

Trafford Borough
Monthly Business Meeting Minutes- Tuesday, March 6, 2018

The Trafford Borough Council held its monthly business meeting on Tuesday, March 6, 2018, at 7:00 p.m., in the Council Chambers.

Council President, Kris Cardiff, called the meeting to order and led the Pledge of Allegiance and Moment of Silence.

Roll Call of Attendance by Borough Secretary, Nina Solivan:

(Present)	Kris Cardiff, President	Leslie Peters
	Carol Morrow, Vice-President	Cheryl Petersen
	Dennis Hockenberry	Casey Shoub
	Ashely Stack, Borough Manager	Ed Llewellyn, Mayor
	Craig Alexander, Solicitor	Don Glenn, Engineer
	Brian Lindbloom, Fire Chief	

(Absent) Zachary Cole, Councilman John Eliyas, EMC

Notice of Executive Sessions held Tuesday, March 6, 2018, for matters of personnel.

Minutes- A motion “to accept the minutes of February 6, 2018, regular meeting minutes” was made by Councilwoman Morrow and seconded by Councilman Hockenberry. The motion carried unanimously.

Payment of Bills- A motion “to approve the expense voucher list dated, March 6, 2018” was made by Councilman Shoub and seconded by Councilwoman Petersen. The motion carried unanimously.

Don Glenn, Engineer-

- Glenn Engineering completed the operation and maintenance annual report and submitted a copy to the DEP.
- Glenn Engineering completed the annual waste load report a copy was submitted to ALCOSAN.
- PA Small Water & Sewer grant was submitted for sanitary repairs on Mary Street and Forrest Avenue.
- Met with Councilman Shoub, and Borough Manager Stack to discuss grow grant opportunities for further sewer repairs, First Street to the Terrace.
- Concreate repair RFP’s for the Wallace Avenue bridge were due March 5, 2018, the borough did not receive any. Don resubmitted the request for RFP’s due back by March 15, 2018.
- Bid openings for Cavitt Avenue curb/ramps, BY restroom conversion, Wallace Avenue Bridge deck replacement, and Wallace Avenue concreate repairs will be held on March 15, 2018 at 11:00 am.
 - When the deck is being replaced only half of the bridge will be closed so residents can get in and out.
- We will also be opening bids for Murrysville Road Paving & Drainage on Monday, April 2, 2018 at 10:00 am.
 - Councilman Cardiff questioned once council approves a contractor what is the timeline for completion? Don stated completion possibly by June.
 - Borough Manager Stack asked how long would the project take? Don stated approximately a month just for the drainage and a few weeks for paving. A total of about six weeks.

Public Comment

Lynnwood Leeman, 334 Fourth Street- Various complaints on duties of the public works department. *Response: Borough Manager Stack informed Mr. Leeman the pot hole issue is happening all over western Pennsylvania. Public works is short staffed and we have had very inclement weather. The fence was not put up on Edgewood Avenue because residents asked the borough not to put it up.*

Doug Garrett, 236 Fairmont Avenue- Is in attendance in regards to GeoKinetics. Mr. Garrett was under the impression that he was on the agenda to speak on a permit he has submitted regarding seismic testing.

Response: Solicitor Alexander stated we will continue on with the agenda and visit this issue after all borough business has been conducted.

Civil Service Commission

A motion "to appoint Ms. Fay Batzel to the Trafford Borough Civil Service Commission for a term of four years" was made by Councilwoman Peters and seconded by Councilman Hockenberry. The motion carried unanimously.

A motion "to appoint Ms. Donna Droznic to the Trafford Borough Civil Service Commission for a term of two years" was made by Councilman Hockenberry and seconded by Councilwoman Morrow. The motion carried unanimously.

A motion "to appoint Mr. Dennis Hockenberry to the Trafford Borough Civil Service Commission for a term of six years" was made by Councilwoman Morrow and seconded by Councilwoman Peters. The motion carried unanimously.

Solicitor Alexander stated members with a term of two years will expire December 31, 2019.

Solicitor Alexander stated members with a term of four years will expire December 31, 2021.

Solicitor Alexander stated members with a term of six years will expire December 31, 2023.

Solicitor Alexander stated just because your term expires, does not mean you cannot be reappointed.

