
4  
3  
2  
1

Get to know your neighbors. Look after them and they'll look after you.

Don't park on sidewalks, block your neighbors' driveways, or park in their parking spaces. If you rent a house, don't turn your lawn into a parking lot for your friends.

Indoor furniture = indoor furniture. Please keep couches and other indoor furniture inside.

Leash your dog and clean up after it.

If you rent a house, help your landlord keep your place looking good. Mow grass and pull weeds regularly.

Take pride in your community; volunteer to keep it looking good.

Watch the trash! Pick up all cans, cups, bottles, cigarette butts, and trash regularly and after you party. Bag it, and don't put it out until your trash or recycling pick-up day.

Be familiar with your neighborhood association's rules & regulations and the City's ordinances; be sure your guests are too.

Watch the noise! When hanging out, remember that the person next door may have to get up at 6 a.m. or may have children. Bring the party inside after 9 p.m. and keep the noise at a reasonable level.

Remember, you're a Seahawk wherever you go!

The Borough now accepts credit card transactions for payments.

We accept "credit" only.

There is a 4% transaction fee that will be applied to your payment





July 14, 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 Greg Miley, Michael Carter, Joe Maher, Robin Rokicka, Tracy Tucker, Engineer Mike Kozlowski, Solicitor Chris Boggs

#### **ABSENT**

Mark Possenti

#### **MINUTES**

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

#### **CORRESPONDENCE**

It was motioned by Councilperson Mathews and seconded by Councilperson Miley 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:

None

#### **PUBLIC GENERAL AND AGENDA QUESTIONS AND COMMENTS:**

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

Terry Miley, Post Rd. – Expressed concern about the rise in Covid cases in regards to the public meetings

**MANAGER/FINANCE** – Mark Possenti was absent, Secretary read the report

- Motion to approve Application Payment #4 to John J. Dougherty & Son, Inc. in the amount of \$138,348.00.
- Called for a motion to approve the paid June expenses for General, Recreation and Liquid Fuels Funds in the amount of \$467,075.38 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 \$104,356.86 which was provided for inspection.

#### **COMMITTEE REPORTS**

Marilyn Maher - Mayor

Stated the police dept. is running well.

Jennifer Frazier – President

Thanked all that help with the food pantry working along with City Team.  
Summer youth work program has teens working in the Borough.  
Civil service process is still ongoing.

John Mathews – Municipal Services

There are 5 youth's working with highway. Any suggestions for help or ideas welcome.  
Mayor Maher stated the street sign at 13<sup>th</sup> and Langley is bent.

Greg Miley – Property Maintenance

No report

Michael Carter – Public Safety

Read the monthly fire report for June (attached)

Joe Maher – Ordinance/Zoning

Read the monthly code office report (attached)  
Had first committee meeting, starting review at the beginning of the Ordinance book and will bring before Council.

Robin Rokicka – Recreation

Looking for volunteers.  
Ordered two signs to advertise the events.  
Announced the upcoming events

Tracy Tucker –

No report

## **MONROE ENERGY**

Adam Gattuso gave an update on the refinery status. Going through another hiring phase.

## **TAX COLLECTOR**

Mark Possenti was absent, Secretary read the report: Total tax and trash fees collected for the June were \$51,503.16 Taxes collected are now in the penalty phase.

- Need a motion to approve a real estate tax deposit of \$44,769.16 into the General Fund.
- Need a motion to approve a trash fee deposit of \$6,734 into the General Fund.

## **ENGINEER**

Mike Kozlowski: Read monthly report (attached)

- A motion to award the 2021 CDBG Chestnut St. project to Premier Concrete in the amount of \$150,700. (This includes all CDBG funds per original award of \$130,064 and additional award of \$20,636).
- A motion to recommend payment to A to U Services for 1302 Langley St. final restoration.

## **SOLICITOR**

Chris Boggs:

- Tax assessment appeal 4401 Ridge Rd. is still under appeal at this time.

## **ORDINANCES**

- None

## **RESOLUTIONS**

- None

## **OTHER ACTION ITEMS**

- Motion made by Councilperson Carter to approve Application Payment #4 to John J. Dougherty & Son, Inc. in the amount of \$138,348.00 and seconded by Councilperson Miley. No opposition. Motion carried.
- Motion made by Councilperson Mathews to approve the paid June bills for General, Recreation and Liquid Fuels Funds in the amount of \$467,075.38 and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion made by Councilperson Miley to approve the paid Payroll for the month of June in the amount of \$104,356.86 and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Mathews to award the 2021 CDBG Chestnut St. project to Premier Concrete in the amount of \$150,700 and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Mathews to recommend payment in the amount of \$4,000.00 to A to U Services for 1302 Langley St. final restoration. and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Mathews to approve a real estate tax deposit of \$44,769.16 into the General Fund and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Carter to approve a trash fee deposit of \$6,734.00 into the General Fund and seconded by Councilperson Mathews. No opposition. Motion carried.

## **OLD COUNCILMANIC BUSINESS**

Mayor Maher asked if there was any further info on the odor traced to the trailer park.

Mayor Maher asked for permission to form a beautification committee.

President Frazier called for an Executive at 7:36 pm to discuss police matters. No action was taken during this time.

Regular meeting re-adjourned at 7:54 pm

## **ADJOURNMENT**

President Frazier called for a motion to adjourn at 7:54pm; 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 – 9<sup>th</sup> Street and Price Street Improvements**

The owner's representative advised additional punch-list work has been completed. We will visit the site to confirm and keep Council informed of the status.

- **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 project. We are preparing a proposal for the design and will present to Council.

We issued our letters to several property owners regarding items to address per our inspections of the stormwater BMP's.

We attached a useful educational article: 'Healthy Yards, Clean Streams'.

- **Parkview Mobile Home Park**

The applicant's engineer advised they responded to PADEP and are expecting an approval for the Planning Module within the next several weeks.

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.

We informed the applicant's engineer the escrow account funds show a negative and need to be replenished. We will inform the Borough Secretary of the status.

- **FY 2021 CDBG Chestnut Street Improvements**

We reviewed the proposed Easement Agreement for the Lennox Park Pigeon Club and will send to the property owner for review. We sent the letter requesting the full \$20,636 to the OHCD to cover the difference between Premier Concrete being the apparent low bidder at \$150,700 versus \$130,064 CDBG funds originally awarded. The OHCD approved the additional \$20,636 per their letter to the Borough Secretary. We recommend Council award the project to Premier Concrete in the amount of \$150,700. Upon Council approval, we will notify Premier and process the contracts.

- **1302 Langley Street-Roadway Settlement**

We visited the site to confirm the permanent final asphalt roadway restoration has been completed by A to U. We recommend payment in the amount of \$4,000.00 to A to U Services per their final invoice (attached).

- **Post Road Repaving by PennDOT**

PennDOT advised the contractor has been granted an extension to July 30, 2022. We will inform Council of PennDOT updates.

- **W. 9<sup>th</sup> Street Repaving by PennDOT**

PennDOT advised the contractor has been granted an extension to July 30, 2022. We will inform Council of PennDOT updates.



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

MOR has completed the repairs with the exception of the final paving scheduled to be completed within the next several weeks.

- **4401 Ridge Road**

We were provided copies of a plan and Field View Scoping meeting request to PennDOT along w/ the applicant's consultant for the proposed improvements for 9<sup>th</sup> Street. We will advise when that is scheduled. **NO CHANGE**

The Zoning Application was submitted electronically today to my office and the Solicitor. I forwarded to Charley Remaley, Borough Manager, Borough Secretary. **NO CHANGE**

- **Community Center**

We will submit the plans to the County for review.

- **PY 2022 CDBG – Chestnut Street Improvements- 12<sup>th</sup> Street to Township Line Road**

The OHCD issued their formal notification. We coordinated the kick-off meeting with the OHCD, Council President and our office for July 20<sup>th</sup> at 1:30 PM via Microsoft Teams. We completed our field survey on July 13<sup>th</sup> and are preparing the design plans.

- **2022 County Aid**

We encourage the Borough to consider a project in 2022 where the funding can be used.

- **NPDES / Stormwater**

We reviewed the new draft Model Stormwater Ordinance in comparison to the Borough's existing Stormwater Ordinance and drafted updates. A highlight of some of the proposed revisions and requirements:

- Includes a focus on LID Low Impact Development - use of natural systems for infiltration and reuse of rainwater.
- Drainage easements required for storm water discharge on adjacent properties
- Follows PADEP BMP Manual
- Riparian Buffers to be established for all perennial and intermittent stream and planted with vegetation as needed
- Discusses requirement of inspections and as-built plans.
- Discusses O&M agreements and financial guarantee for permanent SWM BMPs. Agreement to be recorded
- List of prohibited connections into storm systems

Input from Council and the public at this Council meeting and at the August Council meeting will be considered in the updated ordinance.

We will request authorization from Council to advertise the Final draft Ordinance at the August Council meeting and will coordinate this with the Borough Manager and the Solicitor. The advertisement will include where to submit comments. The Final version of the Ordinance will be presented for adoption at the September Council meeting.

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

The project engineer, McMahon Associates, advised they are working on 2 projects that involve proposed improvements to the intersection of Post Road and Price Street in the Borough as follows. We responded that Stantec on behalf of Trainer Borough has no objections to the improvements.

1. Project in Chester City with proposed improvements as shown on the sketch dated 2022-04-20.
2. Project in Marcus Hook Borough involving revisions to the traffic signals as shown on the attached Traffic Signal Permit plan.

McMahon requested that PennDOT allow combining these projects, both which require a PennDOT Highway Occupancy Permit (HOP), into a single HOP and is awaiting PennDOT's response.

We will prepare a PennDOT TE-160 Application(s) for the signal modifications upon notification from McMahon.

- **Escrow Funds**

As requested by Councilman Maher, we are discussing with the Borough Secretary various projects where the escrow funds have negative balances.

# MONTHLY REPORT

JUNE, 2022

Detailed Breakdown by Incident Type	
	# INCIDENTS
Building fire	4
Passenger vehicle fire	1
- Brush or brush-and-grass mixture fire	1
Medical assist, assist EMS crew	3
Motor vehicle accident with injuries	1
Hazardous condition, other	1
Chemical spill or leak	1
Carbon monoxide incident	1
Accident, potential accident, other	1
Cover assignment, standby, moveup	6
Dispatched & cancelled en route	7
No incident found on arrival at dispatch address	1
False alarm or false call, other	2
Local alarm system, malicious false alarm	1
System malfunction, other	1
Sprinkler activation due to malfunction	1
- Alarm system sounded due to malfunction	3
CO detector activation due to malfunction	1
<b>TOTAL INCIDENTS:</b>	<b>37</b>

IN TOWN CALLS: 16 CALLS

OUT OF TOWN 21 CALLS:

CALLS FROM 6AM-6PM: 14CALLS

CALLS FROM 6PM-6AM: 23 CALLS

NO RESPONSE WAS MADE FOR 2 CALLS NO CREW

TOP RUNNER FOR THE MONTH: Ray Betts 29 CALLS

REPORTING OFFICER: KENNY SMITH JR. DEPT. CHIEF.



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

**Building Permits Issued - 11**

Commercial – 1

Residential - 10

Street Opening – 0

**Certificates of Occupancy Permits Issued – 33**

Sales - 14

Conditional Sales - 0

Rentals - 19

Re inspection – 0

**Contractor License Issued – 2**

**Total for 2022- 49**

**Zoning Permits - 4**

Residential – 4

Commercial –0

**Portable Structures -0**

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

**Violation Notices**

3900 W 9<sup>th</sup> St.–Commercial trash placed out for regular trash pick-up.

1032 Price St. – Dumpster Permit required.

316 Irving St. – Roof installation without a Permit.

213-15 Tuttle St. – Trash & Debris on open lot.

213-15 Tuttle St. – Open-Burning Violation.

3529 W 3<sup>rd</sup> St. – Motor Vehicle Violation Notice.

4015 W 13<sup>th</sup> St. – Posting – Grass Invoice.

210 Wilcox St. – Accumulation of trash.

**High Grass Violations**

Gilbert St – 416

Post Rd. – 4112, 4312

7<sup>th</sup> St. – 4048, 4039, 4041

4<sup>th</sup> St. – 3408, 3410, 3412, 3414

3<sup>rd</sup> St. – 3517, 3427

Irving St. – 220, 320

Anderson Ave. – 1302, 1217

Twp. Line Rd. – 4009

Chestnut St. – 1203

Langley St. - 939



August 11, 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, VP John Mathews, Councilpersons, Michael Carter, Joe Maher, Robin Rokicka, Tracy Tucker, Manager Mark Possenti, Engineer Mike Kozlowski, Solicitor Chris Boggs

#### **ABSENT**

Greg Miley

#### **MINUTES**

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

#### **CORRESPONDENCE**

It was motioned by Councilperson Mathews and seconded by Councilperson Carter that the correspondence for July 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.

None

#### **MANAGER/FINANCE – Mark Possenti**

Stated the RACP grant is ready for submission and asked for a motion to authorize the \$500,000 application fee.

Gave an update of the Municipal Complex.

- Called for a motion to accept the Brandywine animal control contract
- Called for a motion to approve Application Payment #4 to John J. Dougherty & Son, Inc. in the amount of \$138,348.00.
- Called for a motion to accept the 2023 MMO in the amount of \$246,412.00.
- Called for a motion to approve the paid June expenses for General, Recreation and Liquid Fuels Funds in the amount of \$291,800.09 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 \$140,003.00 which was provided for inspection.

## **COMMITTEE REPORTS**

### Marilyn Maher - Mayor

Stated the Chief would like to hire a FT office by the years end.

Receiving complaints about barking dogs and discussed steeper fines for repeat police calls to residences.

Asked for a motion to form a beautification committee.

### Jennifer Frazier – President

Stated an executive session is needed for personnel.

### John Mathews – Municipal Services

Stated still waiting on new highway equipment. Amtrak has worked on Main St bridge, had to have the bridge storm sewer pumped out. Waiting on some equipment estimates for next year's budget.

### Greg Miley – Property Maintenance

Absent

### Michael Carter – Public Safety

Read the monthly fire report for July (attached)

Asked for motion to authorize the purchase of a new computer for the Chief at the approximate cost of \$,1200.00.

It was approved to use school buses in regards to the Emergency Management contract.

### Joe Maher – Ordinance/Zoning

Read the monthly code office report (attached)

Still working on reviewing the Ordinances.

### Robin Rokicka – Recreation

Stated the 2 new signs are out. Announced the upcoming events. Extending the flea markets into the fall will be discussed.

### Tracy Tucker –

No report

## **MONROE ENERGY**

Adam Gattuso gave an update on the refinery status.

## **TAX COLLECTOR**

Mark Possenti was absent, Secretary read the report: Total tax and trash fees collected for the July were \$4,634.59 Taxes collected are now in the penalty phase.

-Called for a motion to approve a real estate tax deposit of \$4,024.09 into the General Fund.

-Called for a a motion to approve a trash fee deposit of \$610.50 into the General Fund.

## **ENGINEER**

Mike Kozlowski: Read monthly report (attached)

-Need a motion to authorize to advertise Ordinance 7743, new draft model update NPDES

Stormwater.

- Need a motion to authorize payment to Moore in the amount of \$58,550.00 for the sinkhole at A&R Ironworks. A&R will reimburse the Borough in the amount of \$4,700.00.

## **SOLICITOR**

Chris Boggs:

- The PUC case involving Aqua's proposed acquisition is still under review.
- Tax assessment appeal 4401 Ridge Rd. is still under appeal at this time.

## **ORDINANCES**

- Motion was made by Councilperson Mathews to authorize to advertise Ordinance 774, new draft model update NPDES Stormwater and seconded by Councilperson Carter. No opposition. Motion carried.

## **RESOLUTIONS**

- None

## **OTHER ACTION ITEMS**

- Motion was made by Councilperson Mathews to accept the Brandywine Animal Control contract and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion made by Councilperson Carter to approve Application Payment #5 to John J. Dougherty & Son, Inc. in the amount of \$149,688.00 and seconded by Councilperson Mathews. No opposition. Motion carried.
- Motion made by Councilperson Mathews to approve the 2023 MMO in the amount of \$246,412.00 and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion made by Councilperson Carter to approve the paid July bills for General, Recreation and Liquid Fuels Funds in the amount of \$291,800.09 and seconded by Councilperson Mathews. No opposition. Motion carried.
- Motion made by Councilperson Mathews to approve the paid Payroll for the month of July in the amount of \$140,003.00 and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion made by Councilperson Mathews to approve the paid Payroll for the month of July in the amount of \$140,003.00 and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Mathews to approve Mayor Maher forming a beautification committee and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Mathews to authorize the purchase of a new computer for the Chief at the approximate cost of \$1,200.00 and seconded by Councilperson Rokicka. No opposition. Motion carried.
- Motion was made by Councilperson Mathews to authorize payment to Moore in the amount of \$58,550.00 for the sinkhole at A&R. Ironworks. A&R will reimburse the Borough in the amount of \$4,700.00. and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Mathews to approve a real estate tax deposit of \$4,024.09 into the General Fund and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Carter to approve a trash fee deposit of \$610.50 into the General Fund and seconded by Councilperson Mathews. No opposition. Motion carried.

## **AMENDED ACTION TO AGENDA**

- Motion was made by Councilperson Carter to authorize the RACP grant application fee in the amount of \$500.00 and seconded by Councilperson Mathews. No opposition. Motion carried.

**OLD COUNCILMANIC BUSINESS**

None

President Frazier called for an Executive at 8:05 pm to discuss personnel. No action was taken during this time. No decisions were made at this time.

Regular meeting re-adjourned at 8:39pm

**ADJOURNMENT**

President Frazier called for a motion to adjourn at 8:39pm; Councilperson Mathews made the motion to adjourn. Councilperson Maher seconded the motion. No opposition. Motion carried.

Respectfully submitted,

Victoria Orlando  
Borough Secretary

## ENGINEER REPORT

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

The owner's representative advised additional punch-list work has been completed. We visited the site and found the majority of the items have been completed with several items to be done. We will keep Council informed of the status.

- **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 project. We are preparing a proposal for the design and will present to Council.

- **Parkview Mobile Home Park**

The applicant's engineer advised they responded to PADEP and are expecting an approval for the Planning Module within the next several weeks.

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.

The Borough Secretary advised the developer sent a check to replenish the escrow account however there is only a balance of \$140.00.

We are reviewing the revised plans from the project engineer.

- **FY 2021 CDBG Chestnut Street Improvements**

With the Borough Secretary's assistance, we contacted a representative with the Lennox Park Pigeon Club and sent them the proposed Easement Agreement prepared by the Solicitor. They requested a driveway apron within a portion of the sidewalk along Chestnut Street and the sidewalk to be adjacent to edge of asphalt road with no grass strip so they can park their vehicles in the grass area on their property. The Borough Ordinances has requirements for driveways and parking areas. We will discuss with Council at tonight's meeting.

We sent the award letter and contract documents to Premier Concrete on July 27, 2022 and will process the contracts upon response from Premier.

- **Post Road and W. 9<sup>th</sup> Street Repaving by PennDOT**

PennDOT advised the contractor has been granted another extension to August 30, 2022. We will inform Council of PennDOT updates.

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

Moore Outdoor Rejuvenation, Inc. has completed the repairs including the final paving. We recommend payment in the amount of \$58,550.00 to Moore Outdoor Rejuvenation, Inc per their invoice (attached). \$4,700.00 of the \$58,500.00 is to be paid by A & R Ironworks to the Borough for raising the storm manhole as shown on the invoice. We will send the invoice to A & R Ironworks requesting payment of the \$4,700.00 to the Borough.



