

**BOROUGH OF TRUMBAUERSVILLE
TRUMBAUERSVILLE, BUCKS COUNTY, PENNSYLVANIA
BOROUGH COUNCIL REORGANIZATION MEETING
MONDAY JANUARY 4, 2016**

The reorganization meeting of the Borough Council was held on the above date in the Municipal Building, One Evergreen Drive. Mayor Melissa Baine called the meeting to order.

Mayor Baine administered the Oath of Office to two (2) newly re-elected Council members; Mr. Harcourt Trimble and Mr. Michael George.

ROLL CALL:

COUNCIL MEMBERS PRESENT: Edward Child, Christopher Betz, Frederick Potter, Harcourt Trimble, Michael George, Roberta Recenes, Claire Conley, Mikayla Black (JCP) and Nicholas Basile (JCP)

OTHER OFFICIALS PRESENT: Melissa Baine-Mayor, Craig Wilhelm-Fire Marshal/CEO and Larry Smock-Secretary/Treasurer

NOMINATIONS FOR COUNCIL PRESIDENT: Mayor Baine asked for nominations for Council President. Mr. George nominated Mr. Child. Mayor Baine asked Mr. Child if he would accept the nomination. Mr. Child stated he would. Mayor Baine asked if there were any other nominations. There being none, Mayor Baine called for a vote. Mr. Child was unanimously elected Council President.

Mayor Baine asked for nominations for Council Vice-President. President Child nominated Mr. Betz. Mayor Baine asked Mr. Betz if he would accept the nomination. Mr. Betz stated he would. Mayor Baine asked if there were any other nominations. There being none, Mayor Baine called for a vote. Mr. Betz was unanimously elected Council Vice-President. At this time, Mayor Baine turned the meeting over to the newly elected President.

NOMINATIONS FOR PRESIDENT PRO-TEM: President Child asked for nominations for President Pro-Tem. Vice-President Betz nominated Mr. Trimble. President Child asked if there were any other nominations. There being none, President Child called for a vote. Mr. Trimble was unanimously elected President Pro-Tem.

APPOINT CHAIRMAN FOR THE VACANCY BOARD: Mr. Potter nominated Mr. Charles Culver for President of the Vacancy Board. President Child asked if there were any other nominations. There being none, President Child called for a vote. Mr. Culver was appointed as Chairman of the Vacancy Board.

MOTION ON MINUTES: A motion was made by Mr. Trimble to approve the Council Meeting Minutes of December 3, 2015. Seconded by Ms. Recenes. Motion passed and so ordered.

CHECK REGISTER: A motion was made by Mr. Trimble to approve the December 2015 Check Register. Seconded by Ms. Recenes. Motion passed and so ordered.

SOLICITOR'S REPORT: None

CITIZEN'S PARTICIPATION: None

MAYOR'S COMMENTS ON THE BOROUGH: None

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REPORT OF BOARDS AND COMMISSIONS:

PLANNING COMMISSION: None

ZONING HEARING BOARD: None

PUBLIC SERVICES COMMITTEE: Mr. Potter stated that all the doors at the wellhouses have been replaced and now we have to do some plumbing repairs at well #3. President Child asked Mr. Potter if there was a loop he was going to install. Mr. Potter stated that it is an air loop that was supposed to be installed before Christmas but Mr. Jim Groff was unavailable to assist. Mr. George asked what an air loop was. Mr. Potter stated that when you shut down the pump, there is air in the water and it comes back up and right now, the ejector is the highest point so that is where the air accumulates. When you re-start the pump it takes a long time to get the air out and re-build the suction. The only way to fix that is to put in an artificial high spot in the line to trap the air.

PARK/RECREATION COMMITTEE: Ms. Conley stated that the Winter Fest was a huge success. More than 100 people attended. Looking for bigger and better things next year.

PERSONNEL/ADMINISTRATIVE COMMITTEE: None

BUDGET & FINANCE COMMITTEE: Borough Secretary reported that the 2015 audit would be conducted on January 21st and 22nd.

ORDINANCE COMMITTEE: None

UNFINISHED BUSINESS: Mr. Trimble gave a brief report on the QAPC meeting with a representative from PennDOT concerning the condition of roads and bridges in District 6. Mr. Trimble stated that there is a new man in charge and his plans include paving and patching of roads, bridge repair and training. He anticipates that it will take two (2) years to get everything he wants implemented. Mr. Trimble added that they didn't discuss the roads in our area but they will be a topic of conversation in future meetings.

Mr. Tom Conley asked about the status of the speed humps. President Child stated that we are still waiting on information about the ARLE grant. Borough Secretary stated that the committee did meet on the first Tuesday in December but they have not released any information as of this afternoon. Borough Secretary added that he contacted Mr. Steve Baluh of Wynn Associates and according to his contacts; the reason for the holdup is the inability of the state to pass a budget. Mr. Conley stated that Council should set a cutoff date for information concerning the grant. After a brief discussion, a motion was made by Mr. Potter that at the April meeting, whatever the status is of the grant, we can decide to proceed with our own funds or if there is information on the grant we can discuss it at that time. Seconded by Ms. Recenes. Motion passed with six (6) ayes and one (1) nay.

NEW BUSINESS:

CEO Report was reviewed and accepted as presented.

Fire Marshal Report was reviewed and accepted as presented.

A motion was made by Mr. Betz to donate \$250.00 to the John Rivers Memorial VFW Post. Seconded by Mr. George. Motion passed and so ordered.

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The proposed new meter reading program was discussed. Borough Secretary stated that he talked to Mr. Ken Horner from Sensus this morning and he will get us updated prices on the software, the wand, training and maintenance. Mr. Potter stated that we need to take a look at the wand as usually that is the downfall of the program. Borough Secretary stated that he would contact Mr. Horner to see if we can get one to look at or at the very least a good picture. Borough Secretary stated that the meters have been read for the past quarter and the next reading is the end of March. Borough Secretary added that if we decide to get this, he would like to set up the two (2) day training sometime in mid February. This would give us plenty of time to test the program. If that is not feasible, we can do the implementation and training in April for the June reading.

A motion was made by Ms. Conley to adopt Resolution #01-16, Appointments for 2016. Seconded by Mr. George. Motion passed and so ordered.

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President Child stated that the grant money that was approved for the tree project has been received in the amount of \$10,500.00.

Borough Secretary stated that at the last meeting he reported that we had been awarded \$608.00 for the 2013 Recycling grant and should receive the check in six to eight weeks. The check has been received and deposited into the Community Day Account.

There being no further business, a motion was made by Ms. Recenes to adjourn. Seconded by Mr. Betz. Motion passed and so ordered.

Respectfully Submitted,

Larry Smock
Borough Secretary

**BOROUGH OF TRUMBAUERSVILLE
TRUMBAUERSVILLE, BUCKS COUNTY, PENNSYLVANIA
BOROUGH COUNCIL MEETING
THURSDAY FEBRUARY 4, 2016**

The regular meeting of the Borough Council was held on the above date in the Municipal Building, One Evergreen Drive. President Edward Child called the meeting to order.

COUNCIL MEMBERS PRESENT: Edward Child-President, Christopher Betz-Vice-President, Frederick Potter, Harcourt Trimble, Michael George, Roberta Recenes, Claire Conley, Mikayla Black (JCP and Nicholas Basile (JCP)

OTHER OFFICIALS PRESENT: Melissa Baine-Mayor, Gregory Ghen-Solicitor, Craig Wilhelm-CEO/Fire Marshal and Larry Smock-Secretary/Treasurer.

ACTION ON MINUTES: A motion was made by Mr. Trimble to approve the Council Re-organization Meeting Minutes of January 4, 2016. Seconded by Mr. Betz. Motion passed and so ordered.

PSAB JCP AWARDS PRESENTATION: President Child stated that Mr. Chris Capp, Executive Director of the Pennsylvania State Association of Boroughs, is with us tonight to present awards to our Junior Council People, Ms. Mikayla Black and Mr. Nicholas Basile. Mr. Capp presented the Distinguished Junior Council Awards to Ms. Black and Mr. Basile and read the accompanying citation. Following the presentations, photos were taken which will be included in a future publication of the Borough News.

SOLICITOR'S REPORT: Mr. Ghen stated that he hadn't heard anything further from Attorney Greek concerning the Gruver property.

MTASA REPORT: The MTASA Report was reviewed and accepted as presented.

CITIZEN'S PARTICIPATION: None

MAYOR'S COMMENTS ON THE BOROUGH: None

REPORT OF BOARDS AND COMMISSIONS:

PLANNING COMMISSION: None

ZONING HEARING BOARD: None

PUBLIC SERVICES COMMITTEE: Mr. Potter stated that we met with representatives from Sensus to discuss the new Meter Reading Program. Mr. Potter added that following their presentation, it didn't appear that it would increase the efficiency of the quarterly readings. Mr. Potter stated that the problem we have is the number of manual read meters still in use. Mr. Potter added that we believe the replacement of these meters to be our first priority. Mr. Potter stated that once this is accomplished, our current wand and software will handle the readings and billing. Mr. Potter recommended that the money that was budgeted for the program be transferred to the account for the purchase of meters and backflow preventers. After a brief discussion, a motion was made by Mr. Potter to transfer the money from the Meter Reading Program to the purchase of meters and backflow preventers. Seconded by Mr. Trimble. Motion passed and so ordered.

