

September 12, 2024

A regular meeting of the Council of the Borough of Trainer was held on the above date at the Trainer Municipal Building, 4300 Township Line Rd., Trainer, PA with President John Gaspero 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 John Gaspero, Councilpersons Jim McKay, Robin Rokicka, Vickie Padgett, Michael Carter, Manager Joe Possenti, Engineer Mike Kozlowski, Solicitor Chris Boggs

ABSENT

VP John Mathews

MINUTES

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

CORRESPONDENCE

It was motioned by Councilperson Carter and seconded by Councilperson McKay 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

*An executive session was held prior to the regular meeting to discuss personnel. No action was taken at that time.

PUBLIC GENERAL AND AGENDA QUESTIONS AND COMMENTS:

Agenda states a two-minute time limit for residents/taxpayers to speak.
None

MANAGER/FINANCE – Mark Possenti

Presented info on a Facade Grant for streetscape beautification which is a matching grant but a waiver of matching funds can be requested.

Stated the property bids were ready to be advertised.

Updated info on the three grants that were applied for.

- Called for a motion to accept the 2025 Police Pension MMO contribution and election in the amount of \$228,858.00
- Called for a motion to accept 2025 Non-Uniform MMO contribution in the amount of \$16,960.00
- Called for a motion to approve the paid August expenses for General, Recreation and Liquid Fuels Funds in the amount of \$133,234.39 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 \$114,482.22 which was provided for inspection.

COMMITTEE REPORTS

Marilyn Maher – Mayor

Read the monthly police dept. report for August statistics.

- Called for a motion to hire a full- time officer. After the civil service testing results, the new office will be Orabi Youssef.
- Called for a motion to authorize budgeting next year for another full-time police officer in 2025.

John Gaspero – President, Fire

Read the monthly fire report.

Stated the pantry is looking into venues to move to, there are 410 registered families. The 501C non-profit status has been applied for and will be called Trainer Hub which will include the food pantry and the HOPE free store.

Asked each attendee, that has not already done so; of the PSAB conference to give a brief description of the seminars they attended at the October meeting.

John Mathews – Municipal Services/ Public Safety

Absent.

President Gaspero read VP Mathews report stating the salt shed at the Highway garage is being built.

President Gaspero called for a motion to extend the summer help employment of Dylan Peer until October or November, depending the work load of public works dept.

Jim McKay – Property Maintenance/Code Enforcement

- Read the monthly code report (attached)

Robin Rokicka – Buildings

No report

Tracy Tucker – Public Outreach/Newsletters/EAC

Reported on the last EAC meeting.

Working on implementing a program in regards to domestic violence.

Vickie Padgett – Recreation/Parks

Announced the upcoming rec events and the emergency training drill in the park this Saturday.

- Called for a motion for permission of the Clean Air Council project at the 3rd St. playground area.

Michael Carter – Street Lights and Street Signs

No report

MONROE ENERGY

Adam Gattuso stated operations are quiet. Thanked the police department for attending their training exercise that was held today for emergency response to any situation in the event of an emergency may arise.

TAX COLLECTOR

Mark Possenti read the tax collector report for August.

Total tax and real estate taxes and trash fees collected for the Month of August were \$4,934.28

- Called for a motion to approve a real estate tax deposit of \$3,636.28 for August into the General Fund.
- Called for a motion to approve a trash fee deposit of \$1,298.00 for August into the General Fund.

ENGINEER

Mike Kozlowski: Read monthly report (attached)

- Called for a motion to award the 2023 CDBG Right-of-way improvements on Anderson St. to lowest responsible bidder, Moore Outdoor for a total project cost of \$67,800.00 which includes additional funds awarded in the amount of \$8,191.00
- Called for a motion to authorize Stantec to prepare roll over letter of the 2024 County Aid funds in the amount of \$2,052.00.
- Called for a motion to award the Delco Greenway Grant to lowest responsible bidder. The motion was tabled to further discuss the project details and expenditures to the Borough. Additional grants funding may be sought for the project.
- Called for a motion to authorize the reverse sub-division of 824 Main St. property. This motion was tabled for further discussion.