▪ **4401 Ridge Road**

We were provided copies of a plan and Field View Scoping meeting request to PennDOT along w/ the applicant's consultant for the proposed improvements for 9<sup>th</sup> Street. We will advise when that is scheduled. **NO CHANGE**

The Zoning Application was submitted electronically today to my office and the Solicitor. I forwarded to Charley Remaley, Borough Manager, Borough Secretary.

We are reviewing the Land Development submission from the project engineer. We obtained required signatures for the Act 247 Application from the Borough Secretary and sent to the project engineer.

▪ **Community Center**

We sent the Act 247 Application to the Borough Secretary for signatures and upon return receipt will send the application and plans to the County for review.

▪ **PY 2022 CDBG – Chestnut Street Improvements- 12th Street to Township Line Road**

We attended the kick-off meeting with the Council President and the OHCD via Microsoft Teams on July 20th. We completed our field survey and are preparing the design plans and specs.

▪ **2022 County Aid**

We encourage the Borough to consider a project in 2022 where the funding can be used. If a project is not considered we need to request by September 15, 2022 the County rollover the \$2,052.00 2022 funds to 2023.

▪ **NPDES / Stormwater**

We reviewed the new draft Model Stormwater Ordinance in comparison to the Borough's existing Stormwater Ordinance and drafted updates. A highlight of some of the proposed revisions and requirements:

- Includes a focus on LID Low Impact Development - use of natural systems for infiltration and reuse of rainwater.
- Drainage easements required for storm water discharge on adjacent properties
- Follows PADEP BMP Manual
- Riparian Buffers to be established for all perennial and intermittent stream and planted with vegetation as needed
- Discusses requirement of inspections and as-built plans.
- Discusses O&M agreements and financial guarantee for permanent SWM BMPs. Agreement to be recorded
- List of prohibited connections into storm systems

Input from Council and the public at this August Council meeting will be considered in the updated ordinance.

We request authorization from Council to advertise the draft Ordinance at this Council meeting. We will coordinate the advertisement with the Borough Manager and the Solicitor. The advertisement will include where to submit comments. The Final version of the Ordinance will be presented for adoption at the September Council meeting.

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

The project engineer, McMahon Associates, advised they are working on 2 projects that involve proposed improvements to the intersection of Post Road and Price Street in the Borough as follows. We responded that Stantec on behalf of Trainer Borough has no objections to the improvements.

1. Project in Chester City with proposed improvements as shown on the sketch dated 2022-04-20.
2. Project in Marcus Hook Borough involving revisions to the traffic signals as shown on the attached Traffic Signal Permit plan.

McMahon requested that PennDOT allow combining these projects, both which require a PennDOT Highway Occupancy Permit (HOP), into a single HOP and is awaiting PennDOT's response.

We prepared a draft Traffic Signal Maintenance Agreement (TSMA) between the Borough and PennDOT required for the traffic signal modifications. The portion of the application requiring input and signatures by the Borough is attached including the Municipal Non-Emergency and Emergency Contact Information. Upon input and signatures from the Borough, we will send to PennDOT. We will prepare a PennDOT TE-160 Application(s) for the signal modifications upon notification from McMahon.

- **Escrow Funds**

As requested by Councilman Maher, we are discussing with the Borough Secretary various projects where the escrow funds have negative balances.

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

We researched our files and found a map from the previous Pennsylvania Ave. Improvements project and sent to an Amtrak representative. They advised they are trying to determine property ownership. We will inform Council of their response.



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

**Building Permits Issued - 7**

Commercial – 2

Residential - 5

Street Opening – 0

**Certificates of Occupancy Permits Issued – 23**

Sales - 11

Conditional Sales - 0

Rentals - 12

Re inspection – 0

**Contractor License Issued – 0**

**Total for 2022- 49**

**Zoning Permits - 3**

Residential – 3

Commercial –0

**Portable Structures -0**

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

3503 Post Rd. – Bed bug infestation.

3308 W 3<sup>rd</sup> St. – Trash accumulation along Union Street.

4350 Ridge Rd. – No occupancy permit for the transfer of title.

3504 W 3<sup>rd</sup> St. – Property Maintenance Violation Notice.

4340 Ridge Rd. – Posting for grass invoices.

4350 Ridge Rd. – Posting for grass invoices.

1351 Forrest St. – Posting for grass invoices.

1334 Price St. – Posting for grass invoices.



4015 W 13<sup>th</sup> St. – Posting for grass invoices.  
3601 W 3<sup>rd</sup> St. – Overgrown vegetation, trash accumulation.  
1302 Anderson St. – Overgrown vegetation, blocking stop sign.  
1008 Anderson St. – Firewood not stacked 12' off grade.  
4302 Post Rd. – Accumulation of trash, rear yard.

### **Grass, Overgrown Vegetation Notices**

Anderson St. – 924  
Post Rd. – 4112, 4510, 4210. 4302  
Gilbert St. – 412  
Chestnut St. – 1229  
3<sup>rd</sup> St. – 3429, 3427  
Price St. – 937, 939  
9<sup>th</sup> St. – 3700, 3702  
Ridge Rd. – 4302, 4326, 4340, 4350

### **Citation Warnings**

1302 Anderson St. – High grass, overgrown vegetation.  
1302 Anderson St. – Accumulation of trash.  
4332 Ridge Rd. – Failure to Renew Certificate of Occupancy.  
318-20 Irving St. – Failure to Renew Certificate of Occupancy.  
4520 Post Rd. – Failure to Renew Certificate of Occupancy.  
4526 Post Rd. – Failure to Renew Certificate of Occupancy.  
4522 Post Rd. – Failure to Renew Certificate of Occupancy.  
925 Price St. – Failure to Renew Certificate of Occupancy.  
206 Wilcox St. – Failure to Renew Certificate of Occupancy.  
3431 3<sup>rd</sup> St. – Failure to Renew Certificate of Occupancy.  
4508 Post Rd. – Failure to Renew Certificate of Occupancy.  
1223 Chestnut St. – Failure to Renew Certificate of Occupancy.  
4228 Post Rd, - Failure to Renew Certificate of Occupancy.  
921 Anderson St. – Failure to Renew Certificate of Occupancy.  
4320 Post Rd. Failure to Renew Certificate of Occupancy.  
3702 9<sup>th</sup> St. – Failure to Renew Certificate of Occupancy.  
3308 W 3<sup>rd</sup> St. – Accumulation of trash, rear alley.

# MARCUS HOOK TRAINER FIRE DEPARTMENT

## MONTHLY REPORT

JULY, 2022

INCIDENT TYPE	# INCIDENTS
Building fire	4
Cooking fire, confined to container	2
Medical assist, assist EMS crew	5
Emergency medical service, other	1
Motor vehicle accident with injuries	2
Motor vehicle/pedestrian accident (MV Ped)	1
Motor vehicle accident with no injuries.	1
Gasoline or other flammable liquid spill	1
Gas leak (natural gas or LPG)	1
Carbon monoxide incident	2
Assist police or other governmental agency	1
Cover assignment, standby, moveup	6
Dispatched & cancelled en route	6
No incident found on arrival at dispatch address	1
Smoke scare, odor of smoke	1
Smoke detector activation due to malfunction	3
CO detector activation due to malfunction	1
Alarm system activation, no fire - unintentional	1
TOTAL INCIDENTS:	40

CALLS IN MARCUS HOOK: 14

CALLS IN TRAINER: 3

MUTAL AID: 23

CALLS FROM 6AM-6PM: 19 CALLS

CALLS FROM 6PM-6AM: 21 CALLS

TOP RUNNER FOR THE MONTH: SLAYDE TURNER 28 CALLS

REPORTING OFFICER: KENNY SMITH JR. DEPT. CHIEF.

September 8, 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 Michael Carter, Joe Maher, Robin Rokicka, Tracy Tucker, Manager Mark Possenti, Engineer Mike Kozlowski, Solicitor Mark Much

#### **ABSENT**

John Mathews

#### **MINUTES**

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

#### **CORRESPONDENCE**

It was motioned by Councilperson Maher and seconded by Councilperson Miley that the correspondence for August 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.

Terry Miley, Post Rd. – Asked about the repaving schedule for Post Rd.

Pastor Atkins – Police Chaplain introduced himself to Council and offered to answer any questions.

**MANAGER/FINANCE** – Mark Possenti stated we are waiting to hear in Nov. if the Borough will be awarded the grant for the street sweeper. The second American Rescue stimulus has been received in the amount of \$96,390.14

- Called for a motion to approve the use of credit/debit transactions. The cost would be \$45.00 per month with the 4% transaction fee to be paid by the user.
- Called for a motion to accept the non-uniform 2023 Non-Uniform MMO in the amount of \$4,261.00.
- Called for a motion to approve the paid August expenses for General, Recreation and Liquid Fuels Funds in the amount of \$286,412.54 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 August in the amount of \$90,448.18 which was provided for inspection.

Called for an Executive session to discuss real estate.

## **COMMITTEE REPORTS**

Marilyn Maher - Mayor

Addressed Council in regards to a non-resident volunteer that needs some type of formal recognition.

Jennifer Frazier – President

Announced the food pantry hours.

Read the new assigned Council committees.

John Mathews – Municipal Services

Absent

Greg Miley – Property Maintenance

Read the monthly Code Office report

Michael Carter – Public Safety

Read the monthly fire report for August (attached)

Joe Maher – Ordinance/Zoning

Stated preliminary Ordinance changes were submitted to the Solicitor for review.

Announce upcoming Rec events.

Made a motion to appoint Michele Holloman and Vickie Padgett as members to the Rec Board.

Robin Rokicka – Recreation

Presented an information flyer in regards to help with Delcora bills, assistance up to \$250.00.

Tracy Tucker –

Stated she intends to bring resource information to our community events.

## **MONROE ENERGY**

Adam Gattuso gave an update on the refinery mini turnaround bout to begin. Working with Chief on traffic control. Addressing street parking complaints in regards to contractors.

## **TAX COLLECTOR**

Mark Possenti: Total tax and trash fees collected for the August were \$2,474.74.

- Called for a motion to approve a real estate tax deposit of \$1,864.24 into the General Fund.

- Called for a motion to approve a trash fee deposit of \$610.50 into the General Fund.

## **ENGINEER**

Mike Kozlowski: Read monthly report (attached)

- Need a motion to adopt Ordinance 774, new draft model update NPDES Stormwater.

- Need a motion to authorize Stantec to prepare the Green Region Grant application.

- Motion was made to authorize Mike to negotiate the sidewalk easement at 7<sup>th</sup> and Chestnut with the Pigeon club of a cost to the borough of no more that \$2,600.00 and the club to maintain the sidewalks.

## **SOLICITOR**

Mark Much:

- Need a motion to authorize to advertise Ordinance 775 Rental/Residential Disturbances.
- Need a motion to adopt Resolution 1074 Increase in zoning application fees. The fee will be \$750.00 residential and \$1,000.00 commercial.
- Need a motion to adopt the school district bus stop sign proposal. The program is of no cost to the borough and will allow camera at the school bus stops.

## **ORDINANCES**

- Motion was made by Councilperson Maher to adopt Ordinance 774, new draft model update NPDES Stormwater and seconded by Councilperson Miley. No opposition. Motion carried.
- Motion was made by Councilperson Maher to authorize to advertise Ordinance 775, Rental/Residential Disturbances and seconded by Councilperson Carter. No opposition. Motion carried.

## **RESOLUTIONS**

- Motion was made by Councilperson Maher to adopt Resolution 1074 Increase in zoning application fees. The fee will be \$750.00 residential and \$1,000.00 commercial and seconded by Councilperson Carter. No opposition. Motion carried.

## **OTHER ACTION ITEMS**

- Motion made by Councilperson Carter to approve the use of credit/debit transactions for payments made to the Borough and seconded by Councilperson Miley. Councilperson Maher opposed, wanting to look at other options a gather further information. Motion carried.
- Motion made by Councilperson Carter to approve the non-uniform 2023 MMO in the amount of \$4,261.00 and seconded by Councilperson Maher. No opposition. Motion carried.
- Motion made by Councilperson Maher to approve the paid August bills for General, Recreation and Liquid Fuels Funds in the amount of \$286,412.54 and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion made by Councilperson Carter to approve the paid Payroll for the month of July in the amount of \$90,448.18 and seconded by Councilperson Miley. No opposition. Motion carried.
- Motion was made by Councilperson Maher to authorize Stantec to prepare the Green Region Grant application and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Maher to adopt the school district bus stop program and seconded by Councilperson Miley. No opposition. Motion carried.
- Motion was made by Councilperson Carter to approve a real estate tax deposit of \$1,864.24 into the General Fund and seconded by Councilperson Miley. No opposition. Motion carried.
- Motion was made by Councilperson Carter to approve a trash fee deposit of \$610.50 into the General Fund and seconded by Councilperson Miley. No opposition. Motion carried.

## **AMENDED ACTION TO AGENDA**

- Motion was made by Councilperson Maher to appoint Michele Holloman and Vickie Padgett as members to the Rec Board and seconded by Councilperson Miley. No opposition. Motion carried.
- Motion was made by Councilperson Maher to authorize Stantec to negotiate the sidewalk easement at 7<sup>th</sup> and Chestnut with the Pigeon Club and seconded by Councilperson Carter. No opposition. Motion carried.

- Motion was made by Councilperson Maher to authorize the Solicitor to negotiate the transfer of the property on Anderson St. with Brett Cox and seconded by Councilperson Carter. No opposition. Motion carried.

#### **OLD COUNCILMANIC BUSINESS**

None

President Frazier called the Executive at 8:13 pm to discuss real estate. No action was taken during this time. No decisions were made at this time.

Regular meeting re-adjoined at 8:24pm

After executive discussion a motion was made to authorize the Solicitor to negotiate terms a property transfer. Brett Cox, owner of the lot at Anderson St. and Township Line Rd. would like to donate the property to the Borough in lieu of any property taxes owed.

#### **ADJOURNMENT**

President Frazier called for a motion to adjourn at 8:25pm; Councilperson Maher made the motion to adjourn. Councilperson Carter seconded the motion. No opposition. Motion carried.

Respectfully submitted,

Victoria Orlando  
Borough Secretary



## ENGINEER REPORT

### TRAINER BOROUGH - ENGINEER'S REPORT

- **Buckley Cable – 9<sup>th</sup> Street and Price Street Improvements**  
The owner's representative advised additional punch-list work has been completed. We visited the site and found the majority of the items have been completed with several items to be done. We will keep Council informed of the status.
- **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 project. We are preparing a proposal for the design and will present to Council.

We are preparing the Year 4 MS4 report due to PADEP September 30, 2022.

- **Parkview Mobile Home Park**  
The applicant's engineer advised they responded to PADEP and are expecting an approval for the Planning Module within the next several weeks.

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.

The Borough Secretary advised the developer sent a check to replenish the escrow account however there is only a balance of \$140.00. We are reviewing our files.

We are reviewing the revised plans from the project engineer.

- **FY 2021 CDBG Chestnut Street Improvements**  
With the Borough Secretary's assistance, we contacted a representative with the Lennox Park Pigeon Club and sent them the proposed Easement Agreement prepared by the Solicitor. They requested a driveway apron within a portion of the sidewalk along Chestnut Street and the sidewalk to be adjacent to edge of asphalt road with no grass strip so they can park their vehicles in the grass area on their property. The Ordinance requires driveways and parking areas to be paved with a hard surface and the areas do not occupy the required front yard. Council may consider if they will allow vehicles to park on the grass area and waive the ordinance requirements. We advised the Lennox Park Pigeon Club representative the Pigeon Club would be responsible for additional costs associated with a driveway apron in lieu of a sidewalk including additional concrete for the sidewalk and concrete curb. We sent a sketch to Premier Concrete who provided a verbal cost of \$3,200. We also sent the sketch to the Pigeon Club representative and will discuss the costs with them.  
**We further discussed the cost with Premier and obtained a written proposal in the amount of \$2,600 (attached) and sent to the Pigeon Club. We informed the Pigeon Club they are responsible for maintaining and repairing the curb and sidewalks. We will advise of their response.**  
We sent the award letter and contract documents to Premier Concrete on July 27, 2022 and will process the contracts upon response from Premier.  
**The contracts will be presented for signature at tonight's meeting.**



▪ **Post Road and W. 9<sup>th</sup> Street Repaving by PennDOT**

PennDOT advised they are awaiting an updated schedule from the contractor. We will inform Council of PennDOT updates. **PennDOT advised they completed temporary asphalt patching at Post Road and Main Street and will complete additional temporary work as needed until the final repaving is completed.**

▪ **Sinkhole at A & R Iron Works**

Council approved our recommendation for payment in the amount of \$58,550.00 to Moore Outdoor Rejuvenation, Inc. at the August Council meeting. \$4,700.00 of the \$58,500.00 is to be paid by A & R Ironworks to the Borough for raising the storm manhole. We sent the invoice to A & R Ironworks and they advised they will pay \$4,700.00 to the Borough. Per Council's request, we asked PennDOT if the \$53,850.00 that is the Borough's responsibility could be paid using Liquid Fuels funds and sent them requested documents. PennDOT advised since the work was within the property and outside the roadway area Liquid Fuels funds may not be used.

▪ **4401 Ridge Road**

We were provided copies of a plan and Field View Scoping meeting request to PennDOT along w/ the applicant's consultant for the proposed improvements for 9<sup>th</sup> Street. We will advise when that is scheduled. **NO CHANGE**

We are reviewing the Land Development submission from the project engineer. We obtained required signatures for the Act 247 Application from the Borough Secretary and sent to the project engineer. **We sent our review letter on 9/8/2022. We will request Council consider conditional approval at the October Council meeting.**

▪ **Community Center**

We sent the Act 247 Application and plans to the County for review. Per Councilman Maher's request, we asked the OHCD if CDBG funds may be used for the demolition of the building. They advised the proposed use of the property will need to comply with CDBG program requirements for CDBG funds to be considered.

**The County Planning Department issued their acknowledgement letter on 8/31/2022 advising a public meeting is tentatively scheduled on 9/15/2022 at 4:00 PM at the Government Center Building in Media. Participation is not required but welcomed.**

▪ **PY 2022 CDBG – Chestnut Street Improvements- 12th Street to Township Line Road**

We are preparing the design plans and specs.

▪ **2022 County Aid**

We encourage the Borough to consider a project in 2022 where the funding can be used. If a project is not considered we need to request by September 15, 2022 the County rollover the \$2,052.00 2022 funds to 2023.

▪ **NPDES / Stormwater**

We reviewed the new draft Model Stormwater Ordinance in comparison to the Borough's existing Stormwater Ordinance and drafted updates. A highlight of some of the proposed revisions and requirements:

- Includes a focus on LID Low Impact Development - use of natural systems for infiltration and reuse of rainwater.
- Drainage easements required for storm water discharge on adjacent properties
- Follows PADEP BMP Manual
- Riparian Buffers to be established for all perennial and intermittent stream and planted with vegetation as needed
- Discusses requirement of inspections and as-built plans.
- Discusses O&M agreements and financial guarantee for permanent SWM BMPs. Agreement to be recorded
- List of prohibited connections into storm systems



We coordinated and worked with the Solicitor who advertised the new Ordinance. We sent the draft copy of the Ordinance to the Borough Secretary for printing and available for public review and comment. We recommend Council adopt the Final version of the Ordinance which will be presented at the September Council meeting.

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

The project engineer, McMahon Associates, advised they are working on 2 projects that involve proposed improvements to the intersection of Post Road and Price Street in the Borough as follows. We responded that Stantec on behalf of Trainer Borough has no objections to the improvements.

1. Project in Chester City with proposed improvements as shown on the sketch dated 2022-04-20.
2. Project in Marcus Hook Borough involving revisions to the traffic signals as shown on the attached Traffic Signal Permit plan.

McMahon requested that PennDOT allow combining these projects, both which require a PennDOT Highway Occupancy Permit (HOP), into a single HOP and is awaiting PennDOT's response.