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PARK/RECREATION COMMITTEE: A motion was made by Ms. Conley to re-hire the TRAC Director, Ms. Jennifer Hughes and the two (2) assistants, Ms. Suzanne Schoenfeld and Ms. Amanda Linske for the 2016 TRAC Program. Seconded by Mr. Trimble. Motion passed and so ordered.

PERSONNEL/ADMINISTRATIVE COMMITTEE: None

BUDGET & FINANCE COMMITTEE: None

ORDINANCE COMMITTEE: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

CEO Report was reviewed and accepted as presented.

Fire Marshal Report was reviewed and accepted as presented.

An invoice from the Bucks county Recreation Council in the amount of \$25.00 to join was reviewed. After a brief discussion, Council decided not to join.

New breakaway hydrant was discussed. Borough Secretary stated that the hydrant on West Creamery Road is a non-breakaway hydrant. Should it get knocked down, there would be a great loss of water before we could get it shut off. Mr. Potter stated that we currently have the hydrant shut off because it is beyond repair. After a brief discussion a motion was made by Mr. Potter to purchase a breakaway hydrant, not to exceed \$3,000.00. Seconded by Ms. Recenes. Motion passed and so ordered.

A motion was made by Mr. Trimble to adopt Resolution #2-16, Fire Police Appointments and #03-16, Auxiliary Fire Police Appointments. Seconded by Ms. Conley. Motion passed and so ordered.

After a brief discussion concerning the signing of a document for the Surface Water Technical Assistance Program (SWTAP), it was decided to table the signing until further information is received. Borough Secretary will schedule a meeting between President Child and Ms. Angelika Forndran to discuss what signing the document would actually mean.

The Declaration of Disaster Emergency form was reviewed. President Child stated that this is a County form that we modified to fit Trumbauersville. President Child added that by utilizing this form, we can elicit help from the County and State should a disaster occur. After a brief discussion it was decided to keep copies of the form on file.

A quote from Darlene construction to replace the front door of Well house #2 in the amount of \$1,114.00 was reviewed. After a brief discussion, Council decided not to accept the quote.

Mr. Trimble stated that at the next Quakertown Area Planning Committee (QAPC) meeting, we will be discussing the possibility of the School District rejoining and PennDOT projects for our respective communities. Mr. Trimble added that he has Main Street and Kumry Road on the list. Mr. Potter asked him to include Broad Street. Mr. Trimble stated that if anyone else thinks of other projects, email him and he will add them to the list.

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Borough Secretary stated that everyone has a Financial Statement in their package which most of you have filled out. Although they are not due until May 1st, he would like to have them as soon as possible.

After a brief discussion on what we could do with huge piles of snow in the future, it was decided that the Borough Secretary would contact the Milford Township Road master to see if some type of extra snow removal could be arranged.

There being no further business, a motion was made by Ms. Recenes to adjourn. Seconded by Mr. Betz. Motion passed and so ordered.

Respectfully submitted,

Larry Smock
Borough Secretary

**BOROUGH OF TRUMBAUERSVILLE
TRUMBAUERSVILLE, BUCKS COUNTY, PENNSYLVANIA
BOROUGH COUNCIL MEETING
THURSDAY MARCH 3, 2016**

The regular meeting of the Borough Council was held on the above date in the Municipal Building, One Evergreen Drive. President Edward Child called the meeting to order.

COUNCIL MEMBERS PRESENT: Edward Child-President, Christopher Betz-Vice-President, Frederick Potter, Harcourt Trimble, Claire Conley, Mikayla Black (JCP) and Nicholas Basile (JCP)

OTHER OFFICIALS PRESENT: Melissa Baine-Mayor, Craig Wilhelm-Fire Marshal/CEO and Larry Smock-Secretary/Treasurer

MOTION ON MINUTES: A motion was made by Mr. Trimble to approve the Council Meeting Minutes of February 4, 2016. Seconded by Ms. Conley. Motion passed and so ordered.

CHECK REGISTER: A motion was made by Mr. Trimble to approve the February 2016 Check Register. Seconded by Mr. Potter. Motion passed and so ordered.

SOLICITOR'S REPORT: None

MTASA REPORT: MATSA Report was reviewed and accepted as presented.

CITIZEN'S PARTICIPATION: None

MAYOR'S COMMENTS ON THE BOROUGH: Mayor Baine stated that a lot of the storm drains are clogged and need to be cleaned off. Borough Secretary stated that he would get someone to do it.

REPORT OF BOARDS AND COMMISSIONS:

PLANNING COMMISSION: None

ZONING HEARING BOARD: None

PUBLIC SERVICES COMMITTEE: President Child asked if the air release valve had been installed at Well #2. Mr. Potter stated that it has been installed however; the system is still a little flakey so he and Mr. Jim Groff are going to tear it apart and re-do the plumbing this Saturday. Ms. Conley asked about the fire hydrant on West Creamery Road. President Child stated that at the last meeting we approved the purchase of a new hydrant not to exceed \$3,000.00. Borough Secretary stated that he called Mr. Sean O'Grady and left a message. Borough Secretary added that he would follow-up on the call tomorrow.

President Child asked the Borough Secretary if he wanted to say anything about the liquid chlorine. Borough Secretary stated that originally the Department of Environmental Protection (DEP) told us that in order to use liquid chlorine in lieu of gaseous chlorine until our system was repaired, we would need a separate permit which would probably cost between \$500.00 and \$1,000.00. As it turns out, all we need to do is submit a letter informing them that we are using liquid until our gaseous chlorine system is back on line. Borough Secretary added that the letter and a sketch of the liquid chlorine system we are using will be mailed tomorrow. Mr. Potter stated that once everything is straightened out, we will be submitting paperwork to modify our permits for both wells to include both types of chlorination.

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PARK/RECREATION COMMITTEE: Ms. Conley stated that the committee will meet to discuss the pancake breakfast and possibly a car show in conjunction with it.

Ms. Conley asked if Council thought it was time to call a paving company to re-do the basketball court. Mr. Trimble asked if we had any bids on it. Borough Secretary stated that we have one (1) bid so far. Borough Secretary added that he would make some phone calls to solicit more bids.

PERSONNEL/ADMINISTRATIVE COMMITTEE: None

BUDGET & FINANCE COMMITTEE: Mr. Trimble stated that we received our Liquid Fuels allocation in the amount of \$20,682.87.

ORDINANCE COMMITTEE: None

UNFINISHED BUSINESS:

President Child stated that we asked Mr. Steve Baluh to ask his contact if we went ahead and installed the speed humps, could we get reimbursed if we received the ARLE grant. We received an email in bold capital letters telling us not to and to be patient. President Child added that reading between the lines; we may have a good chance of receiving the grant. The committee has made their decision but isn't releasing any information due to the State budget situation. Hopefully we will have more information by the next meeting.

Mr. Child stated that at the last meeting, we discussed whether or not to sign and submit our Surface Water Protection Plan. President Child stated that he thinks that we should go ahead and do it. President Child added that there are two (2) ways to look at it; (1); in 2011 we actually applied for this. This entire study cost approximately \$25,000.00 to \$30,000.00. In that point of view, it would be silly not to follow through and complete the project. (2), in another point of view, DEP has a thing about controlling small water systems. Once we submit this and have an approved plan, it would effectively get them off our backs. After a brief discussion, a motion was made by Mr. Trimble to sign and submit the form. Seconded by Mr. Potter. Motion passed with four (4) ayes and one (1) nay.

Mr. Tom Conley asked how things were going with the Gruver property. Borough Secretary stated that he contacted Mr. Ghen to check on the progress. Mr. Ghen stated he hadn't heard from their attorney. Borough Secretary suggested to Mr. Ghen that if we don't within the next week, we should proceed with whatever we have to do to secure the property. Mr. Ghen agreed and stated that we will probably have to file a lawsuit seeking specific performance of the contract. Mr. Ghen also stated that he would need Council to approve and authorize him to file the suit. After a brief discussion, a motion was made by Mr. Potter to authorize Mr. Ghen to send a letter to Mr. Gruver's attorney informing him of our intentions to proceed with the acquisition of the property as per the signed agreement. Seconded by Mr. Betz. Motion passed and so ordered.

NEW BUSINESS:

CEO Report was reviewed and accepted as presented.

Fire Marshal Report was reviewed and accepted as presented.

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A motion was made by Mr. Betz to appoint Mr. Trimble as the Voting Delegate for the PSAB Annual Conference. Seconded by Mr. Potter. Motion passed and so ordered.

A motion was made by Mr. Trimble to appoint Mr. Betz as the Alternate Voting Delegate to the PSAB Annual conference. Seconded by Mr. Potter. Motion passed and so ordered.

The report from Signal Service, Inc. concerning the annual maintenance of the traffic signal was discussed. After a brief discussion, it was decided that the majority of the discrepancies would be handled by the ARLE grant when and if we get it.

The proposal from Darlene Construction to install a shut-off valve at Well 3# in the amount of \$2,808.00 was reviewed. After a brief discussion, it was decided to table the proposal until we see if we can repair/replace the existing valve.

President Child stated that we should have an alternate representative to the QAPC in case our two (2) representatives are unable to attend a meeting. After a brief discussion, Mr. Betz was appointed as the alternate representative.

A motion was made by Mr. Potter to adopt Resolution #04-16, QAPC Membership, Duties & Expense. Seconded by Mr. Trimble. Motion passed and so ordered.

There being no further business, a motion was made Mr. Trimble to adjourn. Seconded by Mr. Betz. Motion passed and so ordered.

Respectfully submitted,

Larry Smock
Borough Secretary.

