

Trafford Borough Meeting Minutes January 3, 2017 7:00pm

1. Call to Order

Council President Kris Cardiff called the regular meeting to order at 7:00 pm on January 3, 2017 in the council chambers.

2. Moment of Silence & Pledge of Allegiance

The group participated in a Moment of Silence and The Pledge of Allegiance.

3. Roll Call

Sewage Clerk Kathi Adams took roll, Members in attendance were; Council President Kris Cardiff, Council Vice-President Pete Ledwich, Councilman Dennis Hockenberry, Councilman Michael Mellon, Councilwoman Carol Morrow, Councilwoman Cheryl Petersen, and Councilman Casey Shoub. Other members in attendance were Borough Manager Richard Sahar, Borough Engineer Donald Glenn, and Borough Solicitor Craig Alexander. *Notice of Executive Sessions held January 3, 2017 for matters of personnel and litigation.*

4. Approval of the Minutes of the Regular Meeting of December 6, 2016.

Motion to Accept Minutes: Councilwoman Morrow

Second: Councilman Ledwich

MC 7-0

5. Payment of Bills – Approval of Expense Voucher List Dated January 3, 2017

Motion to Approve Expense Voucher List: Councilman Hockenberry

Second: Councilwoman Petersen

MC 7-0

6. Report from Borough Engineer, Glenn Engineering

- Glenn Engineering attempted to apply for the GROW grant but applications are not being accepted until February. He will report when the application has been submitted. He will advertise this month for contractors for the wall at Fifth Street and Duquesne Avenue. He will compile bids for action at next month's meeting. Mr. Glenn was dismissed from the meeting.

7. Public Comment

- *Matt Boonie 309 Shadow Wood Court:* Present tonight as the Chief of TEMS questioned council as to whether they had met to examine the proposal TEMS and TVFD had submitted so they know how to proceed. He also read the year-end report for TEMS, 425 calls for 2016.

- *EMS response from members of council:* Councilman Ledwich stated that he had reviewed the report and discussed it with Councilwoman Morrow, but he stands by his decision to go with Penn Township. He did not feel that the proposal would benefit the borough and that we should stay with Penn Township as the EMS provider.

8. Consideration of Ordinance 1 of 2017 Setting Millage Rates for 2017

Move to adopt Ordinance 1 of 2017 of Trafford Borough Fixing and Levying Millage Rates for the Year 2017 at 28.5 Mills for General Revenue Purposes and 3.0 Mills for the dedicated purpose of paying principal and interest on indebtedness of Trafford Borough.

There is no increase in millage from 2016.

Motion: Councilwoman Morrow

Second: Councilman Hockenberry

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9. Setting of Council Meeting Schedule for 2017

Move to set the 2017 Council meeting Schedule for the Following Dates.

Regular Meetings

Tuesday February 7, 2017
Tuesday March 7, 2017
Tuesday April 4, 2017
Tuesday May 2, 2017
Tuesday June 6, 2017
Wednesday July 3, 2017
Tuesday August 1, 2017
Tuesday September 5, 2017
Tuesday October 3, 2017
Wednesday November 8, 2017
Tuesday December 5, 2017

Discussion Meetings

Tuesday January 17, 2017
Tuesday March 21, 2017
Tuesday May 16, 2017
Tuesday September 19, 2017
Tuesday November 21, 2017

Motion: Councilman Hockenberry

Second: Councilman Shoub

MC 7-0

Discussion: To hold regular meetings for July and November on the Monday before or Wednesday after the first Tuesday of the month due to Independence Day and Election Day. *Council President Cardiff* recommended holding the meetings on the Wednesdays. He stated that the discussion meetings are for informational purposes and would be held on the 3rd Tuesday of alternating months with the summer off.

10. Appointments to Boards

Recreation Board – 1 Position to a term expiring in 2020 (currently Rose Follini)
Zoning Hearing Board – 1 Position to a term expiring in 2020 (Currently Steven Perovich)
Civil Service Board – 1 Position to a term expiring in 2020 (Currently James Emmerick)
Vacancy Board Chair – 1 Position to a term expiring in 2018 (Currently Sandra Asturi)

Council President Cardiff explained the role of the Vacancy Board Chair, which is to determine who fills a council position in the event of a tie vote. He proposed that council wait until next meeting to make appointments. He would like to accept letters of interest from the public then select from those. Letters should be submitted by close of business on Friday, February 3, 2017. *Solicitor Alexander* gave a brief synopsis of each position. *Council President Cardiff* and Borough Manager Sahar indicated that the positions would be posted on the borough website and possibly placed in an ad.