We processed the Traffic Signal Maintenance Agreement (TSMA) between the Borough and PennDOT required for the traffic signal modifications. PennDOT issued the executed TSMA to the Borough and our office and we informed McMahon of the this. We will prepare a PennDOT TE-160 Application(s) for the signal modifications upon notification from McMahon.

▪ **Escrow Funds**

As requested by Councilman Maher, we are discussing with the Borough Secretary various projects where the escrow funds have negative balances.

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

We researched our files and found a map from the previous Pennsylvania Ave. Improvements project and sent to an Amtrak representative. They advised they will be providing property ownership information to our office. We will inform Council of their response.

▪ **Municipal Building**

We are reviewing the draft Easement Agreement for the proposed sanitary sewer easement provided by the Solicitor.

We sent our comments to the Solicitor and project engineer, reviewed the revised Easement Agreement from the project engineer and advised the Easement Agreement is acceptable.

▪ **Eske Developers, LLC - Nealy Blvd. (McCarthy Tire)**

The Borough Secretary sent a request from WSFS Bank to release a 2nd letter of credit in the amount of \$10,308. A letter of credit was released in 2021 in the amount of \$86,521. We are reviewing our files and will advise Council of our recommendations.

▪ **Henry Johnson Park**

- PECO Green Region Open Space Program- Wildlife Habitat.
- Dedication of a bench and picnic table in memory of Ashlynn R. Harasymiw.

We discussed with the Program Administrator and a PECO Municipal representative and will advise of their response.

# MARCUS HOOK TRAINER FIRE DEPARTMENT

## MONTHLY REPORT

AUGUST, 2022

INCIDENT TYPE	# INCIDENTS
Building fire	7
Trash or rubbish fire, contained	1
Brush or brush-and-grass mixture fire	1
- Outside rubbish, trash or waste fire	1
- Medical assist, assist EMS crew	11
Motor vehicle accident with injuries	2
Motor vehicle accident with no injuries.	1
Gasoline or other flammable liquid spill	1
Gas leak (natural gas or LPG)	2
Oil or other combustible liquid spill	2
Chemical spill or leak	1
Carbon monoxide incident	1
Electrical wiring/equipment problem, other	2
Public service	1
Cover assignment, standby, moveup	7
Dispatched & cancelled en route	6
Smoke scare, odor of smoke	1
- CO detector activation due to malfunction	1
- Carbon monoxide detector activation, no CO	1
<b>TOTAL INCIDENTS:</b>	<b>50</b>

CALLS INTOWN: 16

MUTAL AID: 34

CALLS FROM 6AM-6PM: 25 CALLS

CALLS FROM 6PM-6AM: 25 CALLS

TOP RUNNER FOR THE MONTH: RAY BETTS 29 CALLS

REPORTING OFFICER: KENNY SMITH JR. DEPT. CHIEF.

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

**Building Permits Issued - 7**

Commercial – 0

Residential - 7

Street Opening – 0

**Certificates of Occupancy Permits Issued – 26**

Sales - 3

Conditional Sales -0

Rentals - 22

Re inspection – 1

**Contractor License Issued – 1**

**Total for 2022- 50**

**Zoning Permits - 0**

Residential – 0

Commercial –0

**Portable Structures -0**

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

4302 Post Rd. – Accumulation of trash, rear yard.

3506 Post Rd. – Accumulation of trash, rear yard.

939 Langley St. – Posting – Abatement Notice.

Smith Rd. – Trailer parked on Public Street.

3523 9<sup>th</sup> St. – Accumulation of trash.

3413 3<sup>rd</sup> St. – Open burning violation.

3509 9<sup>th</sup> St. – Zoning Violation.

1217 Anderson St. – Electrical work being done without a permit.

939 Langley St. – Postings (Invoice #304, #305, #306)

**Grass, Overgrown Vegetation Notices**

Anderson St. - 1229, 1314, 1314

Langley St. – 939, 921, 1028

Main St. – 800

Post Rd. – 4510, 4512, 4514, 4508, 4302, 4306, 4312

Sunset St. – 1024

3<sup>rd</sup> St. – 3506, 3517, 3326

9<sup>th</sup> St. - 3808

**Citation Warnings**

3826 W 9<sup>th</sup> St. – Failure to renew rental C.O.

3308 W 3<sup>rd</sup> St. – Trash accumulation.

1327 Chestnut St. – Failure to renew rental C.O.

4302 Post Rd. – High grass, overgrown vegetation.

November 10, 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 Michael Carter, Joe Maher, Tracy Tucker, Engineer Mike Kozlowski, Solicitor Chrsi Boggs

#### **ABSENT**

John Mathews, Greg Miley, Robin Rokicka

#### **MINUTES**

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

#### **CORRESPONDENCE**

It was motioned by Councilperson Maher and seconded by Councilperson Carter that the correspondence for October 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.

None

#### **MANAGER/FINANCE – Mark Possenti**

Gave an update on the Municipal Complex progress.

- Called for a motion to authorize the 2023 preliminary General Budget balanced at \$3,104,688.00
- Called for a motion to authorize to advertise the 2023 preliminary General Budget.
- Called for a motion to authorize to advertise Ordinance 776 2023 Real Estate Tax Levy.
- Called for a motion to authorize to advertise the 2023 meeting dates to include the CDBG public discussion. This item was tabled to decide whether or not to hold summer caucus meetings.
- Called for a motion to authorize the cost to upgrade and migrate email services to Cyber security insurance compliant.
- Called for a motion to approve the paid October expenses for General, Recreation and Liquid Fuels Funds in the amount of \$426,669.95 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 October in the amount of \$94,707.38 which was provided for inspection.

## **COMMITTEE REPORTS**

### Marilyn Maher - Mayor

Stated the police dept. is running well. Thanked President Frazier for the upcoming winter coat drive.

### Jennifer Frazier – President

Announced the coat give-away. Wants to start a Jr. Council. Met with the fire marshal, meeting with Marcus Hook in regards to the fire dept.

Called an executive session to discuss personnel.

### John Mathews – Municipal Services

Absent. Secretary read his report and called for a motion to authorize new lights for the highway dump truck in the amount of \$1,800.00.

### Greg Miley – Property Maintenance

Absent

### Michael Carter – Public Safety

There was no fire report due the fire co. computers being down.

### Joe Maher – Ordinance/Zoning

Stated a Holiday Bingo fundraiser is this Sat. at the fire house.

Called for a motion to adopt Resolution 1079 to update the name of the fire dept. to Marcus Hook/Trainer in the Ordinance book Section 1, Chapter 30.

### Robin Rokicka – Recreation

Absent

### Tracy Tucker – Public Outreach

Has provided mor Covid tests for the Community.

Announced numerous resources available to the Community, including LIHEAP, mental health, child care relief, Wick program, car seat checks. Resources are listed on her Facebook page at [www.facebook.com/councilwomantracytucker](http://www.facebook.com/councilwomantracytucker).

## **MONROE ENERGY**

Adam Gattuso gave an update on the refinery. Spoke about the cost of diesel fuel and stated they are preparing to hire next year.

## **TAX COLLECTOR**

Total tax and trash fees collected for the October were \$17,611.65

-Called for a motion to approve a real estate tax deposit of \$16,797.99 into the General Fund.

-Called for a motion to approve a trash fee deposit of \$814.00 into the General Fund.

## **ENGINEER**

Mike Kozlowski: Read monthly report (attached)

Called for a motion to authorize the MS4 Pollution reduction Pa small water and sewer program grant application.



Called for a motion to authorize the pay request from Premier Concrete in the amount of \$143,165.00 for the CDBG Chestnut St. improvements.

### **SOLICITOR**

Chris Boggs stated the Anti-Bully policy agenda item will be tables. Still in communication with the school district and will have an update at Dec. caucus meeting.

### **ORDINANCES**

- Motion made by Councilperson Maher to authorize to advertise Ordinance 776 2023 Real Estate Tax Levy if needed and seconded by Councilperson Carter. No opposition. Motion carried.

### **RESOLUTIONS**

- Motion was made by Councilperson Carter to adopt Resolution 1079 to update the name of the fire dept. to Marcus Hook/Trainer in the Ordinance book section 1 chapter 30 and seconded by Councilperson Tucker. No opposition. Motion carried.

### **OTHER ACTION ITEMS**

- Motion made by Councilperson Carter to authorize the 2023 preliminary General Budget and seconded by Councilperson Maher. No opposition. Motion carried.
- Motion made by Councilperson Carter to authorize to advertise the 2023 preliminary General Budget and seconded by Councilperson Maher. No opposition. Motion carried.
- Motion made by Councilperson Maher to authorize the cost, not exceed \$10,000.00, to upgrade and migrate email services to Cyber security insurance compliant and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion made by Councilperson Carter to approve the paid bills for the month of October in the amount of \$426,669.95 and seconded by Councilperson Maher. No opposition. Motion carried.
- Motion made by Councilperson Carter to approve the paid Payroll for the month of October in the amount of \$94,707.38 and seconded by Councilperson Maher. No opposition. Motion carried.
- Motion was made by Councilperson Maher to approve a real estate tax deposit of \$16,797.99 into the General Fund and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Carter to approve a trash fee deposit of \$814.00 into the General Fund and seconded by Councilperson Maher. No opposition. Motion carried.
- Motion was made by Councilperson Maher to authorize the MS4 Pollution reduction Pa small water and sewer program grant application and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Maher to authorize the pay request from Premier Concrete in the amount of \$143,165.00 for the CDBG Chestnut St. improvements and seconded by Councilperson Carter. No opposition. Motion carried.

### **AMENDED ACTION TO AGENDA**

- Motion was made by Councilperson Carter to adopt Resolution 1079 to update the name of the fire dept. to Marcus Hook/Trainer in the Ordinance book Section 1, Chapter 30.and seconded by Councilperson Tucker. No opposition. Motion carried.

## **OLD COUNCILMANIC BUSINESS**

None

President Frazier called the Executive at 8:14 pm to discuss personnel. No action was taken during this time. No decisions were made at this time.

Regular meeting re-adjoined at 8:40pm

After executive discussion a motion was made to authorize the reimbursement of out-of-pocket prescription costs to two employees.

Councilperson Maher made a motion to reimburse employee 1 in the amount of \$25.00 and employee 2 in the amount of \$25.37 and seconded by Councilperson Carter. No opposition. Motion carried.

## **ADJOURNMENT**

President Frazier called for a motion to adjourn at 8:42pm; Councilperson Carter 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 project. We are preparing a proposal for the design and will present to Council.

### **PA Small Water and Sewer Program**

We recommend the Borough apply for a PA Small Water and Sewer program grant to help fund the stream restoration work required for the PRP (Program Guidelines attached). Applications are due 12/21/2022. Several Program Highlights:

- Eligible projects must be in a cost range of \$30,000 to \$500,000.
- Borough matching funds of not less than 15% of the total project cost are required. Commitment letter needed.
- \$100.00 application fee paid to the Commonwealth Financing Authority (CFA).
- Resolution needed.

We will prepare the application if authorized by Council.

**In addition to the application including the stream restoration project, as suggested by the Code Enforcement Officer, Council may consider including repair of storm inlets and addressing the blockage in the storm sewer between Main Street and Marcus Hook Creek.**

### ▪ **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 nearing completion with final paving scheduled for 11/3/2022. We met with the owner of 712 Chestnut Street and adjusted the sidewalk to be closer to the roadway to satisfy their concern with the sidewalk taking up area along the frontage of their property.

**We recommend to Council payment of Application for Payment No. 1 to Premier Concrete, Inc. in the amount \$143,165.00 sent to the Borough Secretary and Council President via email.**



- **Post Road and W. 9<sup>th</sup> Street Repaving by PennDOT**

PennDOT advised the schedule has been pushed back to the Spring, 2023. We requested they patch Post Road and Gilbert Street ASAP while the weather conditions are satisfactory and will advise of their response.

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

\$4,700.00 of the \$58,500.00 is to be paid by A & R Ironworks to the Borough for raising the storm manhole. We sent the invoice to A & R Ironworks and they advised they will pay \$4,700.00 to the Borough. The Borough Secretary advised payment is still pending.

- **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 are reviewing the revised Land Development Plans and documents. We reviewed the Sewage Facilities Planning Module Exemption documents and forwarded the page signed by the Borough Secretary to the project engineer.

**We sent our letter dated 11/10/2022 based on our review of the revised Land Development Plans and documents.**

- **Community Center**

The DCPC issued a letter on 9/16/2022 with approval and recommendations. We are preparing an exemption request for sewage facilities planning and submit to DELCORA and PA DEP.

- **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 are reviewing updated plans and documents for the 2 projects that involve proposed improvements to the intersection of Post Road and Price Street as follows:

1. Project in Chester City involving intersection including ADA improvements. The developer deposited \$2,000 to Trainer Borough for our review of the PennDOT HOP plans.
2. Project in Marcus Hook Borough involving revisions to the traffic signals. We requested the developer deposit \$1,100 to Trainer Borough for our review of the signal plans.

- **Escrow Funds**

As requested by Councilman Maher, we are discussing with the Borough Secretary various projects where the escrow funds have negative balances.

- **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.

- **Eske Developers, LLC - Nealy Blvd. (McCarthy Tire)**

The Borough Secretary sent a request from WSFS Bank to release a 2nd letter of credit in the amount of \$10,308. A letter of credit was released in 2021 in the amount of \$86,521. We provided a letter to the Borough Secretary dated 5/30/2012 confirming the \$10,308 balance.

- **Henry Johnson Park**

Dedication of a bench and picnic table in memory of Ashlynn R. Harasymiw. PECO advised benches and picnic tables may not be placed within the easement for the overhead power lines but plants are allowed in any area of the easement and trees up to 8 ft. height are allowed provided they are not below the overhead wires. We therefore recommend that the Memorial be located outside of the easement.

- **PY 2023 CDBG**

We encourage the Borough to develop a list of potential projects. Applications are due January 6, 2023.

- **Speed Humps**

As requested by Council, we are obtaining pricing for removable speed humps for 5 roads with 3 each speed humps per road. We will also provide a cost estimate for permanent asphalt speed humps.

We will prepare a proposal for a traffic study for implementation of the speed humps. 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.

- **PECO Gas Main Replacement- Forrest St. and 13<sup>th</sup> 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.



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

**Building Permits Issued - 8**

Commercial – 2

Residential - 5

Street Opening – 1

**Certificates of Occupancy Permits Issued – 16**

Sales - 2

Conditional Sales -0

Rentals - 13

Re inspection – 1

**Contractor License Issued – 0**

**Total for 2022- 51**

**Zoning Permits - 1**

Residential – 1

Commercial –0

**Portable Structures -0**

**Property Maintenance – Violation Notices**

4516 Post Rd. – No Occupancy Permit for rental property.

4516 Post Rd. – Posted –“No occupancy” Fire Damage.

4216 W 7<sup>th</sup> St. – Post No occupancy, flea infestation.

3507 W 13<sup>th</sup> St. – Driveway construction with no permit.

4105 W 13<sup>th</sup> St. – Vacant property inspection.

**Grass Overgrown Vegetation Notices**

1329 Langley St. – High grass.

4015 W 13<sup>th</sup> St. – High grass, vacant property.

**Citation Warnings**

1371 Langley St. – Failure to obtain Certificate of Occupancy for  
Rental unit.

4516 Post Rd. – Failure to obtain Certificate of Occupancy for  
Rental unit.

December 8, 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 Michael Carter, Joe Maher, Robin Rokicka, Manager Joe Possenti, Engineer Mike Kozlowski, Solicitor Mark Much

#### **ABSENT**

John Mathews, Greg Miley, Tracy Tucker

#### **MINUTES**

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

#### **CORRESPONDENCE**

It was motioned by Councilperson Maher and seconded by Councilperson Carter that the correspondence for November 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:

The approval of the updated 2023 NU MMO from \$4,261.00 to \$4,300.00. The reason for the change was an error on the worksheet formula that PMRS sent out.

#### **PUBLIC GENERAL AND AGENDA QUESTIONS AND COMMENTS:**

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

Carpenter Family, 9<sup>th</sup> St. - Expressed concerns about the property on 9<sup>th</sup> St. across from their house and the work being done there. They stated the noise from A&R Ironworks begins very early in the morning causing a noise disturbance.

Terry Miley, Post Rd. - Asked the Mayor about the way it was handled, asking Greg Miley to resign from Council.

Kirk Dodson, Anderson St. - Stated he was in touch with an attorney to pursue action in regards to his neighbor's property, stating the Borough has not enforced the Ordinances against him.

Jim McKay, Sunset St. - Spoke about the issue with the COTO parishioners parking on the street and blocking residents for their property.

#### **MANAGER/FINANCE – Joe Possenti**

Gave an update on the Municipal Complex progress.

- Called for a motion to adopt the final 2023 General budget.
- Called for a motion to authorize to advertise the 2023 meeting dates to include the CDBG public discussion.
- Called for a motion to adopt Resolution 1080 2023 Tax Levy, no tax increase but increase in sanitation fee of \$20.00 per household.

- Called for a motion to authorize to advertise Ordinance 777 Amend the Act 22 Retirement Drop.
- Called for a motion to approve the paid November expenses for General, Recreation and Liquid Fuels Funds in the amount of \$296,495.21 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 November in the amount of \$98,856.56 which was provided for inspection.

## **COMMITTEE REPORTS**

### Marilyn Maher - Mayor

Mayor Maher announced Alice Forbes as person of the year for 2022 also naming her an honorary recognized resident of Trainer Borough presenting her with a certificate, gift card and shirt.

### Jennifer Frazier – President

Read a resignation letter from Greg Miley as Council member and asked for a motion to accept.  
Read letters of resignation from EAC from Fran Zalewski and Jean Beck.

### John Mathews – Municipal Services

Absent

### Greg Miley – Property Maintenance

Resigned

### Michael Carter – Public Safety

Read the monthly fire report.  
Called for a motion to formally accept Resolution 1082 emergency management plan.

### Joe Maher – Ordinance/Zoning

Read the monthly code office report.  
Announced the upcoming Recreation events planned.  
Read a letter of interest from Doug Locke to be considered a member of the Rec board and asked for a motion to accept.

### Robin Rokicka – Recreation

No report

### Tracy Tucker – Public Outreach

Absent

## **MONROE ENERGY**

Adam Gattuso had no report this month.

## **TAX COLLECTOR**

Total tax and trash fees collected for the November were \$4,174.02

- Called for a motion to approve a real estate tax deposit of \$3,563.52 into the General Fund.
- Called for a motion to approve a trash fee deposit of \$610.50 into the General Fund.

## **ENGINEER**

Mike Kozlowski: Read monthly report (attached)

Opened up the discussion and public input for the 2023 CDBG. Matching funds, road repair and sidewalk installation were all topics of the discussion. Council and public resident comments were all heard. It was decided to apply for matching funds for Small Water and Sewer Grant and the 1200 block of Anderson St. and 1300 block of Price St. road repaving as the grant project.

Asked for a motion to adopt Resolution 1081 PA Small Water and Sewer Grant for up to \$500,000.00 matching at 15% or up to \$75,000.00 by the Borough.

## **SOLICITOR**

Mark Much

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

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

## **ORDINANCES**

- None

## **RESOLUTIONS**

- Motion was made by Councilperson Maher to adopt Resolution 1080 2023 Tax Levy, no tax increase but increase in sanitation fee of \$20.00 per household and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion made by Councilperson Carter to adopt Resolution 1082 Emergency Management Plan and seconded by Councilperson Maher. No opposition. Motion carried.
- Motion was made by Councilperson Maher to adopt Resolution 1081 PA Small Water and Sewer Grant and seconded by Councilperson Carter. No opposition. Motion carried.