**BOROUGH OF TRUMBAUERSVILLE
TRUMBAUERSVILLE, BUCKS COUNTY, PENNSYLVANIA
BOROUGH COUNCIL MEETING
THURSDAY APRIL 7, 2016**

The regular meeting of the Borough Council was held on the above date in the Municipal Building, One Evergreen Drive. President Edward Child called the meeting to order.

ROLL CALL:

COUNCIL MEMBERS PRESENT: Edward Child-President, Christopher Betz-Vice-President, Frederick Potter, Harcourt Trimble, Michael George, Roberta Recenes, Claire Conley, Mikayla Black (JCP) and Nicholas Basile (JCP).

OTHER OFFICIALS PRESENT: Melissa Baine-Mayor, Gregory Ghen-Solicitor, Craig Wilhelm-Fire Marshal/CEO and Larry Smock-Secretary/Treasurer.

MOTION ON MINUTES: A motion was made by Mr. Potter to approve the Council Meeting Minutes of March 3, 2016. Seconded by Mr. Trimble. Motion passed and so ordered.

CHECK REGISTER: A motion was made by Mr. Trimble to approve the March 2016 Check Register. Seconded by Ms. Conley. Motion passed and so ordered.

SOLICITOR'S REPORT: Mr. Ghen stated that the Verizon Cellular project is temporarily on hold due to the lack of funds.

Mr. Ghen stated that Council has to make some choices concerning the Gruver property. It is clear that Wells Fargo is not going to release any of the property. Mr. Ghen added that he thinks the only choice we have is to take the grant money plus a reasonable appraisal of the remaining property and buy it outright. If Mr. Gruver declares bankruptcy, there is a chance the court could approve our contract; but there is also a chance the court could reject the contract. Mr. Ghen stated that that is where we stand. President Child asked if it would be worth contacting their lawyer and ask if he could convince them to turn the money over to the bank. Mr. Ghen stated that it would be worth a try. Mr. Ghen suggested that council think things over and that their options are; (a) walk away, (b) Try to see if Mr. Gruver's attorney can convince him to do the deal for the \$70,000.00 and pay the bank or (c) consider buying the whole thing. After a brief discussion, it was decided that Mr. Ghen would contact Mr. Gruver's attorney about tuning the money over to the bank.

MR. ROBERT LONGLEY – LONGLEY INSURANCE: Mr. Robert Longley from Longley Insurance stated that he was here because he had spoken to Mayor Baine and she suggested he speak with the Borough Secretary because the Borough was looking into their insurances. Mr. Longley added that when he saw that the Borough was with Selective Insurance, he stated that Selective is arguably the best carrier for small to medium municipalities from a coverage standpoint, but after digging into the policy, we found a few micro and macro issues. The micro issues were things that Selective had in their closet that we could have had from a coverage standpoint that we haven't had. The macro issue is a new law that has gone into effect which he would cover later. Mr. Longley stated that he would go over some of the points. President Child asked if this would give us the same coverage and save us money. Mr. Longley stated that we would get substantially more coverage with a slight raise in premiums. Mr. Longley added that there are things you should have had in your policy since 2008; one at no cost and one at a small cost with a significant benefit. Mr. Longley explained what these services were. Mr. Longley stated that there is a significant legal change that has transpired that is not reflected in your policy and that is the Pennsylvania Child Protection Services Law. Mr. Longley added that this is the macro issue he

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referred to earlier. Up until January 1, 2015, the law pertained mainly to churches, day care centers, etc. Mr. Longley stated that the law now includes any organization that has any programs that cater to children. After a brief question and answer period, Mr. Longley stated that in return for their work, we ask that if the Borough decides to incorporate the changes that haven't been put into your policy, could you respectively do that with the organization that brought these deficiencies to your attention. A motion was made by Mr. Potter to appoint Mr. Robert Longley as our new insurance agent. Seconded by Mr. Betz. Motion passed and so ordered.

MTASA REPORT: MTASA Report was reviewed and accepted as presented.

CITIZEN'S PARTICIPATION: None

MAYOR'S COMMENTS ON THE BOROUGH: None

REPORT OF BOARDS AND COMMISSIONS:
PLANNING COMMISSION: None

ZONING HEARING BOARD: None

PUBLIC SERVICE COMMITTEE: Mr. Potter stated that a couple months ago, we were talking about replacing the last of our manual read water meters. Mr. Potter added that rather than buy new equipment to automate the readings of the manual meters, we proposed spending the same amount of money to replace the manual meters. Mr. Potter stated that we have one (1) quote to install the meters. A second contact promised a quote but has not contacted the office. Mr. Potter added that T. A. Duffy is a firm we have used quite often in the past. Mr. Duffy stated that he would install approximately 180 meters in two to three weeks assuming appointments can be made in a timely fashion for \$13,500.00. After a brief discussion, a motion was made to award the meter replacement project to Mr. Duffy. Seconded by Mr. Trimble. Motion passed and so ordered.

PARK/RECREATION COMMITTEE: Ms. Conley stated that the committee would meet next week to go over a few things including the doggie waste collection containers.

President Child stated that we had talked before about the possibility of applying for open space money to improve the park. President Child added that he would like the committee to start looking at improvement projects. President Child stated that he had five (5) projects in mind that he would share with the committee.

PERSONNEL/ADMINISTRATIVE COMMITTEE: President Child stated that the committee met and discussed performance reviews. President Child added that we found a couple we like and will be making a hybrid from them along with a policy.

BUDGET & FINANCE COMMITTEE: None

ORDINANCE COMMITTEE: Mr. George stated that the committee met and discussed changes to the Inspection and Licensing of Rental Units ordinance of which everyone should have a copy. President Child stated that this is just the first draft. We would like everyone to take it home, review it and bring your comments to the next meeting.

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UNFINISHED BUSINESS:

Mr. Trimble stated that he emailed a list of projects to be completed by PennDOT to all council members. Mr. Trimble added that he would like everybody to look over the list and prioritize them from 1 thru 15. We know that Kumry road will be paved this summer. Mr. Trimble added that he would like as many responses as possible by next Tuesday.

President Child stated that the latest on the speed humps is now that the state budget as passed, the committee is meeting and we should have the results any day. After a brief discussion, it was decided to get bids for the installation of two (2) speed humps.

NEW BUSINESS:

CEO Report was reviewed and accepted as presented.

Mr. Wilhelm stated that the fire on North Main Street was at the Hamilton rental property. Mr. Wilhelm added that he will be doing a follow-up inspection within the next few days as there are numerous discrepancies that need to be corrected. The remainder of the Fire marshal Report was accepted as presented.

A motion was made by Ms. Conley to make a donation to the Bucks County Tour of Honor in the same amount that we donated last year. Seconded by Mr. Trimble. Motion passed and so ordered.

A motion was made by Ms. Conley to donate \$250.00 to VFW Post 11322. Seconded by Mr. Trimble. Motion passed and so ordered.

A motion was made by Ms. Conley to donate \$50.00 to the Fire Company for Bag Bingo. Seconded by Mr. Trimble. Motion passed and so ordered.

Borough Secretary requested authorization to purchase some flowers and mulch for the front of the building not to exceed \$200.00. A motion was made by Mr. Potter to authorize the request. Seconded by Ms. Conley. Motion passed and so ordered.

There being no further business, a motion was made by Ms. Recenes to adjourn. Seconded by Mr. Betz. Motion passed and so ordered.

Respectfully submitted,

Larry Smock
Borough Secretary

**BOROUGH OF TRUMBAUERSVILLE
TRUMBAUERSVILLE, BUCKS COUNTY, PENNSYLVANIA
BOROUGH COUNCIL MEETING
THURSDAY MAY 5, 2016**

The regular meeting of the Borough Council was held on the above date in the Municipal Building, One Evergreen Drive. President Edward Child called the meeting to order.

ROLL CALL:

COUNCIL MEMBERS PRESENT: Edward Child-President, Christopher Betz-Vice-President, Frederick Potter, Harcourt Trimble, Michael George, Roberta Recenes, Claire Conley and Mikayla Black (JCP)

OTHER OFFICIALS PRESENT: Gregory Ghen-Solicitor, Craig Wilhelm-Fire Marshal/CEO, and Larry Smock-Secretary/Treasurer

MOTION ON MINUTES: A motion was made by Mr. Trimble to approve the Council Meeting Minutes of April 7, 2016. Seconded by Mr. Betz. Motion passed and so ordered.

CHECK REGISTER: A motion was made by Mr. Trimble to approve the April 2016 Check Register. Seconded by Ms. Recenes. Motion passed and so ordered.

SOLICITOR'S REPORT: Mr. Ghen stated that Mr. Gruver's attorney has not contacted him. Mr. Ghen added that it will be up to the bankruptcy judge to determine whether or not to honor our agreement of sale.

President Child asked Mr. Ghen if he had a chance to review the revised Verizon contract. Mr. Ghen stated that he reviewed it and it basically came down to decreasing the renewal percentage. Mr. Potter asked what the percentage was and what did they propose. President Child stated that they want to decrease it from the original ten percent (10%) to two percent (2%). After a brief discussion, a motion was made by Ms. Conley to approve the Verizon contract as modified. Seconded by Mr. Betz. Motion passed with six (6) ayes and one (1) nay.

MTASA REPORT: MTASA Report was reviewed and accepted as presented.

CITIZEN'S PARTICIPATION: None

MAYOR'S COMMENTS ON THE BOROUGH: None

REPORT OF BOARDS AND COMMISSIONS:

PLANNING COMMISSION: None

ZONING HEARING BOARD: None

PUBLIC SERVICES COMMITTEE: Mr. Potter stated that we received a nice letter from DEP accepting our SWPTAP Program which is basically a source water protection plan.