SOLICITOR

Chris Boggs

- Called for a motion to accept the Social Media policy for elected and appointed officials. The policy is in place for Borough policing only. Signing of the policy is a promise to hold each self to a standard stated in the policy.
- Called for a motion to Reconsider the Conditional Use for Kanem Auto 3300 4th St. (Post) and Back 2 New Recycle 3616 Post Rd. A new Resolution will be drafted with the changes Council has agreed to after hearing and discussing the businesses requested changes.

ORDINANCES

None

RESOLUTIONS

None

OTHER ACTION ITEMS

- Motion was made by Councilperson Carter to accept the 2025 Police Pension MMO contribution and election in the amount of \$228,858.00 and seconded by Councilperson Rokicka. No opposition. Motion carried.
- Motion made by Councilperson McKay to accept 2025 Non-Uniform MMO contribution in the amount of \$16,960.00 and seconded by Councilperson Rokicka. No opposition. Motion carried.
- Motion made by Councilperson Carter to approve the paid August expenses for General, Recreation and Liquid Fuels Funds in the amount of \$133,234.39 and seconded by Councilperson Tucker. No opposition. Motion carried.
- Motion made by Councilperson Carter to approve the paid Payroll for the month of August in the amount of \$114,482.22 and seconded by Councilperson Rokicka. No opposition. Motion carried.
- Motion was made by Councilperson Carter to authorize hiring full-time police officer Orabi Youssef and seconded by Councilperson Rokicka. No opposition. Motion carried.
- Motion was made by Councilperson Carter to authorize to budget for a full-time police officer in 2025 and seconded by Councilperson McKay. No opposition. Motion carried.
- Motion was made by Councilperson Carter to authorize extending the summer help employment of Dylan Peer and seconded by Councilperson Tucker. No opposition. Motion carried.
- Motion was made by Councilperson Carter to authorize permission for Clean Air Council project at 3rd St. playground and seconded by Councilperson Rokicka. No opposition. Motion carried.

- Motion was made by Councilperson Carter to approve a real estate tax deposit of \$3,636.28 for August into the General Fund and seconded by Councilperson McKay. No opposition. Motion carried.
- Motion was made by Councilperson Carter to approve a trash fee deposit of \$1,298.00 for August into the General Fund and seconded by Councilperson Rokicka. No opposition. Motion carried.
- Motion was made by Councilperson Carter to award the 2023 CDBG Award to Moore Outdoor, the lowest responsible bidder and seconded by Councilperson McKay. No opposition. Motion carried.
- Motion was made by Councilperson Carter to authorize Stantec to prepare roll over letter of the 2024 County Aid funds in the amount of \$2,052.00 and seconded by Councilperson Tucker. No opposition. Motion carried.
- Motion was made by Councilperson Carter to accept the Social Media Policy for elected and appointed officials and seconded by Councilperson McKay. No opposition. Motion carried.
- Motion was made by Councilperson Carter to reconsider the stated uses above in regards to the Conditional Use for Kanem Auto 3300 4th St. (Post) and Back 2 New Recycle 3616 Post Rd. seconded by Councilperson McKay. No opposition. Motion carried.

NEW COUNCILMANIC BUSINESS

A motion was called by President Gaspero to hire as a special project engineer.

- Councilperson Carter made the motion to hire MGE Associates as the Borough special project engineer and was seconded by Councilperson Rokicka. No opposition. Motion carried.

COMMENTS FROM THE AUDIENCE

Pastor Guy introduced the Trainer Methodist Church Pastor Hilda.

Tymeir Bush, Maple St. Marcus Hook – Addressed Council seeking a venue such as the park for the Blessings Activated Group which helps build the youth with nutrition, exercise, mentoring, etc. Council will reach out to have a meeting to discuss avenues.

Echo Alfred, Clean Air Council – Thanked Council for the opportunity to work with the borough on the 3rd St. project.

ADJOURNMENT

President Gaspero called for a motion to adjourn at 8:08pm; Councilperson Carter made the motion to adjourn. Councilperson McKay seconded the motion. No opposition. Motion carried.

