

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 18th 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. (12th 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, 3rd 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. 9th 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 9th 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 13th 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 Prisco 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 Prisco, 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

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
TOTAL INCIDENTS:	32

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 4th 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 3rd St. – Accumulation of trash in alley.
4300 W 9th 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 7th St. – Trash accumulation, rear yard.
3826 W 9th St. – Failure to be present for scheduled inspection.
1001 Sunset St. – Failure to be present for scheduled inspection.
3305 W 9th St. – Zoning Violation Notice.
3404 W 4th St. – Property Posted, No Occupancy (Fire Damage).
3406 W 4th 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 3rd St. – Failure to Register as a Vacant Property. #23110
3517 W 3rd St. – Failure to Register as a Vacant Property. #23111