

Trafford Borough
Monthly Business Meeting Minutes- May 5, 2020

The Trafford Borough Council held its monthly business meeting on Tuesday, May 5, 2020, at 7:00 P.M., via Zoom.

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
	Steven Perovich, Council Vice-president	Ed Llewellyn, Mayor
	Christopher Corrales, Councilmember	Ashley Stack, Borough Manager
	Ralph Deabner, Councilmember	Adam Hlad, Code Enforcement Officer
	Leslie Peters, Councilmember	
	Casey Shoub, Councilmember	

(Absent) Zack Cole, Councilmember and Charles Miller, Emergency Management Coordinator

Minutes

A motion “to approve the February 18, 2020, and March 3, 2020, Council meeting minutes” was made by Councilman Perovich and seconded by Councilman Shoub. The motion carried unanimously 6-0.

Payment of Bills

A motion “to approve the expense voucher list dated May 5, 2020” was made by Councilman Shoub and seconded by Councilman Deabner.

Councilwoman Peters questioned the expense listed Nania’s Auto Body for \$3,046.80 in the general fund. Manager Stack stated it is a passthrough of insurance money for repairs to the 2019 F350.

Councilman Cardiff questioned the expense Bank of Montreal. Manager Stack stated those charges are the borough’s PLGIT card charges.

Councilwoman Peters questioned if the merchant services charges are refunds for rentals that could not occur due to Covid-19.

Manager Stack stated that is correct and that she’d check with EMC Chuck Miller for possible reimbursement for loss of revenues.

The motion carried unanimously 6-0.

Councilman Zack Cole entered the meeting via Zoom at 7:10 p.m.

Public Comment

No public comment came before the council.

Administrative Reports

Manager Stack stated she has been in frequent contact with Emergency Management Coordinator Chuck Miller and Borough Engineer Don Glenn. Don Glenn stated State Pipe Services will be starting the Inwood Road sanitary repairs within the next three weeks. The project will be approximately \$190,000.00 and will be paid out of the sewage fund. Manager Stack thanked Annette Costlow for refinishing the flower bed at BY Park; it looks great and is greatly appreciated. The Memorial Day parade is canceled. Clean-Up Days have been rescheduled for Friday, June 12, from 12:00 P.M. to 8:00 P.M. and Saturday, June 13, from 8:00 A.M. to 4:00 P.M. Manager Stack stated the Westmoreland County Trail Towns Festival is being postponed a date has not been selected. The corrected sewage bills have gone out. The initial bills that went out did not have the correct consumption listed, and every property was billed a minimum bill. The billing period is for November 7, 2019, through February 7, 2020. We have already paid ALCOSAN for the usage. When residents do not pay their bills, the costs fall on other residents. Due to COVID-19 and billing errors, the due date has been extended to June 22, 2020. The current account balances are as follows; General Fund \$632,144.00, Liquid Fuels \$242,056.00, Recreation \$3,541.00, and the Sewage Fund \$758,511.00.

Mayor Llewellyn reported eighty-seven total service calls, four criminal complaints filed, and three citations for the month of April.

Councilman Cardiff stated there is a lot of information on our website at www.traffordborough.com. Councilman Cardiff stated annually he reviews other communities’ websites, and ours is very transparent; we post our financials. If anyone has any suggestions

on how to improve the website, please email him. Councilman Cardiff thanked the administrative staff for keeping the borough office steadfast.

Award 2020 Paving Project

A motion “to award the 2020 Paving Project to El Grande for \$117,766.25, to be paid from the Liquid Fuels Fund” was made by Councilman Shoub and seconded by Councilman Cole.

Mayor Llewellyn questioned what streets are due to be paved. Manager Stack stated we received eight bids; El Grande was the lowest bidder. El Grande has done work in the borough before. The streets included in the contract are; Murrysville road and First Street to East Gilmore, Gilmore Avenue from Sixth Street to Terminus, the cul-de-sac at Jeannine Court, and the intersection at Homewood and Sixth Street.

Councilman Perovich questioned if there is any possibility of extra paving materials to fix the area of Fourth Street and Westmoreland Road. The streetcar tracks are exposed; is there any patchwork that can be put down as a temporary fix.

Manager Stack stated this had been addressed with Don several times the issue is it has to be completely fixed we cannot place a temporary repair because it will come right up. Manager Stack stated she would check with Don again. With the last paving contract, the borough was entitled to a daily fee for delays. We requested the contractor assess the area however, the cost was too high, but they were able to fix the catch basin.

Councilman Deabner questioned if Port Authority would be able to assist with the damages they have caused.

Councilwoman Peters requested a copy of Don’s previous report which shows why the tracks need to be pulled up.

Manager Stack stated the tracks cannot be milled down.

Councilman Perovich questioned if the potholes could be patched in the meantime.

Manager Stack stated she would meet with Don again; however, she is confident that the patch will rip right up, which is a waste of patch and money.

Mayor Llewellyn questioned what could be done about Port Authority parking on the right side of Viaduct Way. Manager Stack stated to call the police.

Councilwoman Peters questioned where the port-a-john came from. Councilman Shoub stated Port Authority.

Manager Stack questioned Councilman Perovich regarding his plans to revisit Representative Markosek’s office and Port Authority.