Respectfully submitted,

Victoria Orlando
Borough Secretary

ENGINEER REPORT

- **MS4 PROGRAM**

- **Grant Opportunities – Pollution Reduction Plan (PRP)**

- We submitted the WRPP application on 5/30/2024. The total project cost is \$352,941 with a 15% match of \$52,941 required to be paid by the Borough. Awards are anticipated late 2024.

- DEP has advised the Final Report for the PRP is due 9/30/24 with the expectation the stream restoration for Boyd's Run is completed. We will continue to emphasize to DEP the Borough's efforts to secure funding so the project can be completed. As discussed at the July 11th Council meeting, we have discussed with Echo Alford with the Clean Air Council planting trees along Boyd's Run to help satisfy part of the PRP requirements. Ms. Alford has agreed to consider planting trees. We will coordinate with the Borough.

- **Discolored water discharge Storm Outfall**

- We are monitoring the discharge and per recent site visits the water discharge is clear.

- **MS4 permit cycle (March 2023 through March 2025)**

- When finalized, DEP to advise of pending DEP updates to the PRP and the new MS4 permit cycle.

- **MS4 Annual Report**

- We will provide an update to DEP when we submit the 4th Permit Y1 Annual Report due 9/30/2024. One of DEP's comments was defining an Illicit Discharge on the Borough's website. We provided information regarding this and other suggestions to the Borough. We commenced preparing the report. We are working on the report due end of September, 2024.

- **Marcus Hook Creek Workgroup and Clean-up**

- President Gaspero sent to us the list of items removed by Monroe from Marcus Hook Creek during the clean-up on 5/28/2024 that we will include in the Annual report.

- **Community Center**

- We submitted the documents and plans relative to Sewage Planning to PA DEP with our letter dated 11/14/2023.

- **4401 Ridge Road**

- We sent our review letter dated 7/19/2024 regarding the revised LD submission. We responded to the Solicitor and project attorney regarding the Developer's Agreement and Stormwater O&M Agreement which are ready to be finalized upon final approval of required permits.

The project engineer advised DELCORA will be providing additional information requested by DEP which will require updates to the Sewage Facilities Planning Module (SPM). The engineer is aiming to have the updated SPM on the agenda and adopted by resolution at the October 10th Council meeting.

- **Safe Streets and Roads For All Program (SS4A)**

- As requested by Councilwoman Tucker, we reviewed the guidelines for a Planning and Demonstration Grant. The project type per the guidelines is an Action Plan.

- With Council deciding at the July 31st Caucus meeting to not submit a grant application in 2024, we inquired to a grant representative about the grant rounds for 2025 and will advise of their response.

- **EPA Climate Justice Community Change Grant**

- If desired by Council, we will review the information provided by Councilwoman Tucker and assist the Borough. Grants are due 11/21/2024.

- **PECO Gas Main Replacement Projects**

We confirmed PECO is agreeable to offer a contribution for the below roadways for re-paving one-half width of roadways. We will send to the Borough upon receipt.

- Sunset St. - W. 13th St. to Township Line Road: PECO replaced the gas main at this location.
- Langley St. from W. 9th St. to W. 12th St.
- Price St. from W. 9th St. to W. 10th St.
- Sunset St. from W. 9th St. to W. 10th St. We will request a contribution for the full width of roadway since this was re-paved during the 2021 Road Program.

PECO advised work includes replacing a gas main along W. 9th St. (PennDOT SR 3006) from Langley St. to Sunset St. PECO advised they are schedule to complete work and de-mobilize by mid-September, 2024.

- **PY 2023 CDBG Projects**

- \$59,609 for Right-of-Way improvements on Anderson Street, 10th Street to 12th Street. OHCD approved the project for bidding.

As authorized at the August 8th Council meeting, we finalized the bid documents and bid the project through PennBID on 8/22/2024 with bids due 9/10/2024, 10:00 AM. We plan to recommend the Borough award the project to the lowest response bidder at the September 12th Council meeting pending the bid results and the OHCD approval to award the project.