## **OTHER ACTION ITEMS**

- Motion was made by Councilperson Carter to approve of the updated 2023 NU MMO from \$4,261.00 to \$4,300.00 and seconded by Councilperson Maher. No opposition. Motion carried.
- Motion was made by Councilperson Maher to adopt the final 2023 General budget and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Maher to authorize to advertise the 2023 meeting dates to include the CDBG public discussion and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion made by Councilperson Carter to authorize to advertise Ordinance 777 Amend the Act 22 Retirement Drop and seconded by Councilperson Maher. No opposition. Motion carried.
- Motion made by Councilperson Carter approve the paid November expenses for General, Recreation and Liquid Fuels Funds in the amount of \$296,495.21 and seconded by Councilperson Maher. No opposition. Motion carried.
- Motion made by Councilperson Carter to approve the paid Payroll for the month of November in the amount of \$98,856.56 and seconded by Councilperson Maher. No opposition. Motion carried.
- Motion made by Councilperson Maher to accept the resignation of Greg Miley from Council and seconded by Councilperson Carter. No opposition. Motion carried.

- Motion made by Councilperson Maher to accept the resignations of Fran Zalewski and Jean Beck from EAC and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion made by Councilperson Maher to accept Doug Locke as member of the Rec board and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Maher to approve a real estate tax deposit of \$3,563.52 into the General Fund and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Carter to approve a trash fee deposit of \$610.50 into the General Fund and seconded by Councilperson Maher. No opposition. Motion carried.
- Motion was made by Councilperson Maher to authorize to advertise Ordinance 778 amending Chapter 180 Act 57 of 2022 Effect of Failure to Receive Real Estate Tax Notice and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion made by Councilperson Maher to authorize to advertise Ordinance 779 Act 57 of 2022 adopting rules for the Failure to Receive Real Estate Tax Notice and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion made by Councilperson Maher to accept agreement to use Chichester School district buses in case of an emergency and seconded by Councilperson Carter. No opposition. Motion carried.

#### **NEW COUNCILMANIC BUSINESS**

- Accept the agreement to use Chichester School District buses in case of an emergency.

#### **ADJOURNMENT**

President Frazier called for a motion to adjourn at 8:04pm; Councilperson Maher made the motion to adjourn. Councilperson Carter 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.

We attended a PA DEP Illicit Discharge Detection & Elimination Training session on 11/17/2022 at the Haverford Community Recreation and Environmental Center. The Borough will receive credit for this as part of the program requirements. We will document in the next MS4 yearly report.

**Grant Opportunities**

A representative for the PA Small Water and Sewer Program advised the stream restoration required for the PRP is not the best fit with the program. We are reviewing other grant opportunities and will advise of our recommendations.

- **PA Small Water and Sewer Program**

Since this program is not the best fit for the PRP, we suggest the Borough consider applying for a PA Small Water and Sewer program grant to fund infrastructure improvements suggested by the Code Enforcement Officer including repair of storm inlets and addressing the blockage in the storm sewer between Main Street and Marcus Hook Creek. We contacted MOR and requested a report and related information ASAP for the TV video work they performed at the storm system blockage. The information will be very helpful for the preparation of the application and for record purposes.

Applications are due 12/21/2022. Several Program Highlights:

- Eligible projects must be in a cost range of \$30,000 to \$500,000.
- Borough matching funds of not less than 15% of the total project cost are required. Commitment letter needed.
- \$100.00 application fee paid to the Commonwealth Financing Authority (CFA).
- Resolution needed.

We will prepare the application for the storm system work in lieu of the PRP if confirmed by Council and if so we request the Borough provide a list of storm inlets requiring repair.

**We reviewed the storm system and inlet repairs with the Highway Foreman.**

**We request Council approval of Resolution # 1081 for requesting a grant of up to \$500,000 and approval of the Borough's Matching Funds Commitment of 15% or up to \$75,000. Upon approval, the Resolution and letter with Matching Funds Commitment will be presented for signature at tonight's meeting.**

- **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. 9<sup>th</sup> 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.

- **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 involve proposed improvements to the intersection of Post Road and Price Street as follows:

1. Project in Chester City involving intersection including ADA improvements. The developer deposited \$2,000 to Trainer Borough for our review of the PennDOT HOP plans.
2. Project in Marcus Hook Borough involving revisions to the traffic signals. The developer deposited \$1,100 to Trainer Borough for our review of the signal plans.

- **Escrow Funds**

As requested by Councilman Maher, we are discussing with the Borough Secretary various projects where the escrow funds have negative balances.

- **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.

- **Eske Developers, LLC - Nealy Blvd. (McCarthy Tire)**

The Borough Secretary sent a request from WSFS Bank to release a 2nd letter of credit in the amount of \$10,308. A letter of credit was released in 2021 in the amount of \$86,521. We provided a letter to the Borough Secretary dated 5/30/2012 confirming the \$10,308 balance.

- **PY 2023 CDBG**

We encourage the Borough to develop a list of potential projects. Applications are due January 6, 2023. We will discuss options with Council.

- **Speed Humps**

As requested by Council, we are obtaining pricing for removable speed humps for 5 roads with 3 each speed humps per road. We will also provide a cost estimate for permanent asphalt speed humps.

**Attached is a diagram we prepared with cost information provided Logix, ITS.**

We are preparing a proposal for a traffic study for implementation of the speed humps. 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 13<sup>th</sup> 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 Owner's information needed for finalizing the easement agreement for the sanitary sewer. We will advise of the progress.

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

**Building Permits Issued - 11**

**Commercial – 0**

**Residential - 8**

**Street Opening – 3**

**Certificates of Occupancy Permits Issued – 13**

**Sales - 1**

**Conditional Sales -0**

**Rentals - 12**

**Re inspection – 0**

**Contractor License Issued – 10**

**Total for 2023- 10**

**Zoning Permits - 3**

**Residential – 3**

**Commercial –0**

**Portable Structures -0**

**Property Maintenance – Violation Notices**

912 Anderson St. – Vehicle leaking oil on Public Street.

4218 Post Rd. – Excessive trash in rear yard.

220 Wilcox St. – No occupancy for Transfer of Title.

4015 W 13<sup>th</sup> St. – Property Posting, Invoice #308.

4350 Ridge Rd. – Property Posting, Invoice #309.

4220 Post Rd. – Exterior deterioration of the rear of house.

1017 Langley St. – Basketball backboard at the street line.

3517 W 3<sup>rd</sup> St. – Vacant Property Registration Violation.

220 Wilcox St. – Vacant property Registration Violation.



# MARCUS HOOK TRAINER FIRE DEPARTMENT

## MONTHLY REPORT

November 2022

INCIDENT TYPE	# INCIDENTS
Building fire	3
Cooking fire, confined to container	1
Passenger vehicle fire	1
Brush or brush-and-grass mixture fire	1
Medical assist, assist EMS crew	4
EMS call, excluding vehicle accident with injury	1
Motor vehicle accident with injuries	4
- Motor vehicle accident with no injuries.	1
Gas leak (natural gas or LPG)	1
Carbon monoxide incident	1
Power line down	1
- Arcing, shorted electrical equipment	1
- Cover assignment, standby, moveup	8
Dispatched & cancelled en route	16
Smoke detector activation due to malfunction	1
CO detector activation due to malfunction	2
<b>TOTAL INCIDENTS:</b>	<b>47</b>

CALLS INTOWN: 20

MUTAL AID: 27

CALLS FROM 6AM-6PM: 33 CALLS

CALLS FROM 6PM-6AM: 14 CALLS

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 20<sup>th</sup> 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 from 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. 9<sup>th</sup> 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 10<sup>th</sup> St. to 12<sup>th</sup> St. and Price St. from 13<sup>th</sup> 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 13<sup>th</sup> 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.

February 9, 2023

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, VP John Mathews, Councilpersons, Michael Carter, Joe Maher, Robin Rokicka, Tracy Tucker, Manager Mark Possenti, Engineer Mike Kozlowski, Solicitor Mark Much

#### **ABSENT**

#### **MINUTES**

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

#### **CORRESPONDENCE**

It was motioned by Councilperson Mathews and seconded by Councilperson Carter 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:**

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

None

#### **MANAGER/FINANCE – Mark Possenti**

Stated he spoke with Sam Haber from the county in regards to the Borough's comprehensive plan. They county is applying for grants to fund the project or offset the cost. A committee of 8 – 10 people will be needed for a monthly meeting when the planning begins.

Updated the progress on the Municipal bldg.

- Called for a motion to adopt Ordinance 780 holiday schedule change to Ordinance 688.

- Called for a motion to adopt Resolution 23-1085 Junior Council.

- Called for a motion to advertise amendment changes to Ordinance 736 to define fines and penalties for working without permits and contractor's licenses.

- Called for a motion consider using Keystone Collections to collect delinquent real estate taxes and trash fees via Resolution 23-1087.

- Called for a motion to approve the paid January expenses for General, Recreation and Liquid Fuels Funds in the amount of \$355,874.27 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 \$114,653.73 which was provided for inspection.

## **COMMITTEE REPORTS**

### Marilyn Maher - Mayor

Called for an Executive session to discuss personnel. Announce resources from media fellowship house in regards to homebuyers' assistance and mortgage assistance.

Swore in Junior Council members Kamilla Potts, Kameran Potts and Cianni Carter.

### Jennifer Frazier – President

Called for a motion to appoint Tracy Tucker to the EAC. Still looking for more members.

Called for a motion to appoint Junior Council members Kamilla Potts, Kameran Potts and Cianni Carter and Morgan Rambo who could not attend the swearing in tonight.

### John Mathews – Municipal Services

Public works have been working on cleaning up the streets and covered an abandoned dumpster to secure debris. Looking into a larger trailer to transport the new mowers.

### Joe Maher – Ordinance/Zoning

Read the Code office reports for December and January.

Announced upcoming Rec events. Stated still waiting on information and review to make changes to Ordinance 614 employee retirement and benefits.

### Tracy Tucker – Public Outreach

Stated she has more Covid tests available. Confirmed the date of March 18<sup>th</sup> from 1 – 3 at the fire house for the bingo and Delcora to present informational resources to the Community.

### John Gaspero – Buildings/Pantry

Read estimates for a new highway garage roof and asked for a motion to accept. Coale roofing was the lowest reputable bid at \$7200.00.

The food pantry is running well with a lot of help. We have 120 registered and gave out to 75 – 110 households on Friday.

### Robin Rokicka – Community Relations/Newsletters

Waiting to hear from Acme in regards to food bank donations. Looking into other meal options for seniors and children. Plan on having free water ice in exchange for non-perishable food at the flea markets.

### Michael Carter – Public Safety

Ead the monthly fire report.

## **MONROE ENERGY**

Absent

## **TAX COLLECTOR**

Total tax and trash fees collected for the January were \$6,893.34

- Called for a motion to approve a real estate tax deposit of \$5,672.34 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 authorize Stantec to prepare a grant application to fund the Pollution Reduction Plan.
- Called for a motion to authorize Stantec to prepare a grant application to fund the waterfront improvement project at 2<sup>nd</sup> St.

Stated the approval of the 2023 County Aid application needs to be tabled at this time pending more information needed from PennDot and recommended planning a road program project to use the money and the 2022 funds that were rolled over and need to be used this year.

## **SOLICITOR**

Mark Much

- Asked for a motion to adopt Resolution 23-1086 acceptance of the Anderson St. land donation for a minimal settlement cost.

## **ORDINANCES**

- Motion was made by Councilperson Carter to adopt Ordinance 780 holiday schedule change to Ordinance 688 and seconded by Councilperson Maher. No opposition. Motion carried.

## **RESOLUTIONS**

- Motion was made by Councilperson Mathews to adopt Resolution 23-1085 outlining Junior Council and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Maher to adopt Resolution 23-1087 considering Keystone Collection to collect delinquent real estate taxes and trash fees and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Maher to adopt Resolution 23-1086 acceptance of the Anderson St. land donation for a minimal settlement cost and seconded by Councilperson Carter. No opposition. Motion carried.

## **OTHER ACTION ITEMS**

- Motion was made by Councilperson Mathews to authorize to advertise to amend Ordinance 736 to define fines and penalties for working without permits and contractor's licenses and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion made by Councilperson Mathews approve the paid January expenses for General, Recreation and Liquid Fuels Funds in the amount of \$355,874.27 and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion made by Councilperson Carter to approve the paid Payroll for the month of January in the amount of \$114,653.73 and seconded by Councilperson Mathews. No opposition. Motion carried.
- Motion made by Councilperson Maher to appoint Kamilla Potts, Kameran Potts and Cianni Carter and Morgan Rambo (who could not attend the swearing in tonight) to Junior Council and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion made by Councilperson Maher to appoint Councilwoman Tracy Tucker to the EAC Board and seconded by Councilperson Mathews. No opposition. Motion carried.
- Motion made by Councilperson Mathews to accept the bid from Coale Roofing in the amount of \$7,200.00 to replace the highway garage roof and seconded by Councilperson Maher. No opposition. Motion carried.



- Motion was made by Councilperson Carter to approve a real estate tax deposit of \$5,672.34 into the General Fund and seconded by Councilperson Mathews. No opposition. Motion carried.
- Motion was made by Councilperson Carter to approve a trash fee deposit of \$1,221.00 into the General Fund and seconded by Councilperson Mathews. No opposition. Motion carried.
- Motion made by Councilperson Carter to authorize Stantec to prepare a grant application to fund the Pollution Reduction Plan and seconded by Councilperson Maher. No opposition. Motion carried.
- Motion made by Councilperson Mathews to authorize Stantec to prepare a grant application to fund the waterfront improvement project at 2<sup>nd</sup> St. pending and contingent upon the project's scope and additional information brought before Council and seconded by Councilperson Maher. No opposition. Motion carried.

## **NEW COUNCILMANIC BUSINESS**

None

Comments from audience

Desiree Potts, Resident – Introduced herself and announced she is running for Magisterial District Judge in Chester.

Executive session was called at 8:06

Out of Executive session at 8:27

After discussion in executive a decision was made to hire a full-time police officer.

Councilperson Carter nominated Adam Youssef for a full-time police officer position and was seconded by Councilperson Rokicka. No other nominations were made.

A motion was made by Councilperson Mathews to hire Adam Youssef as a full-time police officer and seconded by Councilperson Carter. No opposition. Motion carried.

## **ADJOURNMENT**

President Frazier called for a motion to adjourn at 8:30pm; Councilperson Carter made the motion to adjourn. Councilperson Mathews 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. **We request Council authorize Stantec to prepare a Watershed Restoration and Protection Program (WRRP) grant application recommended by a program rep. Highlights:**

- Maximum project cost of \$300,000.
- Borough matching funds of not less than 15% of the total project cost are required. \$45,000 Match for a \$300,000 project.
- \$100.00 application fee.
- Application due May 31, 2023.

**We performed our annual inspections of the BMP's required per the permit on various properties on 1/26/2023.**

- **Parkview Mobile Home Park**

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.

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.

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 again requested the project engineer coordinate a meeting with the developer and Mayor and are awaiting a response.

- **FY 2021 CDBG Chestnut Street Improvements**

We are working with the contractor to finalize the Change Order and Application for Payment No. 2 (final).

- **Post Road and W. 9<sup>th</sup> 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. **The contractor completed temporary patching along Post Road on February 9, 2023 including at Gilbert Street and Main Street.**

- **PennDOT Post Road (SR 13) Traffic Signal Project**

We reviewed the plans and documents provided by PennDOT to the Borough Secretary. The proposed improvements include upgrades to the traffic signals, roadway and bike lane striping at Post Road intersections with Main Street, Smith Street and Price Street. Plans attached. The improvements at Post Road and Price Street are different than the plans for the Post Road and Price Street Intersection Upgrades (below). We will discuss with PennDOT.



- **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 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**  
The OHCD advised the Notice to Proceed to allow bidding of the project is anticipated to be issued within the next several weeks. We will send the bid documents plans and specifications to the OHCD for approval and coordinate bidding with the Borough.
- **Post Road (SR 13) and Price Street (SR 219) Intersection Upgrades**  
We sent our review letter dated 1/25/2023 for the PennDOT HOP submission noting we have no objection to the project moving forward.
- **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 submitted the application on 1/5/2023. Per the OHCD's request, we submitted revised documents with the priority being Right-of-Way Improvements for Price St. and Anderson St. requesting \$166,188 CDBG funds and the alternate being Storm Sewer Improvements requesting \$58,599 CDBG funds. **Awards are anticipated in Spring, 2023.**
- **Speed Humps**  
We prepared and presented to Council cost information provided by Logix, ITS for removable speed humps for 5 roads with 3 each speed humps per road. We have requested a quote several times from Transline and have not heard back. We are reviewing cost information for speed cameras from Vitronic: The representative noted Pennsylvania is tricky regarding speed enforcement as State Troopers are the only ones allowed to use RADAR, and the only LiDAR cameras (like Vitronic's) in the state are in the city of Philadelphia and in PennDOT work zones. Per the PennDOT Municipal Services representative, removable speed humps will need to comply with PennDOT guidelines for the roadways to remain eligible for Liquid Fuels funding. The representative advised Liquid Fuels funds are not eligible for purchasing removable speed humps but may be used to purchase of the permanent asphalt speed humps provided they meet design standards. 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 13<sup>th</sup> St.-Forrest St. to Anderson St.**  
PECO advised they will offer 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 evaluate the offer upon receipt.
- **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. **The representative suggested a Quitclaim deed to transfer the ownership of parcel 62 from the bank to the current Owner. Per our request, the Solicitor is pursuing contact information for PNC Bank.**
- **2023 County Aid and**  
We plan to present the resolution for adoption at the February 9<sup>th</sup> Council meeting. We are awaiting PennDOT's input. \$2,052 County Aid Funds for 2022 have been rolled over to 2023. **Upon input from PennDOT, we will present a County Aid resolution for adoption at an upcoming Council meeting. We recommend Council consider a project in 2023 such as a Road Program where the 2022 and 2023 funds can be used.**
- **2023 Boundary and Annexation Survey**  
We informed the Borough Secretary we responded to the survey there were no boundary changes to report.
- **DCNR C2P2 Grant for access / improvements to waterfront off of Price Street**  
Per the request of Council President Frazier, we discussed an overview of this potential project and grant with Police Chief Priscopo and will discuss further at tonight's Council meeting. We request Council's consideration to authorize Stantec to prepare a DCNR C2P2 grant application to fund the project depending on results of further review and discussions. Application are due April 5, 2023. There are various Grant Program eligible for funding. If we proceed, one of our first steps will be to contact a grant representative regarding eligibility, funding options, amounts and matches.
- **Henry Johnson Park- PECO Green Region Application**  
The Program representative advised awards are anticipated to be announced between March and April, 2023.