Treasurer

A motion "to appoint Nina Solivan as Secretary/Treasurer for the Borough of Trafford" was made by Councilwoman Morrow and seconded by Councilman Shoub. The motion carried unanimously.

Borough Manager Stack stated we currently do not have a Treasurer which is required by borough code. Ms. Solivan already fulfills the roles of a Treasurer.

A motion "to appoint Ashley Stack as Assistant Treasurer for the Borough of Trafford" was made by Councilman Shoub and seconded by Councilwoman Peters. The motion carried unanimously.

Code Enforcement Officer

A motion "to offer Michael Burnett the Code Enforcement Officer position for the Borough of Trafford at a rate of \$14.00 an hour" was made by Councilwoman Morrow and seconded by Councilman Hockenberry. The motion carried unanimously.

Jean Kolany Field Rental Fee

There was discussion (for verbatim request a digital copy).

A motion "to set the Jean Kolany Field rental fee at \$500.00 per field per season (guarantees exclusive use for 4 hours a day one day a week) + \$100.00 per extra day, per field. Trafford Girls Softball excluded from fee in lieu of infield aggregate" was made by Councilwoman Morrow and seconded by Councilman Hockenberry. The motion carried unanimously.

Civil Service Board Members Swearing In

Mayor Llewellyn, administered the "Oath of Office" to the following newly-appointed members to the Civil Service Commission

Ms. Fay Batzel, Ms. Donna Droznic and Mr. Dennis Hockenberry.

Solicitor Alexander stated we are still looking for 2 alternates for the board.

Administrative Reports

Borough Manager- We should be receiving our liquid fuels funds this week which will help pay for the bridge repairs on Wallace Avenue. The borough office will no longer be tentatively booking the Manchester Room. We had an issue with this for the first time in several years. If you are looking to rent the room you must have your application filled out with your deposit and rental fees.

Code Enforcement- 15 new occupancy permits and 1 fence permit.

Borough Solicitor- There is a fully executed CBA between the Police Department and the Borough of Trafford. Continued work on the legal issues with 501 Cavitt.

EMS- There were 30 calls for the month and 28 calls were handled by PT Ambulance.

Trafford VFD- There were 19 calls with 38 calls for the year. Hoagie sale during clean up days.

EMC- No Report.

Rec Board- \$7600.00 was raised at this year's auctions. After 28 years there will be no more auctions. Rose thanked Councilman Shoub, Councilwoman Morrow, Councilwoman Petersen and the Fire Department for helping with set-up. The equipment for Fairmont Park has been ordered with a six to eight-week delivery. Jeffery and Associates will be looking at the terrace pavilion and giving us a quote.

Councilman Hockenberry questioned if the Rec Board will be stocking the BY Pond. Rose stated that is dependent upon how much is spent at Fairmont.

TECDC- Bingo was successful. There will be a night at the races along with the Friends of Memorial Park. Continued work on staying up to date with the trail and getting it to come to fourth street. The sign install will be scheduled for Saturday dependent upon the weather.

WHT-No report.

Mayor's Report- There were a total of 140 service calls, 27 citations were issued and 10 criminal cases were filed. There will be a Memorial Day parade meeting at Larry George's on March 9, 2018.

Committee Report

Finance- The blinds for the Manchester Room are in thanks to Nina and Kathi for helping pick the color.

Community Development- PTARC is hosting a princess dinner and will be in the Manchester Room. Friends of PTARC is holding a Bushy Run 5k in July and are now accepting registrations. Met with Ashley on some grant opportunities and will be reaching out to individual groups within the borough. Met with the Fire Department and reviewed equipment needs.

Sanitation- Clean up days April 27th and April 28th. No Hazardous waste or electronics.

Presidents Report- Thanked Councilwoman Peters for coordinating with PT Highschool and getting pictures organized. This gives students a chance to receive volunteer hours and no cost to the borough. Please attend the night at the races it's a great event. Be careful around Keith's Katering during lent.

The historical society would like to display historical pictures and artifacts in the lobby of the borough building and rotate pictures out maybe twice a year.

A motion "to allow the Historical Society to display pictures on the wall leading to the council chambers with rotating pictures twice a year" was made by Councilwoman Morrow and seconded by Councilwoman Peters. The motion carried unanimously.