Moore Brothers Enterprises, LTD. submitted the low bid in the amount of \$67,800 versus \$59,609 awarded. Bid Results Attached. Per discussion with the OHCD, we prepared the attached letter on behalf of Trainer Borough requesting \$8,191.00 additional funding. We recommend Council award the project to Moore Brothers Enterprises, LTD in the amount of \$67,800.00 pending OCHD approval to award, and OHCD allocation of additional \$8,191.00 funds.

- \$58,599 for Storm Sewer Improvements as a match for the PA Small Water and Sewer Program application. We prepared a scope of work and cost estimate which includes inlet and storm pipe maintenance and rehabilitation for the flooding on Main St. near the Amtrak bridge, 2nd St. and Wilcox St., 13th St. and Forrest St.

We prepared a cost estimate for locations not part of the original work including Post Rd. and Price St., 3rd St. and Price St. and 4th St. and Price St. per below.

Additional Non-CDBG Storm Sewer Improvements:

Estimated Construction Cost including 10% Contingency: \$53,350

In addition to the above option for combining the Non-CDBG locations with the CDBG funded work, we suggest the Borough consider applying for another grant to fund the Non-CDBG locations such as a PA Small Water and Sewer grant or a PY 2025 CDBG grant.

As authorized at the August 8th Council meeting, we prepared a letter dated 8/22/2024 on behalf of the Borough to the OHCD requesting the \$58,599 CDBG funds be used at a later date to allow opportunities for additional grant funding so the PY 2023 CDBG funds can be combined with other funds for the additional Non-CDBG Storm Sewer Improvements.

- **PY 2024 CDBG – Right-of-Way Improvements**
\$143,542 of the \$243,542 CDBG funds requested were awarded for Streetscape Improvements for Price, Sunset, Anderson and Langley Streets. We recommend the locations within the above PECO Gas Main Replacements be included in the project. We attended the kick-off meeting with the OHCD and Borough Manager Possenti on 8/13/2024. It was agreed all of the locations included in the \$243,542 funding request should be included in the bid documents as additional funding may be available pending the bid results.
- **W. 9th Street (SR 3006) - grass/landscape median strip in center / turning lanes**
Council President Gaspero inquired if it would be possible to have a grass/landscape median with plantings within a portion of the center / turning lane (s). PennDOT advised a traffic calming study will be needed and Liquid Fuels funds may not be used. We also discussed with the County Planning Department. We will further review including potential funding sources.

- **2024 County Aid and**
\$2,052 funds are allocated. The County needs to be notified by the end of September, 2024 if funds are to be rolled-over to 2025. We request Council authorize Stantec to prepare the roll-over letter.

- **Post Road (SR 13) and Price Street (SR 219) Intersection Upgrades**
The projects in Chester City and Marcus Hook includes ADA and traffic signal improvements within the Post Road and Price Street intersection. The project contractor representative advised work is substantially complete and they are still working with PennDOT on punch-list items.
- **Settlement in Grass Strip and edge of Roadway 12th Street near Price Street**
We emailed our report with our analysis and recommendations to the Borough on 4/3/2024. DELCORA reviewed the TV videos showing deficiencies in the sanitary sewer main piping joints and advised they will repair as part of their maintenance program. DELCORA advised they will also repair a clean-out/trap for the sanitary sewer lateral at 3712 12th Street including associated sidewalk and curb as this is contributing to I/I into the sanitary system.
- **Monroe Energy- Pipeline Project**
We sent our letter dated 8/30/2024 per review of the latest submission regarding the easement agreement between Monroe and Congoleum for the pipeline on Congoleum's property and advised the Borough may issue the full grading permit to allow work along the entire project.