Mr. Potter stated that we have a shut-off valve at the Five Points intersection for the line that goes down to Well #3 which does not work properly and we need a another valve to isolate Well #3. The

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cheapest option that we can do in order to isolate Well #3 is to put in another shut-off valve on our property off the road. Mr. Potter added that eventually he would like to have the valve at Five Points replaced/repared. After a brief discussion a motion was made by Mr. Trimble to install a new shut-off valve at Well #3 not to exceed \$2,808.00. Seconded by Mr. Potter. Motion passed and so ordered.

Mr. Potter asked about the progress on the meter replacement project. Borough Secretary stated that we are waiting for the meters to arrive. We have a list of the residences where meters need to be replaced. Once the meters are in, a letter will be sent to all home owners explaining what we are doing, why we are doing it and who will be doing it.

PARK/RECREATION COMMITTEE: Ms. Conley stated that we ordered two (2) of the Doggie Waste Stations which will be in on Monday and we received the three (3) portable signs that we discussed.

PERSONNEL/ADMINISTRATIVE COMMITTEE: None

BUDGET & FINANCE COMMITTEE: Mr. Trimble stated that everyone has a copy of the year end concise financial statement and made a motion to advertise it. Seconded by Ms. Conley. Motion passed and so ordered.

Mr. Trimble stated that he and the Borough Secretary met with our new insurance agent and everything seems to be in order. The only new addition is that everyone will have to sign a sexual abuse policy form. There are two (2) forms; one for council and staff and the other for our TRAC Program staff and volunteers. After a brief discussion, it was noted that a few items needed to be corrected such as a contact person and the name of the insured. Borough Secretary will contact the agent to make these corrections.

Borough Secretary stated that the new sexual harassment/sexual abuse section of our policy must be adopted which can be done by motion. A motion was made by Mr. Trimble to adopt the sexual harassment/sexual abuse addition to our policy. Seconded by Ms. Recenes. Motion passed and so ordered.

ORDINANCE COMMITTEE: None

UNFINISHED BUSINESS:

The proposal from Capece Paving to re-do the basketball court in the park was reviewed. After a brief discussion, a motion was made by Ms. Conley to accept the proposal. Seconded by Ms. Recenes. Motion passed and so ordered.

The amended Rental ordinance was reviewed. After a lengthy discussion, it was decided that several changes be made to better clarify the differences between rental units and boarding houses. A motion was made by Mr. Potter to advertise the ordinance as amended. Seconded by Ms. Conley. Motion passed and so ordered.

NEW BUSINESS:

CEO Report was reviewed and accepted as presented.

Mr. Wilhelm stated that the Fire Company would like to install the use of Knox Boxes for businesses and would like to start the project in the near future. Mr. Wilhelm added that the fire Company would like the backing of Council. A motion was made by Mr. Potter to authorize the Borough Fire Marshal to start a Knox Box program in the Borough on a volunteer basis. Seconded by Mr. Trimble. Motion passed and so ordered. The remainder of the Fire Marshal Report was accepted as presented.

The Verizon Virtual Communications Express was discussed. Borough Secretary stated that our term with Verizon expires on or about June 11, 2016. They are getting away from copper lines and using the internet. Borough Secretary added that Verizon predicts this type of voice communications will be mandatory within the next few years. Borough Secretary stated that this may be the way to go to reduce our phone bill. If we stay with what we have, our phone bill will increase come June. Mr. Trimble asked if we checked with COMCAST. Mr. Potter stated that they have a similar program. After a brief discussion, it was decided to contact COMCAST to see what they have to offer. Mr. Potter made a motion that Council authorize the Borough Secretary to find the best deal not to exceed the current cost and meets our requirements. Seconded by Mr. Trimble. Motion passed and so ordered.

The School Resource Officer ordinance and the School Resource Officer Intermunicipal Agreement were reviewed. After a brief discussion they were tabled until Council and the Borough Solicitor could review them. If we decide to adopt this ordinance, we will advertise this ordinance and the Rental ordinance at the same time.

The Annual PA Municipal Legal Update on August 3-4 was discussed. President Child stated that he would like to attend. Mr. Potter asked what it would cost. President Child stated that PSAB would pay for his registration but not for the room. A motion was made by Mr. Potter to authorize two (2) nights lodging for President Child not to exceed \$275.00. Seconded by Ms. Recenes. Motion passed and so ordered.

A proposal from GFL Hauling to install two (2) speed humps in the amount of \$5,500.00 was reviewed. President Child stated that this proposal does not include line painting or the installation of signs. After a brief discussion it was decided to get prices for striping and the cost of signs.

Three (3) proposals from Herb's Landscaping for mulching, edging and weed control was reviewed. After a brief discussion, a motion was made by Mr. Trimble to authorize Black's Tree Service to mulch, edge and weed the trees and gardens in the park and around the Borough Building and authorize Herb's Landscaping to weed and mulch the playground. Seconded by Ms. Conley. Motion passed and so ordered.

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May 5, 2016
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The Cub Scouts will clean up the park area prior to Community Day again this year.

There being no further business, a motion was made by Ms. Recenes to adjourn. Seconded by Mr. Betz. Motion passed and so ordered.

Respectfully submitted,

Larry Smock
Borough Secretary

**BOROUGH OF TRUMBAUERSVILLE
TRUMBAUERSVILLE, BUCKS COUNTY, PENNSYLVANIA
BOROUGH COUNCIL MEETING, THURSDAY JUNE 2, 2016**

The regular meeting of the Borough Council was held on the above date in the Municipal Building, One Evergreen Drive. President Edward Child called the meeting to order.

ROLL CALL:

COUNCIL MEMBERS PRESENT: Edward Child-President, Christopher Betz-Vice-President, Frederick Potter, Harcourt Trimble, Michael George, Roberta Recenes, Claire Conley and Mikayla Black (JCP)

OTHER OFFICIALS PRESENT: Melissa Baine-Mayor, Gregory Ghen-solicitor (via Skype), Craig Wilhelm-Fire Marshal/CEO, Marilyn Bobb-EMC and Larry Smock-Secretary/Treasurer.

MOTION ON MINUTES: President Child stated that in the minutes on page 3, paragraph 2, 4th line, the words "on a volunteer basis" should be added to the end of the sentence ending in Knox Box program in the Borough. In addition, paragraph 5, line 3, the phrase "the registration" should read "his registration" and in the same line, the word "yw0" should read "two". A motion was made by Mr. Trimble to approve the Council Meeting Minutes of May 5, 2016 as amended. Seconded by Mr. Betz. Motion passed and so ordered.

CHECK REGISTER: A motion was made by Mr. Trimble to approve the May 2016 Check Register. Seconded by Ms. Recenes. Motion passed and so ordered.

SOLICITOR'S REPORT: Mr. Ghen asked if Council had decided what they were going to do with the Gruver Property. Mr. Potter stated that we were waiting to hear from the bankruptcy judge. Mr. Ghen stated that according to the trustee, there are two (2) mortgages totaling approximately \$114,000.00. After a brief discussion, President Child asked Mr. Ghen how we would proceed to let the trustee know that if we can get the property for \$114,000.00 we would do it, pending council approval. President Child asked Mr. Ghen to verify the price with the trustee and see if they would sell it to us for that amount. After a brief discussion, a motion was made by Mr. Potter to authorize the expenditure of no more than \$115,000.00 to purchase the Gruver property. The property would then be sub-divided along the lines previously determined and the parcel with the house and barn on it would be offered for sale as is. Seconded by Mr. Betz. Motion passed with six (6) ayes and one (1) nay.

MTASA REPORT: None

CITIZEN'S PARTICIPATION: None

MAYOR'S COMMENTS ON THE BOROUGH: None

REPORT OF BOARDS AND COMMISSIONS:

PLANNING COMMISSION: None

ZONING HEARING BOARD: None

PUBLIC SERVICES COMMITTEE: Mr. Potter stated that we are in the process of getting quotes to paint the exterior of the water tower and spot coat the interior.

Borough Council Meeting

June 2, 2016

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PARK/RECREATION COMMITTEE: Ms. Conley stated that the Doggie Waste Stations have been installed. In addition, the Lions Club cleaned up the kitchen area in preparation for Community Day. Ms. Conley added that the contract to redo the basketball court has been signed and submitted. Ms. Conley asked when TRAC registration would begin. Borough Secretary stated that the forms will be available at Community Day and regular registration will be June 6th thru June 23rd from 9:00 AM to 1:00 PM, Monday thru Thursday.

PERSONNEL/ADMINISTRATIVE COMMITTEE: None

BUDGET & FINANCE COMMITTEE: Mr. Trimble stated that QAPC met with PennDOT concerning roads and it went quite well. Mr. Trimble added that QAPC will be meeting with them annually approximately the same time each year. Lists of bad roads in our area will be compiled and the top three will be presented at the meeting.

Mr. Trimble stated that everyone has a sexual abuse form that is required by our insurance company. Please read it, sign it and return it to the Borough Secretary.

ORDINANCE COMMITTEE: None

UNFINISHED BUSINESS:

Ordinances 233-16, Revised Rental Ordinance and 234-16, School Resource Officer were discussed. President Child reviewed the proposed changes and/or additions to the rental ordinance. After a brief discussion, a motion was made by Mr. Potter to advertise Ordinance #233-16, Revised Rental Ordinance as amended. Seconded By Ms. Recenes. Motion passed and so ordered.