**Monthly Report – January 2023**  
**Charles Remaley – Code Enforcement**

**Building Permits Issued - 2**

Commercial – 0

Residential - 1

Street Opening – 1

**Certificates of Occupancy Permits Issued -16**

Sales - 3

Conditional Sales -1

Rentals - 12

Re inspection – 0

**Contractor License Issued – 7**

**Total for 2023- 38**

**Zoning Permits - 1**

Residential – 0

Commercial –1

**Portable Structures -6**

**Property Maintenance – Violation Notices**

1308 Anderson Ave. – Roof installation without a permit.

1229 Chestnut St. – Excessive Police calls notification.

203 Irving St. – No C.O. for the Transfer of Title.

4220 Post Rd. – Rehab construction without obtaining permit.

3608 W 9<sup>th</sup> St. – Motor vehicle violation notice.

4300 W 9<sup>th</sup> St. Lot 93- Raw sewage left on lot after blockage.

4300 W 9<sup>th</sup> St. Lot 34 – Storm water drainage accumulation.

4220 Post Rd. – Citation warning, Failure to obtain a Building Permit.

4211 W 5<sup>th</sup> Street – Motor vehicle parked on Public Sidewalk.

4322 Ridge Rd. – Failure to obtain CO for rental unit.

1000 Sunset St. – Failure to obtain CO for rental unit.

3608 W 10<sup>th</sup> St. – Failure to obtain CO for rental unit.

3907 Twp. Ln. Rd. – Failure to obtain CO for rental unit.

3700 W 9<sup>th</sup> St. – Failure to obtain CO for rental unit.



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

**Building Permits Issued - 3**

Commercial – 1

Residential - 1

Street Opening – 1

**Certificates of Occupancy Permits Issued – 3**

Sales - 2

Conditional Sales -0

Rentals - 1

Re inspection – 0

**Contractor License Issued – 21**

Total for 2023- 31

**Zoning Permits - 1**

Residential – 1

Commercial –0

**Portable Structures -0**

**Property Maintenance – Violation Notices**

3508 W 4<sup>th</sup> St. – Sump pump discharging onto Public Street.

220 Wilcox St. – Vacant Property Registration required.

4210 Post Rd. – Property Maintenance Code Violation.

4412 Post Rd. – Motor Vehicle Parking Violation.

1308 Forrest St. – Water discharge onto Public Street.

914 Langley St. – Failure to renew CO for rental unit.

800 Main St. – Failure to renew CO for rental unit.

1229 Chestnut St. – Failure to renew CO for rental unit.

3810 W 10 St. – Water discharge onto Public Street.

4300 W Ridge Rd. – Accumulation of trash on property.

1308 Forrest St. – Citation Warning, water discharge onto Public  
Sidewalk.

4516 Post Rd. – Vacant property Registration Notice.

March 9, 2023

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.

#### **ROLLCALL**

##### **PRESENT**

Mayor Marilyn Maher, President Jennifer Frazier, VP John Mathews, Councilpersons, Joe Maher, Tracy Tucker, John Gaspero, Robin Rokicka, Michael Carter, Manager Mark Possenti, Engineer Mike Kozlowski, Solicitor Mark Much

##### **ABSENT**

District Judge Griffin addressed Council thanking the Officers Gilsenan and Coles for their assistance in the medical attention given to a family member.

#### **MINUTES**

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

#### **CORRESPONDENCE**

It was motioned by Councilperson Mathews and seconded by Councilperson Carter that the correspondence for February 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.  
None

#### **MANAGER/FINANCE – Mark Possenti**

Updated the progress on the Municipal bldg.

- Called for a motion to adopt Ordinance 23-781 amendment changes to Ordinance 736 to define fines and penalties for working without permits and contractor's licenses.
- Called for a motion to adopt Resolution 23-1088 De. Co. Hazard Mitigation Plan.
- Called for a motion to approve the purchase of furniture for new Municipal Bldg. not to exceed a cost of \$120,000.00.
- Called for a motion to schedule 2 electronic pick-ups this year for an approximate cost of \$1,500.00
- Stated the agenda item for a motion for the public works flagger training is squashed, not needed.

- Called for a motion to approve the paid February expenses for General, Recreation and Liquid Fuels Funds in the amount of \$185,201.34 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 February in the amount of \$88,255.77 which was provided for inspection.

## **COMMITTEE REPORTS**

### Marilyn Maher - Mayor

Swore in Junior Council member Morgan Rambo.

### Jennifer Frazier – President

Reported on and stated she is working with the property maintenance committee.

Is working with Councilman Maher on a borough clean-up day.

### John Mathews – Municipal Services/ Public Safety

Reported on animal control, may need an Ordinance in place to charge the homeowner, if known, to recoup the cost the Borough pays.

Asked for a motion to authorize the purchase of a larger trailer for the new mowers in the amount of \$4,898.00.

### Joe Maher – Ordinance/Zoning- Recreation-Environmental

Read the Code office reports for February.

Announce the upcoming Rec events and working on scheduling a date for the Keep America Beautiful environmental clean-up of the borough.

### Tracy Tucker – Public Outreach

Announced the Resource Bingo on March 18<sup>th</sup> sponsored by Delcora. Delcora will be having flyers delivered to the residents.

### John Gaspero – Buildings/Pantry

Reported on the food pantry.

### Robin Rokicka – Community Relations/Newsletters

Stated the newsletter were delivered. Still waiting to hear back from Acme on the food program for the pantry.

### Michael Carter – Fire

Read the monthly fire report.

## **MONROE ENERGY**

Updated information about the refinery's fall scheduled turn-around.

## **TAX COLLECTOR**

Total tax and trash fees collected for the February were \$111,635.01

- Called for a motion to approve a real estate tax deposit of \$94,558.51 into the General Fund.
- Called for a motion to approve a trash fee deposit of \$17,076.50 into the General Fund.

## **ENGINEER**

Mike Kozlowski: Read monthly report (attached)

- Called for a motion to authorize to bid 2022 CDBG Chestnut St. improvement project for Chestnut St. (12<sup>th</sup> to Township Line Rd.) improvements.
- Called for a motion to authorize a required traffic study in the amount of \$2,300.00 for speed humps to be considered for installation.
- Called for a motion to authorize renewal of maintenance contract to A to U for year 2 from March 2023 through February 2024.
- Called for a motion to approve Resolution 23-1089 2023 County Aid application. Recommending planning a road program project to use the money and the 2022 funds that were rolled over and need to be used this year.
- Called for a motion for Council to be a consulting party in Amtrak's project to replace transmission lines and structures.

## **SOLICITOR**

Mark Much

Stated he received, from school district Solicitor, a stipulation to be signed in regards to 4401 Ridge Rd. tax assessment appeal and needs a motion to authorize himself to sign on behalf of the Borough. 4401 Ridge received a reassessment due to the demo of the buildings on the property. The reassessment was reduced by approximately 4 million dollars to the property condition. They will have another reassessment when the project is done.

Still working on the Anderson St. donated property and will inform when there is a settlement date.

Chris Boggs will attend the next Caucus meeting to explain the options and discuss a resolution to the issues with locating the property owners to tie in the sanitary sewer for the Municipal complex.

We are looking into a way to change the language in some of the deeds in the Borough as a whole instead of individually. Some of the deeds state that the property cannot be sold to persons of certain ethnic backgrounds and needs to be fixed.

## **ORDINANCES**

- Motion was made by Councilperson Mathews to adopt Ordinance 23-781 amendment changes to Ordinance 736 to define fines and penalties for working without permits and contractor's licenses and seconded by Councilperson Rokicka. No opposition. Motion carried.

## **RESOLUTIONS**

- Motion was made by Councilperson Carter to adopt Resolution 23-1088 De. Co. Hazard Mitigation Plan Council and seconded by Councilperson Mathews. No opposition. Motion carried.
- Motion made by Councilperson Mathews to approve Resolution 23-1089 2023 County Aid application and seconded by Councilperson Carter. No opposition. Motion carried.

## **OTHER ACTION ITEMS**

- Motion was made by Councilperson Mathews to approve the purchase of furniture for new Municipal Bldg. not to exceed the cost of \$120,000.00 and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Carter to approve scheduling 2 electronic pick-ups this year for residents and seconded by Councilperson Mathews. No opposition. Motion carried.



- Motion was made by Councilperson Carter to authorize the purchase of a larger trailer for the new mowers in the amount of \$4,898.00 and seconded by Councilperson Gaspero. No opposition. Motion carried.
- Motion made by Councilperson Mathews approve the paid February expenses for General, Recreation and Liquid Fuels Funds in the amount of \$185,201.34 and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion made by Councilperson Carter to approve the paid Payroll for the month of February in the amount of \$88,255.77 and seconded by Councilperson Gaspero. No opposition. Motion carried.
- Motion was made by Councilperson Mathews to approve a real estate tax deposit of \$94,558.51 into the General Fund and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Carter to approve a trash fee deposit of \$17,076.50 into the General Fund and seconded by Councilperson Mathews. No opposition. Motion carried.
- Motion made by Councilperson Maher to authorize to bid 2022 CDBG Chestnut St. improvement project and seconded by Councilperson Mathews. No opposition. Motion carried.
- Motion made by Councilperson Carter to authorize a required traffic study in the amount of \$2,300.00 for speed humps to be considered for installation and seconded by Councilperson Gaspero. No opposition. Motion carried.
- Motion made by Councilperson Maher to authorize renewal of maintenance contract to A to U for year 2 from March 2023 – February 2024 and seconded by Councilperson Carter. No opposition. Motion carried.

#### **AMENDED ACTION TO AGENDA**

- Motion was made by Councilperson Carter be a consulting party in Amtrak's substation project to replace transmission lines and structures and seconded by Councilperson Mathews. No opposition. Motion carried.
- Motion was made by Councilperson Carter to authorize Solicitor Mark Much to sign the stipulation in regards to 4401 Ridge Rd. reassessment on behalf of the Borough and seconded by Councilperson Maher. No opposition. Motion carried.

#### **NEW COUNCILMANIC BUSINESS**

None

Comments from audience

Marilyn Lee - introduced herself as a candidate running for Chester district judge.

Tim Horgan, 3<sup>rd</sup> St. – Asked permission to once again hold a youth fitness and nutrition program on Saturdays in HJ Park.

#### **ADJOURNMENT**

President Frazier called for a motion to adjourn at 8:03pm; Councilperson Mathews made the motion to adjourn. Councilperson Carter 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**

As authorized by Council, we are preparing a Watershed Restoration and Protection Program (WRPP) grant application recommended by a program rep. Highlights:

- Maximum project funding of \$300,000.
- Borough matching funds of not less than 15% of the total project funding are required. \$45,000 Match for a \$300,000 funding.
- \$100.00 application fee.
- Application due May 31, 2023.

- **Parkview Mobile Home Park**

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 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. On numerous occasions we requested the project engineer coordinate a site meeting with the developer and Mayor. The engineer advised they continue to contact the developer to meet and is hoping for a response soon. **We spoke to the property owner Ben Cullop who is also the developer and will have one of his representatives meet at the site with the project Engineer, Mayor and I. We set-up the meeting for 3/15/2023 at 4:00 PM.**

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. **The developer advised the project is currently on hold.**

- **FY 2021 CDBG Chestnut Street Improvements**

We are working with the contractor to finalize the Change Order and Application for Payment No. 2 (final).

- **Post Road and W. 9<sup>th</sup> Street Repaving by PennDOT**

PennDOT advised the schedule has been pushed back to the Spring, 2023. The contractor completed temporary patching along Post Road on February 9, 2023 including at Gilbert Street and Main Street. **We processed the PennDOT Utility Forms for Ridge Road from Yates Ave. to Baker Street. Attached are the PennDOT plans for the Road Diet along SR 3006 Ridge Road / West 9<sup>th</sup> Street from Baker Street into Chester City based on the Borough's meeting with PennDOT in May, 2021. PennDOT is also proposing a Road Diet for SR 3006 Ridge Road from Baker Street to the Trainer Borough / Lower Chichester Township Municipal line and beyond to the Delaware State Line. PennDOT is inquiring if Trainer Borough and Lower Chichester Township are interested in this Road Diet. We will advise PennDOT if Council is interested and if so, PennDOT will provide a draft plan for review and approval by the Borough.**



- **PennDOT Post Road (SR 13) Traffic Signal Project**  
We reviewed the plans and documents provided by PennDOT to the Borough Secretary. The proposed improvements include upgrades to the traffic signals, roadway and bike lane striping at Post Road intersections with Main Street, Smith Street and Price Street. The improvements at Post Road and Price Street are different than the plans for the Post Road and Price Street Intersection Upgrades. We have been in discussion with PennDOT and project representatives to coordinate.
- **Community Center**  
We prepared the exemption request for sewage facilities planning and submitted to DELCORA on 11/30/2022.
- **4401 Ridge Road**  
The project engineer sent Highway Occupancy Permit (HOP) plans for review and approval by PennDOT (as well as Lower Chichester and Trainer Borough). We are reviewing the plans which include road striping and signal upgrades at Ridge Road and Baker Street and Ridge Road and Main Street (plans attached).  
We sent PennDOT TE-160 forms to Council President Frazier for signature.  
We issued our letter dated 1/12/2023 per review of the revised Land Development Plans and have discussed with the project engineer. **The PA DEP issued their Technical Deficiencies letter to project representatives dated 3/9/2023.**
- **PY 2022 CDBG – Chestnut Street Improvements- 12th Street to Township Line Road**  
We sent the bid documents plans and specifications to the OHCD for approval and they advised the project can be bid. We request Council authorize Stantec to bid the project so bids can be received and the project can be awarded at the April 13th, 2023 Council meeting.
- **Post Road (SR 13) and Price Street (SR 219) Intersection Upgrades**  
We sent our review letter dated 1/25/2023 for the PennDOT HOP submission noting we have no objection to the project moving forward.
- **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.
- **Speed Humps**  
The PennDOT Municipal Services representative advised:
  - Removable speed humps: liquid fuels funds may not be used to purchase.
  - Asphalt speed humps: liquid fuels funds may be used for materials and installation. Recommended only for roads in good condition or in conjunction with a roadway resurfacing project.
  - Removable and asphalt speed humps: must meet PennDOT design standards which includes minimum 12 ft. length (as traveling along road) with gradual slopes. Signage and striping also needed. This is opposed to speed bumps that are shorter in length with more abrupt slopes. A traffic calming study approved by PennDOT is required for the roadways to remain eligible for Liquid Fuels funding.

We previously presented to Council cost information provided by Traffic Logix, ITS for supplying and delivering removable speed humps for 5 roads with 3 each speed humps per road with total costs for 15 speed humps between \$106,225 and \$137,320. We contacted 9 additional vendors with 7 of them having designs that do not meet PennDOT specifications and 2 that sell through Traffic Logix who already submitted quotes. Transline Inc. sells through Traffic Logix. See attached Removable Speed Hump Vendor Contact Log for correspondence.



We prepared attached cost estimate for the installation of permanent asphalt speed humps including striping and signage with the cost being \$5,500 per location and \$82,500 for 15 locations.

We will further discuss with Council.

If Council desires to move forward with the speed humps, we recommend and request Council authorize Stantec to prepare a traffic study for implementation of speed humps to be submitted to PennDOT for approval for a fee of \$2,300.

- **PY 2023 CDBG**

Awards are anticipated in Spring, 2023.

- **PECO Gas Main Replacement- Forrest St. and 13<sup>th</sup> St.-Forrest St. to Anderson St.**

PECO advised they will offer 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 evaluate the offer upon receipt.

- **Municipal Building**

The representative for Lot 13 Nealy Blvd. suggested a Quitclaim deed to transfer the ownership of parcel 62 from the bank to the current Owner so the easement agreement for the sanitary sewer can be resolved. Per our request, the Solicitor is pursuing contact information for PNC Bank.

- **2023 County Aid and Road Program**

\$2,052 County Aid Funds for 2022 have been rolled over to 2023.

Upon input from PennDOT, we will present a County Aid resolution for adoption at an upcoming Council meeting. We recommend Council consider a project in 2023 such as a Road Program where the 2022 and 2023 funds can be used. **We request Council approve County Aid Resolution No. 23-1089 to be presented for signature at tonight's meeting.**

- **DCNR C2P2 Grant for access / improvements to waterfront off of Price Street**

We reviewed several options for accessing the waterfront area with Chief Priscopo on 2/23/2023. As authorized at the 2/9/2023 Council meeting we will prepare a DCNR C2P2 grant application to fund the project depending on results of further review and discussions. Application are due April 5, 2023. There are various Grant Programs eligible for funding. We have been corresponding with a grant representative and requested a phone call to discuss details.

We mentioned to the grant representative possible ideas for a community waterfront park area include walkways, benches, picnic tables, lighting and parking and possibly some additional improvements such as a gazebo and/or playground equipment depending in part on funding available. We request Council's input regarding proposed improvements.

Monroe Energy currently owns the property of the proposed waterfront. The access will be through property owned by others with one of the access routes being through Monroe's property. Per Chief Priscopo, Monroe Energy does support the project. An agreement between the Borough and Monroe and any other potential property owners would be needed for the Borough to use and/or purchase the property.

**We met with DCNR representatives on 3/3/2023 and discussed proposed additional improvements including a dock, fence and memorial. We sent their email with documents to Council summarizing the meeting. They advised DCNR could help the Borough purchase the property or pay for a permanent easement and pay up to 50% of the appraised value of the land and 50% of professional costs such as surveys, appraisal, etc. Prior to submitting an application an appraisal will need to be done using their guidelines and detailed info will be needed regarding landowner negotiations and how the public will access the property. Another option is leasing the property (at Borough's cost or using non-DCNR funding ) and then asking DCNR to support a Master Site Development Plan to be completed by an independent consultant. For that scenario, the lease would need to be at least 25 years from time of application (they recommend longer because the Borough would likely also want to apply for development funds several years down the road, and that kind of grant also requires 25 years remaining on the lease). The executed lease would need to be submitted with the application.**



- **Annual Maintenance Contract**

The year 1 contract period for A to U Services was effective on March 31, 2022 with options to renew Years 2 and 3. With the year 1 period ending February 28, 2023, we recommend Council renew A to U's contract for year 2 for the period from March 1, 2023 to February 29, 2024.

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

The Program representative advised awards are anticipated to be announced between March and April, 2023.

- **Amtrak - Brill Substation to Landlith Interlocking (Pennsylvania) - Section 106**

We discussed the project with project representatives on 3/7/2023 based on the Federal Railroad Administration's (FRA) letter and subsequent email to the Borough (attached). The project involves replacement of overhead electrical transmission lines and structures along Amtrak's Right-of Way. The FRA requests the Borough:

- 1) Review the materials and advise if there are any historic properties within the highlighted Archaeology and Architectural areas. Note Amtrak advised they will conduct the research for this.
- 2) Notify the FRA if the Borough would like to be a consulting party on the project or not. If the Borough would like to be a consulting party they will be appraised of project information and can be involved as much as desired. We recommend Council be a consulting party. We will notify the project representatives of Council's desires.

# MARCUS HOOK TRAINER FIRE DEPARTMENT

## MONTHLY REPORT

February, 2023

INCIDENTS	
Building fire	4
Trash or rubbish fire, contained	1
Passenger vehicle fire	1
Grass fire	1
Outside rubbish fire, other	1
Medical assist, assist EMS crew	7
Gas leak (natural gas or LPG)	1
Power line down	1
Cover assignment, standby, moveup	4
Dispatched & cancelled en route	4
False alarm or false call, other	2
Municipal alarm system, malicious false alarm	1
Local alarm system, malicious false alarm	1
Smoke detector activation due to malfunction	1
CO detector activation due to malfunction	1
Smoke detector activation, no fire - unintentional	1
<b>TOTAL INCIDENTS:</b>	<b>32</b>

CALLS IN TOWN: 23 CALLS

OUT OF TOWN CALLS: 9 CALLS

CALLS FROM 6AM – 6PM: 21 CALLS

CALLS FROM 6PM – 6AM: 11 CALLS

TOP RUNNER FOR THE MONTH: Slayde Turner with 22 CALLS

REPORTING OFFICER: CHIEF KEN SMITH JR.