We will continue discussions regarding Henry Johnson Park with Monroe Energy and the Borough regarding options for Monroe to consider including repaving Henry Johnson Parkway from the area to be repaved to connect to Township Line Road and new speed hump(s). We informed Monroe of the 5 each new trees to be provided as requested by the Borough as follows: Sassafras: 1 ea., Ann Magnolia: 1 ea., Honeycrisp Apple: 2 ea., and Red Bud: 1 ea. Note Council agreed at the July 11th Council meeting to Monroe's recommendation to install 2 each Honey Crisp Apple trees in lieu of the original Trainer Borough request of 1 Honey Crisp Apple Tree and 1 Pink Lady Apple tree. This change is due Monroe's arborist being unable to find 'Pink Lady' Apple trees due to the orchard industry digging and harvesting practices.

Construction in Henry Johnson Park is in progress and scheduled for completion by September 30th in advance of the Borough Halloween Hayrides, etc.

- **Delco Green Ways Grant – Henry Johnson Park Improvements**

The full requested \$249,717.00 in grant funds was awarded with a required \$25,000.00 match of Borough funds. We finalized the bid documents and bid the project through PennBID on 8/22/2024 with bids due 9/10/2024 10:00 AM. We plan to recommend the Borough award the project to the lowest response bidder at the September 12th Council meeting pending the bid results. We discussed the required sign with Frank Senatore who will provide a quote which we

will send to the Borough upon receipt. The sign to say: "Funds provided by the Delco Green Ways Municipal Grant Program". We request the Borough advise if they would like additional wording on the sign.

We sent the executed Appendix B regarding the Borough's ownership of the property to the County who advised it has been recorded. We worked with the Borough to process the form requesting release of 50% funds of \$124,858 to the Borough and sent to the County on 8/21/2024.

8 new trees will be provided. We request Council advise of the species of trees desired.

Bid results attached include a breakdown of the project costs for the Base Bid versus the estimated project costs. Albert G. Cipolloni Jr. & Sons, Inc. submitted the low Base Bid in the amount of \$284,261.89. Add Alternate Bid costs are shown on the breakdown. The total estimated Base Bid playground equipment to be purchased by the Borough through COSTARS is \$19,372.00. Engineering fees for all project phases is \$35,800. The total project costs for the Base Bid is \$339,433.89 versus the \$274,717.00 estimated project costs per the grant resulting in a \$64,716.89 overage. Adding the \$64,716.89 to the \$25,000.00 Borough match yields \$89,716.89 being the Borough's responsibility. We have discussed with Albert G. Cipolloni options for reducing costs by deleting items from the Base Bid and we will discuss these with Council so the project Base Bid minus selected items may be awarded to Albert G. Cipolloni Jr. & Sons, Inc. If the project is awarded to Albert G. Cipolloni, we recommend the Borough purchase selected Base Bid equipment through COSTARS. Another option is not awarding the project at this time and seek additional funding sources.

- **200 Price Street Development**

We reviewed the PennDOT comments dated 7/17/2024 for the Highway Occupancy Permit.

- **Flooding at Main Street near Amtrak Railroad Bridge**

Per the 4/26/2024 site meeting, Amtrak advised part of the property north of the railroad tracks is owned by Norfolk Southern. Amtrak advised they will make an effort to keep the screening at the culvert along Stoney Creek currently partially blocked with tree limbs and debris cleared and will consider working with Norfolk Southern in surveying and dredging the drainage swale. We have contacted Amtrak, however, they have not provided an update regarding performing work.

- **A and R Ironworks Development**

Resolution #24-1109 was adopted at the July 11th Council meeting granting conditional approval. We are reviewing the revised plans and documents submitted 7/25/2024.

We sent our letter dated 9/9/2024 per review of the revised plans and documents.

- **1324 Langley Street- Crack in Concrete ADA Curb Ramp**

As requested by Councilman Carter, we checked the concrete ADA Curb Ramp and observed a crack in the concrete at a corner. The ADA ramp was constructed during the 2023 Road Program. Since the project is still within the one-year warranty period we discussed with the contractor A.F. Damon who mentioned their opinion the damage was caused by a vehicle driving over the ramp. We will further review and discuss with the contractor regarding possible option(s) to repair.

- **3507 W. 9th Street Development**

The required fees have been deposited. We processed the ACT 247 form and performed an initial review of the plans. We are holding off on further reviewing the plans per the request of Council President Gaspero.