President Child stated that last month we were given a copy of a Quakertown ordinance that they had authorized them to give the School District a School Resource Officer. The ordinance itself was Quakertown specific. Our ordinance #234-16, School Resource Officer, is Trumbauersville specific. Some of the wording was changed to make it so. After a brief discussion, a motion was made by Mr. Trimble to advertise the School Resource Officer ordinance as amended. Seconded by Mr. Potter. Motion passed and so ordered.

NEW BUSINESS:

CEO Report was reviewed and accepted as presented.

The Fire Marshal Report was discussed. Mr. Wilhelm stated that he has given the home owner of 10 North Main Street until June 6th to correct the discrepancies. After a brief discussion, the remainder of the Fire Marshal Report was accepted as presented.

Mr. Wilhelm stated that everything is set up for the fireworks display on Community Day.

President Child stated that at the last meeting the Borough Secretary brought up the Verizon Communications proposal and we made a motion to check into Verizon and Comcast.

Borough Council Meeting
June 2, 2016
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President Child asked the Borough Secretary for an update. Borough Secretary stated that he contacted Comcast and told them what Verizon had proposed. The representative stated that they had a similar program but he would not recommend it because it is too much for what we have. He gave us a bottom line as to what the monthly fee would be for phone service. Verizon would not do that unless we signed a consent form. If we stay with Verizon the estimated monthly cost would be between \$140.00 and \$160.00. There would be a onetime setup fee of \$85.00 with Comcast and the monthly cost would be \$104.95. Borough Secretary stated that President Child signed the contract and it was faxed to them. A technician was here on Tuesday to check the lines and will be back Friday to make the switch.

Ms. Conley asked about the speed humps. Borough Secretary stated that he has the proposal for the installation of the humps which was covered at the last meeting. Borough Secretary added that yesterday he got a proposal for the line striping from Wright Striping in the amount of \$400.00. Borough Secretary stated that he is waiting for a call from the sign company with a price. Borough Secretary added that the cost of the four (4) signs shouldn't be more than \$500.00. That would give us a total project cost of approximately \$6,400.00. A motion was made by Ms. Conley to proceed with the installation of the speed humps, the traffic signs and line striping not to exceed \$7,000.00. Seconded by Ms. Recenes. Motion passed and so ordered.

President Child thanked Ms. Mikayla Black for her time and contributions as one of our Junior Council Persons for the last two years.

There being no further business, a motion was made by Ms. Recenes to adjourn. Seconded by Mr. Betz. Motion passed and so ordered.

Respectfully submitted,

Larry Smock
Borough Secretary

**BOROUGH OF TRUMBAUERSVILLE
TRUMBAUERSVILLE, BUCKS COUNTY, PENNSYLVANIA
BOROUGH COUNCIL MEETING, THURSDAY JULY 7, 2016**

The regular meeting of the Borough Council was held on the above date in the Municipal Building, One Evergreen Drive. President Edward Child called the meeting to order.

ROLL CALL:

COUNCIL MEMBERS PRESENT: Edward Child-President, Christopher Betz-Vice-President, Frederick Potter, Harcourt Trimble, Michael George, Roberta Recenes and Claire Conley.

OTHER OFFICIALS PRESENT: Gregory Ghen-Solicitor (via Skype), Craig Wilhelm-Fire Marshal/CEO, Marilyn Bobb-EMC and Larry Smock-Secretary/Treasurer.

MOTION ON MINUTES: A motion was made by Mr. Potter to approve the Council Meeting Minutes of June 2, 2016. Seconded by Mr. Trimble. Motion passed and so ordered.

CHECK REGISTER: A motion was made by Mr. Trimble to approve the June 2106 Check Register. Seconded by Ms. Recenes. Motion passed and so ordered.

SOLICITOR'S REPORT: Mr. Ghen stated that he received the signed water tower lease from Verizon today and he will forward it to the Borough. Mr. Ghen added that the only other thing he has is what we want to do with the Gruver property. Mr. Ghen stated that we would need an appraisal if we want to buy the entire property. Mr. Potter stated that he thought we should get an appraisal as he wouldn't like to see a housing development there. Mr. Potter asked Mr. Ghen if we received any additional information from the bankruptcy court. Mr. Ghen stated that the bankruptcy judge sent him the balance of the two (2) mortgages. Mr. Ghen added that the trustee stated that she would not accept an offer to buy that simply paid off the mortgages. After a brief discussion, a motion was made by Mr. Trimble to get an appraisal on the entire Gruver property. Seconded by Mr. George. Motion passed and so ordered. Mr. Ghen stated that with Council's approval, he will inform the trustee that we are getting an appraisal for the entire property and that we have the right of first refusal. A motion was made by Mr. Potter to authorize Mr. Ghen to contact the trustee concerning the appraisal and the right of first refusal. Seconded by Mr. Trimble. Motion passed and so ordered.

MTASA REPORT: The MTASA Report was reviewed and accepted as presented.

CITIZEN'S PARTICIPATION: Ms. Marilyn Bobb stated that the storm water grates need to be cleaned off and the flags on the hydrants need to be replaced. Borough Secretary will take for action.

MAYOR'S COMMENTS ON THE BOROUGH: None

REPORT OF BOARDS AND COMMISSIONS:

PLANNING COMMISSION: None

ZONING HEARING BOARD: None

PUBLIC SERVICES COMMITTEE: Mr. Potter stated that the water meter replacement project is underway. Mr. Potter added that we will soon be starting maintenance at Well #3 and installing a new

Borough Council Meeting
July 7, 2016
Page 2

shut-off valve. Borough Secretary stated that at the next meeting, bottles will be given out to all Council members to collect water for lead and copper testing.

Mr. Potter stated that he received an updated quote from Pittsburgh Tank and Tower for our water tower. Mr. Potter added that they are recommending replacement of the riser. Mr. Potter stated that he asked them for a quote to re-coat the inside of the tower, replace the riser, paint the outside of the tower and install a passive anode system. The total cost came to \$165,000.00. Mr. Potter added that he would recommend replacing the riser, coating the inside of the tower, installing a passive anode system and do the outside painting next year. After a brief discussion, a motion was made by Mr. Potter to authorize the installation of a new riser, coat the inside of the tower and install a passive anode system. Seconded by Mr. Trimble. Motion passed and so ordered.

PARK/RECREATION COMMITTEE: Ms. Conley stated that the new trees will need to be watered if we don't get rain soon. Ms. Conley added that the renovation of the basketball court will begin Friday, July 15th. After a brief discussion concerning the watering of the trees, it was decided that the bags would be placed on the trees and filled with water. A discussion ensued as to how to fill the bags. Several suggestions were made including asking the Fire Company to fill them or purchasing containers to haul the water. A motion was made by Ms. Conley to authorize the Borough Secretary to find some means to transport the water to the trees not to exceed \$150.00. Seconded by Ms. Recenes. Motion passed and so ordered.

Ms. Conley stated that the Moon Bounce for Community Day was not free and was paid for by Mr. Gary Parzych. President Child asked the Borough secretary to contact Mr. Parzych, get the cost of the Moon Bounce and we will pay him.

PERSONNEL/ADMINISTRATIVE COMMITTEE: None

BUDGET & FINANCE COMMITTEE: Mr. Trimble stated that the Borough Secretary and he met with Mr. Bob Wynn to review the new Storm Water Management ordinance. Mr. Trimble added that we will have to adopt the new ordinance. Copies will be given to the Ordinance Committee and anyone else that wants one. Please review it and we can discuss possible adoption at the next meeting.

ORDINANCE COMMITTEE: Mr. George stated that he found the Richland Township ordinance concerning the Student Resource Officer (SRO) and you can see the changes we made shown in red. Mr. Trimble stated that we only have a copy of our ordinance and not theirs. President Child stated that this ordinance mirrors theirs. President Child added that this was sent to our Solicitor and he thought it was good. Mr. Trimble stated that he has a problem with that because nobody else has made any changes. President Child stated that the ordinance only authorizes us to enter into an agreement. Exhibit "A" is the actual agreement which has not been changed. After a lengthy discussion, a motion was made by Mr. Trimble to table the ordinance until we get notification from all involved that we all agree on the wording. After further discussion, President Child stated that a motion was on the floor and asked for a second. There being none, the motion died.

UNFINISHED BUSINESS: None

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July 7, 2016
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NEW BUSINESS:

CEO Report was reviewed and accepted as presented.

Fire Marshal Report was reviewed and accepted as presented.

A motion was made by Mr. Trimble to adopt Ordinance #-233-16, Revised Rental Ordinance. Seconded by Mr. Potter. Motion passed and so ordered. Mr. Wilhelm suggested that a copy of the new ordinance be sent to all landlords. Council agreed. Mr. Wilhelm stated that we may want to think about having a meeting to answer any questions landlords may have. Borough Secretary stated that Ms. Bobb has agreed to let us use the firehouse should we have a meeting.

A motion was made by Mr. George to adopt Ordinance #234-16, Student Resource Officer. Seconded by Ms. Recenes. Motion passed with five (5) ayes and two (2) nays.

The possible upgrade of the Toshiba copier was tabled.