New Business

A motion "to recess into executive session" was made by Councilwoman Morrow and seconded by Councilman Hockenberry.

A motion "to reconvene from executive session" was made by Councilwoman Morrow and seconded by Councilwoman Petersen.

Solicitor Alexander asked Mr. Garrett if the addendum he submitted is only limited to county and state roads? Mr. Garrett stated that is correct and within the road right-of ways.

Councilman Shoub asked if the receivers are above ground or under, Mr. Garrett stated they are buried about eight inches deep.

Councilman Hockenberry asked where are they buried? Mr. Garrett stated they are in the right-of-way.

Councilman asked if the property owners will be compensated? Mr. Garrett stated yes if they sign a permit with Geokinetics.

Borough Engineer Don Glenn prepared the following recommendations for the borough read by Borough Solicitor:

Geokinetics offers the Borough of Trafford a certificate of insurance for \$1,000,000.00 naming Trafford as additionally insured.

Applicant and its contractor shall provide the borough with a certificate of insurance evidencing coverage of injury, death, or property damage from any or all causes which may arise out of its presence on the borough right-of-way in the minimum amounts of two-hundred-fifty-thousand dollars (\$250,000.00) per person and one-million dollars (\$1,000,000.00) in the aggregate (occurrence-based insurance). The Borough of Trafford shall be named as additional insureds on these policies.

Applicant or its contractor shall provide the borough with a certificate of insurance evidencing coverage for any environmental and pollution damage which may arise out of its presence on the Borough of Trafford right of way in the minimum amount of one million dollars (\$1,000,000.00). The Borough of Trafford shall be named as additional insured on this policy.

Applicant shall fully indemnify the borough of Trafford from any and all liability, loss, or damage that the borough, its officers, agents and employees may suffer as a result of any and all claims, demands, costs, or judgements of any type made against the borough as a result of granting this permit, including, but not limited to, fines, penalties, claims demands, costs, or judgments arising from the presence of Applicant, its contractor (s) and/or their officers, agents, and employees or others on the borough right-of-way or any work or other actions taken by any of them pursuant to or in violation of this permit, or as a result of any failure of any of them to conform to all pertinent statutes, ordinances, regulations, or other requirements of any governmental authority in connection with this permit. This provision is intended to include claims, demands, costs or judgements resulting from a negligent act of omission of the borough, its officers, agents, and employees with respect to this permit or the subject thereof. Applicant waives any immunity from liability to the borough from damages, contribution or indemnity provided by Section 303 of the Worker's Compensation Act, Act of June 2, 1915, P.L. 736, as amended, 77 P.S. 5481. **UIT IS THE INTENT OF THIS PROVISION TO ABSOLUTELY ASSOLVE AND PROTECT THE BOROUGH OF TRAFORD, ITS OFFICERS, AGENTS, AND EMPLOYEES FROM ANY AND ALL LOSS BY REASON OF THE AGREEMENT.**

Applicant agrees to defend (if requested) the Borough of Trafford, its officers, agents and employees, against any and all claims brought or actions filed against the borough, either as an original or an additional defendant, with respect to the subject of the indemnity contained herein, whether such fines, penalties, claims or actions are rightfully or wrongfully brought or filed, Applicant hereby waives any and all rights to join the borough as an additional defendant in any actions arising as a result of the grant of this permit. Notwithstanding the foregoing provisions, Applicant agrees that the borough may employ attorneys of its own selection to appear and defend any claims or actions on behalf of the borough

Applicant shall be solely responsible for any vehicles left on the borough right-of-way by Applicant, its employees, agents, representatives or contractors for any period of time during the term of this permit and shall be solely responsible for protecting said vehicles from any type of damage or theft.

Upon termination of this permit and any extension thereof, Applicant shall restore the borough right-of-way to its condition prior to entry and shall ensure that any contamination and pollution is cleaned up in a manner satisfactory to the Borough of Trafford.

Mr. Garrett consulted with his associate and will withdraw their permit, they will be working on the state roads and the road right-of ways.

Adjournment

Councilman Cardiff announced the next meeting will be held Tuesday, April 3, 2018.

A motion "to adjourn" was made by Councilwoman Morrow and seconded by Councilwoman Peters. The motion carried unanimously.