- **Old Borough Hall – Reverse Subdivision**

We commenced the Act 247 Application by preparing the form as authorized at the August 8th Council meeting. Stantec can prepare the entire ACT 247 Application including a Boundary Survey including land records research and a field survey, a Reverse Subdivision Plan for 2 of the 3 lots (see attached exhibit) and preparing and processing all ACT 247 documents for an estimated time and material fee of \$12,400. We will discuss with the Borough.

Request Council's consideration to authorize Stantec to prepare the ACT 247 Application for an estimated time and material fee of \$12,400.

- **PY 2025 CDBG**

We request the Borough develop a list of potential project(s) for the PY 2025 CDBG grant application. Applications are expected to be available in October, 2024. The required public meeting to discuss the project(s) has been formally advertised for the November 14th Council meeting.

The Borough of Trainer
Office of Code Enforcement
Trainer Municipal Building, 4300 Township Line Road
Trainer, Delaware County, PA 19061-5097
(610) 497-3838 ext. 203
Fax (610) 497-7840

Monthly Report – August 2024
Charles Remaley – Code Enforcement

Building Permits Issued - 9

Commercial – 0

Residential - 9

Street Opening – 0

Certificates of Occupancy Permits Issued -15

Sales - 5

Conditional Sales -0

Rentals - 8

Re inspection – 2

Contractor License Issued – 0

Total for 2024 -35

Zoning Permits - 3

Residential – 0

Commercial –3

Portable Structures - 0

Property Maintenance Violation – 3

1332 Forrest St. – Construction without a Permit.

3524 W 12th St. – Roof installation without a Permit.

Dumpster on property w/out a Permit.

3502 W 3rd St. – Excessive amount of trash out for pic-up.

Citation Warnings – 10

3319 W 3rd St. – High grass Violation.

4108 W 5th St. – Failure to renew Certificate of Occupancy.

3608 W 10th St. – Failure to renew Certificate of Occupancy.

205 Irving St. – Failure to renew Certificate of Occupancy.

207 Irving St. – Failure to renew Certificate of Occupancy.

3517 W 3rd St. – High grass Violation.

3326 W 3rd St. – Failure to renew Certificate of Occupancy.

915 Anderson St. – Failure to renew Certificate of Occupancy.

1015 Sunset St. – Failure to renew Certificate of Occupancy.

3617 W 13th St. – Failure to renew Certificate of Occupancy.

High Grass Notices - 17

Chestnut St. – 1203.

Langley St. – 1303.

Post Rd. – 4112, 4302, 4404.

Price St. – 1333, 937, 1233.

Township Line Rd. – 4003.

3rd St. – 3321, 3429, 3400, 3320, 3408, 3308, 3306.

9th St – 3808.

MARCUS HOOK TRAINER FIRE DEPARTMENT

MONTHLY REPORT

August 2024

INCIDENT TYPE	# INCIDENTS
Building fire	1
Cooking fire, confined to container	1
Trash or rubbish fire, contained	1
Outside rubbish, trash or waste fire	1
Medical assist, assist EMS crew	6
Motor vehicle accident with injuries	1
Motor vehicle/pedestrian accident (MV Ped)	1
Gasoline or other flammable liquid spill	1
Gas leak (natural gas or LPG)	2
Carbon monoxide incident	3
Power line down	4
Water or steam leak	1
Assist police or other governmental agency	1
Cover assignment, standby, moveup	4
Dispatched & cancelled en route	12
False alarm or false call, other	1
Local alarm system, malicious false alarm	1
Smoke detector activation due to malfunction	1
Alarm system sounded due to malfunction	2
CO detector activation due to malfunction	1
Alarm system activation, no fire - unintentional	3
TOTAL INCIDENTS:	49

Marucs Hook/Trainer CALLS: 29 CALLS

MUTUAL AID CALLS: 20 CALLS

CALLS FROM 6AM – 6PM: 21 CALLS

CALLS FROM 6PM – 6AM: 28 CALLS

TOP RUNNER FOR THE MONTH: Ray Betts with 38 Calls

REPORTING OFFICER: Chief Dan Smith