

Trafford Borough
Monthly Business Meeting Minutes- Tuesday, December 4, 2018

The Trafford Borough Council held its monthly business meeting on Tuesday, December 4, 2018, at 7:02 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, Council President	Craig Alexander, Solicitor
	Zach Cole, Councilmember	Don Glenn, Engineer
	Leslie Peters, Councilmember	Louis Corrales, Public Works Foreman
	Cheryl Petersen, Councilmember	Brian Lindbloom, Fire Chief
	Joshua Sanders, Councilmember	
	Casey Shoub, Councilmember	
	Ed Llewellyn, Mayor	
(Absent)	Council Vice-President Carol Morrow, John Eliyas, EMC	

Notice of Executive Sessions held Tuesday, December 4, 2018, for matter of Personnel and Litigation.

Minutes- A motion "to accept the minutes of the October 16, 2018, and November 7, 2018, meetings" was made by Councilman Sanders and seconded by Councilman Cole. The motion carried unanimously 6-0.

Payment of Bills- A motion "to approve the expense voucher list dated, December 4, 2018," was made by Councilman Cole and seconded by Councilman Sanders. The motion carried unanimously 6-0.

Public Comment

- Dolores Sutton 601 Brinton Avenue: Thanked Council and the Mayor for taking care of the parking issue at the top of Seventh Street and Brinton Avenue. Questioned the status of the slide. Questioned what to do when people throw garbage outside of their vehicles and onto the sidewalk. Questioned where voting will take place if the EMS building gets rented.
Council response: Councilman Cardiff stated the Engineer will address the slide under his report. Solicitor Alexander stated those whom are littering will need to be caught in the action. Councilman Cardiff stated if things change down at the EMS building the election board will contact the borough for a different location.
- Charles Stephens 534 Fifth Street: Expressed concerns regarding 911 and speeding on Fifth Street Extension. Mr. Stephens suggested reaching out to our local reps to get a radar sign to deter speeding. There have been three accidents in three weeks, Westmoreland County 911 does not know that Trafford is to respond to the Allegheny County portion. Mr. Stephens stated if he has an emergency it will be too late.
Council response: Mayor Llewellyn will speak to the chief.
- Carol Richardson 225 First Street: Ms. Richardson thanked all of those who participated and volunteered their time or contributed donations, the event was a success. Ms. Richardson was contacted by a member of the Westmoreland Heritage Trail Association, there will be a trail wide event held on June 1, 2019, in celebration of National Trail Awareness Day. Trail representatives are hoping with council's approval to donate BY Park on June 1, 2019, from 10:00 a.m. to 4:00 p.m. as council did at the grand opening. Ms. Richardson stated we are hoping to have vendors and booths, games, food and a DJ.
Council response: Councilman Cardiff stated that is prime graduation season, it is a while away council can discuss later.
- Lynnwood Leeman 334 Fourth Street: Questioned what to do when dog walkers do not pick up after their pets? Also questioned why the borough office only has dog license applications for Allegheny County?
Council response: Solicitor Alexander stated in order to catch those whom are violating the code they will need to be caught in the act.

Don Glenn, Engineer

- Don reported the contractors are on site at Fourth Street and Viaduct Way replacing two inlets in lieu of the Murrysville Road penalty clause. The project should be completed by the end of the week.
- The sidewalk replacement at 601 Sixth Street is scheduled for later this week.
- Don reported he will review the adjustments of the inlets and manholes on Murrysville Road, the contractor will not be paid until all is satisfied.

- The spot repairs on Bruce Street and Ardennes Court have been repaired.
- Under a 1911 right of rules the municipality is responsible for anything below the ground. The inlet does not drain any municipal water, or street. PennDOT sent a letter to Don stating they will fix the undermining inlet on route 130.
- Don requested an update from ALCOSAN regarding a \$12,200.00 grow grant reimbursement. ALCOSAN stated they have not released any reimbursements to date. Don requested the application for reimbursement again, as soon as the secretary signs we can get that sent off.
- Don met with Gunnite, a contractor who provided a proposal for the Seventh and Brinton Avenue Slide. The proposal consisted of a footer to be placed on what he thought was solid ground, and tie that footer into the street. Don took the contractor to the site and convinced the contractor the ground was unstable. Don rejected the proposal and informed the contractor that he wanted soil nails, the contractor stated the company does not install soil nails. Don walked down the railroad and informed council more of the hillside is going to come down. Don setup a meeting later on this week with another company named Geobuild who does install soil nails ranging from \$35,000.00 to \$50,000.00.

Administrative Reports

Borough Manager- No report.

Code Enforcement- There were nine-teen new occupancy inspections, ten follow-up inspections are needed, three follow-up inspections were completed, nine total occupancy permits issued. Two trash complaints one in progress and one abated. Three property maintenance complaints one is in progress and two abated.

Borough Solicitor- Solicitor Alexander stated a number of his issues have been addressed in executive session. The other items are listed on the agenda.

EMS- No report.

Trafford VFD- Fire Chief Brian Lindbloom stated the 200-Club fundraiser, raised about \$4,000.00 for fire fighter protective equipment. Thanked all of those who helped with the event, almost sold out this year. There were twelve incidents for the month of November. There was a fire on Fairmont Avenue, everyone got out safely. They were alerted by their smoke detectors, please be sure to change your batteries when the clocks change. St. Regis and Christian Life Church will be accepting donations on behalf of the Dawson Family, they are in need of beds, dressers, clothes, and a Christmas tree. There was a minor incident at Fairmont Playground, a small child got stuck under the fence the fire department was called, the fire department cut a small piece of the fence out to release the child. The child was seen at Children's Hospital and was released with no harm.

