

Trumbauersville Borough Council
March 6, 2025, Council Meeting Minutes
7:00 PM

Council Members Present: Chris Betz, Ed Child, Rebecca Spor, Allyson Goodin, Amanda Hahn, and Mike George. Also present: Dani McClanahan. Mayor Black, Solicitor Grim, and Councilman Spor were absent.

Public Comment on Agenda Items: none

Motion on 2/6/2025 and 2/20/2025 Minutes: Motion by Councilwoman Hahn, seconded by Councilwoman Goodin, to accept the minutes as they were presented. Vote: All in favor, motion carried.

Check Register: Motion by Councilwoman Goodin, seconded by Councilwoman Spor, to approve the February check register. Vote: All in favor, motion carried.

Solicitors Report:

- Draft Towing Ordinance 246-25
 - o Ordinance 246-25 (DRAFT) has been advertised and made available for public review as required.
 - ACTION: Motion by VP Child, seconded by Councilwoman Hahn to adopt Ordinance 246-25 as written. Vote: 5-yes, Councilman George voted No. Motion carries. Ordinance 246-25 will be presented to Mayor Black for signature.

QAPC Report: No new business

New Business:

- Motion by Councilwoman Goodin, seconded by Councilman George authorizing tax collector Betsy Moyer to have Richter Drafting destroy the following records per the Records Retention Manual. Vote: all in favor, motion carries.
 - 2019 – 2022 Tax bill receipts
 - 2019 – 2022 Tax Certifications (paper copies)
 - 2019 – 2022 Address changes
- Proposal to have UCC permitting administered solely by Cowan Associates.
 - o ACTION: Motion by Councilwoman Goodin, seconded by Councilman George authorizing the change in UCC permit administration. Vote: all in favor, motion carries.
- Traffic Calming Measures
 - o Motion by Councilwoman Goodin, seconded by Councilman George authorizing PennDOT to have the 25 mph legends and white lines demarcating parking lanes on E. Broad Street. Vote: all in favor, motion carries.
- Bluetooth Activation for digital speed sign on E. Broad St.
 - o Motion by Councilwoman Goodin, seconded by Councilwoman Spor authorizing the sum of \$420 to have Bluetooth installed on the digital speed sign. Vote: all in favor, motion carries.
- Passerini & Sons, Inc, has submitted Pay Request #2 representing \$25,252.82, with a remaining contract balance of \$2936 retainage. This request has been approved by Cowan Engineering and recommended for payment.
 - o Motion by Councilwoman Goodin, seconded by VP Child to authorize payment to Passerini & Sons, Inc. Vote: all in favor, motion carries.
- PSAB annual conference attendees: President Betz & Councilman George. As a PSAB officer, VP Child's attendance is sponsored PSAB.

Report of Boards and Committees:

Planning Commission: The next meeting will be on March 17, 2025.

Public Services Committee:

- The engineer's report was presented and attached to the minutes.

Budget and Finance Committee: No meeting

Park/Recreation: No meeting.

Ordinance Committee: No meeting

Personnel/Administrative Committee: No meeting

Zoning: No zoning permits were issued in December

CEO/Fire Marshall – reports attached.

Fire Police Requests:

- Motion by Councilman George, seconded by Councilwoman Spor authorizing the participation of available Fire Police personnel for traffic control duties on Sunday May 18, 2025, for the Independence Triathlon at Nockamixon State Park, and on Sunday, August 3, 2025 for the Steelman Triathlon at Nockamixon State Park. Vote: all in favor, motion carried.

ANNOUNCEMENTS:

- Community Day committee meeting on Thursday, March 13th.

Public Comment on non-agenda items:

- Resident W. Comes asked for the mayor's version of a towing ordinance for public review
- Resident C. Hunsberger remarked on business v. resident re: noise nuisance; you shouldn't need an ordinance to do the right thing.

Motion to adjourn Motion to adjourn was made by Councilwoman Spor and seconded by Councilwoman Hahn. The meeting was adjourned at 7:35 PM.

Respectfully submitted,

Dani McClanahan,
Borough Manager

REPORTS

- QAPC -

- QAPC members met on February 11th and discussed the following:
 - Haycock Township Zoning Ordinance rewrite.
 - QAPC/PennDOT annual transportation meeting
 - The annual 'wish list' for maintenance and capital improvement projects. This meeting typically occurs in April.

