

November 14, 2019

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 Greg Miley 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.

PRESENT

- Greg Miley – President
- Regina Beck – Vice President
- John Mathews – Councilman
- Joseph Maher – Councilman
- Jim Cassidy – Councilman
- Awilda Burgos – Councilwoman
- Ed McDaniel – Councilman

Mark Possenti – Manager

Eileen Nelson – Engineer
 Mike Sheridan – Solicitor

ABSENT

Frances Zalewski – Mayor

Alex Mandell with the EPA gave a presentation update of the Metro Container superfund site cleanup. The soil as of now is not of any imminent danger. By 2021, a remedial plan should be put in place to continue the site clean-up. Will keep the community updated and will hold informative public meetings.

MINUTES

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

GENERAL FUND

It was motioned that the proper Borough Officials be authorized to draw orders on the Borough Treasure in favor of the following persons and in the amounts shown. Where such orders have already been drawn, the actions of the Borough Officials in so doing be ratified and confirmed. It was motioned, the October bills for approval by Councilperson Burgos and seconded by Councilperson McDaniel. No opposition. Motion carried.

OCTOBER GENERAL FUND BILLS

GENERAL FUND

Videon	Delivery of new 2019 Dodge Charger 1 of 2	-13,208.10
Videon	Delivery of new 2019 Dodge Charger 2 of 2	-13,208.10

Robin Rokicka	Reimburse 2019 Hayride	-1,021.87
United States Postal Service	Code office certified letter	-6.85
Paychex Invoice	October 11 Biweekly	-174.75
#1 Car Wash Inc.	Clean Police Vehicles September	-180.00
Talley's Garage & Towing	Police Vehicles	-1,153.60
Aston Service Center	Police vehicles	-245.23
Sunoco - SunTrak	Police vehicle fuel	-2,325.40
Comcast Cable	Cable services	-107.83
Atlantic Tactical	Police equipment	-111.01
Possenti Consulting, LLC	2019 Services August	-2,280.00
Marcia Kline	Reimburse Centennial	-70.00
Burke Landscape Supply	Highway supplies, parts	-189.91
De Co Solid Waste Authority	September tipping fees	-4,953.91
B&L Disposal	Waste disposal	-6,660.00
Colliflower, Inc.	Highway supplies	-102.16
Delcora	Municipal sewer	-25.62
Comcast Business	Phone VOIP	-365.44
Pa One Call System, Inc.	Monthly fax service	-7.14
Talley's Garage & Towing	Highway Vehicle	-140.00
T Frank McCall's Inc	Bldg supplies	-239.24
Chester Water - Hwy garage	Highway garage	-45.52
PECO - Park	HJ Park	-35.46
Chester Water - HJP	HJ Park	-18.36
AT&T Mobility	Police data card reader	-264.11
Galls Incorporated	Police equipment	-2,132.49
Chester Water - Hydrants	Hydrants	-1,195.10
David Dodge	Police vehicle service	-1,214.36
Charles Higgins & Sons	Street lighting	-667.16
PECO Street Lighting	Street lighting	-2,061.90
PECO - Garage	Highway garage	-42.26
PECO - Municipal Bldg.	Municipal bldg.	-717.12
Excel Business Systems	Main copier supplies	-80.75
Linn Architects	Municipal Complex plans	-8,911.95
A.R.D. Uniform Enterprises	Police uniforms	-80.25
Robin Rokicka	2019 Hayride income balance	-1,337.38
De Co Solid Waste Authority	2020 Waste Hauling license	-200.00
Integral Systems Corp	Computer maintenance/repair, backup	-175.00
J. Michael Sheridan, Esq.	Professional services	-660.00
United Concordia	Dental Coverage	-1,534.37

