

June 8, 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**

**MINUTES**

The minutes of the May 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 Maher that the correspondence for May 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.

Stated there is a meeting being held June 15<sup>th</sup> at 901 S. Media Line Rd. in regards to county wide settlement for funding opioid. The County will receive 63 million in funds as part of a \$26 billion multi-state opioid settlement to tackle the opioid epidemic

Stated the generator for the complex was being delivered and asked for a motion to have it filled with fuel through American Petro.

- Called for a motion to Advertise Ordinance 614 Chapter 40 section 1 - 4.
- Called for a motion to authorize a lease for 2 copy machines. Decision was made to go with Saxon for the lease.
- Called for a motion to authorize hiring a new Auditor from Diversified Tax and Service. The cost is not to exceed \$4,000.00
- Called for a motion to approve the paid May expenses for General, Recreation and Liquid Fuels Funds in the amount of \$583,136.19 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 May in the amount of \$103,067.37 which was provided for inspection.

## **COMMITTEE REPORTS**

### Marilyn Maher – Mayor

All is going well with police.

Presented a plaque given by Lisa Hallman in memory of her son Officer James Hallman to be displayed in the new Municipal Complex station.

Has a couple of estimates for a concrete pad to be placed in HJ Park for the new benches. Still waiting on a couple of estimates. Approval was given at a cost not to exceed \$10,000.

### Jennifer Frazier – President

Stated some attended the PSAB conference in Hershey and have a lot of information to be shared.

Asked for a motion to set the part-time highway summer help employee wage to be comparable with the state youth work program that is paying \$15.00 per hour this year.

### John Mathews – Municipal Services/ Public Safety

All is good with the Highway dept. and public safety. Reported on animal control. Would like the Solicitor to take a look at the possibility of breaching the contract with Brandywine SPCA.

### Joe Maher – Ordinance/Zoning- Recreation-Environmental

Read the Code office reports for May. Announced the upcoming Rec events. The clean-up day was held last weekend. The playgrounds were cleaned-up and it was noticed that some of the fabric was coming up through the mulch.

### Tracy Tucker – Public Outreach

Attended the EAC meeting in Marcus Hook. Is still working with Trinity group hosting a health and wellness fair. The event will be in HJP on August 19<sup>th</sup>.

The President of her Foundation has shared grant opportunities for 2023.

### John Gaspero – Buildings/Pantry

Nothing to report on buildings.

Update on the Upper Chichester Holiday parade after Thanksgiving and are asking all municipalities to participate. The approx. cost to each municipality is \$7,000.00. Need to decide if Trainer will be participating.

The food pantry is doing very well.

### Robin Rokicka – Community Relations/Newsletters

Stated newsletters were delivered but it came to her attention that not everyone received newsletters.

### Michael Carter – Fire/Property Maintenance

Did not receive the monthly fire report. The police records stated there was one call for Trainer Borough in the month of May.

Called for an Executive to discuss fire department agreement.

## **MONROE ENERGY**

Adam Gattuso gave an update on the upcoming turn-around. Working with the Chief on traffic control. The crane will be arriving in July over the course of 2 weeks in pieces. Securing parking areas for the 1600 – 1700 expected contractors. The shifts hours will be 6am – 5:30 pm and 7pm - 5:30am with reduced manpower on Sunday.

**TAX COLLECTOR**

Total tax and trash fees collected for the Month of May were \$33,662.36.

- Called for a motion to approve a real estate tax deposit of \$33,662.36 into the General Fund.
- Trash fees were \$0 for May.

**ENGINEER**

Mike Kozlowski: Read monthly report (attached)

Asked for a motion to authorize the preparation of the bid documents for the 2023 County Aid and Road Program. Project is 13<sup>th</sup> St. from Forrest to Langley. Peco is contributing to the project for half the road where they installed gas lines.

A discussion of agenda item Resolution 23-1092 Safe Streets and Roads for All grant application for speed humps was tabled to adopt. Council decided to form a planning committee in regards to a speed hump project.