Borough Secretary stated that at the May meeting we discussed a phone call from Verizon telling us that in July 2016, our rates would increase. They offered us a program that would have our calls routed through the computers but they had to have an answer by mid July or the increase would be applied automatically. Council decided to check with Comcast to see what they had to offer, which we did. Borough Secretary added that Comcast had the same type of program but said they would not recommend it because it was more than what we needed. They offered a better deal which we accepted. Borough Secretary stated that Verizon is saying we received an email on February 10, 2016 that extended our contract for two (2) years until July 2018 and they want \$1,226.00 for early termination fees. Mr. Potter stated that he thinks they breached the contract by changing the equipment and the terms and recommended that we send them a letter to that effect and tell them they are not going to get their money and feel free to contact our attorney. Council agreed. Borough Secretary will coordinate with Mr. Ghen.

There being no further business, a motion was made by Ms. Recenes to adjourn. Seconded by Mr. Betz. Motion passed and so ordered.

Respectfully submitted,

Larry Smock
Secretary/Treasurer

**BOROUGH OF TRUMBAUERSVILLE
TRUMBAUERSVILLE, BUCKS COUNTY, PENNSYLVANIA
BOROUGH COUNCIL MEETING, THURSDAY AUGUST 4, 2016**

The regular meeting of the Borough Council was held on the above date in the Municipal Building, One Evergreen Drive. President Edward Child called the meeting to order.

ROLL CALL:

COUNCIL MEMBERS PRESENT: Edward Child-President, Frederick Potter, Harcourt Trimble, Michael George and Roberta Recenes.

OTHER OFFICIALS PRESENT: Gregory Ghen-Solicitor (Via Skype), Craig Wilhelm-CEO/Fire Marshal, Marilyn Bobb-EMC and Larry Smock-Secretary/Treasurer.

MOTION ON MINUTES: A motion was made by Mr. Potter to approve the Council Meeting Minutes of July 7, 2016. Seconded by Mr. Trimble. Motion passed and so ordered.

CHECK REGISTER: A motion was made by Mr. Potter to approve the July 2016 Check Register. Seconded by Mr. Trimble. Motion passed and so ordered.

SOLICITOR'S REPORT: Mr. Ghen asked how we stood on the appraisal for the Gruver property. Borough Secretary stated that there has been no further word. Mr. Potter recommended that the Borough Secretary follow-up with the appraiser and if he/she can't do it, find another. Mr. Trimble asked Mr. Ghen that if it was a discharged bankruptcy, could we proceed with purchasing the portion of land we want. Mr. Ghen stated they only discharged his debts. Mr. Potter stated that that would be unsecured debts but not the mortgages. Mr. Ghen stated that that was correct. Mr. Trimble asked Mr. Ghen that since we have the Agreement of Sale, can we proceed with that. Mr. Ghen stated that we can't do anything with the Agreement of Sale without the approval of the bankruptcy court. Mr. Ghen added that the trustee has already said she will not approve the agreement because it is insufficient to cover the debts. Mr. Ghen added that the key to the situation is to get an appraisal.

MTASA REPORT: None

CITIZEN'S PARTICIPATION: Mr. Tom Conley stated that he has three (3) issues that were brought to his attention by a fellow Lions Club member. The first being that in front of 30 North Main Street, there is a section of pavement that hasn't been repaired since UGI did some work on the gas lines. Borough Secretary will follow-up with UGI. Mr. Conley added that the second thing is that the weeds are really bad in front of the houses on Main Street. Mr. Wilhelm will take for action. Mr. Conley stated that the third thing is that there is an abandoned vehicle on Woodview Drive that has been there for weeks. President Child stated that we have talked about that and it appears that the vehicle has a current registration and inspection sticker so therefore we have been told there is nothing we can do about it as it is legally parked. Mr. Conley stated that he would like to thank Mr. Wilhelm for being instrumental in having the fire Company water the trees in the park. Mr. Wilhelm suggested that a thank you letter be sent to the Fire Company.

MAYOR'S COMMENTS ON THE BOROUGH: None

REPORT OF BOARDS AND COMMISSIONS:

PLANNING COMMISSION: None

ZONING HEARING BOARD: None

PUBLIC SERVICES COMMITTEE: Mr. Potter stated that all but 2 or 3 of the old manual read water meters have been replaced. Mr. Potter added that in September, we will take the water tower out of service, replace the riser; coat the inside of the tank and install a passive anode system. Mr. Potter added that next year we will be painting the outside of the tank and the Borough Secretary informed him that we may be eligible for a grant.

PARK/RECREATION COMMITTEE: Ms. Recenes asked the Borough Secretary how many children participated in this year's TRAC Program. Borough Secretary stated that we had a peak census of 35 children. Borough Secretary added that thank you letters have been sent to all businesses and individuals who donated along with a letter written and signed by the children. Borough Secretary stated that this was another successful year and both the children and directors are looking forward to next year.

Ms. Recenes asked about the pancake breakfast. President Child stated that we need to start talking about that. President Child added the Recreation Committee suggested adding a car show and perhaps making it a Fall Festival. After a brief discussion, it was decided that the committee would present a proposed agenda at the September meeting. Borough Secretary reported that the basketball court in the park is completely refurbished.

PERSONNEL/ADMINISTRATIVE COMMITTEE: None

BUDGET & FINANCE COMMITTEE: Mr. Trimble stated that it is that time of year again for budget requests. Borough Secretary stated that 2017 budget worksheets would be out in the appropriate boxes for completion and submission. Mr. Trimble stated that we would like to have them as soon as possible.

ORDINANCE COMMITTEE: None

UNFINISHED BUSINESS:

A motion was made by Mr. Potter to advertise Ordinance #235-16, Stormwater Management. Seconded by Mr. Trimble. Motion passed and so ordered.

NEW BUSINESS:

CEO Report was reviewed and accepted as presented.

Fire Marshal Report was reviewed and accepted as presented.

The employment application from Mr. Brandon Fretz for the Utility Person position was reviewed. After a brief discussion, a motion was made by Ms. Recenes to hire Mr. Fretz for the position. Seconded by

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August 4, 2016
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Mr. Trimble. Mr. Potter stated that Mr. Fretz was his step-son and recused himself from the voting process. Motion passed and so ordered.

Contract extensions for grass mowing and snow removal were reviewed. After a brief discussion, a motion was made by Mr. Trimble to exercise the two (2) year extension for grass mowing for Wild Goose Landscaping. It was decided that phone bids would be solicited for snow removal.

There being no further business, a motion was made by Mr. Trimble to adjourn. Seconded by Ms. Recenes. Motion passed and so ordered.

Respectfully submitted,

Larry Smock
Borough Secretary

**BOROUGH OF TRUMBAUERSVILLE
TRUMBAUERSVILLE, BUCKS COUNTY, PENNSYLVANIA
BOROUGH COUNCIL MEETING, THURSDAY SEPTEMBER 1, 2016**

The regular meeting of the Borough Council was held on the above date in the Municipal Building, One Evergreen Drive. President Edward Child called the meeting to order.

ROLL CALL:

COUNCIL MEMBERS PRESENT: Edward Child-President, Christopher Betz-Vice-President, Frederick Potter, Harcourt Trimble, Roberta Recenes and Claire Conley.

OTHER OFFICIALS PRESENT: Melissa Baine-Mayor and Larry Smock-Secretary/Treasurer.

MOTION ON MINUTES: A motion was made by Mr. Trimble to approve the Council Meeting Minutes of August 4, 2016. Seconded by Mr. Betz. Motion passed and so ordered.

CHECK REGISTER: A motion was made by Mr. Trimble to approve the August 2016 Check Register. Seconded by Mr. Potter. Motion passed and so ordered.

SOLICITOR'S REPORT: None

MTASA REPORT: None

CITIZEN'S PARTICIPATION: None

MAYOR'S COMMENTS ON THE BOROUGH: None

REPORT OF BOARDS AND COMMISSIONS:

PLANNING COMMISSION: None

ZONING HEARING BOARD: None

PUBLIC SERVICES COMMITTEE: Mr. Potter stated that progress is being made at Well #3 and the replacement of the riser and painting of the inside of the water tank is currently scheduled to begin on September 19, 2016.

PARK/RECREATION COMMITTEE: Ms. Conley thanked the Fire Company for watering the trees in the park and suggested that a donation be made along with a thank you letter. After a brief discussion, a motion was made by Ms. Conley to donate \$1,000.00 to the Fire Company with an accompanying thank you letter. Seconded by Ms. Recenes. Motion passed and so ordered.

PERSONNEL/ADMINISTRATIVE COMMITTEE: The committee met and presented an employee performance review format that is being recommended to Council for adoption. The form was reviewed along with a recommended performance review hierarchy. Council is requested to review the performance review form and suggest any changes at the October 6 meeting. Councilman Court Trimble suggested that, although no raises are being recommended for 2017, we go through a "dry run" of performance reviews with employees.

Borough Council Meeting
September 1, 2016
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BUDGET & FINANCE COMMITTEE: Mr. Trimble stated that all budget requests should be submitted as soon as possible. Mr. Trimble added that he would be contacting committee members to set up a date and time to prepare the proposed 2017 Budget. A motion was made by Mr. Trimble to release the annual donation to the Fire Company in the amount of \$15,000.00. Seconded by Mr. Potter. Motion passed and so ordered.

ORDINANCE COMMITTEE: None

UNFINISHED BUSINESS:

A motion was made by Mr. Potter to adopt Ordinance #235-16, Stormwater Management. Seconded by Mr. Trimble. Motion passed and so ordered.

NEW BUSINESS:

CEO Report was reviewed and accepted as presented.

Fire Marshal Report was reviewed and accepted as presented.

A motion was made by Mr. Potter to approve a two (2) year traffic and school signals maintenance contract with signal Service, Inc. in the amount of \$575.00 per year. Seconded by Mr. Trimble. Motion passed and so ordered.

