

November 14, 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, Tracy Tucker, Vickie Padgett, Michael Carter, Manager Mark Possenti, Engineer Mike Kozlowski, Solicitor Chris Boggs

ABSENT

VP John Mathews

MINUTES

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

CORRESPONDENCE

It was motioned by Councilperson McKay and seconded by Councilperson Rokicka 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

- The motion to authorize licensed real estate agent to list borough properties for sale is tabled until the December meeting.
- Called for a motion to approve the 2025 Preliminary General Budget. The budget was discussed in terms of increases such as trash contract, solid waste fees, medical. The preliminary budget reflects a tax increase of 1 mil., the last tax increase was in 2012.
- Called for a motion to Authorize to advertise the 2025 Preliminary General Budget. The budget must be advertised and available to the public for inspection, during this time no changes may be made.
- Called for a motion to authorize to advertise the 2025 Tax Levy Ordinance if needed
- Called for a motion to authorize to apply for a short-term Tax Anticipation Note for the purpose of cash flow until tax revenues are received.
- Called for a motion to adopt Resolution 24-1113 – LSA Grant authorization to apply. The grant is for \$1,000,000. To fund the community center
- Called for a motion to approve the paid October expenses for General, Recreation and Liquid Fuels

Funds in the amount of \$190,256.92 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 \$117,982.57 which was provided for inspection.

COMMITTEE REPORTS

Marilyn Maher – Mayor

Read the monthly police dept. report for October statistics.

John Gaspero – President, Fire

Read the monthly fire report.

- Asked for a motion to approve an appreciation dinner for all the volunteers involve in the food pantry and rec board. To be held on Dec. 11th and the cost would be a \$1,000.00.

Stated there are many courses for elected officials to take to help them better serve the community. Also stated they he has taken enough course credits to have received a Certified Borough Official certificate and will be receiving an award at the 2025 annual PSAB Conference.

John Mathews – Municipal Services/ Public Safety

Absent, nothing to report

Jim McKay – Property Maintenance/Code Enforcement

- Read the monthly code report (attached)

Robin Rokicka – Buildings

Stated 824 Main HVAC is being checked and switched to heat, and cleaning filters.

Tracy Tucker – Public Outreach/Newsletters

Reported on the last EAC meeting.

Will be hosting awareness workshops here at Borough Hall. Trying to hold 2 per month. Coordinated with the Chief on changing the buildings colored lights for each awareness day.

Vickie Padgett – Recreation/Parks

Nothing to report

Michael Carter – Street Lights and Street Signs

Reported the traffic light at 4th and Price needs attention.

MONROE ENERGY

Adam Gattuso stated there will be notice of construction due to the renovations of one of their buildings. The planning has started for the 2028 turn-around. More information will be reported as it progresses.

TAX COLLECTOR

Mark Possenti read the tax collector report for October.

Total tax and trash fees collected for the Month of October were \$1,078.57

- Called for a motion to approve a real estate tax deposit of \$754.07 for October into the General Fund.
- Called for a motion to approve a trash fee deposit of \$324.50 for October into the General Fund.

ENGINEER

Mike Kozlowski: Read monthly report (attached)
Opened the 2025 CDBG public discussion.

- Called for a motion to authorize Stantec to prepare the 2025 CDBG application for a fee of \$3,800.00. The application will be used for HJ Park improvements Phase II working with the Delco Greenway Grant funds awarded.
- Called for a motion to authorize payment of CDBG funds in the amount of \$66,893.75 to Moore Outdoor for the 2023 CDBG Anderson St. Improvements project.

SOLICITOR

Chris Boggs
Nothing to report

ORDINANCES

None

RESOLUTIONS

- Motion was made by Councilperson Carter to adopt Resolution 24-1113 authorizing the application of LSA Grant in the amount of \$1,000,000. and seconded by Councilperson McKay. No opposition.

