

December 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, VP John Mathews, Councilpersons Jim McKay, Robin Rokicka, Tracy Tucker, Vickie Padgett, Michael Carter, Manager Mark Possenti, Engineer Mike Kozlowski, Solicitor Gene Gibbons

ABSENT

MINUTES

The minutes of the November 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 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: None

PUBLIC GENERAL AND AGENDA QUESTIONS AND COMMENTS:

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

ENGINEER

Mike Kozlowski: Read monthly report (attached)
Called for a motion to adopt Resolution 24-1114 2025 CDBG Application.

MANAGER/FINANCE – Mark Possenti

- Called for a motion to adopt the 2025 General Budget. The budget which includes the trash fund and Liquid Fuel Funds for 2025 is \$4,171,914.00. with no increase in real estate taxes.
- Called for a motion to adopt Resolution 24-1116 2025 Tax Levy/Trash fee reflecting an increase of fee from \$295.00 to \$315.00 (face amount)
- Called for a motion to adopt Resolution 24-1115 Tax Anticipation Note in the amount of \$350,000.00 for the purpose of cash flow.
- Called for a motion to place police officer 2024-001 into the DROP Program. The DROP requires the employee to retire no later than 5 years from the date entered into the program.

- Called for a motion to approve the police shift schedule change. A 12-hour shift rotation is being implemented during the last year of the contract before negotiating the change for the next bargaining agreement.
- Called for a motion to authorize to advertise 2025 meeting dates which include the annual CDBG public output meeting.
- Called for a motion to authorize Borough owned properties listing with real estate agent.
- Called for a motion to terminate Freedom cleaning service effective January 31, 2025.
- Called for a motion to increase HJ Park rental fees. The fees will be increase to 150.00 half-day(5 hours), 250.00 full-day(8 hours) for residents and 250.00 half day, 350.00 full-day for non-residents. There will be a 2-hour set-up and 1-hour clean-up allowance for each rental but the amenities will not be opened until the start of the event and will be closed at the end of the event.
- Called for a motion to terminate professional services of Stantec Engineering Professional Services effective immediately. The decision is based on costs to the borough.
- Called for a motion to hire Civil Collaborative Concept Engineering as the borough Engineer effective immediately.
- Called for a motion to approve the paid November expenses for General, Recreation and Liquid Fuels Funds in the amount of \$319,677.14 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 \$176,968.63 which was provided for inspection. There were 3 payrolls in November.

COMMITTEE REPORTS

Marilyn Maher – Mayor

Read the monthly police dept. report for November statistics.

John Gaspero – President, Fire

Read the monthly fire report.

John Mathews – Municipal Services/ Public Safety

Stated the highway equipment is being serviced for the winter.

The concrete has been laid and will be ordering a roof for the salt shed in January.

Jim McKay – Property Maintenance/Code Enforcement

-Read the monthly code report (attached)

Robin Rokicka – Buildings

Reported on the motion lights at 824 Main that are now working

Tracy Tucker – Public Outreach/Newsletters

Reported on the last EAC which is being re-vamped. Trainer is starting their own EAC and will be reporting to multi-municipal EAC.

Vickie Padgett – Recreation/Parks

Nothing to report

Michael Carter – Street Lights and Street Signs

Nothing to report

MONROE ENERGY

Matt McLaughlin was present and stated there is continuing work through the park in regards to the pipeline project. The refinery is coming up on one year injury free. They had an inspection of the water system with no findings. They partnered on an event that supplied every student in Marcus Hook Elementary school with winter coats.

TAX COLLECTOR

Mark Possenti read the tax collector report for November.

Total tax and trash fees collected for the Month of November

-Called for a motion to approve a real estate tax deposit of \$13,168.98 for November into the General Fund.

-Called for a motion to approve a trash fee deposit of \$1,947.00 for November into the General Fund.

SOLICITOR

Gene Gibbons

Nothing to report

ORDINANCES

None

RESOLUTIONS

- Motion made by Councilperson Carter to adopt Resolution 24-1116 2025 Tax Levy/Trash fee and seconded by Councilperson Mathews. No opposition. Motion carried.
- Motion made by Councilperson Carter to adopt Resolution 24-1115 Tax Anticipation Note in the amount of \$350,000. and seconded by Councilperson Mathews. No opposition. Motion carried.
- Motion made by Councilperson Carter to approve Resolution 24-1114 2025 CDBG Application and seconded by Councilperson McKay. No opposition. Motion carried.

OTHER ACTION ITEMS

- Motion made by Councilperson Carter to adopt the 2025 General Budget and seconded by Councilperson Mathews. No opposition. Motion carried.
- Motion made by Councilperson Mathews to place police officer 2024-001 into the DROP Program and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion made by Councilperson Carter to approve police shift schedule to 12 hour rotation and seconded by Councilperson Rokicka. No opposition. Motion carried.
- Motion made by Councilperson Mathews to authorize to advertise 2025 meeting dates and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion made by Councilperson Carter to authorize Borough owned properties listing with real estate agent and seconded by Councilperson Rokicka. No opposition. Motion carried.
- Motion made by Councilperson Mathews to terminate Freedom cleaning service effective January 31, 2025 and seconded by Councilperson Carter. No opposition. Motion carried.