The possible purchase of Flexible Delineator Posts was discussed. Borough Secretary will take for action.

Snow removal for the upcoming season was discussed. Borough Secretary stated that the average cost for snow removal over the past five (5) years was approximately \$14,000.00 which is below the amount which requires advertising for bids. Borough Secretary added that he contacted three (3) contractors of which only one responded. Anderson Snow Removal submitted a letter stating the cost of snow removal would remain the same as last year. After a brief discussion, Council decided to extend the current contract with Anderson Snow Removal for one (1) year.

A motion was made by Mr. Potter to pay the \$550.00 invoice for the appraisal of the Gruver Property. Seconded by Ms. Conley. Motion passed and so ordered.

There being no further business, a motion was made by Mr. Potter to adjourn. Seconded by Mr. Betz. Motion passed and so ordered.

Respectfully submitted,

Larry Smock
Secretary/Treasurer

**BOROUGH OF TRUMBAUERSVILLE
TRUMBAUERSVILLE, BUCKS COUNTY, PENNSYLVANIA
BOROUGH COUNCIL MEETING, THURSDAY OCTOBER 6, 2016**

The regular meeting of the Borough Council was held on the above date in the Municipal Building, One Evergreen Drive. President Edward Child called the meeting to order.

ROLL CALL:

COUNCIL MEMBERS PRESENT: Edward Child-President, Christopher Betz-Vice-President, Harcourt Trimble, Michael George, Claire Conley and Roberta Recenes.

OTHER OFFICIALS PRESENT: Melissa Baine-Mayor, Craig Wilhelm-Fire Marshal/CEO and Larry Smock-Secretary/Treasurer.

MOTION ON MINUTES: A motion was made by Mr. Betz to approve the Council Meeting Minutes of September 1, 2016. Seconded by Mr. Trimble. Motion passed and so ordered.

CHECK REGISTER: A motion was made by Mr. Trimble to approve the September 2016 Check Register. Seconded by Mr. Betz. Motion passed and so ordered.

SOLICITOR'S REPORT (Via text): A text from Mr. Ghen concerning the Gruver Property stated that the trustee must abide by the appraisal so, Council must decide whether they want to buy the property for the appraisal amount and, if not, Council can make an offer and see what happens. After a lengthy discussion, a motion was made by Ms. Conley to authorize Mr. Ghen to make an offer of \$175,000.00 for the Gruver property. Seconded by Mr. Betz. Motion passed and so ordered.

MTASA REPORT: None

CITIZEN'S PARTICIPATION: None

MAYOR'S COMMENTS ON THE BOROUGH: None

REPORT OF BOARDS AND COMMISSIONS:

PLANNING COMMISSION: None

ZONING HEARING BOARD: None

PUBLIC SERVICES COMMITTEE: Mr. Trimble stated that we had our annual Steering Committee meeting concerning our Source Water Protection Plan on September 15, 2016. Mr. Trimble added that we were supplied with handouts on how to protect our surface water which are available in the Borough office if anyone is interested. Mr. Trimble stated that it is recommended that we have at least an annual Steering Committee meeting and we plan on doing that each January. Borough Secretary stated that in conjunction with Mr. Trimble's report, we received our Certificate of Approval from the Department of Environmental Protection for developing our Source Water Protection Program.

Borough Secretary stated that Well #2 is at 100% and Well #3 is approximately 85% complete. Borough Secretary added that we have switched to liquid chlorine at Well #2 to chlorinate the water but will stay with the gaseous chlorine at Well #3.

Borough Council Meeting
October 6, 2016
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President Child stated that last month we talked about the maintenance that was going to happen at the water tower. It was supposed to start on September 19th but, we weren't ready. It is currently scheduled to start on or about October 17th. President Child added that we are putting out an abbreviated newsletter to let the residents know what is happening. President Child stated that there should be little or no effect to the water supply. There may be some cloudiness and tinted water once the interconnect is activated but can be cleared up by turning on a faucet for a few minutes.

President Child stated that we would be running approximately 300 feet of pipe from one hydrant to another utilizing the interconnect on Trumbauersville Road. This will be a temporary interconnect at a cost of approximately \$5,000.00. Borough Secretary stated that we need some type of security for the piping. Borough Secretary added that he talked to Mr. Greg Lapinski and he recommended two (2) solutions; (1) put stakes in with orange fencing on both sides or, (2) put in surveyor stakes on both sides and wrap caution tape all the way around it. After a brief discussion, it was decided to go with the orange fencing

PARK/RECREATION COMMITTEE: Ms. Conley stated that we held our pancake breakfast and we collected a basket of non-perishable food items and \$326.00 in cash which we donated to the food pantry at the First Brethren Church. Ms. Conley added that Mr. Tom Conley watered the trees again as did the Fire Company. Ms. Conley stated that we are looking into getting two (2) of the big water tanks free of charge. Ms. Conley asked if the \$1,000.00 donation had been given to the Fire Company. President Child stated that the check has been cut and he just needs to write a thank you letter. Ms. Conley stated that Winter Fest will be held on December 3rd.

PERSONNEL/ADMINISTRATIVE COMMITTEE: President Child stated that at last month's meeting, the committee handed out a proposal for a standard Performance Appraisal Form and a proposed Staff Performance Review Hierarchy which we asked you to review. President Child added that he handed out comments that he made for you to review and see what you think.

BUDGET & FINANCE COMMITTEE: Mr. Trimble stated that we received our Liquid Fuels allocation estimate for 2017 in the amount of \$21,189.30. Mr. Trimble added that the proposed 2017 budget will be prepared and a copy placed in your box. Please review it so we can discuss it at the next meeting for possible advertising.

ORDINANCE COMMITTEE: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

CEO Report was reviewed and accepted as presented.

Fire Marshal Report was reviewed and accepted as presented.

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A motion was made by Mr. Trimble to approve the expenditure of up to \$5,000.00 to complete the temporary interconnect with Milford Township. Seconded by Ms. Recenes. Motion passed and so ordered.

President Child stated that the PA Small Water and Sewer Grant Program request must be submitted by October 31st. It is a program for upgrading or expanding a sewer or water system. Our request is mainly maintenance. President Child added that we would like to install a permanent interconnect which would constitute digging a pit and putting the pipes, a meter and a pressure reducing valve underground. The estimated cost is \$30,000.00. In addition, we want to paint the outside of water tank at an estimated cost of \$40,000.00 which would make a total of \$70,000.00 requested. President Child stated that we would have to obligate a minimum of 15% and pay a \$100.00 non-refundable application fee. President Child added that if Council is agreeable, we need to pass the resolution tonight. President Child asked if there were any comments. There being none, a motion was made by Mr. Trimble to adopt Resolution 05-16, Small Water and Sewer Program grant request. Seconded by Ms. Recenes. Motion passed and so ordered.

Borough Secretary stated that the Department of Environmental Protection approved our Recycling Performance Grant for 2014 and we will be receiving a check in the amount of \$575.00 within the next six to eight weeks. Borough Secretary added that our 2015 Recycling Performance Grant request has been received and is being reviewed.

There being no further business, a motion was made by Mr. Trimble to Adjourn. Seconded by Ms. Recenes. Motion passed and so ordered.

Respectfully submitted,

Larry Smock
Borough Secretary

**BOROUGH OF TRUMBAUERSVILLE
TRUMBAUERSVILLE, BUCKS COUNTY, PENNSYLVANIA
BOROUGH COUNCIL MEETING, THURSDAY NOVEMBER 3, 2016**

The regular meeting of the Borough Council was held on the above date in the Municipal Building, One Evergreen Drive. President Edward Child called the meeting to order.

ROLL CALL:

COUNCIL MEMBERS PRESENT: Edward Child-President, Christopher Betz-Vice-President, Harcourt Trimble, Michael George, Claire Conley and Roberta Recenes.

OTHER OFFICIALS PRESENT: Larry Smock-Secretary/Treasurer, Craig Wilhelm-CEO/Fire Marshal and Marilyn Bobb-EMC

MOTION ON MINUTES: A motion was made by Mr. Trimble to approve the Council Meeting Minutes of November 3, 2016 as amended. Seconded by Mr. Betz. Motion passed and so ordered.

CHECK REGISTER: a MOTION WAS MADE BY Mr. Trimble to approve the October 2016 Check Register. Seconded by Ms. Conley. Motion passed and so ordered.

SOLICITOR'S REPORT: President Child stated that we are waiting on the trustee's reply concerning the Gruver property. Mr. Trimble stated that if we get positive news from the trustee, and we want to apply for Open Space money, we will have to have a special meeting because the application must be in by the end of the year. President Child stated that if that happens, we can meet on our advertised date of November 17th.

MTASA REPORT: None

CITIZEN'S PARTICIPATION: Mr. Raymond Miller stated that several people are asking if something can be done about cars parking on the markings for the speed humps on Woodview Drive. President Child stated that it is a legal parking area so there is not much Council can do about it. Mr. Miller stated that he just wanted to make Council aware of some concerned citizens.

Ms. Marilyn Bobb thanked Council for the donation for watering the trees. Ms. Bobb added that they are ready for winter Fest. There will be two (2) trucks instead of just one along with Santa.

Ms. Bobb stated that the county gave us a NIMS questionnaire which she and the Borough Secretary filled out last month. As a reminder to council, everyone has to have the NIMS 700. Ms. Bobb added that if you don't have it, she will give you the website to complete it.