OTHER ACTION ITEMS

- Motion made by Councilperson Carter to approve the paid October expenses for General, Recreation and Liquid Fuels Funds in the amount of \$190,256.92 and seconded by Councilperson Rokicka. No opposition. Motion carried.
- Motion made by Councilperson Carter to approve the paid Payroll for the month of October in the amount of \$117,982.57 and seconded by Councilperson McKay. No opposition. Motion carried.
- Motion was made by Councilperson Carter to accept the 2025 Preliminary General Budget and seconded by Councilperson McKay. No opposition. Motion carried.
- Motion was made by Councilperson Carter to advertise the 2025 Preliminary General Budget and seconded by Councilperson Tucker. No opposition. Motion carried.
- Motion was made by Councilperson Rokicka to advertise the 2025 Tax Levy Ordinance and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Carter to authorize to apply for a short-term Tax Anticipation Note and seconded by Councilperson Rokicka. No opposition. Motion carried.
- Motion was made by Councilperson McKay to approve a real estate tax deposit of \$754.07 for October 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 \$324.50 for October into the General Fund and seconded by Councilperson Rokicka. No opposition. Motion carried.
- Motion was made by Councilperson Carter to authorize payment of CDBG funds to Moore Outdoor for the 2023 CDBG Anderson St. Improvements project and seconded by Councilperson Rokicka. No opposition. Motion carried.
- Motion was made by Councilperson Carter to authorize Stantec to prepare the 2025 CDBG application and seconded by Councilperson McKay. President Gaspero opposed. Motion carried.

NEW COUNCILMANIC BUSINESS

None

COMMENTS FROM THE AUDIENCE

None

ADJOURNMENT

President Gaspero called for a motion to adjourn at 7:35pm; Councilperson Carter made the motion to adjourn. Councilperson Rokicka 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 was 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. We 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 Article Attached educational brochure from the EPA.

▪ **Community Center**

We responded to PA DEP's comments relative to our Sewage Planning to PA DEP.

▪ **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**

PECO agreed to offer a contribution for re-paving one-half width of roadways within the PY 2024 CDBG project locations. The locations include:

- 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.
- Price St. extension from Township Line Rd.

PECO's work is substantially complete. We advised PECO their initial \$51,934.74 contribution did not include all roadway areas per above list. We also requested a contribution for roadways outside of the PY 2024 CDBG locations including portions of Anderson St., Langley St., and Forrest St. near the intersection with Township Line Rd.

▪ **Monroe Energy- Pipeline Project**

We continued discussions with Monroe Energy 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). Construction of the pipeline in Henry Johnson Park and the Trailer Park is substantially complete with roadway paving to be done. **Monroe advised paving is scheduled for mid-December, 2024. Monroe asked if the Borough could take over watering the new trees within the next few weeks.**

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

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.

- **PY 2023 CDBG Projects**

- **Right-of-Way improvements on Anderson Street between 10th Street and 12th Street**

- Construction is complete. Due to actual paving quantities being less than the contract, we are processing a Change Order that decreases the original contract of \$67,800.00 by \$906.25 to an adjusted price of \$66,893.75. We recommend Council authorize payment of Application for Payment No. 1 (final) of \$66,893.75 in CDBG funds to be paid to Moore Brothers Enterprises, LTD at the November 14th Council Meeting.

- **\$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.

- The OHCD approved our request to use the \$58,599 CDBG funds by 7/1/2025 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. The OHCD advised there may be additional CDBG funds available.

- **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.

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

- Per PennDOT's request, we advised PennDOT we have no objections to the work completed by contractor. PennDOT advised they will close out the project.

- **200 Price Street Development**

- Conditional approval granted at the 4/11/2024 Council meeting. The project engineer advised they are working with the developer and the EPA on options to address the environmental clean-up of this Superfund site to satisfy all stakeholders as well as working on approvals from other agencies including PennDOT for the HOP and DEP for Sewage Facilities Planning.

- **A and R Ironworks Development**

- We sent our letter on 10/10/2024 per review of the 9/23/2024 submission.