- Motion made by Councilperson Carter to increase the HJ Park rental fees and seconded by Councilperson Rokicka. No opposition. Motion carried.
- Motion made by Councilperson Carter to terminate professional services of Stantec Engineering Professional Services effective immediately and seconded by Councilperson Mathews. No opposition. Motion carried.
- Motion made by Councilperson Mathews to hire Civil Collaborative Concept Engineering as the borough Engineer effective immediately and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion made by Councilperson Carter to approve the paid November expenses for General, Recreation and Liquid Fuels Funds in the amount of \$319,677.14 and seconded by Councilperson Mathews. No opposition. Motion carried.
- Motion made by Councilperson Carter to approve the paid Payroll for the month of November in the amount of \$176,968.63 and seconded by Councilperson Mathews. No opposition. Motion carried.
- Motion was made by Councilperson Carter to approve a real estate tax deposit of \$13,186.98 for November into the General Fund and seconded by Councilperson Mathews. No opposition. Motion carried.
- Motion was made by Councilperson Mathews to approve a trash fee deposit of \$1,947.00 for November into the General Fund and seconded by Councilperson Carter. No opposition. Motion carried.

NEW COUNCILMANIC BUSINESS

None

COMMENTS FROM THE AUDIENCE

Linday Worrell, Post Rd. Thanked President Gaspero for talking to CWA in regards to the deep depression on Post Rd. left from work done.

Pastor Hackett, Chaplain – Expressed gratitude for the ability to serve the Borough.

ADJOURNMENT

President Gaspero called for a motion to adjourn at 7:38pm; Councilperson Mathews made the motion to adjourn. Councilperson Carter 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.

- **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.

- **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. Monroe advised paving mobilization is scheduled to commence 12/11 with paving in the Trailer Park 12/12, 12/13 and 12/16 and in Henry Johnson Park 12/20, 12/23 and 12/24 weather permitting. We emailed Monroe's schedule to the Borough. The Borough advised at the 11/14 Council meeting they will take over watering the new trees per Monroe's request. Monroe advised they performed additional temporary patching of utility trench in Township Line Rd as discussed at the 12/4 Caucus meeting. They agreed to repave Henry Johnson Parkway from the area to be re-paved to Township Line Rd. Monroe advised equipment mobilized and paving to commence 12/12/2024.

- **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. As approved by Council at the November 14th Council meeting, we processed the Change Order that decreases the original contract of \$67,800.00 to \$66,893.75 and processed Application for Payment No. 1 (final) of \$66,893.75 to be paid to Moore Brothers Enterprises, LTD.

\$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.
- **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**
 Applications are due January 3, 2025. We will commence the grant application for Henry Johnson Park Improvements Phase 2 as authorized by Council at the November 14th Council meeting per our \$3,800 fee proposal. We will present Resolution No. 24-1114 for adoption at the December 12th Council meeting.

- **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 W. 7th Street and nearby properties and discussed at the November 14th Council meeting. If the Borough would like to include this in a project, Stantec will assist if requested by Council.

Monthly Report – November 2024
Charles Remaley – Code Enforcement

Building Permits Issued - 5

Commercial – 0

Residential - 5

Street Opening – 0

Certificates of Occupancy Permits Issued -4

Sales - 0

Conditional Sales -0

Rentals – 4

Re inspection - 0

Contractor License Issued – 4

Total for 2025-4

Zoning Permits - 1

Residential – 1

Commercial –0

Portable Structures - 0

Property Maintenance Violation – 10

1030 Chestnut St. – Construction debris on property.

1229 Chestnut St. – Construction debris on property.

1326 Forrest St. – Construction without a Building Permit.

634 Main St. – Excessive debris in yard, yard clippings.

1021 Sunset St – Dumpster on property with no permit.

4224 7th St. – Trash cans being left on street.

937 Price St – Damaged fence leaning into the street R.O.W.

4039 W 7th St. – Animals running at large.

3320 W 3rd St. – Property Maintenance Violations.

3506 W 3rd St. – Trash placed out for pick-up not in cans.

Citations Warnings- 5

4302 Post Rd. – Failure to renew Certificate of Occupancy.

914 Langley St. – Failure to renew Certificate of Occupancy.

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

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

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

MARCUS HOOK TRAINER FIRE DEPARTMENT

MONTHLY REPORT

November 2024

INCIDENT TYPE	# INCIDENTS
Building fire	5
Trash or rubbish fire, contained	1
Brush or brush-and-grass mixture fire	1
Grass fire	1
Dumpster or other outside trash receptacle fire	1
Medical assist, assist EMS crew	6
Motor vehicle accident with injuries	1
Gas leak (natural gas or LPG)	2
Lock-out	1
Smoke or odor removal	1
Cover assignment, standby, moveup	2
Dispatched & cancelled en route	12
No incident found on arrival at dispatch address	2
Smoke detector activation due to malfunction	1
Alarm system activation, no fire - unintentional	1
TOTAL INCIDENTS:	37

Marucs Hook/Trainer CALLS: 18 CALLS

MUTUAL AID CALLS: 19 CALLS

CALLS FROM 6AM – 6PM: 23 CALLS

CALLS FROM 6PM – 6AM: 14 CALLS

TOP RUNNER FOR THE MONTH: Slayde Turner with 25 Calls

REPORTING OFFICER: Assistant Chief Slayde Turner