**Monthly Report – February 2023**  
**Charles Remaley – Code Enforcement**

**Building Permits Issued - 6**

**Commercial – 1**  
**Residential - 5**  
**Street Opening – 0**

**Certificates of Occupancy Permits Issued -38**

**Sales - 5**  
**Conditional Sales -3**  
**Rentals - 30**  
**Re inspection – 0**

**Contractor License Issued – 1**  
**Total for 2023- 39**

**Zoning Permits - 1**

**Residential – 1**  
**Commercial –0**

**Portable Structures - 1**

**Property Maintenance – Violation Notices**

3300 W 4<sup>th</sup> St. – Property Posted, Invoice #310.  
205 Irving St. – No C.O. for the Transfer of Title.  
207 Irving St. – No C.O. for Transfer of Title.  
3509 W 3<sup>rd</sup> St. – Accumulation of trash in alley.  
4300 W 9<sup>th</sup> St. – Lot 68 Sewer backup, low water pressure.  
4514 Post Rd. – No C.O. for the Transfer of Title.  
4230 Post Rd. – Trash accumulation, between Houses.  
4322 Post Rd. – Trash accumulation, from clean out.  
4326 Post Rd. – Trash accumulation, from clean out.  
4039 W 7<sup>th</sup> St. – Trash accumulation, rear yard.  
3826 W 9<sup>th</sup> St. – Failure to be present for scheduled inspection.  
1001 Sunset St. – Failure to be present for scheduled inspection.  
3305 W 9<sup>th</sup> St. – Zoning Violation Notice.  
3404 W 4<sup>th</sup> St. – Property Posted, No Occupancy (Fire Damage).  
3406 W 4<sup>th</sup> St. – Property posted, No Occupancy (Fire Damage).  
1229 Chestnut St. – C.O. Rejected, Interior Conditions.  
204 Wilcox St. – Trash accumulation in front yard.

**Citation Warnings**

4230 Post Rd. – Failure to Register as a Vacant Property. #23103.  
929 Chestnut St. – Failure to Register as a Vacant Property. #23104  
1007 Chestnut St. – Failure to Register as a Vacant Property #23105  
1019 Chestnut St. – Failure to Register as a Vacant Property #23106  
4512 Post Rd. – Failure to Register as a Vacant Property. #23108  
3321 W 3<sup>rd</sup> St. – Failure to Register as a Vacant Property. #23110  
3517 W 3<sup>rd</sup> St. – Failure to Register as a Vacant Property. #23111

April 13, 2023

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.

#### **ROLLCALL**

#### **PRESENT**

Mayor Marilyn Maher, President Jennifer Frazier, Councilpersons, Joe Maher, John Gaspero, Robin Rokicka, Michael Carter, Manager Mark Possenti, Engineer Mike Kozlowski, Solicitor Mark Cerroni

#### **ABSENT**

VP John Mathews, Tracy Tucker

#### **MINUTES**

The minutes of the March Council meeting were motioned for approval by Councilperson Carter to accept and seconded by Councilperson Gaspero. No opposition. Motion carried.

#### **CORRESPONDENCE**

It was motioned by Councilperson Maher and seconded by Councilperson Carter that the correspondence for March 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.

Ralph Miles, Ridge Rd. – Asked about paving Veteran's Drive

#### **MANAGER/FINANCE – Mark Possenti**

Updated the progress on the Municipal bldg.

- Called for a motion to approve the Municipal Complex agreement with Interglobe to provide Verizon Fiber service.
- Called for a motion to approve the paid March expenses for General, Recreation and Liquid Fuels Funds in the amount of \$1,149,565.71 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 March in the amount of \$101,317.64 which was provided for inspection.

#### **COMMITTEE REPORTS**

Marilyn Maher - Mayor

Swore in Junior Council member Israel Carter



Jennifer Frazier – President

Asked for a motion to appoint Rafael Hernandez as a member of the EAC.

Stated the meeting with the fire co. has been rescheduled until next week.

Met with the county juvenile Superintendent to gather information and solutions. The county is working on upgrading and reopening the juvenile detention center. Also discussed a program to have juvenile court process within the Borough.

John Mathews – Municipal Services/ Public Safety

Was absent. Had nothing to report.

Joe Maher – Ordinance/Zoning- Recreation-Environmental

Read the Code office reports for March.

Update the upcoming Rec events and environmental clean-up date is April 29<sup>th</sup>.

Tracy Tucker – Public Outreach

Absent

John Gaspero – Buildings/Pantry

Updated on the food pantry and announced the hours of operation.

Robin Rokicka – Community Relations/Newsletters

No report

Michael Carter – Fire

Read the monthly fire report.

Stated all is well with property maintenance.

## **MONROE ENERGY**

Adam Gattuso updated the progress of the crane delivery for the fall turn-around. They are expecting 1500 contractors and are working on parking issues.

## **TAX COLLECTOR**

Total tax and trash fees collected for the March were \$821,998.15.

-Called for a motion to approve a real estate tax deposit of \$508,756.37 (\$215,805.28 was direct deposited by Monroe Energy, not included in this check) into the General Fund.

-Called for a motion to approve a trash fee deposit of \$97,436.50 into the General Fund.

## **ENGINEER**

Mike Kozlowski: Read monthly report (attached)

Called for a motion to award bid for the 2022 CDBG Chestnut St. project to Moore Brothers in the amount of \$149,365 contingent on CDBG approval of additional funds requested. The CDBG award is for \$129,333.

Called for a motion to authorize additional payment to Premier for the 2021 CDBG Chestnut – 7<sup>th</sup> St. project due to change orders in the maximum amount of \$11,535.00 using CDBG and Borough funds with actual payment to be determined. (See detail in attached engineer report)

## **SOLICITOR**

Mark Cerroni

Called for a motion to adopt Resolution 23-1090 for the property deeds language within the Borough. Some deeds clearly name certain ethnic groups that the property cannot be sold to. The Resolution encourages deed holders with this language to remove those covenants for the benefit of future generations.

## **ORDINANCES**

- None

## **RESOLUTIONS**

- Motion was made by Councilperson Carter to adopt Resolution 23-1090 for the property deeds language within the Borough and seconded by Councilperson Gaspero. No opposition. Motion carried.

## **OTHER ACTION ITEMS**

- Motion was made by Councilperson Carter to approve the agreement with Interglobe for Fiber service to the Municipal Complex and seconded by Councilperson Gaspero. No opposition. Motion carried.
- Motion made by Councilperson Carter approve the paid March expenses for General, Recreation and Liquid Fuels Funds in the amount of \$1,149,565.71 and seconded by Councilperson Gaspero. No opposition. Motion carried.
- Motion made by Councilperson Carter to approve the paid Payroll for the month of March in the amount of \$101,317.64 and seconded by Councilperson Gaspero. No opposition. Motion carried.
- Motion made by Councilperson Maher to appoint Rafael Hernandez to the EAC and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Carter to approve a real estate tax deposit of \$508,756.37 into the General Fund and seconded by Councilperson Gaspero. No opposition. Motion carried.
- Motion was made by Councilperson Gaspero to approve a trash fee deposit of \$97,436.50 into the General Fund and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion made by Councilperson Carter to authorize 2022 CDBG Chestnut St. improvement project bid award to Moore Brothers to and seconded by Councilperson Gaspero. No opposition. Motion carried.

## **AMENDED ACTION TO AGENDA**

- Motion was made by Councilperson Carter to authorize additional payment to Premier for the 2021 CDBG Chestnut – 7<sup>th</sup> St. project due to change orders in the maximum amount of \$11,535.00 and seconded by Councilperson Rokicka. No opposition. Motion carried.

## **NEW COUNCILMANIC BUSINESS**

None

Comments from audience

Carolyn Collins, Sunset St. – Questioned the speed hump placements and expressed concern for 10<sup>th</sup> and 12<sup>th</sup> streets, stating they need them as well. Also stated a school bus speeds up the street.

Ralph Miles, Ridge Rd. – Suggested a speed hump at the top of Veteran's Drive. Asked about the beautification committee and stated he has prices for trees. Stated that he did not take notice of an Easter Egg hunt this year in the park.

Aaron Matthews, 13<sup>th</sup> St. – Stated the cars also speed through 13<sup>th</sup> and Price and asked if a speed hump and possibly a stop could be place in the area of 13<sup>th</sup> St. He also inquired about a block party and was given an application.

Keith Collins, Sunset St. – Thanked the Borough for addressing the property deed issue. Also would like to see the police department report all racial data to the state. Asked the Borough to consider hiring minority/ethnic and racial contractor's when project bids go up for award.

Shep Garner – Candidate for 32-1-22 magisterial district judge in Chester introduced himself.

#### **ADJOURNMENT**

President Frazier called for a motion to adjourn at 8:09pm; Councilperson Carter 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**

As authorized by Council, we are preparing a Watershed Restoration and Protection Program (WRPP) grant application recommended by a program rep. Highlights:

- Maximum project funding of \$300,000.
- Borough matching funds of not less than 15% of the total project funding are required. \$45,000 Match for a \$300,000 funding.
- \$100.00 application fee.
- Application due May 31, 2023.

**MS4 Article**

Attached is a useful article 'When it Rains it Drains'.

- **Parkview Mobile Home Park**

Per the Mayor's request, the Mayor and I met with the developer's representative and project Engineer on 3/15/2023 and reviewed a proposed location for the fence. We will advise of their response. **A representative for Parkview Mobil Home Park advised they are not willing to install a fence but have no objections if the Borough would like to install a fence.**

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. The developer advised the project is currently on hold.

- **FY 2021 CDBG Chestnut Street Improvements**

We are working with the contractor to finalize the Change Order and Application for Payment No. 2 (final). The Change Order will be approximately \$3,900: \$800 for the approved driveway apron at the Pigeon Club (Borough's responsibility) and \$3,100 for storm drainage improvements. We requested to OHCD if CDBG funds can be used for the \$3,100 and are awaiting their response. Application for Payment No. 2 for Premier Concrete, Inc. including the retainage and Change Order will be in the approximate amount of \$11,435.00. We recommend to Council payment of Application for Payment No. 2 to Premier Concrete, Inc. in the approximate amount \$11,435.00 using CDBG and Borough funds with the actual payment amount and funds to be determined. The Borough's responsibility will be either \$800 or an additional approximate \$3,100 for a total of \$3,900 if the OHCD advises 3,100 CDBG funds will not be allocated.

- **Post Road and W. 9<sup>th</sup> Street Repaving by PennDOT**

**SR 3006 Ridge Road / West 9<sup>th</sup> Street from Baker Street to Chester City:** repaving is scheduled to be completed 4/5/2023 and restriping will be done per the approved PennDOT Road Diet plans.

**Repaving is complete.**

**SR 3006 Ridge Road from Yates Ave. to Baker Street:** as discussed at the March 9<sup>th</sup> Council meeting, we informed PennDOT the Borough is interested in a Road Diet. The Road Diet is also proposed to continue through Lower Chichester Township to the Delaware State Line. PennDOT confirmed they are working on a draft plan and upon receipt we will provide to Council for review and approval.

**SR 0013 Post Road from Marcus Hook Borough to Chester City:** repaving is complete. Re-striping will be done per the PennDOT striping – bike lane plans.



- **PennDOT Post Road (SR 13) Traffic Signal Project**

The proposed improvements include upgrades to the traffic signals, roadway and bike lane striping at Post Road intersections with Main Street, Smith Street and Price Street. PennDOT advised the re-striping is being done in the repaving project noted above.

- **Community Center**

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

- **4401 Ridge Road**

We reviewed the Highway Occupancy Permit (HOP) plans sent by the project engineer for review and approval by PennDOT (as well as Lower Chichester and Trainer Borough) and offered our comments. The plans include road striping and signal upgrades at Ridge Road and Baker Street and Ridge Road and Main Street. As requested by the project engineer, we prepared a traffic signal specification with input from the Borough's traffic signal maintenance contractor Charles A. Higgins and Sons, Inc. (attached).

We sent the signed PennDOT TE-160 forms to the project engineer.

We issued our letter dated 1/12/2023 per review of the revised Land Development Plans and have discussed with the project engineer. The PA DEP issued their Technical Deficiencies letter to project representatives dated 3/9/2023. **We responded to a project engineer's request regarding the revised right-of-way line along Ridge Rd. at Baker Street regarding property information.**

- **PY 2022 CDBG – Chestnut Street Improvements- 12th Street to Township Line Road**

The project is out for bid with bids due to PennBID on April 10<sup>th</sup> at 1:00 PM. We will recommend Council award the project to the lowest responsible bidder at the April 13<sup>th</sup> Council meeting depending on the bid results and conditioned on approval by the OHCD. \$129,333 CDBG funds have been allocated to the project for construction. We sent utility notification letters on 3/24/2023. **Bids were received on April 10<sup>th</sup> with Moore Brothers Enterprises, LTD. being the apparent low bidder at \$149,365 versus \$129,333 CDBG Funds awarded. Bid Results Attached. We are contacting references from Moore Brothers. The OHCD advised the Borough may request additional \$20,032 CDBG funds to cover the difference per a letter and they will advise if funds will be allocated. The OHCD noted if there is a change order(s) during construction there may not be more CDBG funds available with the Borough potentially being responsible for additional funding. We will prepare a letter to the OHCD requesting additional funding if authorized by Council. We recommend Council award the project to Moore Brothers Enterprises, LTD. In the amount of \$149,365 pending OCHD approval to award, OHCD allocation of additional \$20,032 CDBG funds and input from references for Moore Brothers.**

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

We reviewed the attached revised traffic signal permit plans sent by the project engineer on 3/29/2023 and responded we have no further comments. We will present the traffic signal plan and TE-160 form for signature by the Council President at tonight's meeting.

- **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.

- **Speed Humps**

The PennDOT Municipal Services representative advised:

- Removable speed humps: liquid fuels funds may not be used to purchase.
- Asphalt speed humps: liquid fuels funds may be used for materials and installation. Recommended only for roads in good condition or in conjunction with a roadway resurfacing project.
- Removable and asphalt speed humps: must meet PennDOT design standards which includes minimum 12 ft. length (as traveling along road) with gradual slopes. Signage and striping also needed. This is opposed to speed bumps that are shorter in length with more



abrupt slopes. A traffic calming study approved by PennDOT is required for the roadways to remain eligible for Liquid Fuels funding.

We previously presented to Council cost information provided by Traffic Logix, ITS for supplying and delivering removable speed humps for 5 roads with 3 each speed humps per road with total costs for 15 speed humps between \$106,225 and \$137,320. We contacted 9 additional vendors with 7 of them having designs that do not meet PennDOT specifications and 2 that sell through Traffic Logix who already submitted quotes. Transline Inc. sells through Traffic Logix.

We prepared a cost estimate for the installation of permanent asphalt speed humps including striping and signage with the cost being \$5,500 per location and \$82,500 for 15 locations.

As authorized by Council at the March 9<sup>th</sup> Council meeting, we are preparing a traffic study for implementation of speed humps and plan to submit to PennDOT by early next week. We confirmed the roadways to have the speed humps with Police Chief Priscopo. Attached is the draft plan showing the proposed speed hump locations. **Attached is an updated draft plan per input from Council at the April 5<sup>th</sup> Caucus meeting that we emailed to Police Chief Priscopo.** In addition to the 6 roadways per the original location, 3 additional locations include:

- 12th Street: between Sunset St. and Trainer Borough / Chester City municipal line
- 10th Street: between Sunset St. and Trainer Borough / Chester City municipal line
- 3rd St.: between Irving St. and Trainer Borough / Chester City municipal line

We will submit the plan to PennDOT with our comments if Council and Police Chief Priscopo agrees.

Note Stantec does not recommend rumble-type surface treatments in residential areas as discussed at the April 5<sup>th</sup> Caucus meeting as they are intended to create noise, but residents may not want that especially while they're sleeping.

▪ **PY 2023 CDBG**

The OHCD advised the Borough has been awarded:

- \$59,609 for Right-of-Way improvements on Anderson Street, 10<sup>th</sup> Street to 12<sup>th</sup> Street.
- \$58,599 for Storm Sewer Improvements as a match for the PA Small Water and Sewer Program (see below).

▪ **PA Small Water and Sewer Program**

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. Awards are expected to be announced in July, 2023. We provided additional information to the grant representative as requested.

▪ **PECO Gas Main Replacement- Forrest St. and 13<sup>th</sup> St.-Forrest St. to Anderson St.**

PECO advised they will offer 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 evaluate the offer upon receipt.

▪ **Municipal Building**

The representative for Lot 13 Nealy Blvd. suggested a Quitclaim deed to transfer the ownership of parcel 62 from the bank to the current Owner so the easement agreement for the sanitary sewer can be resolved. Per our request, the Solicitor is pursuing contact information for PNC Bank.

▪ **2023 County Aid and Road Program**

\$2,052 County Aid Funds for 2022 have been rolled over to 2023. We submitted the signed resolution No. 23-1089 to PennDOT. We recommend Council consider a project in 2023 such as a Road Program where the 2022 and 2023 funds can be used.



- **DCNR C2P2 Grant for access / improvements to waterfront off Price Street**

Possible ideas for a community waterfront park area discussed with a grant representative and Council include walkways, benches, picnic tables, lighting, parking, fencing and a dock and possibly some additional improvements such as a gazebo and/or playground equipment.

DCNR advised they could help the Borough purchase the property or pay for a permanent easement and pay up to 50% of the appraised value of the land and 50% of professional costs such as surveys, appraisal, etc. Prior to submitting an application an appraisal will need to be done using their guidelines and detailed info will be needed regarding landowner negotiations and how the public will access the property. Another option is leasing the property (at Borough's cost or using non-DCNR funding ) and then asking DCNR to support a Master Site Development Plan to be completed by an independent consultant. For that scenario, the lease would need to be at least 25 years from time of application (they recommend longer because the Borough would likely also want to apply for development funds several years down the road, and that kind of grant also requires 25 years remaining on the lease). The executed lease would need to be submitted with the application.

Monroe Energy owns the property of the proposed waterfront. The access will be through property owned by others with one of the access routes being through Monroe's property. An agreement between the Borough and Monroe and any other potential property owners would be needed for the Borough to use and/or purchase the property.

Per Chief Priscopo, Monroe Energy supports the project and he mentioned he will pursue an agreement between Monroe and the Borough.

- **Annual Maintenance Contract**

As authorized by Council at the March 9<sup>th</sup> Council meeting, we sent a letter to A to U Services, Inc. on 3/22/2023 extending their contract to year 2 effective until 2/29/2024.

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

The Program representative advised awards are anticipated to be announced between March and April, 2023.

- **Amtrak - Brill Substation to Landlith Interlocking (Pennsylvania) - Section 106**

The project involves replacement of overhead electrical transmission lines and structures along Amtrak's Right-of Way. As requested by Council at the March 9<sup>th</sup> Council meeting, we informed the Federal Railroad Administration (FRA) the Borough would like to be a consulting party. The FRA will keep the Borough informed regarding project progress and information.

- **PennDOT Emergency Permit**

PennDOT issued their Emergency Permit with the Borough for repairs to be completed within the right-of -way of their roads. The permit is valid through 3/30/2024.

**Monthly Report – March 2023**  
**Charles Remaley – Code Enforcement**

**Building Permits Issued - 7**

Commercial – 2

Residential - 4

Street Opening – 1

**Certificates of Occupancy Permits Issued -13**

Sales - 5

Conditional Sales -0

Rentals - 7

Re inspection – 1

**Contractor License Issued – 3**

**Total for 2023- 42**

**Zoning Permits - 3**

Residential – 3

Commercial –0

**Portable Structures - 1**

**Property Maintenance – Violation Notices**

4506 Post Rd. – Property Posting, No occupancy permitted.

4326 Ridge Rd. – Excessive trash in rear yard.

3808 W 9<sup>th</sup> St. – Motor Vehicle Violation.

4224 Post Rd. – Excessive trash in rear yard.

4306 Ridge Rd. – Excessive trash in side yard.

4224 W 7<sup>th</sup> St. – Big trash stored in front yard.

4300 W 9<sup>th</sup> St. Lt 87 – No C.O. for the Transfer of Title.

925 Chestnut St. – No C.O. for the Transfer of Title.

3321 W 3<sup>rd</sup> St. – Certified Notice, vacant property registration.

929 Chestnut St. – Certified Notice, vacant property registration.

3517 W 3<sup>rd</sup> St. – Certified Notice, vacant property registration.

1229 Chestnut St. – Failure to schedule property re inspection.

3608 W 10<sup>th</sup> St. – Failure to obtain a C.O. for rental property.

**Citation Warnings**

1229 Chestnut St. – No C.O. for rental unit.

5 Nealy Blvd. – Failure to obtain Temporary Structure Permit.

3905 W 9<sup>th</sup> St. – Failure to obtain Temporary Structure Permit.

3907 Twp. Line Rd. – Failure to obtain C.O. for rental unit.

3700 W 9<sup>th</sup> St. – Failure to obtain a C.O.



MARCUS HOOK TRAINER FIRE DEPARTMENT

MONTHLY REPORT

March 2023

INCIDENT TYPE	NUMBER
Building fire	8
Passenger vehicle fire	1
Brush or brush-and-grass mixture fire	1
Outside rubbish fire, other	1
Medical assist, assist EMS crew	4
Motor vehicle accident with injuries	1
Motor vehicle accident with no injuries.	1
Power line down	1
Public service	2
Cover assignment, standby, moveup	5
Dispatched & cancelled en route	12
No incident found on arrival at dispatch address	1
Local alarm system, malicious false alarm	4
Smoke detector activation due to malfunction	1
Alarm system activation, no fire - unintentional	1
TOTAL INCIDENTS:	44

CALLS IN TOWN: 14 CALLS

OUT OF TOWN CALLS: 30 CALLS

CALLS FROM 6AM – 6PM: 25 CALLS

CALLS FROM 6PM – 6AM: 19 CALLS

TOP RUNNER FOR THE MONTH: Jack Wilson with 27 CALLS

REPORTING OFFICER: CHIEF KEN SMITH JR.