**SOLICITOR**

Mark Much stated that in regards to the property the Borough is considering buying on 291 between Irving and Cotton streets, the seller of the property is asking for the taxes to be paid as part of the sale. Will look into the Brandywine SPCA animal control contract to determine if it is feasible to break the contract and seek another means.

**ORDINANCES**

- None

**RESOLUTIONS**

- None

**OTHER ACTION ITEMS**

- Motion was made by Councilperson Mathews to Advertise the amendment to Ordinance 614 Chapter 40 section 1 - 4 and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Mathews to authorize a lease for 2 copy machines from Saxon and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion was made by Councilperson Maher authorize hiring a new Auditor from Diversified Tax and Service and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion made by Councilperson Mathews approve the paid May expenses for General, Recreation and Liquid Fuels Funds in the amount of \$583,136.19 and seconded by Councilperson Carter. No opposition. Motion carried.
- Motion made by Councilperson Carter to approve the paid Payroll for the month of May in the amount of \$103,067.37 and seconded by Councilperson Gaspero. No opposition. Motion carried.
- Motion made by Councilperson Carter to approve a real estate tax deposit of \$33,662.36 into the General Fund and seconded by Councilperson Gaspero. No opposition. Motion carried.
- Motion made by Councilperson Maher to approve a concrete pad to be placed in HJ Park for the new benches not to exceed \$10,000. and seconded by Councilperson Gaspero. No opposition. Motion carried.

- Motion was made by Councilperson Carter to approve the part-time highway summer help employee be paid \$16.00 per hour this year and seconded by Councilperson Mathews. No opposition. Motion carried.

#### **AMENDED ACTIONS TO THE AGENDA**

- Motion made by Councilperson Carter to authorize American Petro to fill the Complex generator with #2 heating fuel and seconded by Councilperson Mathews. No opposition. Motion carried.
- Motion was made by Councilperson Maher to appoint Tracy Tucker, John Gaspero and Rafael Hernandez to the planning committee for the Safe Streets and Roads for All grant

#### **NEW COUNCILMANIC BUSINESS**

The discussion in regards to Resolution 23-1092 Safe Streets and Roads for All grant led to a motion being made to appoint committee members for the planning o said project.

#### **COMMENTS FROM THE AUDIENCE**

None

Executive session was called at 8:48pm. Out of Executive at 9:13pm. No decisions were made during the Executive.

#### **ADJOURNMENT**

President Frazier called for a motion to adjourn at 9:13pm; 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.
- **MS4 Program**  
Based on the Solicitor's response, we will need to publicly bid the Pollution Reduction Plan (PRP) project. We will prepare a proposal for the design present to Council upon responses from pending submissions regarding Grant Opportunities listed below.  
**Grant Opportunities**  
We submitted the Watershed Restoration and Protection Program (WRPP) grant application on May 30, 2023 with a total project cost of \$352,889 and the Borough's 15% match of \$52,933.  
**We are investigating discolored water discharge to Marcus Hook Creek from the Borough's storm outfall piping originating from Nealy Blvd. reported by PA DEP.**  
**We delivered a sample to a lab and are awaiting test results.**
- **Parkview Mobile Home Park**  
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. The developer advised the project is currently on hold.
- **PennDOT SR 3006 Ridge Road from Yates Ave. to Baker Street**  
PennDOT submitted draft Road Diet striping plans and Road Diet information from the Federal Highway Administration. We will advise of PennDOT's schedule for repaving and re-striping.
- **Community Center**  
We prepared the exemption request for sewage facilities planning and submitted to DELCORA on 11/30/2022. We responded to DELCORA's request for information and are awaiting their reply.
- **4401 Ridge Road**  
We are reviewing the revised Land Development Plans and the revised Highway Occupancy Permit (HOP) plans which include road striping and signal upgrades at Ridge Road and Baker Street and Ridge Road and Main Street. We are reviewing the easements and related documents submitted with the subdivision plans for recording.
- **PY 2022 CDBG – Chestnut Street Improvements- 12th Street to Township Line Road**  
We sent the award letter with contract documents to Moore Brothers for processing.
- **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.
- **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 application. Awards for the application are expected to be announced in July, 2023.
- **PECO Gas Main Replacement- Forrest St. and 13<sup>th</sup> St.-Forrest St. to Anderson St.**  
Council agreed with our recommendation to accept PECO's contribution of \$58,197.37. We will notify PECO pending Council's decision to repave these roadways.