21st Century Media	Public notices advertising	-347.95
General Code	Annual maintenance	-1,195.00
Stantec Consulting Services	Professional services	-5,852.00
Utility Advocate	Energy savings	-16.32
DCIU	Health Benefits	-24,290.01
Kelly & Close Engineers	Municipal Complex site work	-3,578.01
United States Postal Service	Letters mailed Code office	-20.70
Pa State Mayors Association	Mayor membership 2020	-60.00
Paychex Invoice	Oct. 18 Chief un-used vacation week 1	-103.70
United States Postal Service	package paid for by Centennial recipient	-10.42
Paychex Invoice	Oct. 25 Biweekly	-155.45
Robin Rokicka	Reimburse 2019 Hayride	-160.09
Joseph Maher	Reimburse 2019 Hayride	-453.43
Pa State Assn of Boroughs	Borough and Council Dues	-533.00
TD Card Services	QB's. Web, police radio equipment	-288.95
Comcast Cable	Cable services	-248.85
Marcus Hook Borough	Fire Station October	-960.93
Marcus Hook Borough	Fire Truck October	-131.61
Linn Architects	Municipal Complex bldg. plans	-1,000.00
Integral Systems Corp	Computer backup	-50.00
Nextel	Cell phones	-304.78
Goodyear Auto Service Center	Police vehicle tires	-625.99
Adams NAPA	Hwy parts	-13.07
United States Postal Service	Roll of stamps Code Office	-55.00
NanaSplits	2019 Centennial	-1,439.50
Possenti Consulting, LLC	2019 Services September	-2,150.00
Earth Engineers, Inc.	Municipal Complex site borings	-2,550.00
Atlantic Tactical	Police equipment	-66.16
Galls Incorporated	Police uniform/equipment	-953.99
Traffic Planning and Design.	Municipal Complex hwy permit	-17,245.73

-133,010.34

PAYROLL ACCOUNT

It was motioned by Councilperson Cassidy and seconded by Councilperson Maher that Payroll for the month of October is paid. No opposition. Motion carried.

OCTOBER PAYROLL FOR ALL EMPLOYEES

Total payroll for the month of October \$85,929.84

LIQUID FUEL BILLS

Liquid Fuel Bills for the month of October meeting were motioned for approval by Councilperson Mathews and seconded by Councilperson Beck. No opposition. Motion carried.

OCTOBER LIQUID FUEL BILLS

PECO	Traffic lighting	-278.49
US Municipal Supply	Street paint	-524.00
		-802.49

COMMUNITY CENTER BILLS

Community Center Bills for the month of October meeting were motioned for approval by Councilperson Mathews and seconded by Councilperson Burgos. No opposition. Motion carried.

OCTOBER COMMUNITY CENTER BILLS

Banta’s Bestway Trash	Dumpster removal	-120.00
Delcora	CC Sewer bill	-37.24
PECO Electric	CC electric	-76.89
PECO Gas	CC Gas/electric	-125.33
		-359.46

PERMITS & LICENSE

Permits for the month of October meeting were motioned for approval by Councilperson Mathews and seconded by Councilperson Burgos. No opposition. Motion carried.

PERMITS & LICENSE – OCTOBER

4 Building permits	\$482.00
0 Contractor license	\$0
8 C/O Applications	\$800.00
1 Plumbing permits	\$201.00
0 Electrical permits	\$0
4 Zoning	\$200.00
5 Other Permits/License	\$766.00
0 Liens	\$0
1 Vacant property registration	\$150.00
Amount turned over to Borough	\$2,599.00

CHESTER WATER AUTHORITY

0- Street Openings
Amount turned over to Borough \$0

PECO

0- Street Openings
Amount turned over to Borough \$0

DELCORA

0 – Permits

Amount turned over to Borough \$0

OTHER -

0 – Permits

Amount turned over to Borough \$0

CORRESPONDENCE

It was motioned by Councilperson Maher and seconded by Councilperson Mathews that the correspondence for October be accepted and any necessary action taken. No opposition. Motion carried.

OCTOBER CORRESPONDENCE

- Received from Keystone an electronic deposits in the amount of \$9,097.05 October EIT distribution.
- Received from Keystone an electronic deposits in the amount of \$0 October LST distribution.
- Received from Delaware County Monthly transfer report for September.
- Received from Delaware County Tax Claim Monthly for August and a check in the amount of \$7,025.33.
- Received from Delaware County Deed Reconciliation for September and a check in the amount of \$852.60.
- Received from Delaware County Tax Claim Monthly for October and a check in the amount of \$1,438.87.
- Received from Delaware County Monthly transfer report.
- Received from DEP sent to Delcora in regards to sewage facility planning.
- Corrected Non-Uniform MMO in the amount of 9,802.00
- Estimate for 5 Computer upgrades.