May 11, 2023

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.

#### **ROLLCALL**

#### **PRESENT**

Mayor Marilyn Maher, President Jennifer Frazier, VP John Mathews, Councilpersons, Joe Maher, Tracy Tucker, John Gaspero, Robin Rokicka, Michael Carter, Manager Mark Possenti, Engineer Mike Kozlowski, Solicitor Mark Much

#### **ABSENT**

#### **MINUTES**

The minutes of the April Council meeting were motioned for approval by Councilperson Carter to accept and seconded by Councilperson Gaspero. No opposition. Motion carried.

#### **CORRESPONDENCE**

It was motioned by Councilperson Maher and seconded by Councilperson Carter that the correspondence for April 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.

#### **MANAGER/FINANCE – Mark Possenti**

Updated the progress on the Municipal bldg.

- Called for a motion to allocate the American Rescue Funds to the recommended standard allowance which allows any needed use. The funds must be spent by 2026.
- Called for a motion to approve the paid April expenses for General, Recreation and Liquid Fuels Funds in the amount of \$169,911.57 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 April in the amount of \$106,650.28 which was provided for inspection.

#### **COMMITTEE REPORTS**

Marilyn Maher – Mayor

No report. All is going well.

Jennifer Frazier – President

No report. All is moving forward.

John Mathews – Municipal Services/ Public Safety

All is good with the Highway dept. Reported on animal control.

Joe Maher – Ordinance/Zoning- Recreation-Environmental

Read the Code office reports for April. Announced the upcoming Rec events. The clean-up has been canceled twice due to weather. Will announce the next date soon.

Tracy Tucker – Public Outreach

Stated she received an email from Trinity group, they are hosting a health and wellness fair and want the Borough to partner with them. The event will be in HJP on August 19<sup>th</sup>.

State Rep. Kazeem is looking to have standing office hours at the Borough on a Tuesday of the last full week of every month from 11:00 – 1:00 to provide resources to the residents.

John Gaspero – Buildings/Pantry

Asked for a motion to approve the estimate from Perti Plumbing in the approx. amount of \$2,500.00 for the Municipal bldg. bathroom repairs.

Also stated the Rec board will be participation in the Marcus Hook Memorial Day parade and are working on float ideas.

Upper Chichester is having a Holiday parade after Thanksgiving and are asking all municipalities to participate. Plans are underway, we are looking for the best route through Trainer Borough. There will also be a fair at Willowbrook shopping center. The approx. cost to each municipality is \$7,000.00.

The food pantry is doing very well.

Robin Rokicka – Community Relations/Newsletters

No report

Michael Carter – Fire

Read the monthly fire report.

## **MONROE ENERGY**

Adam Gattuso was absent.

## **TAX COLLECTOR**

Total tax and trash fees collected for the Month of April were \$101,201.70.

- Called for a motion to approve a real estate tax deposit of \$101,201.70 into the General Fund.

- Called for a motion to approve a trash fee deposit of \$0 into the General Fund.

## **ENGINEER**

Mike Kozlowski: Read monthly report (attached)

- Asked for a motion to adopt Resolution 23-1091 WRPP Application Watershed Restoration Protection Program. The program consists of up to \$300,000. in funds and approval of the Borough to match 15%.

- The motion to accept the 2023 County Aid and Road Program will be further discussed at the June Caucus meeting to determine if and what road program project is feasible.

- Asked for a motion to approve the speed hump traffic study. The possible project would include 20 speed humps through the Borough.

-Asked for a motion to accept Peco contribution of \$58,197.37 to pave full width road restoration 13<sup>th</sup> St. gas line project.

## **SOLICITOR**

Mark Much stated he is looking into a graffiti ordinance.

A deed of dedication was sent to Brett Cox in regards to the Anderson St. land donation to the Borough.

## **ORDINANCES**

- None

## **RESOLUTIONS**

- Motion was made by Councilperson Carter to adopt Resolution 23-1091 WRPP Application and seconded by Councilperson Mathews. No opposition. Motion carried.

## **OTHER ACTION ITEMS**

- Motion was made by Councilperson Mathews to allocate AR Funds to the standard allowance and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion made by Councilperson Mathews approve the paid March expenses for General, Recreation and Liquid Fuels Funds in the amount of \$169,911.57 and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion made by Councilperson Carter to approve the paid Payroll for the month of March in the amount of \$106,650.28 and seconded by Councilperson Mathews. No opposition. Motion carried.
- Motion made by Councilperson Carter to approve the estimate from Perti in the amount of \$2,500.00 to repair the sinks and toilets in the municipal bldg. and seconded by Councilperson Mathews. No opposition. Motion carried.
- Motion was made by Councilperson Carter to approve a real estate tax deposit of \$101,201.70 into the General Fund and seconded by Councilperson Mathews. No opposition. Motion carried.
- Motion made by Councilperson Carter to approve the speed hump traffic study. The possible project would include 20 speed humps through the Borough and seconded by Councilperson Mathews. No opposition. Motion carried.
- Motion made by Councilperson Carter to accept Peco contribution of \$58,197.37 to pave full width road restoration 13<sup>th</sup> St. gas line project and seconded by Councilperson Gaspero. No opposition. Motion carried.

## **NEW COUNCILMANIC BUSINESS**

None

Comments from audience

April Powers, 7<sup>th</sup> St. – Asked if 7<sup>th</sup> St. could be paved. Also asked if a sign could be placed on 7<sup>th</sup> St. making it aware of a child with autism is in the area.

Debbie Mervine, Forrest St. – Asked if Forrest St. is included as one of the streets to get speed humps. Questioned why candidates were involved in the Taco Fest and advertised so.

Chaplain Hackett – Is keeping Trainer in prayer through difficult times the world is facing and stated he is always available if needed.



**ADJOURNMENT**

President Frazier called for a motion to adjourn at 8:18pm; Councilperson Mathews made the motion to adjourn. Councilperson Carter 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 will prepare a proposal for the design present to Council upon responses from pending submissions regarding Grant Opportunities listed below.

**Grant Opportunities**

As authorized by Council, we are preparing a Watershed Restoration and Protection Program (WRPP) grant application recommended by a program rep. Highlights:

- Maximum project funding of \$300,000.
- Borough matching funds of not less than 15% of the total project cost.
- \$100.00 application fee.
- Application due May 31, 2023.

For the May 11<sup>th</sup> Council meeting we request Council approve Resolution # 23-1091 for requesting a grant of \$299,955 using grant funds and approval of the Borough's Matching Funds Commitment in the amount of \$53,933 which is 15% of the estimated project cost of \$352,888. Upon approval, the Resolution and letter with Matching Funds Commitment will be presented for signature at the May 11<sup>th</sup> Council meeting.

- **Parkview Mobile Home Park**

A representative for Parkview Mobil Home Park advised they are not willing to install a fence but have no objections if the Borough would like to install a fence. The developer advised the project is currently on hold.

- **FY 2021 CDBG Chestnut Street Improvements**

We processed the Change Order and Application for Payment No. 2 (final) from Premier Concrete, Inc. The Change Order amount is \$3,807.57: \$800 for the approved driveway apron at the Pigeon Club (Borough's responsibility) and \$3,007.57 for storm drainage improvements. The OHCD approved the additional \$3,007.57 to be paid using CDBG funds. Application for Payment No. 2 including the retainage and the Change Order is \$11,342.57 with \$10,542.57 to be paid by the OHCD using CDBG funds and \$800.00 to be paid by the Borough.

- **Post Road and W. 9<sup>th</sup> Street Repaving by PennDOT**

**SR 3006 Ridge Road / West 9<sup>th</sup> Street from Baker Street to Chester City:** repaving is complete. Restriping will be done per the approved PennDOT Road Diet plans.

**Repaving is complete.**

**SR 3006 Ridge Road from Yates Ave. to Baker Street:** as discussed at the March 9<sup>th</sup> Council meeting, we informed PennDOT the Borough is interested in a Road Diet. The Road Diet is also proposed to continue through Lower Chichester Township to the Delaware State Line. PennDOT confirmed they are working on a draft plan and upon receipt we will provide to Council for review and approval. **PennDOT submitted draft Road Diet striping plans and Road Diet information from the Federal Highway Administration (attached).**

**SR 0013 Post Road from Marcus Hook Borough to Chester City:** repaving is complete. Re-striping will be done per the PennDOT striping – bike lane plans.

- **PennDOT Post Road (SR 13) Traffic Signal Project**

The proposed improvements include upgrades to the traffic signals, roadway and bike lane striping at Post Road intersections with Main Street, Smith Street and Price Street. PennDOT advised the re-striping is being done in the repaving project noted above.



▪ **Community Center**

We prepared the exemption request for sewage facilities planning and submitted to DELCORA on 11/30/2022. **We responded to DELCORA's request for information and are awaiting their reply.**

▪ **4401 Ridge Road**

We are reviewing the revised Highway Occupancy Permit (HOP) plans. The plans include road striping and signal upgrades at Ridge Road and Baker Street and Ridge Road and Main Street. We are reviewing the easements and related documents submitted with the subdivision plans for recording. We issued our letter dated 1/12/2023 per review of the revised Land Development Plans and have discussed with the project engineer. The project engineer submitted revised plans and documents to PA DEP on 4/25/2023 responding to their Technical Deficiencies letter.

▪ **PY 2022 CDBG – Chestnut Street Improvements- 12th Street to Township Line Road**

\$129,333 CDBG funds have been allocated to the project for construction. Bids were received on April 10th with Moore Brothers Enterprises, LTD. being the low bidder at \$149,365 versus \$129,333 CDBG Funds awarded. We received favorable responses from references for Moore Brothers. As authorized by Council we sent a letter from the Borough to the OHCD requesting additional \$20,032 CDBG funds to cover the difference and also requested the OHCD advise if award can be made to Moore Brothers contingent on receiving additional funding. We will advise of their response.

**The OHCD allocated \$20,032 additional CDBG funds to the project. We will send the award letter with contract documents to Moore Brothers for processing.**

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

We sent the signed the Traffic Signal plan and TE-160 forms to the project engineer.

▪ **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.

▪ **Speed Humps**

The PennDOT Municipal Services representative advised:

- Removable speed humps: liquid fuels funds may not be used to purchase.
- Asphalt speed humps: liquid fuels funds may be used for materials and installation. Recommended only for roads in good condition or in conjunction with a roadway resurfacing project.
- Removable and asphalt speed humps: must meet PennDOT design standards which includes minimum 12 ft. length (as traveling along road) with gradual slopes. Signage and striping also needed. This is opposed to speed bumps that are shorter in length with more abrupt slopes. A traffic calming study approved by PennDOT is required for the roadways to remain eligible for Liquid Fuels funding.

Cost information provided by Traffic Logix, ITS for supplying and delivering removable speed humps for 5 roads with 3 each speed humps per road for 15 speed humps is between \$106,225 and \$137,320. We prepared a cost estimate for the installation of permanent asphalt speed humps including striping and signage with the cost being \$5,500 per location and \$82,500 for 15 locations.

We prepared a traffic study for implementation of speed humps and a draft plan based on the 6 roadways per the original location and additional locations per the April 5<sup>th</sup> Caucus meeting and April 13<sup>th</sup> Council meeting as follows:

- 12th Street: between Sunset St. and Trainer Borough / Chester City municipal line
- 10th Street: between Sunset St. and Trainer Borough / Chester City municipal line
- 3rd St.: between Irving St. and Trainer Borough / Chester City municipal line
- Sunset Street near Dawes Ct.
- Veterans Drive



We will submit the plan to PennDOT with our comments upon confirmation by Council and Police Chief Priscopo. Stantec does not recommend rumble-type surface treatments in residential areas as they are intended to create noise, but residents may not want them especially while they're sleeping. **Chief Priscopo agreed with the above locations of the speed humps comprising 20 speed humps.**

**Per Council's request we reviewed the Safe Streets and Roads Program and contacted a program representative regarding submitting an application for funding speed humps. Applications are due July 10, 2023. We will discuss at the May 11<sup>th</sup> Council meeting.**

- **PY 2023 CDBG**

The OHCD advised the Borough has been awarded:

- \$59,609 for Right-of-Way improvements on Anderson Street, 10<sup>th</sup> Street to 12<sup>th</sup> Street.
- \$58,599 for Storm Sewer Improvements as a match for the PA Small Water and Sewer Program (see below).

- **PA Small Water and Sewer Program**

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. Awards are expected to be announced in July, 2023.

- **PECO Gas Main Replacement- Forrest St. and 13<sup>th</sup> St.-Forrest St. to Anderson St.**

We are reviewing PECO's proposed contribution in the amount of \$58,197.37 to the Borough for the Borough to pave half width of the roads instead of PECO. We recommend the Borough accept the contribution contingent upon our review and analysis. **We completed our analysis and recommend Council accept PECO's contribution of \$58,197.37.**

- **2023 County Aid and Road Program**

\$2,052 County Aid Funds for 2022 have been rolled over to 2023. We recommend Council consider initiating a Road Program by the May 11<sup>th</sup> Council meeting so the 2022 and 2023 funds can be used. We recommend the following to be considered:

- Repaving full width of PECO Gas Main project roadways Forrest St. and 13th St.-Forrest St. to Anderson St.
- Repaving roadways to be selected by the Borough.
- Add Alternates for removable and permanent asphalt speed humps.

**We prepared a preliminary Opinion of Probable Cost Estimate for the PECO Gas Main Replacement project and Road List provided by Council at the May 3rd Caucus meeting (attached).**

- **DCNR C2P2 Grant for access / improvements to waterfront off Price Street**

Possible ideas for a community waterfront park area discussed with a grant representative and Council include walkways, benches, picnic tables, lighting, parking, fencing and a dock and possibly some additional improvements such as a gazebo and/or playground equipment.

DCNR advised they could help the Borough purchase the property or pay for a permanent easement and pay up to 50% of the appraised value of the land and 50% of professional costs such as surveys, appraisal, etc. Prior to submitting an application an appraisal will need to be done using their guidelines and detailed info will be needed regarding landowner negotiations and how the public will access the property. Another option is leasing the property (at Borough's cost or using non-DCNR funding ) and then asking DCNR to support a Master Site Development Plan to be completed by an independent consultant. The executed lease would need to be submitted with the application.

Monroe Energy owns the property of the proposed waterfront. The access will be through property owned by others with one of the access routes being through Monroe's property. An agreement between the Borough and Monroe and any other potential property owners would be needed for the Borough to use and/or purchase the property.



Per Chief Priscopo, Monroe Energy supports the project and he mentioned he will pursue an agreement between Monroe and the Borough.

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

The Program representative advised awards are anticipated to be announced between March and April, 2023. **As discussed at the May 3<sup>rd</sup> Caucus meeting, the program representative advised the grant has not been awarded to the Borough. As requested by the Mayor at the May 3<sup>rd</sup> Caucus meeting, we obtained quotations for benches including shipping from Summit Supply Corp. in the amount of \$2,488.45 for 1 bench and \$6,495.35 for 3 benches (attached).**

- **Amtrak - Brill Substation to Landlith Interlocking (Pennsylvania) - Section 106**

The project involves replacement of overhead electrical transmission lines and structures along Amtrak's Right-of Way. The FRA will keep the Borough informed regarding project progress and information.

- **PennDOT District 6-0 Vulnerable Road User Project – Tier 1 and Tier 2: Post Road & Price Street**

The project engineer advised PennDOT has earmarked federal funding for Vulnerable Road User (VRU) projects for performing pedestrian signal upgrades at this intersection. The proposed upgrades are for replacement of old pedestrian traffic signal heads and pushbuttons with new countdown pedestrian signal heads and pushbuttons (where applicable). We provided information regarding other projects at this intersection including PennDOT D12 Project 1 SR0013 with proposed improvements including striping and bike lanes and the projects in Marcus Hook Borough and Chester City that include removal of the island within the intersection.

- **3524 Dawes Court – fallen tree**

The Borough Secretary advised the homeowner reported a tree from Stoney Creek has fallen on the fence on their property and inquired who owns the property where the tree is located. We will review if desired by Council. **As requested by Council we reviewed and determined the trunk of the tree appears to be from the Buckman Village Garages property in Chester City. We spoke with the Owner for Buckman who mentioned they do not use the portion of the property over the creek and have no intention of doing any cleanup or making any repairs. He stated a law indicating if a tree falls on someone else's property it's their responsibility not his to repair, but we are questioning if this is accurate. We informed the Solicitor and Code Official of this response.**

- **Proposed Fence near end Baker Street, PECO property and Henry Johnson Park**

Per Council's request at the May 3<sup>rd</sup> Caucus meeting, we reviewed the location of a proposed fence and gate with Councilman Gaspero. We contacted PECO to see if they would consider installing a fence and gate and they responded since the parcel is under Lease to Trainer Borough the Borough would need to install the fence and gate but PECO would not be opposed this.

- **Monroe Ennergy- Obstruction and Encroachment Permit**

We are reviewing the scope of the project described in the letter from Monroe Energy.

MARCUS HOOK TRAINER FIRE DEPARTMENT

MONTHLY REPORT

April, 2023

Building fire	5
Passenger vehicle fire	1
Brush or brush-and-grass mixture fire	1
Medical assist, assist EMS crew	6
Motor vehicle accident with injuries	3
Motor vehicle/pedestrian accident (MV Ped)	1
Search for lost person, other	1
Gasoline or other flammable liquid spill	1
Gas leak (natural gas or LPG)	5
Carbon monoxide incident	1
Service Call, other	1
Cover assignment, standby, moveup	3
Dispatched & cancelled en route	5
Local alarm system, malicious false alarm	2
Smoke detector activation, no fire - unintentional	1
<b>TOTAL INCIDENTS:</b>	<b>37</b>

CALLS IN TOWN: 15 CALLS

OUT OF TOWN CALLS: 22 CALLS

CALLS FROM 6AM – 6PM: 24 CALLS

CALLS FROM 6PM – 6AM: 13 CALLS

TOP RUNNER FOR THE MONTH: Slayde Turner with 25 CALLS

REPORTING OFFICER: CHIEF KEN SMITH JR.



**Monthly Report – April 2023**  
**Charles Remaley – Code Enforcement**

**Building Permits Issued - 5**

Commercial – 0

Residential - 4

Street Opening – 1

**Certificates of Occupancy Permits Issued -6**

Sales - 3

Conditional Sales -0

Rentals - 3

Re inspection – 0

**Contractor License Issued – 3**

**Total for 2023- 45**

**Zoning Permits - 3**

Residential – 3

Commercial –0

**Portable Structures - 23**

**Property Maintenance Violation**

630 Main St. – Fallen tree, fence collapse.

4224 7<sup>th</sup> St. – Construction debris on property.