▪ **Speed Humps**

Cost information provided by Traffic Logix, ITS for supplying and delivering removable speed humps for 15 speed humps is between \$106,225 and \$137,320. Our cost estimate for the installation of permanent asphalt speed humps including striping and signage is \$5,500 per location or \$82,500 for 15 locations.

We prepared a traffic study and plan for speed humps based on the 6 roadways per the original location and additional locations as of the May 11th Council meeting as follows:

- 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
- Sunset Street near Dawes Ct.
- Veterans Drive
- W. 7<sup>th</sup> Street: Main St. to Chestnut St.-2 speed humps.

Chief Priscopo agreed with the above 22 locations. We submitted the plan and comments to PennDOT on 5/19/2023.

Per Council's request we reviewed the Safe Streets and Roads Program and contacted a program representative at [ss4@dot.gov](mailto:ss4@dot.gov) regarding submitting an application for funding speed humps. Applications are due July 10, 2023. We will further discuss with Council.

**Attached program fact sheet and the Self-Certification-Eligibility worksheet for the Safe Streets and Roads for All program. The application process includes a focus on an Action Plan that must be developed and approved by the Borough/Stantec by June 30,2023. The application is due July 10, 2023. Some items in the Action Plan as noted in the Self-Certification-Eligibility worksheet needing Council approval / action include:**

- **Planning Structure:** A committee must be formed to oversee the project's development, implementation and monitoring (no. 2 in worksheet).
- **Safety Analysis:** analysis of existing conditions and historical trends, including locations where there are crashes and the severity of the crashes, etc. (no. 3 in worksheet). We have completed our speed hump study and sent to PennDOT for review and approval. We discussed obtaining crash reports with Chief Priscopo.
- **Engagement and Collaboration:** robust engagement with the public and relevant stakeholders. As you know there have been many discussions at the Caucus and Council meetings including public input about speed humps. Letters of support will be helpful to support the application.
- **Progress and Transparency:** Consideration of how progress will be measured over time (no. 8 in worksheet).
- **Post Action Plan On-line:** the Action Plan, once finalized, must be posted publicly online (no. 8 in worksheet).

If Council desires to submit an application we have prepared Resolution No. 23-1092 for approval and signature at tonight's meeting for a grant up to \$200,000 for 22 asphalt or removable speed humps. The Borough's match is 20% or \$40,000 for a \$200,000 grant.

▪ **2023 County Aid and Road Program**

\$2,052 County Aid Funds for 2022 have been rolled over to 2023. We recommend Council consider initiating a Road Program by the June 8<sup>th</sup> Council meeting so the 2022 and 2023 funds can be used. We recommend the following to be considered:

- Repaving full width of PECO Gas Main project roadways Forrest St. and 13th St.-Forrest St. to Anderson St.
- Repaving roadways to be selected by the Borough.
- Add Alternates for removable and permanent asphalt speed humps.

We prepared a preliminary Opinion of Probable Cost Estimate for the PECO Gas Main Replacement project and Road List provided by Council at the May 3rd Caucus meeting.