QUESTIONS AND COMMENTS FROM AUDIENCE ON CORRESPONDENCE

None

ANY MATTERS THAT NEED COUNCILMANIC ACTION

Motion to approve the upgrade of 5 computers to Windows 10 and Microsoft Office in an amount of approximately \$4,864.58 plus labor installation costs.

Motion to accept the 2020 Non-Uniform MMO in the amount of \$9,802.00.

COMMITTEE REPORTS

MAYOR

Mayor Zalewski:

- Was absent. Secretary read report
- Elections are over, changes will be felt in Delaware County.
- We will have two new Council members, hope we can all work together for the residents.
- Reorganization is January 6, 2020.
- Christmas programs are scheduled.
- Help the senior's whenever possible, let us know if anyone needs any help.
- Food pantry is open every Friday 9 – 11.

***POLICE CHIEF** – No report

MANAGER/FINANCE

Mark Possenti:

- Preliminary budget reflect zero increase in taxes and there will be no increase in trash fees per household. The preliminary budget was partly discussed at Caucus. The budget amount for 2020 is \$2,536,050.00. Need a motion to approve the 2020 Preliminary General budget. Need a motion to advertise the 2020 Preliminary General Budget open for inspection.
- Need a motion to advertise the 2020 meeting dates to include reorganization on January 6 and the CDBG public meeting on December 10.

Called an executive to discuss a legal real estate matter.

PARKS/RECREATION/ENVIRONMENT

Councilman Maher:

- The Hayride was a huge success.
- Secret Santa is tomorrow night
- Lunch with Santa is Dec. 14th and Santa Paws is December 15th. The tree lighting is December 5.

FIRE/BOARD OF HEALTH

Councilman Cassidy:

October Fire report is attached

Welcome to Trainer's November Council Meeting,

1st I would like to congratulate the newly elected Council members, Jennifer, Jerry and Greg. I am sure they will be an asset to our Borough. The residents have spoken.

Board of Health: Many citations are at the Magistrates office awaiting action. I asked before and will ask again, why does it have to come this action? There were also two properties cleaned up by the Borough workers and liens placed on the properties. May be more to come.

Properties are being addressed on Wilcox Street. Seems the properties are abandoned.

Firehouse: With the Thanksgiving and Christmas Seasons upon us, please take care and be aware of fire hazards. Several calls a year of people trying to "deep fry" turkeys without knowing what they are doing or taking safety precautions. Injuries and houses have burned down as a result of this action.

Be sure your Christmas lights are in good condition and keep your tree well-watered, (if you are using a real one). If you have any fire or safety concerns, please call the firehouse and ask for instruction. If they cannot answer your question, I am sure they can direct you where to call. *(Read report)*

Stay warm. If anyone has problems doing this, Councilwoman Burgos has mentioned several programs throughout the year that offer assistance.

With that being said, I want to wish everyone a very happy, safe Thanksgiving.



HIGHWAY/BUILDINGS

Councilman Mathews:

- Lights are being replace at the Community Center. There is a tree at Sunset and Dawes on a vacant lot that is a hazard and needs to come down. There are some branches blocking street lights on 4th street that need to be trimmed away.

PUBLIC SAFETY

Councilwoman Beck read the Code office reports for October.

October: 15 bldg. permits, 18 C/O's, 0 Contractor licenses, 2 zoning and numerous violation notices, citation warnings and citations issued.

COMMUNITY OUTREACH/NEWSLETTERS

Councilwoman Burgos:

- Have applications for LIHEAP. Strongly suggested residents apply before we lose the program funds.

COMMUNITY REDEVELOPMENT

Councilman Ed McDaniel had no report.

CODE ENFORCEMENT OFFICER

Charley Remaley:

Received an estimate from Skinner for \$1500.00 to remove the tree at Sunset and Dawes and trim away the branches on 4th street. A motion is needed to approve.