▪ **PY 2025 CDBG**

We request the Borough finalize a list of potential project (s) for the PY 2025 CDBG grant application. Applications are available and are due January 3, 2025. The required public meeting to discuss the project(s) has been formally advertised for the November 14th Council meeting. We will request at the November 14th Council meeting Council authorize Stantec to prepare an application provided a project is selected. **We request Council's consideration to authorize Stantec to prepare a PY 2025 CDBG grant application for Henry Johnson Park Improvements Phase 2 as confirmed at the November 6th Caucus meeting for a \$3,800 fee per our attached proposal.**

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

\$249,717.00 grant funds awarded with a required \$25,000.00 match of Borough funds. We discussed the 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. The Borough received 50% funds of \$124,858 from the County. 8 new trees will be provided. We request Council advise of the species of trees desired. Albert G. Cipolloni Jr. & Sons, Inc. submitted the low Base Bid in the amount of \$284,261.89. The total estimated Base Bid playground equipment to be purchased by the Borough through COSTARS is \$19,372.00. 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. Cipolloni has agreed to options for reducing costs by deleting items from the Base Bid as discussed with Council so the project Base Bid minus selected items may be awarded. Cipolloni has agreed for Borough Council to extend the decision to award or re-bid the project at the January 2025 Council meeting. Per my discussion with Borough Solicitor Mark Much, he has no objections to this. Borough Council accepted our recommendation at the October 10th Council meeting to extend the decision to either award or re-bid the project at the January 2025 Council meeting.

▪ **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 at a corner. The ADA ramp was constructed during the 2023 Road Program. The contractor, A.F. Damon, agreed to repair within the next several weeks. We will advise of proposed repair.

▪ **PY 2022 CDBG Chestnut Street Improvements, 1305 Chestnut Street**

The Chester Water Authority's (CWA) contractor removed the asphalt patch and installed 2 new concrete sidewalk blocks. The contractor agreed with our request to perform some additional touch up topsoil placement and grading and seeding adjacent to curbs and sidewalks as needed per the maintenance period.

▪ **Annual Maintenance Contract**

The 3-year contract period for A to U Services is effective to February 28, 2025. We will recommend at the January 2025 Council meeting Council authorize Stantec to prepare Bid Documents and go out to bid for a new 3-year Annual Maintenance Contract so bids can be received and the contract awarded at the February 2025 Council meeting.

▪ **Holly Street Drainage**

As requested by Councilwoman Padgett and agreed by Council, we reviewed the area at Councilwoman Padgett's property at 4051 Holly Street and nearby properties. We will discuss at tonight's meeting.

Monthly Report – October 2024
Charles Remaley – Code Enforcement

Building Permits Issued - 6

Commercial – 0

Residential - 6

Street Opening – 0

Certificates of Occupancy Permits Issued -18

Sales - 2

Conditional Sales -0

Rentals – 16

Re inspection - 0

Contractor License Issued – 2

Total for 2024 -39

Zoning Permits - 3

Residential – 3

Commercial –0

Portable Structures - 0

Property Maintenance Violation – 9

3601 W 13th St. – Failure to renew occupancy permit.

1334 Price St. – Failure to renew occupancy permit.

3617 W 13th St. – Motor Vehicle Violation Notice.

3709 W 13th St. – Accumulation of Dog Feces on property.

1302 Anderson St. – Motor Vehicle Violation Notice.

3513 W 3rd St. – Motor Vehicle Violation Notice.

1209 Anderson St. – Right to Know Response.

4015 W 13th St. – Stop work Order.

4015 W 13th St. – Posted No Occupancy Permitted.

High Grass Notices – 3

3311 W 3rd St.

4048 W 7th St.

1302 Chestnut St.

MARCUS HOOK TRAINER FIRE DEPARTMENT

MONTHLY REPORT

October 2024

INCIDENT TYPE	# INCIDENTS
Building fire	1
Excessive heat, scorch burns with no ignition	1
Medical assist, assist EMS crew	1
Motor vehicle accident with injuries	3
Gas leak (natural gas or LPG)	2
Cover assignment, standby, moveup	3
Dispatched & cancelled en route	15
No incident found on arrival at dispatch address	1
Smoke scare, odor of smoke	1
False alarm or false call, other	1
CO detector activation due to malfunction	3
TOTAL INCIDENTS:	32

Marucs Hook/Trainer CALLS: 20 CALLS

MUTUAL AID CALLS: 12 CALLS

CALLS FROM 6AM – 6PM: 15 CALLS

CALLS FROM 6PM – 6AM: 17 CALLS

TOP RUNNER FOR THE MONTH: Ray Betts with 19 Calls

REPORTING OFFICER: Chief Dan Smith