11. Administrative Reports

a. Code Enforcement - Report was submitted for filing. Continuing to address issues of fences, grading, installation of parking pads, etc. to be sure they are complying with borough code.

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b. Borough Manager – Report submitted for filing. Borough Manager Sahar reported two sink holes in town. The contract to repair the one on Forbes Road will be awarded to Urban Construction to fix the hole by Excel Sportswear for the sum of \$5900. The State of Pennsylvania is still denying that it is their property and responsibility. Borough will continue working with State Representatives to resolve the issue. The second sink hole occurred at the intersection of Forest Avenue and Eighth Street. It was an emergency repair to a large diameter storm sewer which collapsed 24 feet underground due to years of backfill being placed over it. It was jeopardizing three residences and the hillside. The repair cost approximately \$20,000. There is another issue upstream where old terra cotta pipes are collapsing which will cause the same issue to reoccur. It will have to be addressed within the next year. The new financial software install is scheduled for January 4 and the sewer software install is scheduled for the third week of this month.

c. Borough Solicitor - Topics discussed in Executive Session. No additional report.

d. Trafford VFD – Chief Lindbloom reported that the year-end report was not ready and he would have it for the next meeting. He requested to meet with the Public Safety Chair and Committee to talk about some vacant properties and properties of concern to be addressed this year.

e. Emergency Management – Not present. No report.

f. Recreation Board - No representative present. *Councilwoman Morrow* reported items are still being collected for the auction on February 27, 2017.

g. TECD – Reported that they are continuing to fundraise for a new sign. Will hold two bingos at the Trafford Polish Club on February 25, 2017 and April 1, 2017. They have questions about the property where the old fire hall was located because they have some ideas for the land they would like to discuss. All bridge banners will be replaced as the contracts have expired. There are 8 available. They will open the purchase up to other individuals or groups if local businesses do not purchase them all.

h. Mayor Report – *Mayor Llewellyn* reported that he would like to set up a spring clean-up day for the Trafford Veteran’s Memorial Park and would like to designate his salary for the needed materials. TECD will coordinate with him as they have set up park clean-up in the past.

11. Committee Reports

Finance: No report. *Councilwoman Morrow* suggested that the finance committee be removed and replaced with a library liaison since the borough manager handles the financials. *Council President Cardiff* stated that he will look into redefining the committees for the next meeting.

General Government: No report

Public Safety: No report

Community Development: No report

Public Works: *Councilman Ledwich* reported that the sink holes were the only issue. As the weather turns bad the public works will be out plowing and salting. Everyone be careful.

Sanitation: No report

Council President’s Report: *Council President Cardiff* wished everyone a Happy New Year and reminded everyone to be safe with bad weather approaching.

Committee Appointments – *Council President Cardiff* asked council members if anyone wanted to change their committee. No changes.

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Groups reporting to Council – Council President Cardiff reiterated that as of December 2016 the TECDC and Rec Board are to send representatives to council meetings to report, gain exposure for the groups and attract volunteers. Thanked TECDC for being present. He also reported that the Trafford Historical Society will be meeting at the library on January 4, 2017. They are looking for donations of historical documents. They are also working on a book on the history of Trafford.

12. New Business – *Councilman Ledwich* reported that Penn Township Ambulance would like to house an ambulance and crew at the TEMS base during the peak call hours of 1 PM to 9 PM. He questioned if TEMS would be agreeable to such an arrangement. *Tracie Turoczy* stated that the TEMS board would have to meet and make that decision.

Councilman Hockenberry questioned who owns the message board at Fifth and Duquesne and how council got involved in posting the announcements when the sign doesn't belong to them. It was stated that the TECDC owns the sign. *Council President Cardiff* questioned if TECDC would take back the posting responsibility. The TECDC representative stated that they would discuss it. Fire Chief Lindbloom suggested approaching Crossing guard Cheryl Alcott since she is already at that location. *Mayor Llewellyn* stated he will ask her if she is interested in doing so.

13. Adjournment

Councilman Hockenberry made a motion to adjourn the meeting. Seconded by *Councilman Ledwich*. **MC 7-0**