TAX COLLECTOR

Mark Possenti stated he returned \$51,719.32 in unknown tax payments to mortgage companies with a letter explaining the situation and request to have them investigate what properties they belong to and ask to have checks reissued.

- Outstanding, there is \$196,669.49 in unpaid taxes and \$9,760.00 in trash fees.
- A motion is needed to authorize deposit from lock box to General Fund in the amount of \$45,000.00.
- Need to discuss a collector for trash fees or how to handle the delinquent collections. Council approved Mark to get proposals from companies.

MONROE ENERGY

Adam Gattuso had no report.

ENGINEER

Eileen Nelson stated:

A motion is needed authorizing the advertisement of bids for the 10th St. Improvement project.

We have an appraisal quote for the Community Cent from Kenneth Barrow in the amount of \$3,000.00.

Council decided to get quotes from other appraisers.

Engineer's Report

Attached

SOLICITOR

Mike Sheridan stated:

- No report
- Had a legal follow-up to discuss in an executive session.

ORDINANCES

- None

RESOLUTIONS

- None

OTHER ACTION ITEMS

- Motion was made by Councilperson Beck to approve the upgrade of 5 computers to Windows 10 and Microsoft Office in an amount of approximately \$4,864.58 plus labor installation costs and seconded by Councilperson Mathews. No opposition. Motion carried.
- Motion made by Councilperson Beck to accept the 2020 Non-Uniform MMO in the amount of \$9,802.00 and seconded by Councilperson Burgos. No opposition. Motion carried.
- Motion was made by Councilperson Maher to approve the 2020 Preliminary General Budget in the amount of \$2,536,050.00 and seconded by Councilperson Burgos. Councilperson Cassidy abstained his vote due to contribution to TYAA. Motion carried.
- Motion was made by Councilperson Cassidy to advertise the 2020 Preliminary General Budget open for inspection and seconded by Councilperson Mathews. No opposition. Motion carried.
- A Motion was made by Councilperson Cassidy to advertise the 2020 meeting dates to include reorganization on January 6 and the CDBG public meeting on December 10 and seconded by Councilperson Beck. No opposition. Motion carried.
- A Motion was made by Councilperson Beck to accept the estimate from Skinner in the amount of \$1500.00 for tree removal work and seconded by Councilperson Cassidy. No opposition. Motion carried.
- Motion was made by Councilperson Cassidy to authorize deposit from lock box to General Fund in the amount of \$45,000.00 and seconded by Councilperson Mathews. No opposition. Motion carried.
- Motion was made by Councilperson Beck authorizing the advertisement of bids for the 10th St. Improvement project and seconded by Councilperson Cassidy. No opposition. Motion carried.
- Motion was made by Councilperson Beck o authorize Eileen Nelson to apply for the Green Region Grant from PECO and seconded by Councilperson McDaniel. No opposition. Motion carried.

OLD COUNCILMANIC BUSINESS

Councilperson Maher stated that 3 employees attended Tree Tender class so the Borough could qualify for grants. Asked for a motion to authorize Eileen Nelson to apply for the Green Region Grant from PECO. The deadline is November 30th. Matching funds are not required.

NEW COUNCILMANIC BUSINESS

None

QUESTIONS AND COMMENTS FROM AUDIENCE

Marilyn Maher, Price St. – Asked about the tax exempt status for the owners of the Church of the Overcomer if they are convicted of theft. It was stated that they were already denied a tax exempt status.

Kirk Dodson, Anderson St. – Purchased a surveillance camera and handed to Jim Cassidy, video of the neighbor’s dog defecating and showing that it is not being cleaned up by property owner. Stated it is Borough Ordinance to be cleaned up within 24 hours.

Kitty Martin, 3rd St. – Asked if the Borough could get the Spirit newspaper delivered here since we advertise there. Councilwoman Burgos will make a call.

An Executive session was called at 8:10 pm to discuss personnel and real estate matters. The regular Council meeting resumed at 8:54 pm.

