

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
<b>TOTAL INCIDENTS:</b>	<b>44</b>

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.