Tuttle St. – Motor Vehicle Violation.

937 Price St. – Accumulation of trash on property.

1200 Chestnut St. – Motor Vehicle Violation.

4300 W 9<sup>th</sup> St. Lot 93 – Sewer Leak.

3316 W 3<sup>rd</sup> St. – No Certificate of Occupancy for the transfer of title.

1308 Forrest St. – Hazardous condition, dead tree on property.

421 Smith St. – Motor Vehicle Violation.

1310 Langley St. – No Certificate of Occupancy for rental unit.

4055 7<sup>th</sup> St. – Zoning Violation- Sign painted on garage.  
9<sup>th</sup> & Langley St. – Motor Vehicle Violation.  
Main & RR – Dead and up rooted trees on the property.  
626 Main St. – Trash cans left out at Front Street.  
1310 Langley St. – No Certificate of Occupancy for rental unit.  
1310 Langley St. – Failure to Comply with Infestation Notice.

### **Grass Violation Notices**

Anderson St. – 1302, 1318  
Chestnut St. – 1229, 1223, 714, 925, 1030  
Irving St. – 320  
Langley St. – 939  
Main St. – 406, 630  
Post Rd. – 4510, 4508, 4210, 4212, 4412, 4504  
Price St. – 939  
Rosana Ct. – 1316  
Sunset St. – 926, 1344  
3<sup>rd</sup> St. – 3317, 3319, 3517, 3503, 3312, 3308, 3306  
5<sup>th</sup> St. – 4122  
7<sup>th</sup> St. – 4036, 4216  
9<sup>th</sup> St. – 3702  
13<sup>th</sup> St. – 4015, 3519

### **Citation Warnings**

4326 Ridge Rd. – Trash & Construction Debris on property.  
4108 5<sup>th</sup> St. – No Certificate of Occupancy for rental unit.  
3308 W 3<sup>rd</sup> St. – No Certificate of Occupancy for rental unit.  
1302 Anderson St. – Failure to comply with Grass Violation Notice.



June 8, 2023

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.

#### **ROLLCALL**

#### **PRESENT**

Mayor Marilyn Maher, President Jennifer Frazier, VP John Mathews, Councilpersons, Joe Maher, Tracy Tucker, John Gaspero, Robin Rokicka, Michael Carter, Manager Mark Possenti, Engineer Mike Kozlowski, Solicitor Mark Much

#### **ABSENT**

#### **MINUTES**

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

#### **CORRESPONDENCE**

It was motioned by Councilperson Mathews and seconded by Councilperson Maher that the correspondence for May 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.  
None

#### **MANAGER/FINANCE – Mark Possenti**

Updated the progress on the Municipal bldg.

Stated there is a meeting being held June 15<sup>th</sup> at 901 S. Media Line Rd. in regards to county wide settlement for funding opioid. The County will receive 63 million in funds as part of a \$26 billion multi-state opioid settlement to tackle the opioid epidemic

Stated the generator for the complex was being delivered and asked for a motion to have it filled with fuel through American Petro.

- Called for a motion to Advertise Ordinance 614 Chapter 40 section 1 - 4.
- Called for a motion to authorize a lease for 2 copy machines. Decision was made to go with Saxon for the lease.
- Called for a motion to authorize hiring a new Auditor from Diversified Tax and Service. The cost is not to exceed \$4,000.00
- Called for a motion to approve the paid May expenses for General, Recreation and Liquid Fuels Funds in the amount of \$583,136.19 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 May in the amount of \$103,067.37 which was provided for inspection.

## **COMMITTEE REPORTS**

### Marilyn Maher – Mayor

All is going well with police.

Presented a plaque given by Lisa Hallman in memory of her son Officer James Hallman to be displayed in the new Municipal Complex station.

Has a couple of estimates for a concrete pad to be placed in HJ Park for the new benches. Still waiting on a couple of estimates. Approval was given at a cost not to exceed \$10,000.

### Jennifer Frazier – President

Stated some attended the PSAB conference in Hershey and have a lot of information to be shared.

Asked for a motion to set the part-time highway summer help employee wage to be comparable with the state youth work program that is paying \$15.00 per hour this year.

### John Mathews – Municipal Services/ Public Safety

All is good with the Highway dept. and public safety. Reported on animal control. Would like the Solicitor to take a look at the possibility of breaching the contract with Brandywine SPCA.

### Joe Maher – Ordinance/Zoning- Recreation-Environmental

Read the Code office reports for May. Announced the upcoming Rec events. The clean-up day was held last weekend. The playgrounds were cleaned-up and it was noticed that some of the fabric was coming up through the mulch.

### Tracy Tucker – Public Outreach

Attended the EAC meeting in Marcus Hook. Is still working with Trinity group hosting a health and wellness fair. The event will be in HJP on August 19<sup>th</sup>.

The President of her Foundation has shared grant opportunities for 2023.

### John Gaspero – Buildings/Pantry

Nothing to report on buildings.

Update on the Upper Chichester Holiday parade after Thanksgiving and are asking all municipalities to participate. The approx. cost to each municipality is \$7,000.00. Need to decide if Trainer will be participating.

The food pantry is doing very well.

### Robin Rokicka – Community Relations/Newsletters

Stated newsletters were delivered but it came to her attention that not everyone received newsletters.

### Michael Carter – Fire/Property Maintenance

Did not receive the monthly fire report. The police records stated there was one call for Trainer Borough in the month of May.

Called for an Executive to discuss fire department agreement.

## **MONROE ENERGY**

Adam Gattuso gave an update on the upcoming turn-around. Working with the Chief on traffic control. The crane will be arriving in July over the course of 2 weeks in pieces. Securing parking areas for the 1600 – 1700 expected contractors. The shifts hours will be 6am – 5:30 pm and 7pm - 5:30am with reduced manpower on Sunday.

## **TAX COLLECTOR**

Total tax and trash fees collected for the Month of May were \$33,662.36.

- Called for a motion to approve a real estate tax deposit of \$33,662.36 into the General Fund.
- Trash fees were \$0 for May.

## **ENGINEER**

Mike Kozlowski: Read monthly report (attached)

Asked for a motion to authorize the preparation of the bid documents for the 2023 County Aid and Road Program. Project is 13<sup>th</sup> St. from Forrest to Langley. Peco is contributing to the project for half the road where they installed gas lines.

A discussion of agenda item Resolution 23-1092 Safe Streets and Roads for All grant application for speed humps was tabled to adopt. Council decided to form a planning committee in regards to a speed hump project.

## **SOLICITOR**

Mark Much stated that in regards to the property the Borough is considering buying on 291 between Irving and Cotton streets, the seller of the property is asking for the taxes to be paid as part of the sale. Will look into the Brandywine SPCA animal control contract to determine if it is feasible to break the contract and seek another means.

## **ORDINANCES**

- None

## **RESOLUTIONS**

- None

## **OTHER ACTION ITEMS**

- Motion was made by Councilperson Mathews to Advertise the amendment to Ordinance 614 Chapter 40 section 1 - 4 and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Mathews to authorize a lease for 2 copy machines from Saxon and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Maher authorize hiring a new Auditor from Diversified Tax and Service and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion made by Councilperson Mathews approve the paid May expenses for General, Recreation and Liquid Fuels Funds in the amount of \$583,136.19 and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion made by Councilperson Carter to approve the paid Payroll for the month of May in the amount of \$103,067.37 and seconded by Councilperson Gaspero. No opposition. Motion carried.
- Motion made by Councilperson Carter to approve a real estate tax deposit of \$33,662.36 into the General Fund and seconded by Councilperson Gaspero. No opposition. Motion carried.
- Motion made by Councilperson Maher to approve a concrete pad to be placed in HJ Park for the new benches not to exceed \$10,000. and seconded by Councilperson Gaspero. No opposition. Motion carried.

- Motion was made by Councilperson Carter to approve the part-time highway summer help employee be paid \$16.00 per hour this year and seconded by Councilperson Mathews. No opposition. Motion carried.

#### **AMENDED ACTIONS TO THE AGENDA**

- Motion made by Councilperson Carter to authorize American Petro to fill the Complex generator with #2 heating fuel and seconded by Councilperson Mathews. No opposition. Motion carried.
- Motion was made by Councilperson Maher to appoint Tracy Tucker, John Gaspero and Rafael Hernandez to the planning committee for the Safe Streets and Roads for All grant

#### **NEW COUNCILMANIC BUSINESS**

The discussion in regards to Resolution 23-1092 Safe Streets and Roads for All grant led to a motion being made to appoint committee members for the planning o said project.

#### **COMMENTS FROM THE AUDIENCE**

None

Executive session was called at 8:48pm. Out of Executive at 9:13pm. No decisions were made during the Executive.

#### **ADJOURNMENT**

President Frazier called for a motion to adjourn at 9:13pm; Councilperson Carter 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.

- **MS4 Program**

Based on the Solicitor's response, we will need to publicly bid the Pollution Reduction Plan (PRP) project. We will prepare a proposal for the design present to Council upon responses from pending submissions regarding Grant Opportunities listed below.

- **Grant Opportunities**

We submitted the Watershed Restoration and Protection Program (WRPP) grant application on May 30, 2023 with a total project cost of \$352,889 and the Borough's 15% match of \$52,933.

We are investigating discolored water discharge to Marcus Hook Creek from the Borough's storm outfall piping originating from Nealy Blvd. reported by PA DEP.

We delivered a sample to a lab and are awaiting test results.

- **Parkview Mobile Home Park**

A representative for Parkview Mobil Home Park advised they are not willing to install a fence but have no objections if the Borough would like to install a fence. The developer advised the project is currently on hold.

- **PennDOT SR 3006 Ridge Road from Yates Ave. to Baker Street**

PennDOT submitted draft Road Diet striping plans and Road Diet information from the Federal Highway Administration. We will advise of PennDOT's schedule for repaving and re-striping.

- **Community Center**

We prepared the exemption request for sewage facilities planning and submitted to DELCORA on 11/30/2022. We responded to DELCORA's request for information and are awaiting their reply.

- **4401 Ridge Road**

We are reviewing the revised Land Development Plans and the revised Highway Occupancy Permit (HOP) plans which include road striping and signal upgrades at Ridge Road and Baker Street and Ridge Road and Main Street. We are reviewing the easements and related documents submitted with the subdivision plans for recording.

- **PY 2022 CDBG – Chestnut Street Improvements- 12th Street to Township Line Road**

We sent the award letter with contract documents to Moore Brothers for processing.

- **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**

The OHCD advised the Borough has been awarded:

- \$59,609 for Right-of-Way improvements on Anderson Street, 10<sup>th</sup> Street to 12<sup>th</sup> Street.
- \$58,599 for Storm Sewer Improvements as a match for the PA Small Water and Sewer Program application. Awards for the application are expected to be announced in July, 2023.

- **PECO Gas Main Replacement- Forrest St. and 13<sup>th</sup> St.-Forrest St. to Anderson St.**

Council agreed with our recommendation to accept PECO's contribution of \$58,197.37. We will notify PECO pending Council's decision to repave these roadways.



▪ **Speed Humps**

Cost information provided by Traffic Logix, ITS for supplying and delivering removable speed humps for 15 speed humps is between \$106,225 and \$137,320. Our cost estimate for the installation of permanent asphalt speed humps including striping and signage is \$5,500 per location or \$82,500 for 15 locations.

We prepared a traffic study and plan for speed humps based on the 6 roadways per the original location and additional locations as of the May 11th Council meeting as follows:

- 12th Street: between Sunset St. and Trainer Borough / Chester City municipal line
- 10th Street: between Sunset St. and Trainer Borough / Chester City municipal line
- 3rd St.: between Irving St. and Trainer Borough / Chester City municipal line
- Sunset Street near Dawes Ct.
- Veterans Drive
- W. 7<sup>th</sup> Street: Main St. to Chestnut St.-2 speed humps.

Chief Priscopo agreed with the above 22 locations. We submitted the plan and comments to PennDOT on 5/19/2023.

Per Council's request we reviewed the Safe Streets and Roads Program and contacted a program representative at [ss4@dot.gov](mailto:ss4@dot.gov) regarding submitting an application for funding speed humps. Applications are due July 10, 2023. We will further discuss with Council.

**Attached program fact sheet and the Self-Certification-Eligibility worksheet for the Safe Streets and Roads for All program. The application process includes a focus on an Action Plan that must be developed and approved by the Borough/Stantec by June 30, 2023. The application is due July 10, 2023. Some items in the Action Plan as noted in the Self-Certification-Eligibility worksheet needing Council approval / action include:**

- **Planning Structure:** A committee must be formed to oversee the project's development, implementation and monitoring (no. 2 in worksheet).
- **Safety Analysis:** analysis of existing conditions and historical trends, including locations where there are crashes and the severity of the crashes, etc. (no. 3 in worksheet). We have completed our speed hump study and sent to PennDOT for review and approval. We discussed obtaining crash reports with Chief Priscopo.
- **Engagement and Collaboration:** robust engagement with the public and relevant stakeholders. As you know there have been many discussions at the Caucus and Council meetings including public input about speed humps. Letters of support will be helpful to support the application.
- **Progress and Transparency:** Consideration of how progress will be measured over time (no. 8 in worksheet).
- **Post Action Plan On-line:** the Action Plan, once finalized, must be posted publicly online (no. 8 in worksheet).

If Council desires to submit an application we have prepared Resolution No. 23-1092 for approval and signature at tonight's meeting for a grant up to \$200,000 for 22 asphalt or removable speed humps. The Borough's match is 20% or \$40,000 for a \$200,000 grant.

▪ **2023 County Aid and Road Program**

\$2,052 County Aid Funds for 2022 have been rolled over to 2023. We recommend Council consider initiating a Road Program by the June 8<sup>th</sup> Council meeting so the 2022 and 2023 funds can be used. We recommend the following to be considered:

- Repaving full width of PECO Gas Main project roadways Forrest St. and 13th St.-Forrest St. to Anderson St.
- Repaving roadways to be selected by the Borough.
- Add Alternates for removable and permanent asphalt speed humps.

We prepared a preliminary Opinion of Probable Cost Estimate for the PECO Gas Main Replacement project and Road List provided by Council at the May 3rd Caucus meeting.



- **DCNR C2P2 Grant for access / improvements to waterfront off Price Street**

Possible ideas for a community waterfront park area discussed with a grant representative and Council include walkways, benches, picnic tables, lighting, parking, fencing and a dock and possibly some additional improvements such as a gazebo and/or playground equipment.

DCNR advised they could help the Borough purchase the property or pay for a permanent easement and pay up to 50% of the appraised value of the land and 50% of professional costs such as surveys, appraisal, etc. Prior to submitting an application an appraisal will need to be done and detailed info will be needed regarding landowner negotiations and how the public will access the property. Another option is leasing the property (at Borough's cost or using non-DCNR funding ) and then asking DCNR to support a Master Site Development Plan to be completed by an independent consultant. The executed lease would need to be submitted with the application.

Monroe Energy owns the property of the proposed waterfront. The access will be through property owned by others with one of the access routes being through Monroe's property. An agreement between the Borough and Monroe and any other potential property owners would be needed for the Borough to use and/or purchase the property.

Per Chief Priscopo, Monroe Energy supports the project and he mentioned he will pursue an agreement between Monroe and the Borough.

- **Amtrak - Brill Substation to Landlith Interlocking (Pennsylvania) - Section 106**

The project involves replacement of overhead electrical transmission lines and structures along Amtrak's Right-of Way. The FRA will keep the Borough informed regarding project progress and information.

- **PennDOT District 6-0 Vulnerable Road User Project – Tier 1 and Tier 2:  
Post Road & Price Street**

The project engineer advised PennDOT has earmarked federal funding for Vulnerable Road User (VRU) projects for performing pedestrian signal upgrades at this intersection. The proposed upgrades are for replacement of old pedestrian traffic signal heads and pushbuttons with new countdown pedestrian signal heads and pushbuttons (where applicable). We provided information regarding other projects at this intersection including PennDOT D12 Project 1 SR0013 with proposed improvements including striping and bike lanes and the projects in Marcus Hook Borough and Chester City that include removal of the island within the intersection.

- **3524 Dawes Court – fallen tree**

The homeowner reported a tree from Stoney Creek has fallen on the fence on their property and inquired who owns the property where the tree is located. We reviewed and determined the trunk of the tree appears to be from the Buckman Village Garages property in Chester City. We spoke with the Owner for Buckman who mentioned they do not use the portion of the property over the creek and have no intention of doing any cleanup or making any repairs. He stated a law indicating if a tree falls on someone else's property it's their responsibility to repair, but we are questioning if this is accurate. We informed the Solicitor and Code Official of this response.

**DELCORA reviewed the site and will advise.**

- **Proposed Fence near end Baker Street, PECO property and Henry Johnson Park**

Per Council's request, we reviewed the location of a proposed fence and gate with Councilman Gaspero. We contacted PECO to see if they would consider installing a fence and gate and they responded since the parcel is under Lease to Trainer Borough the Borough would need to install the fence and gate.

- **Monroe Energy- Obstruction and Encroachment Permit**

We reviewed the scope of the project described in the letter from Monroe Energy and discussed with Monroe.

**Monthly Report – May 2023**  
**Charles Remaley – Code Enforcement**

**Building Permits Issued - 12**

**Commercial – 0**  
**Residential - 11**  
**Street Opening – 1**

**Certificates of Occupancy Permits Issued -26**

**Sales - 7**  
**Conditional Sales -0**  
**Rentals - 19**  
**Re inspection – 0**

**Contractor License Issued – 0**

**Total for 2023- 45**

**Zoning Permits - 3**

**Residential – 3**  
**Commercial –0**

**Portable Structures - 0**

**Property Maintenance Violation**

7<sup>th</sup> & Main St. – Dead trees on property.  
626 Main St. – Trash cans left out on street after pick up.  
1310 Langley St. – No Certificate of Occupancy for rental unit.  
1310 Langley St. – Failure to comply with infestation notice.  
4300 9<sup>th</sup> St. – Sewer back up Lots 91 and 93.  
626 Main St. – Motor vehicle violation.  
4340 Ridge Rd. – Posting- Grass Violation Notice.  
4015 W 13 St. – Posting – Grass Violation Notice.  
3550 W 12<sup>th</sup> St. – Excessive trash accumulation.

**Grass Violation Notices**

Anderson St. - 1009, 1314  
Chestnut St. – 714, 940  
Forrest St. – 1351  
Irving St. – 201, 212, 220, 316  
Main St. – 630, 504, 506  
Post Rd. – 4112, 4210, 4412, 4506, 4510, 4512, 4222, 4508, 4510,  
4512  
Ridge Rd. – 4324, 4328, 4340, 4326  
Sunset St. – 926  
Twp. Line Rd. – 4003  
Union St. – 3, 5  
3<sup>rd</sup> St. – 3425, 3502, 3504, 3317, 3319  
4<sup>th</sup> St. - 3402, 3406, 3410, 3412, 3404, 3408, 3502  
5<sup>th</sup> St. – 4122  
7<sup>th</sup> St. – 4036, 4216  
9<sup>th</sup> St. – 4332  
13<sup>th</sup> St. – 4015, 3702, 3519

**Citation Warnings**

4510 Post Rd. – Failure to comply with Grass Violation Notice.  
4222 Post Rd. – Failure to comply with Grass Violation Notice.  
1302 Anderson St. – Failure to comply with Grass Violation Notice.  
4326 Ridge Rd. – Failure to comply with Grass Violation Notice.  
3305 W 9<sup>th</sup> St. – Board of Health Violation.