Ms. Bobb stated that she discussed having an emergency drill with President Child and we decided to have it on January 19, 2017. We will set up little scenarios and have people go out so they can get familiar with the radios and communication etiquette.

MAYOR'S COMMENTS ON THE BOROUGH: None

REPORT OF BOARDS AND COMMISSONS: None

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PUBLIC SERVICES COMMITTEE: Mr. Trimble stated that the new riser has been installed and we hope the painting will start next week. Borough Secretary stated that when this project is completed, Wells 2 & 3 will be at 100%.

PARK/RECREATION COMMITTEE: Ms. Conley stated that Winter Fest will be held December 3rd from 7-9 PM. Ms. Conley added that we will need people to help set up.

PERSONNEL/ADMINISTRATIVE COMMITTEE: None

BUDGET & FINANCE COMMITTEE: None

ORDINANCE COMMITTEE: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

CEO Report was reviewed and accepted as presented.

Fire Marshal Report was reviewed and accepted as presented.

A motion was made by Mr. Trimble to advertise the proposed 2017 Budget. Seconded by Ms. Recenes. Motion passed and so ordered.

A motion was made by Ms. Recenes to advertise the 2017 Meeting Schedule. Seconded by Mr. Trimble. Motion passed and so ordered.

A motion was made by Mr. Trimble to advertise Ordinance #236-16, 2017 Real Estate Tax Levy. Seconded by Mr. Betz. Motion passed and so ordered.

The Borough News subscription renewal for thirteen (13) people was reviewed. President Child stated that we need to call someone because he believes that as a past president, his renewal is paid by PSAB. Borough Secretary will take for action. A motion was made by Mr. George to renew the annual subscriptions. Seconded by Mr. Betz. Motion passed and so ordered.

The Toshiba proposal for a new copier was discussed. President Child stated that last month, we discussed getting other proposals but decided to wait until next year. Toshiba, who we actually rent our current machine from, came in and gave us a proposal. President Child stated that the current monthly rental cost is \$288.17 and the new lease would be \$185, 68 per month for 63 months and the price will never go up. Mr. Trimble asked the Borough Secretary if he would explain the color copy aspect. Borough Secretary stated that under Toshiba Incentives and Guidelines, it states that they will do 3,000 color copies for us free annually. However, the representative has raised that number to 4,000. The Cost per click on color is five cents per copy vice seven. Our current contract has our average monthly usage of both color and black and white as part of the monthly rental. At the end of the year, we get billed for overage at one-half cent per black and white copy and seven cents per color

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copy. The new rental cost of \$185.68 includes 4,000 copies of black and white. We can also do a Cost per click on black and white for one-half cent per copy. This would reduce the rental cost by \$20.00 to \$165.68. We would be billed quarterly for usage. Borough Secretary stated that he would like to recommend that we accept the proposal and use the cost per Click for both color and black and white. After a brief discussion a motion was made by Mr. Trimble to accept the proposal. Seconded by Mr. Betz. Motion passed and so ordered.

Fire hydrants were discussed. President Child stated the Ms. Marilyn Bobb and her husband Rick went around to install the flags on the hydrants and ran into a variety of problems. What it points to is we need a hydrant maintenance program. President Child added that the Borough Secretary and Mr. Jim Groff checked some of the hydrants. President Child asked the Borough Secretary how many they checked. Borough Secretary stated that of the nine (9) that Ms. Bobb pointed out, we have four (4) left to do. Mr. George asked if they were bled regularly. Borough Secretary stated that we are supposed to flush the hydrants twice a year. As you all know, for the last four (4) years plus, we have been running on one well and we didn't think it prudent to flush the hydrants while running on one well. Borough Secretary added that that is not an excuse, but a fact. President Child stated that some of the ones they couldn't open, you were able to open them. Borough Secretary stated that that was correct. Borough Secretary added that we are getting some new bolts to replace the ones that are rusted. President child stated that it is recommended that we buy two (2) hydrant wrenches and Storz five (5) inch connectors, (number to be determined), which would make it easier to connect to the hydrants. President Child asked what the cost of the connectors was. Borough Secretary stated that they range from \$104.00 to \$154.00 each. Ms. Bobb stated that there is a special wrench which is needed to open the connectors and we should have two (2) of them. After a brief discussion, a motion was made by Mr. Trimble to purchase thirty-five (35) Storz connections, two (2) hydrant wrenches and two (2) special wrenches not to exceed \$4,000.00. Seconded by Ms. Recenes. Motion passed and so ordered.

Borough Secretary Stated that the small Water and Sewer grant request has been mailed and received.

There being no further business, a motion was made by Ms. Recenes to adjourn. Seconded by Mr. Betz. Motion passed and so ordered.

Respectfully submitted,

Larry Smock
Secretary/Treasurer

**BOROUGH OF TRUMBAUERSVILLE
TRUMBAUERSVILLE, BUCKS COUNTY, PENNSYLVANIA
BOROUGH COUNCIL MEETING, THURSDAY DECEMBER 1, 2016**

The regular meeting of the Borough Council was held on the above date in the Municipal Building, One Evergreen Drive. President Edward Child called the meeting to order.

ROLL CALL:

COUNCIL MEMBERS PRESENT: Edward Child-President, Harcourt Trimble, Michael George, Claire Conley and Roberta Recenes.

OTHER OFFICIALS PRESENT: Melissa Baine-Mayor, Craig Wilhelm-Fire Marshal/CEO, James Groff/Water Superintendent and Larry Smock-Secretary/Treasurer.

MOTION ON MINUTES: A motion was made by Mr. Trimble to approve the Council Meeting Minutes of November 3, 2016. Seconded by Ms. Recenes. Motion passed and so ordered.

CHECK REGISTER: A motion was made by Mr. Trimble to approve the November 2016 Check Register. Seconded by Ms. Recenes. Motion passed and so ordered.

SOLICITOR'S REPORT: President Child stated that we are still waiting on an answer from the trustee concerning the Gruver property. Ms. Conley stated that she was told that there are tanks buried on the property. Mr. Black suggested that we request a Phase I Assessment be conducted. After a brief discussion it was decided that the Borough Secretary would contact the Borough Solicitor and have him take it for action.

MTASA REPORT: President Child stated that the most significant thing in the report is that commencing January 1, 2017, there will be a 15% increase in sewer fees.

CITIZEN'S PARTICIPATION: None

MAYOR'S COMMENTS ON THE BOROUGH: None

REPORT OF BOARDS AND COMMISSIONS:

PLANNING COMMISSION: None

ZONING HEARING BOARD: None

PUBLIC WORKS COMMITTEE: President Child introduced Mr., Jim Groff, Borough Water Superintendent, to Borough Council. Mr. Groff stated that the tower painting has been completed and we will start the disinfection process in a few days. Borough Secretary stated that Well #2 is at 100% and Well #3 will be 100% as soon as we connect the chlorine line.

PARK/RECREATION COMMITTEE: Ms. Conley stated that the Winter Fest will be Saturday from 7-9 PM. Ms. Conley added that we would appreciate any help we can get.

PESONNELL/ADMINISTRATIVE COMMITTEE: None

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BUDGET & FINANCE COMMITTEE: None

ORDINANCE COMMITTEE: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

A motion was made by Ms. Recenes to pay the Mayor and council Members their annual compensation. Seconded by Mr. Trimble. Motion passed and so ordered.

CEO Report was reviewed and accepted as presented.

Fire Marshal Report was reviewed and accepted as presented.

A motion was made by Mr. Trimble to adopt the 2017 Budget. Seconded by Ms. Conley. Motion passed and so ordered.

A motion was made by Mr. Trimble to approve the 2017 Meeting Schedule. Seconded by Ms. Recenes. Motion passed and so ordered.

A motion was made by Mr. Trimble to adopt Ordinance #236-16, 2017 Tax Levy. Seconded by Ms. Recenes. Motion passed and so ordered.

A motion was made by Mr. Trimble to approve Resolution #06-16, Bucks County 2016 Hazard Mitigation Plan. Seconded by Ms. Recenes. Motion passed and so ordered.

A request from Republic, our contracted trash hauler, to alter pickups when a holiday occurs during the week was discussed. President Child stated that our current contract states that when a holiday occurs during the week and it is one of our pickup days, the trash/recycling will be picked up the next day. We are the only ones with that type of service contract. They are requesting that we modify the schedule to when a holiday occurs during the week, the entire weekly pickup schedule will shift by one (1) day. As an example, if a holiday falls on a Monday, our pickups would be Thursday and Friday instead of Wednesday and Thursday. The first holiday that would affect us in 2017 is Memorial Day. After a brief discussion, a motion was made by Ms. Conley to honor the request. Seconded by Mr. George. Motion passed and so ordered. President Child stated that we will publish this in our Newsletters, Face Book page, Website and Resident Notification email.

Ms. Conley broached the subject of Act 172, the Volunteer Firefighters and EMS Volunteers Tax Relief Act. After a brief discussion, it was decided that any action would be tabled until next year when we receive further guidance from the state and PSAB.

Borough Secretary stated that Anderson Lawn Maintenance and Snow Removal submitted a proposal to remove the leaves from around the building and clean off the storm drain inlets at a cost of \$500.00. A

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motion was made by Mr. Trimble to accept the proposal. Seconded by Ms. Conley. Motion passed and so ordered.

There being no further business, a motion was made by Mr. Trimble to adjourn. Seconded by Mr. George. Motion passed and so ordered.

Respectfully submitted,

Larry Smock
Secretary/Treasurer