

Trafford Borough
Monthly Business Meeting Minutes- March 5, 2019

The Trafford Borough Council held its monthly business meeting on Tuesday, March 5, 2019, at 7:01 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
	Casey Shoub, Council Vice-President	Don Glenn, Engineer
	Zachary Cole, Councilmember	Louis Corrales, Public Works Foreman
	Steve Perovich, Councilmember	Ashley Stack, Borough Manager
	Joshua Sanders, Councilmember	Ed Llewellyn, Mayor

(Absent) Councilwoman Peters, Councilwoman Petersen, and Emergency Management Coordinator John Eliyas

Notice of Executive Session held March 5, 2019, for legal matters.

Minutes: A motion “to accept the minutes of the January 22, 2019, discussion meeting and the February 5, 2019, regular meeting” was made by Councilman Cole and seconded by Councilman Sanders. The motion carried unanimously 5-0.

Payment of Bills: A motion “to approve the expense voucher list dated, March 5, 2019” was made by Councilman Sanders and seconded by Councilman Shoub. The motion carried unanimously 5-0.

Public Comment:

Carol Richardson 225 First Street- Ms. Richardson informed council efforts are being made to work on Holiday Happenings. Ms. Richardson requested free use of the Manchester Room on Saturday, December 7, 2019, on behalf of the Holiday Happenings Committee along with a request for continued support from council, public works, the police department, and the fire department.

Lynwood Leeman 334 Fourth Street- Mr. Leeman informed the council of several public works maintenance issues. Mr. Leeman expressed concerns during snow events and stated the public works department is speeding when plowing snow.

Borough response: Borough Manager Stack stated we are aware of the maintenance issues, we will address them as the weather breaks. Regarding the speeding during plowing the public works crew must build up momentum to get up the hills in town.

Mary Signore 601 Brinton Avenue- Ms. Signore informed council that the Crime Watch signs have come in and they will be placed around town. Ms. Signore requested the council to waive the annual field rental fee for the Trafford Girls Softball in lieu of field aggregate.

Borough response: Borough Manager Stack stated the fee schedule indicates the girls will not have to pay the rental fee in lieu of field aggregate.

Don Glenn, Engineer:

Don stated if a creek runs through your property you as the property owner are responsible to maintain the creek. It is not the borough’s responsibility to do any work. In some communities, the municipality may help the property owner due to the substantial costs, but again the municipality is not required to do any work along the creek.

Don stated he sent a letter to Northfolk Southern regarding the underpass and has not received a response.

The waterline is finished being relocated at the intersection of Seventh Street and Brinton Avenue, the water company will come back tomorrow to clean-up. Sitira the contractor for the retaining wall will be on site later in the week, once the retaining wall is completed the water company will come back out to resurface the area.

A change order for the concrete at BY Park came in at \$7600.00, Don stated that is not acceptable, the best the borough can do is \$4500.00.

Borough Manager: Borough Manager Stack thanked Secretary Solivan for stepping up and going above and beyond while Manager Stack was on maternity leave. Borough Manager Sack reported she has applied for a summer intern to help with various municipal duties. Borough Manager Stack reported public works will be razing the South Trafford Playground equipment and will be attending a

playground safety class. Borough Manager Stack also reported she has been in contact with Westmoreland County and is in the process of applying for funding through the DEMOFUND for demolition money for 315 Fifth Street.

Code Enforcement: Councilman Sanders reported there were ten occupancy inspections filed, four follow-up occupancy inspections completed, a total of six new occupancy permits were issued and one zoning permit was issued.

Solicitor: Solicitor Alexander stated all his items were covered during the executive session.

Trafford VFD: Fire Chief Lindbloom reported there were twenty-three calls for the month of February. The fire department conducted two home safety inspections.

TECDC: Carol Richardson thanked the borough office for the Westmoreland County grant information. Ms. Richardson reported the Night at the Races will be held in the Manchester Room on Saturday, March 23, 2019.

WHT: Rey Peduzzi in coordination with the Westmoreland County Parks Director has submitted a proposal to Northfolk Southern to obtain 800 ft of rail to bring the trail to Fourth Street in Trafford. Mr. Peduzzi asked the council to draft a Resolution in support of the proposal. Solicitor Alexander stated he will work on the Resolution along with Mr. Peduzzi. Mr. Peduzzi reported there is a group working to connect the Great Allegheny Passage to the Westmoreland Heritage Trail. Mr. Peduzzi informed council that he is not happy with the Trail event being held at the Creamery. Mr. Peduzzi stated this event should be held at BY Park just as the trail grand opening was.

Mayor's Report: Mayor Llewellyn reported for the month of February there were a total of one hundred and ten calls, nine criminal cases filed with additional pending investigation, and twenty-five citations were issued. Mayor Llewellyn stated the Crime Watch is back up and running and the meetings will be held the third Wednesday of every month at 7:00 p.m. at the American Legion.