The following activities were performed by the Borough Fire Marshal during the month of February 2025:

February 11, 2025: Conducted annual fire inspection-Schoolhouse Learning Center-North Main Street

February 12, 2025: Conducted annual fire inspection-Paragon Custom Cabinetry 30 W. Broad Street

February 24, 2024: Prepared letter, report and certificate-fire inspection-Schoolhouse Learning Center
Prepared letter, report and certificate-fire inspection Paragon Custom Cabinetry
Prepared and mailed out four fire inspection applications
Prepared and mailed out two rental property applications

Craig A. Wilhelm
Fire Marshal

The following activities were performed by the Borough Code Enforcement Officer during February 2025:

February 12, 2025: Checked borough for code violations

February 24, 2025: Prepared and mailed out two rental property inspection applications

February 26, 2025: Checked borough for code violations

February 27, 2025: Checked trash complaint at 222 E. Broad Street

Craig A. Wilhelm
Code Enforcement Officer



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**Engineer's Report
Trumbauersville Borough
Council Meeting March 6, 2025**

Richard S. Cowan, PE (1910-1997)
James R. Leister, PE/PLS (1936-2006)
William D. Kee, PE (Retired)
Johann F. Szautner, PE/PLS (Retired)
Todd R. Myers, PLS (Semiretired)
Scott P. McMackin, PE
Charles R. Tomko, PE
Michael R. Smith, PE
Wayne V. Doyle, PE

Questions regarding technical aspects of the ongoing work on the public water system will only be answered by the licensed water operator and the water department engineers. All questions should be submitted to the Borough Administrator, who will forward them to the appropriate licensed party. All questions and responses will be presented at the next Borough Council meeting.

1. Trum-Milford Township Water Interconnection (CAI 00907.29)
 - a. DEP issued an operations permit for the Interconnection on February 12, 2025.
 - b. The Contractor submitted application for payment number 2 in the amount of \$25,252.82. CAI's recommendation for approval is provided under separate cover.
 - c. The project will be ready for close-out following establishment of vegetative cover over all disturbed areas.
2. Well #2 (CAI 00907.17)
 - a. Well pump replacement is scheduled to take place on March 25, 2025.
3. Well #3 Upgrades (CAI 00907.29)
 - a. Permit number 0924511 for construction of the Well #3 Upgrades was issued by DEP on June 3, 2024. The COA requires completion of this construction by September 12, 2025.
 - b. Selective demolition began on February 17, 2025.
4. Consent Order and Agreement (COA) (CAI 00907.29)
 - a. The Borough has met compliance dates in the COA. Bi-weekly updates to DEP are no longer required.
5. Service Line Inventory (SLI) PWSID 190091 (CAI 00907.31)
 - a. Annual updates to the Service Line Inventory will be required until all water service lines are verified to be Non-Lead. Water systems are required to develop a plan detailing efforts that will be taken to replace lead and galvanized requiring replacement service lines, and to identify all lead status unknown service lines. CAI recommends a work session to discuss preparation of this plan.
6. Annual Water Audit Report
 - a. The Delaware River Basin Commission (DRBC) Water Audit requirement applies to all public water suppliers within the Delaware River Basin who have been issued approvals by the DRBC to withdraw and use an excess of an average of 100,000 gallons per day (gpd) of water during any 30-day period.
 - b. Water Audits are based on a calendar year and are due by March 31 of the following year.
 - c. CAI has traditionally prepared this audit utilizing gallons pumped from each well (provided by the Trumbauersville Water System Operator) and gallons billed (provided by Trumbauersville staff). In

order to improve water audit results, it is recommended that all water uses be metered, including connections which are not billed. Where metering is not practical, documentation of water volumes used can also provide valuable data for the audit.

- d. The audit program was developed to help water systems identify potential leaks within the water system, equipment errors, and/or billing errors. Although submission of the Audit is a DRBC requirement, the audit was designed to provide water systems with operational insights and to promote water usage accountability.

7. Hydrant Flushing Program

- a. CAI developed and distributed a Unidirectional Hydrant Flushing Program outline dated January 8, 2025. This includes a colored map with directional flow arrows and data collection tables identifying and sequencing the known 42 hydrants. The sequence is based on utilizing source water from the interconnection with anticipated timing March or April 2025.
- b. Memo included a draft coordination meeting agenda for the execution of pre-flushing, flushing and post flushing tasks. CAI suggests the coordination meeting be held in March.

8. Source Water Assessment and Protection Program Update

- a. On February 10, 2025, the Borough received an email from the DEP regarding an annual update to the Source Water Protection Program. CAI is working with the Borough Manager to complete the required form for submission to DEP.
- b. The Annual update is due to DEP by March 31, 2025.

9. Future Projects

- a. CAI has prepared an overview of active, planned and recommended projects for the Council's review. A workshop meeting with Council and the water system Operator is requested to discuss the Project Overview. CAI suggests the week of March 10 for the workshop.