

Trafford Borough  
Monthly Business Meeting Minutes- April 2, 2019

The Trafford Borough Council held its monthly business meeting on Tuesday, April 2, 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 Assistant Borough Manager, Nina Solivan:

(Present)	Kris Cardiff, Council President	Craig Alexander, Solicitor
	Casey Shoub, Council Vice-President	Ed Llewellyn, Mayor
	Steven Perovich, Councilmember	Louis Corrales, Public Works Foreman
	Leslie Peters, Councilmember	Ashley Stack, Borough Manager
	Cheryl Petersen, Councilmember	

(Absent) Zachary Cole Councilmember, Joshua Sanders Councilmember, Don Glenn Engineer, and John Eliyas EMC

Notice of Executive Session held April 2, 2019, for legal matters.

**Minutes:** A motion “to accept the minutes of March 5, 2019, regular meeting” was made by Councilman Perovich and seconded by Councilwoman Peters. The motion carried unanimously 5-0.

**Payment of Bills:** A motion “to approve the expense voucher list dated, April 2, 2019” was made by Councilman Shoub and seconded by Councilman Perovich. The motion carried unanimously 5-0.

**Public Comment:**

Delores Sutton 601 Brinton Avenue: Ms. Sutton came before council to inquire about a better alert system for emergencies. Ms. Sutton stated she and her neighbors were unaware of the Manchester Room warming center during the February 25<sup>th</sup> power outage. Ms. Sutton suggested knocking on doors or perhaps a bull horn. Ms. Sutton also questioned the status of the Seventh and Brinton Ave slide. Ms. Sutton questioned where the new polling locations will be. Ms. Sutton also expressed concerns regarding the Library’s drag queen bingo and story hour.

Borough response: Councilman Cardiff stated the warming center information was placed on social media. Councilman Perovich stated the Fire Department during a snowstorm in 2009 went out and around town on the intercom and announced the middle school as an emergency shelter. Borough Manager Stack stated the wall is completed the water company will be coming in within the next week to mill the roadway and then pave which is all weather dependent. Councilman Cardiff was unaware of the polling places being moved. Fire Chief Lindbloom stated the new location for both districts will be at St. Regis Parish. Councilman Cardiff stated the library is its own organization, the borough has no control over what events they hold. Borough Manager Stack stated drag queen bingos are a very popular fundraiser and they also bring in a lot of revenue.

Lester Race 271 Hillcrest Drive: Mr. Race came before council to appeal the \$500.00 fee for use of the South Trafford Ballfield. His group only uses one field for twelve Monday’s out of the summer. Neighboring fields either charge a small fee of \$100.00 or no fee at all. Mr. Race asked council to consider a fee of \$100.00 instead of \$500.00

Borough response: Councilman Shoub stated he personally doesn’t feel that the borough does enough to encourage senior activities and does not have any issue with changing the fee to \$100.00.

A motion “to reduce the ballfield rental fee from \$500.00 to \$100.00 for the senior citizen group” was made by Councilman Shoub and seconded by Councilwoman Petersen.

Mayor Llewellyn questioned how many players on the team are from Trafford? Mr. Race stated two individuals are from Trafford. Mayor Llewellyn stated the seniors do not contribute towards clean-up or maintenance of the fields, like the girls’ softball teams do. The girls’ softball has clean-up day this Saturday and the seniors should be there to help as well. Roll call vote was taken Councilman Cardiff and Councilman Perovich voted no, Councilwoman Peters, Councilwoman Petersen and Councilman Shoub voted yes. The motion carries 3-2.

Jim Emerick 625 Sixth Street: Mr. Emerick came before council to gain clarification on the boroughs' tree policy. Mr. Emerick inquired about whose responsibility a tree is if it falls onto the roadway.

Borough response: Solicitor Alexander stated as per the provisions of the borough code the responsibility of the trees in a right-of-way is the responsibility of the property owner. Councilman Cardiff suggested reaching out to Duquesne Light for help with trees with lines.

Timothy Martin 413 Duquesne Avenue: Mr. Martin came before council to inquire about the recent sewage bill postings. Mr. Martin received a delinquent notice and saw on Facebook approximately fifty other residents did as well but did not receive an original bill. Mr. Martin inquired if there will be an investigation on this matter.

Borough response: Councilman Cardiff thanked Mr. Martin for coming to the meeting and addressing council. Borough Manager Stack stated we have been keeping a list of those individuals who have not received a bill and are planning on meeting with PTSA. We have looked on our end and could not find any issues. We are unaware if this is human error, a glitch with the software or the post office. PTSA sends out 1,400 bills and we have 10 documented calls from individuals who did not receive a bill which is less than one percent. We are looking into this matter.

Councilwoman Peters asked Borough Manager Stack to explain how the billing is generated. Borough Manager Stack stated the billing is performed by Penn Township Sewage Authority and mailed out of the Irwin Post Office.

