Trafford Borough
Monthly Business Meeting Minutes- April 6, 2021

The Trafford Borough Council held its monthly business meeting on Tuesday, April 6, 2021, 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 Borough Manager Ashley Stack:

(Present)	Kris Cardiff, Council President	Craig Alexander, Solicitor
	Steven Perovich, Council Vice-President	Ashley Stack, Borough Manager
	Zack Cole, Councilmember	Ed Llewellyn, Mayor
	Christopher Corrales, Councilmember	
	Leslie Peters, Councilmember	
	Casey Shoub, Councilmember	
	Ralph Deabner, Councilmember	

(Absent) Charles Miller, Emergency Management Coordinator

Councilman Cardiff announced an executive session held prior to this meeting for matters of litigation.

Minutes: A motion "to approve the minutes of the February 19, 2021, discussion meeting and March 2, 2021, regular council meeting once corrected" was made by Councilman Cole and seconded by Councilman Deabner.

Councilman Perovich mentioned the March 2nd meeting minutes needed to be corrected. The motion to table the memorial guidelines state Councilwoman Peters was making and seconding the motion.

The motion carried unanimously 7-0.

Payment of Bills: A motion "to approve the expense voucher list dated April 6, 2021" was made by Councilman Shoub and seconded by Councilman Corrales. The motion carried unanimously 7-0.

Public Comment:
Councilman Cardiff read the rules for public comment.

Brandon Lacina of 430 Brinton Avenue reported the WHT is still accepting sponsorships for mile markers and benches. Mr. Lacina reported Allegheny County had released a feasibility study for Downtown Trafford and the Greater Allegheny Passage trail towards Pittsburgh. Mr. Lacina reported Lisa's Bike Shop is now open for the season. Anyone interested in becoming a member of the WHT can obtain membership information at Lisa's Boke shop. In honor of Ed Haze, a memorial ride is in the works. He contributed a lot to the WHT. Mr. Lacina, on behalf of the TBA, thanked those involved in replacing the bridge banners. Mr. Lacina quoted, "They looked great and needed to be replaced." Mr. Lacina reported the business maps that are going to be placed around town are in their final stages. Mr. Lacina welcomed Sleek Hair Designs. A new business on Cavitt Avenue in the old Esther's Treasures. The old Parente's is now going to be Club 80's. They are looking to open in June or July. Mr. Lacina also welcomed Weldon Acres to Cavitt Avenue. They are a trophy shop. Mr. Lacina also reported he spoke with the new owner of 438 Cavitt Avenue, and big plans are underway. Mr. Lacina reported the Theater Factory is planning to re-open soon; in the meantime, they are looking for vaccinated volunteers to help clean up on Sunday, April 11. A few members of the business association are looking to perform an asphalt resurfacing project of parking lots. Mr. Lacina announced if any business or church is interested to have their parking lot repaved to please reach out to him. Lastly, Mr. Lacina announced a newly remodeled space for lease on Cavitt Avenue in the old Dr. Gates building.

Councilwoman Peters thanked Mr. Lacina for his report.
Solicitor Alexander stated he saw that the Shop N Save across the bridge has plans to re-open soon.

Brad Stowers, a resident of 302 Hillcrest Drive, expressed concerns for safety and the need for a stop sign on Hillcrest Drive. Mr. Stowers stated he had seen several close calls when children are riding bikes at the intersection of Hillcrest Drive, Bradford Square, and Coventry Court. Mr. Stowers noted this is a significant hazard and does not wish to see anyone get hurt.

Solicitor Alexander stated that at the council's request, he had prepared an ordinance adding a stop sign at the intersection of Hillcrest Drive, Bradford Square, and Coventry Court making the intersection a four-way stop. The advertisement for the ordinance is on this evening's agenda and will be up for approval at the next meeting.

Mayor Llewellyn added he would speak with the Police Chief to patrol the area.

Councilman Cole added that he, Mayor Llewellyn, and the Police Chief met regarding lowering the speed limit in town. Councilman Cole stated Chief Disso is in support of the decision. Councilman Cole stated this would not require a traffic study. It is a matter of changing the ordinance and signage. Councilman Cole stated he plans to meet with Manager Stack and the Public Works Director to go over costs and prepare a proposal.

Borough Manager's Report: Manager Stack reported she made contact with PennDOT regarding the timing of the stoplight. They provided the timing details, which would need to be reviewed by a certified traffic signal contractor. If the borough were interested in changing the timing of the stoplight, a written request would be required to be submitted to PennDOT. Manager Stack stated she would be coordinating with public works to get service scheduled with a certified traffic signal contractor and an update for the next meeting. The contractor will review what PennDOT had submitted to determine if the timing is off.

Manager Stack read an update received from Port Authority, "Based on our current discussions with the Haymaker site, we will not be able to reach an acceptable operational solution there. As such, we are moving forward with a June service change plan that will schedule Route 69 on Monday through Friday in the same fashion as the weekend service is currently scheduled--Trafford to Wilkinsburg on the East Busway. All services will be removed from Viaduct Way. This will curtail all services to Oakland and Downtown via the 69. Rush hour express service will remain basically unchanged. We continue to work on a permanent solution but do not foresee any acceptable options in the near term".