No action. Mark Possenti stated the Municipal Complex bids are good for 60 days and he will obtain amortization schedules based on bond and bank rates.

ADJOURNMENT

President Greg Miley called for a motion to adjourn at 8:55pm; Councilperson Beck made the motion to adjourn. Councilperson Cassidy seconded the motion. No opposition. Motion carried.

Respectfully submitted,

Victoria Orlando
Borough Secretary

MARCUS HOOK TRAINER FIRE DEPARTMENT MONTHLY REPORT

OCTOBER, 2019

INCIDENT TYPE	# INCIDENTS
Building fire	1
- Cooking fire, confined to container	1
Trash or rubbish fire, contained	1
- Brush or brush-and-grass mixture fire	1
- Medical assist, assist EMS crew	3
- Motor vehicle/pedestrian accident (MV Ped)	1
- Extrication of victim(s) from vehicle	1
- Gas leak (natural gas or LPG)	3
- Electrical wiring/equipment problem, other	3
- Power line down	1
- Cover assignment, standby, moveup	1
Good intent call, other	1
- Dispatched & cancelled en route	6
- Smoke scare, odor of smoke	2
- False alarm or false call, other	1
Sprinkler activation, no fire - unintentional	1
Smoke detector activation, no fire - unintentional	4
Total Incidents:	32

THE DEPARTMENT DID NOT RESPOND TO 3 ALARMS NO CREW.

From 6am-6pm we had 20 ALARMS

From 6pm-6am we had 12 alarms

Between Marcus Hook and Trainer 24 alarms

out of town 8 alarms

Top runner for the month is Ray Betts with 23 alarms

TRAINER BOROUGH - ENGINEER'S REPORT

▪ **Ridge Road Pedestrian Improvements FY 2018 CDBG**

PECO estimates they will complete their review of the Application for the Easement Agreement by early January 2020. They advised upon their approval an Easement Agreement can be negotiated. Congoleum advised the Easement Agreement is acceptable and we will coordinate signatures with the Borough and Congoleum.

On November 14th we sent the Easement Agreement to Congoleum for signatures.

We are working with PECO regarding details for relocating their utility pole and attached utilities and will coordinate a site meeting with all affected utility companies. We obtained additional information from PECO that is being added to the HOP and will resubmit to PennDOT.

▪ **Subdivision and Land Development Plan for Borough Complex**

Project was put up on PennBid website for re-bid with bids being opened on November 8, 2019.

▪ **Buckley Cable – 9th Street and Price Street Improvements**

We reviewed the revised plans submitted electronically to our office on November 1, 2019 and issued a letter on November 4, 2019 noting we have no objection to the issuance of a construction permit once the signed and sealed copies of the plans are provided.

▪ **FY 2019 CDBG – 10th Street Improvements**

The OHCD has approved the bid package for bidding on October 30, 2019. They are completing their environmental review and expect to issue the Notice to Proceed to allow the award of the project by late November 2019. We will request Council's approval at the November 14th Council meeting to go out to bid the week of November 18th and award at the December 12th Council Meeting.

▪ **Community Center**

I forwarded a copy of the plan prepared for the Feasibility Study to K. Peter Barrow to request a quote for an appraisal of the property. He responded with a proposed fee of \$3,000 conditioned upon a Title Report being provided.

▪ **Sanitary sewer complaints**

DELCORA responded to the road settlement at 1029 Price Street and in the 1300 block of Langley Street as follows:

- There is no sewer main on Langley Street between 12th Street and 13th Street.
- The 8" PVC sewer main is in good condition on Price Street between 10th Street and 12th Street.

▪ **FY 2020 CDBG**

Applications are due January 9, 2020. We encourage the Borough to develop a potential projects list. Reminder- we need to do a public advertisement of the public meeting to discuss the projects.

Public meeting has been advertised for the December 4th Caucus meeting.

cc: Victoria Orlando / Fran Zalewski / Gregory Miley / John Mathews / Jim Cassidy / Joseph Maher /
Jean Beck / Awilda Burgos / Everett McDaniel / Michael Sheridan, Esquire /
Joseph & Mark Possenti