EMC- No report.

Rec Board- No report.

TECDC- No report.

WHT- No report.

Mayor's Report- Mayor Llewellyn reported for the month of November there were one hundred forty-six service calls, sixty-six citations were issued, and ten criminal cases filed with additional pending investigation. The Westmoreland Heritage Trail will be having their next meeting at the Lamplighter, August of 2019 the Export portion of the trail will be opened. We are looking to have hotdogs and hamburgers, and vendors on June 1, 2019, for National Trail Day.

Committee Report

Community Development- Councilwoman Peters reported there are eight hundred forty-two users subscribed to Trafford's Savvy Citizen with eighty-four of them being Trafford residents. Councilwoman Peters is looking forward to having a meeting with the Police Chief. As a reminder there is an ordinance regarding snow removal, all walks must be cleared within twenty-four hours of snow fall this goes for vacant and occupied properties. Check on your neighbors. Councilwoman Peters stated she has been working with EMC John Eliyas, to get our EMO up to date and filed with both counties.

Presidents Report- Councilman Cardiff thanked all of those involved with Holiday Happenings.

Councilman Cardiff stated this program was started to recognize volunteers in our community. Last year we presented the award to Renee and also name it after her. We are asking the residents of the community to submit letters of nomination all year round for 2019. This year we did receive a letter of nomination for Bettie Capets who volunteer her time at the food bank.

Mayor Llewellyn presented the Trafford Borough 2018 Renee Capetta Community Volunteer of the Year Award to Bettie Capets.

Mrs. Capets stated there are a lot of people who help her, she does not do this by herself.

Approve 2019 Budget

A motion to “accept the Borough Manager’s 2019 budget” was made by Councilman Shoub and seconded by Councilman Sanders. The motion carried unanimously 6-0.

Approve 2019 Millage Ordinance

A motion to “approve an Ordinance setting the millage rates for 2019. The proposed millage rate is 28.5 mills for general government services and 3 mills for debt service, with no increase from 2018” was made by Councilwoman Peters and seconded by Councilman Cole. The motion carried unanimously 6-0.

Approve 2019 Fee Schedule

A motion to “approve a resolution setting the 2019 fee schedule” was made by Councilman Shoub and Seconded by Councilman Sanders. The motion carried unanimously 6-0.

Approve a resolution pursuant to Act 44 of 2009

A motion to “Approve a resolution for the proper compliance procedures with the procurement of professional services pursuant to Act 44 of 2009” was made by Councilwoman Peters and seconded by Councilman Sanders. The motion carried unanimously 6-0.

Approve Advertisement Seeking Proposals for Investment Services for Police Pension Plan

A motion to “Approve an advertisement seeking proposals for investment management services for the Trafford Borough Police Department Pension Plan” was made by Councilman Cole and seconded by Councilwoman Peters. The motion carried unanimously 6-0.

Approve a resolution Setting Non-Uniform Contribution Rates for the Non-Uniform Pension Plan

A motion to “Approve a resolution setting member contribution rates for the non- uniform pension plan at \$1,125.00 per quarter for 2019” was made by Councilman Shoub and seconded by Councilman Sanders. The motion carried unanimously 6-0.

Accept Letter of Resignation from Council Position

A motion to “Accept Councilwoman Morrow’s resignation from the Trafford Borough Council” was made by Councilman Sanders and seconded by Councilwoman Peters.

Councilman Cardiff stated he is sad to see her go, he believes she did have Trafford’s best interest at heart.

The motion carried unanimously 6-0.

Approve an advertisement seeking letters of interest for Vacant Council Position

A motion to “Approve an advertisement seeking letters of interest to complete the remainder of Councilwoman Morrow’s seat, with a term ending on December 31, 2019. Letters must be submitted to the borough by Friday, December 21, 2018,” was made by Councilman Cole and seconded by Councilman Peters. The motion carried unanimously 6-0.

Construction of a new pavilion at the Terrace Playground

A motion to “Approve the construction of a new pavilion at the Terrace Playground by Westmoreland Construction for \$14,500.00” was made by Councilman Shoub and seconded by Councilwoman Peters. The motion carried unanimously 6-0.

Appointment to the Recreation Board

A motion to “Appoint Ann LeCuyer to the Trafford Borough Recreation Board, filling a term ending December 31, 2019,” was made by Councilwoman Peters and seconded by Councilman Sanders. The motion carried unanimously 6-0.

Approve the 2019 Council Meeting Schedule

A motion to “Approve the 2019 meeting schedule as follows regular meetings will be held on; Wednesday, January 2, 2019, Tuesday, February 5, 2019, Tuesday, March 5, 2019, Tuesday, April 2, 2019, Tuesday, May 7, 2019, Tuesday, June 4, 2019, Tuesday, July 2, 2019, Tuesday, August 6, 2019, Tuesday, September 3, 2019, Tuesday, October 1, 2019, Wednesday, November 6, 2019, Tuesday, December 3, 2019, and discussion meeting will held on; Tuesday, January 22, 2019, Tuesday, April 16, 2019, Tuesday, September 17, 2019, Tuesday, November 19, 2019.” was made by Councilman Sanders and seconded by Councilman Shoub.

Councilwoman Peters inquired about having additional work sessions, perhaps bi-monthly. Councilman Cardiff stated his personal opinion is to keep it to four until we see a need for more.

The motion carried unanimously 6-0.

New Business

No new business was brought before council.

Adjournment

Councilman Cardiff announced the next regular business meeting will be held Wednesday, January 2, 2019, at 7:00 pm in the Markosek Council Chambers.

A motion “to adjourn” was made by Councilman Cole and seconded by Councilman Sanders. The motion carried unanimously 6-0.