Public Works: Councilman Shoub thanked Public Works during the weather events.

Sanitation: Councilman Shoub announced clean-up days for May 3, 2019, from 12:00 p.m. to 8:00 p.m. and May 4, 2019, from 8:00 a.m. to 4:00 p.m.

Presidents Report- Councilman Cardiff stated he is still working on changing the committees. Councilman Cardiff reached out to Senator Ward to get an update on Northfolk Southern and they refused to speak to her, she now has a call into the lobbyist. Councilman Cardiff thanked Borough Secretary for her hard work while Ashley was on leave. Councilman Cardiff mentioned as Lent is approaching please be careful around Keith's Katering.

Police Pension Plan

A motion "to authorize Rayliant Asset Management to handle investment management services for the Trafford Borough Police Department Pension Plan" was made by Councilman Perovich and seconded by Councilman Shoub. The motion carried unanimously 5-0.

Seventh St and Brinton Ave Retaining Wall

A motion "to authorize a contract with Satira Construction in the amount of \$38,400.00, for the retaining wall project along Seventh Street and Brinton Avenue with funds from the Sewage Fund" was made by Councilman Shoub and seconded by Councilman Cole. The motion carried unanimously 5-0.

2019 Dodge Durango Outfitting

A motion "to approve the purchase and installation of equipment for the Trafford Borough Police Department 2019 Dodge Durango in the amount of \$10,837.00 to J. Marcoz Emergency Vehicle" was made by Councilman Shoub and seconded by Councilman Cole. The motion carried unanimously 5-0.

Resolution Supporting Reimagining Our Westmoreland

A motion "to approve a resolution supporting Reimagining Our Westmoreland" was made by Councilman Shoub and seconded by Councilman Perovich. The motion carried unanimously 5-0.

Proclamation to PA 1 Call

A motion "to approve a proclamation recognizing the month of April 2019 as Pennsylvania 811 Safe Digging Month" was made by Councilman Shoub and seconded by Councilman Sanders. The motion carried unanimously 5-0.

Bench in Memory of Renee Cappetta

A motion "to approve the placement of a bench in memory of Renee Cappetta" was made by Councilman Cole and seconded by Councilman Shoub. The motion carried unanimously 5-0.

Increase Managers Salary

A motion "to increase the Borough Managers Salary to \$53,000.00 for 2019 with retro pay as of January 1, 2019" was made by Councilman Sanders and seconded by Councilman Shoub. The motion carried unanimously 5-0.

Letter of Resignation for Officer DeChicchis

A motion "to accept Officer Matthew DeChicchis' letter of resignation from the Trafford Borough Police Department" was made by Councilman Cole and seconded by Councilman Shoub. The motion carried unanimously 5-0.

Advertisement and Testing for Full-Time Police Officer

A motion "to approve an advertisement and testing for the position of a full-time police officer" was made by Councilman Cole and seconded by Councilman Shoub. Borough Manager Stack stated the Police Department is constantly having turnover with the part-time employees no sooner do they get hired, fill out the required paperwork and train they are already submitting letters of resignation for full-time opportunities. The motion carried unanimously 5-0.

Selling of Public Works Vehicles

A motion "to authorize the Borough Manager to sell the 2012 F150 and the 2000 F550 Public Works' trucks on Municibid" was made by Councilman Shoub and seconded by Councilman Sanders. The motion carried unanimously 5-0.

Bonus to Anthony Gockel

A motion "to approve compensation to Anthony Gockel in the amount of \$825.00 for serving as Public Works' Foreman from May 2018 through August 2018" was made by Councilman Shoub and seconded by Councilman Perovich. Borough Manager Stack stated the rate is \$75.00 per week and these wages were carried over from 2018. The motion carried unanimously 5-0.

Bonus to John Granatire

A motion "to approve compensation to John Granatire in the amount of \$975.00 for serving as Public Works' Foreman from August 2018 through November 2018" was made by Councilman Shoub and seconded by Councilman Sanders. Borough Manager Stack stated the rate is \$75.00 per week and these wages were carried over from 2018. The motion carried unanimously 5-0.

Bonus to Nina Solivan

A motion "to approve compensation to Nina Solivan in the amount of \$900.00 for fulfilling supervisory duties during the borough manager's absence from November 2018 through February 2019" was made by Councilman Sanders and seconded by Councilman Cole. The motion carried unanimously 5-0.

Appoint Nina Solivan to Assistant Borough Manager/Secretary

A motion "to appoint Nina Solivan as Assistant Borough Manager/Secretary" was made by Councilman Sanders and seconded by Councilman Shoub. Borough Manager Stack commended Ms. Solivan for her hard work. The motion carried unanimously 5-0.

Adjournment

Councilman Cardiff announced the next regular meeting for Tuesday, April 2, 2019, at 7:00 p.m. in the Council Chambers.

A motion "to adjourn" was made by Councilman Cole and seconded by Councilman Shoub. The motion carried unanimously 5-0.