**Don Glenn, Engineer:** No report.

**Borough Manager:** Borough Manager Stack reported the playground at the South Trafford Ballfield has been removed. The borough has received its new MS4 permit we will be reviewing what will be cost and credit effective. Councilman Shoub has been verifying and reviewing street lights once the list has been compiled we will be meeting with Duquesne Light. The borough was not selected for the Local Government Academy's 2019 summer intern program however she will be reaching out to some of the local colleges to see if there is any interest out there. Borough Manager Stack stated she has contacted the engineer regarding the street paving list, she inquired if we should use the one that was done in 2017 or compile a new list. She is waiting to hear back.

**Code Enforcement:** Borough Manager Stack reported there were eight occupancy inspections filed, six follow-up occupancy inspections completed, a total of two occupancy permits were issued and one zoning permit was issued. There was one grass/weeds complaint that was filed and is in progress. There were four garbage/ trash complaints filed with one abated and three in progress. There were six property maintenance complaints filed and all are in progress.

**Solicitor:** Solicitor Alexander stated all his items were covered during the executive session with nothing further to add.

**EMS:** No report.

**Trafford VFD:** Fire Chief Lindbloom reported there were six calls for the month of March and the year to date to forty-three calls. There were one hundred eighty-nine non-emergency medical transfers for the month of March. The fire department will have the annual hoagie sale during clean-up days. We held a CPR class for a local dentist office and their staff. Fourteen members of the fire department refreshed their hazardous material operations certification, this is done every year along with Larimer Fire Department. During the month of April, members will be sent to Cambria County for their pump level II certifications. Members will also be completing driver certification at the Allegheny County fire academy.

**EMC:** No report.

**Rec Board:** Rose Frolinni reported the pavilion at the Terrace Playground is complete, and the board plans to purchase two picnic tables for the pavilion. The Easter egg hunt will be held April 13<sup>th</sup> at 2:00 p.m. at BY Park for ages 2-10.

**TECDC:** No report.

**WHT:** No report.

**Mayor's Report:** Mayor Llewellyn reported for the month of February there were a total of one hundred and twenty calls, eleven criminal cases filed with additional pending investigation, and twenty citations were issued. Mayor Llewellyn stated the Crime Watch meetings will be held the third Wednesday of every month at 7:00 p.m. at the American Legion. We are looking for a block monitor,

one resident per block. The memorial bench for Renee was purchased in the amount of \$3000.00 all funds were raised; the bench will be delivered soon.

**General Government:** No report.

**Finance:** No report.

**Community Development:** No report.

**Public Safety:** No report.

**Public Works:** No report.

**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 reviewed last months public comment with no further action required.

### **Animal Control Contract**

A motion "to authorize a contract with Sable Kennel to continue handling dog and animal control services for Trafford Borough" was made by Councilwoman Peters and seconded by Councilwoman Petersen.

Borough Manager Stack stated the contract would be for twenty-four months ending April 2020. Sable Kennel is to perform the following duties; 1. to collect and capture all dogs running at large in the said municipality, if possible or to collect and capture as many dogs running at large within said municipality as is reasonably possible. 2. to hold licensed dogs for a period of no more than five (5) days after capture, after having notified the owner, also to feed and water all dogs while in custody. 3. to hold all stray or otherwise appearing to be unlicensed dogs, and in good health, for a period of 48 hours, after which time said dogs will be adopted out, placed in rescue or humanely destroyed.

The motion carried unanimously 5-0.

### **Salary Increase for William Holby**

A motion "to increase William Holby's pay rate to \$12.00 an hour" was made by Councilman Shoub and seconded by Councilman Perovich.

Borough Manager Stack stated Mr. Holby has been with the borough since May of 2018 and is a hard worker, he has saved the borough a significant amount of money with his prior work experience of being a mechanic.

The motion carried unanimously 5-0.

### **Final Payment to Victor Paving**

A motion "to authorize the final payment to Victor Paving in the amount of \$9,425.00, for Murrysville Road" was made by Councilman Shoub and seconded by Councilwoman Petersen.

Councilman Cardiff stated the repairs of Murrysville Road were paid by the state with the turnback program. Now that the final payment has been issued the road is now the borough's responsibility.

Borough Manager Stack stated with the Borough Engineers recommendation to not release the final payment until the maintenance bond in the total amount of the project has been received. We received the bond today.

The motion carried unanimously 5-0.

### **Payment to Westmoreland Construction Group**

A motion "to authorize payment to Westmoreland Construction Group for \$15,094.00, for the Terrace Park pavilion" was made by Councilwoman Peters and seconded by Councilman Shoub. The motion carried unanimously 5-0.

### **New Business**

Councilman Perovich stated the cell tower on Route 130 is not in Trafford but in Level Green.

### **Adjournment**

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

Councilman Cardiff announced the discussion meeting for Tuesday, April 16, 2019, at 7:00 p.m. in the Manchester Room.

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

The meeting closed at 7:45 p.m.