The motion carried unanimously 7-0.

Resolution waiving late fees and penalties

A motion “to approve the resolution waiving late fees and penalties for the borough real estate taxes paid by December 31, 2020” was made by Councilwoman Peters and seconded by Councilman Cole.

Councilman Cardiff stated this is Act 15, other communities in the area have done the same. Manager Stack stated this resolution would extend the 2% discount period until August 31, 2020, with no penalties assessed if taxes are paid in full by December 31, 2020. Solicitor Alexander stated Westmoreland County passed a similar resolution and sent letters to all its municipalities to follow suit. Under Act 15, this will need to be passed and in the tax collector’s hands by May 20, 2020.

The motion carried unanimously 7-0

Resolution CDBG Allegheny County

A motion “to approve the resolution opting out of Allegheny County CDBG Program and Home Program for the years 2021, 2022, and 2023” was made by Councilman Shoub and seconded by Councilman Perovich.

Manager Stack stated the borough is eligible for more funding through Westmoreland County.

Councilman Shoub stated we could not be a part of both programs. Money from Westmoreland County can be used in the Allegheny County portions of the borough.

The motion carried unanimously 7-0.

2020 Summer Playground Program

A motion “to cancel the 2020 Summer Playground Program due to the COVID-19 pandemic, adhering to state and federal health guidelines” was made by Councilman Deabner and seconded by Councilman Shoub.

Councilman Perovich stated he attended the PTARC meeting, and all participating municipalities agree to cancel.

Councilman Cole questioned if there is something else that could be offered.

Councilman Perovich stated Linda Bires is looking into options.

Councilwoman Peters stated there are possibilities for days trips if establishments are open.

The motion carried unanimously 7-0.

Appointment to Recreation Board

A motion “to appoint James Comunale to the Trafford Recreation Board for a term expiring December 31, 2022” was made by Councilwoman Peters and seconded by Councilman Deabner.

Councilwoman Peters stated Mr. Comunale has all his clearances.

The motion carried unanimously 7-0.

Resignation of Zlatan Avdic

A motion “to accept the resignation of part-time police officer, Zlatan Avdic, effective March 7, 2020,” was made by Councilman Shoub and seconded by Councilman Cole.

Councilwoman Peters wished him well.

The motion carried unanimously 7-0.

New Business

Councilwoman Peters stated WHT Festival has been postponed. Their comedy night was very successful and will be returning next year. The TBA is updating the business directory and community webpage.

Councilman Perovich mentioned at the PTARC meeting there was discussion of grant funding for Low Volume Dirt and Gravel through Penn State. A requirement for the grant is a certified individual; the borough engineer cannot serve as that individual. Manager Stack stated Lou was sent to a training last year regarding this, but she will confirm.

Councilman Cole reported that there is a group of available volunteers to those who are at high risk and cannot go to the store for food or supplies. There is a Facebook page named Trafford Volunteers, where individuals can request assistance. There is also a drop box located at the high-rise for requests.

Manager Stack stated she would reach out to Port Authority’s legislative contact to get details on the Port-A-John. Also, the temporary pole on Cavitt Avenue has been cut by Duquesne Light; it now needs to be removed by Verizon.

Councilman Perovich mentioned a drive-by food collection for the food bank that will be held May 9, 2020, from 9:00 a.m. to 12:00 p.m. at Trafford Elementary.

A motion “to remove Port Authority services within the Borough of Trafford” was made by Councilman Cole and seconded by Councilman Perovich.

Linda Zimmerman, a Trafford resident, stated her husband uses the bus service Monday through Friday to get to work.

William Mence, a Trafford resident, questioned why remove.

Councilman Cole stated he proposes the removal due to damages and the unwillingness of Port Authority to help with repairs and upkeep. There are pickups close by, the busses have caused more problems than good.

Councilman Perovich concurred with Councilman Cole.

Councilman Shoub feels the motion should be tabled to give Manager Stack time to inform PAT of the motion and to provide them with one final chance to something and approach this motion again next month.

Councilwoman Peters stated to have the bus park somewhere else, for instance, Haymaker Village.

Councilman Deabner stated he has witnessed drivers urinate outside. Councilman Deabner approached a driver to address this, and the driver responded with a few choice words.

A motion "to table the previous motion to remove Port Authority services within the Borough of Trafford" was made by Councilman - Shoub and seconded by Councilwoman Peters. A roll call vote was taken: Councilman Cardiff aye, Councilman Cole nay, Councilman Corrales yes, Councilman Deabner yes, Councilman Perovich yes, Councilwoman Peters yes, and Councilman Shoub yes. Motion carried 6-1.

Mayor Llewellyn questioned the trash behind 203 Brinton. Code Enforcement officer Adam Hlad stated the owner was sent a violation notice, and we are waiting to hear back.

Adjournment

Councilman Cardiff announced the next regular council meeting for Tuesday, June 2, 2020, at 7:00 p.m. Depending on the COVID-19 pandemic, it will be determined closer to the date of the meeting whether this will be via Zoom or in person.

A motion "to adjourn" was made by Councilman Shoub and seconded by Councilwoman Peters. The motion carried unanimously 7-0. The meeting ending promptly at 7:50 p.m.