- **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 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. 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.
- **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. The FRA will keep the Borough informed regarding project progress and information.
- **PennDOT District 6-0 Vulnerable Road User Project – Tier 1 and Tier 2: Post Road & Price Street**  
 The project engineer advised PennDOT has earmarked federal funding for Vulnerable Road User (VRU) projects for performing pedestrian signal upgrades at this intersection. The proposed upgrades are for replacement of old pedestrian traffic signal heads and pushbuttons with new countdown pedestrian signal heads and pushbuttons (where applicable). We provided information regarding other projects at this intersection including PennDOT D12 Project 1 SR0013 with proposed improvements including striping and bike lanes and the projects in Marcus Hook Borough and Chester City that include removal of the island within the intersection.
- **3524 Dawes Court – fallen tree**  
 The homeowner reported a tree from Stoney Creek has fallen on the fence on their property and inquired who owns the property where the tree is located. We reviewed and determined the trunk of the tree appears to be from the Buckman Village Garages property in Chester City. We spoke with the Owner for Buckman who mentioned they do not use the portion of the property over the creek and have no intention of doing any cleanup or making any repairs. He stated a law indicating if a tree falls on someone else's property it's their responsibility to repair, but we are questioning if this is accurate. We informed the Solicitor and Code Official of this response.  
**DELCORA reviewed the site and will advise.**
- **Proposed Fence near end Baker Street, PECO property and Henry Johnson Park**  
 Per Council's request, we reviewed the location of a proposed fence and gate with Councilman Gaspero. We contacted PECO to see if they would consider installing a fence and gate and they responded since the parcel is under Lease to Trainer Borough the Borough would need to install the fence and gate.
- **Monroe Energy- Obstruction and Encroachment Permit**  
 We reviewed the scope of the project described in the letter from Monroe Energy and discussed with Monroe.

**Monthly Report – May 2023**  
**Charles Remaley – Code Enforcement**

**Building Permits Issued - 12**

**Commercial – 0**  
**Residential - 11**  
**Street Opening – 1**

**Certificates of Occupancy Permits Issued -26**

**Sales - 7**  
**Conditional Sales -0**  
**Rentals - 19**  
**Re inspection – 0**

**Contractor License Issued – 0**

**Total for 2023- 45**

**Zoning Permits - 3**

**Residential – 3**  
**Commercial –0**

**Portable Structures - 0**

**Property Maintenance Violation**

7<sup>th</sup> & Main St. – Dead trees on property.  
626 Main St. – Trash cans left out on street after pick up.  
1310 Langley St. – No Certificate of Occupancy for rental unit.  
1310 Langley St. – Failure to comply with infestation notice.  
4300 9<sup>th</sup> St. – Sewer back up Lots 91 and 93.  
626 Main St. – Motor vehicle violation.  
4340 Ridge Rd. – Posting- Grass Violation Notice.  
4015 W 13 St. – Posting – Grass Violation Notice.  
3550 W 12<sup>th</sup> St. – Excessive trash accumulation.

**Grass Violation Notices**

Anderson St. - 1009, 1314  
Chestnut St. – 714, 940  
Forrest St. – 1351  
Irving St. – 201, 212, 220, 316  
Main St. – 630, 504, 506  
Post Rd. – 4112, 4210, 4412, 4506, 4510, 4512, 4222, 4508, 4510,  
4512  
Ridge Rd. – 4324, 4328, 4340, 4326  
Sunset St. – 926  
Twp. Line Rd. – 4003  
Union St. – 3, 5  
3<sup>rd</sup> St. – 3425, 3502, 3504, 3317, 3319  
4<sup>th</sup> St. - 3402, 3406, 3410, 3412, 3404, 3408, 3502  
5<sup>th</sup> St. – 4122  
7<sup>th</sup> St. – 4036, 4216  
9<sup>th</sup> St. – 4332  
13<sup>th</sup> St. – 4015, 3702, 3519

**Citation Warnings**

4510 Post Rd. – Failure to comply with Grass Violation Notice.  
4222 Post Rd. – Failure to comply with Grass Violation Notice.  
1302 Anderson St. – Failure to comply with Grass Violation Notice.  
4326 Ridge Rd. – Failure to comply with Grass Violation Notice.  
3305 W 9<sup>th</sup> St. – Board of Health Violation.