Manager Stack reported she would be attending a county-wide municipal managers meeting on April 15 regarding funds the borough is to receive under the American Rescue Plan. The borough is estimated to receive $289,881.00. Manger Stack stated she is looking to use the money towards infrastructure if allowable under the guidelines.

Manager Stack reported Wilkinsburg Penn Joint would be terminating water service for all delinquent sewage accounts starting next week. The next round of sewage billing has been distributed for the service period of November 10 to February 8 and is due on May 14.

Manager Stack reported Clean-Up Days would be held May 14 from noon to 8:00 p.m. and on May 15 from 8:00 a.m. to 4:00 p.m.

The general fund balance is approximately $494,809.00. The liquid fuel balance is approximately $165,237.00. The recreation fund balance is approximately $4,402.00. The sewage fund balance is approximately $861,757.00, and the Veteran's Memorial Park fund balance is approximately $8,061.00.

Mayor's Report: Mayor Llewellyn commended the Trafford Police Department and Allegheny County for apprehending the alleged shooter within the same day as the homicide took place.

Mayor Llewellyn reported for the month of February a total of one hundred and nineteen service calls, with seven criminal complaints filed and fourteen citations issued.

Mayor Llewellyn reported for the month of March a total of one hundred and thirty service calls, with twelve criminal complaints filed and eighteen citations issued.

Community & Economic Development: Councilman Perovich stated all of his items had been previously discussed.

General Government & Finance: Councilman Corrales stated he favors reducing the speed limit in town.
Councilman Perovich mentioned he could recall a time when the Belleau Wood residents came to a meeting to reduce the speed around Belleau Wood Blvd with no resolve.

Mayor Llewellyn stated you could not change the speed limit in one area; it would need to be changed throughout the entire town. Mayor Llewellyn mentioned that there would be a cost involved with changing the speed limit. All of the signs throughout Trafford would need to be replaced.

Parks & Recreation: Councilwoman Peters reported PTARC is planning to have a summer playground program this summer. Additional details will be provided when a solid plan is in place to comply with social distancing.

Councilman Perovich thanked the Recreation Board for the Easter Bunny Parade.

Planning, Property, & Ordinances: Councilman Deabner stated he did not have a report this evening.

Public Safety: Councilman Cole stated he did not have anything additional to report this evening.

Public Works & Sanitation: Councilman Shoub questioned if anyone had any comments regarding the LED lights in South Trafford. Councilman Shoub stated he would like to convert another section of lights to LED.
Councilwoman Peters stated they're bright. Councilman Deabner and Perovich stated they liked them. Council agreed to allow Councilman Shoub to propose a new list of lights for the next meeting. Councilwoman Peters recommended changing the light at Bruce and Brinton. Councilman Shoub stated Duquesne Light would not allow random lights to be switched; they have to be in a string of ten or more.

Presidents Report: Councilman Cardiff reiterated Borough Manager Stacks report regarding the newest round of sewage billing.

Mary Street & Inwood Road
A motion "to award the reconstruction of Inwood Avenue and Mary Street to A. Liberoni for $93,360.04, with a borough match of $20,796.00." was made by Councilman Shoub and seconded by Councilman Perovich.

Manger Stack stated this would fall under the CDBG Grant, which is why the borough has a match. The matching fund amount will be lower, as the awarded amount is lower than the original estimated cost.

The motion carried unanimously 7-0.

Viaduct Way
A motion "to award the reconstruction of Viaduct Way to A. Liberoni for $68,966.59." was made by Councilman Deabner and seconded by Councilman Shoub.

Councilman Perovich questioned if the bricks would also be removed. Manager Stack stated the contractor is responsible for removing the rails. She was unsure if the bricks were included in the original specs.

Mayor Llewellyn mentioned getting a weight limit sign placed on the roadway prior to the start of the project.
Councilman Perovich stated we should.
Councilman Deabner stated that is something we need to work on.

The motion carried unanimously 7-0.

Homewood Avenue
A motion "to award the reconstruction of a portion of Homewood Avenue to El Grande Industries for $28,268.00." was made by Councilman Shoub and seconded by Councilman Corrales.

Councilman Deabner questioned which part of Homewood Avenue is being proposed for reconstruction. Councilman Shoub stated the intersection of Sixth Street and Homewood Avenue where there is a large hump in the roadway.

Councilman Perovich asked for clarification if this was option three of Don's proposal. Manager Stack stated, yes. Councilman Perovich questioned if this includes brick removal. Manager Stack stated yes.
The motion carried unanimously 7-0.

Lanalex Cloyd, Inc.
A motion "to authorize the acceptance and recording of an unencumbered free and clear deed for 501-503 Cavitt Avenue, parcel ID 36-03-03-0-490, as part of a tentative settlement with Lanalex Cloyd, Inc." was made by Councilwoman Peters and seconded by Councilman Shoub.
Councilman Perovich questioned if we would have a title search performed to make sure the property is, in fact, free and clear. Manager Stack stated, yes.
The motion carried unanimously 7-0.

Stop Sign on Hillcrest Drive
A motion "to approve the advertisement to amend Chapter 188, Section 57, Stop Intersections, of the Trafford Borough Code, adding a stop sign on Ridgecrest Court (at the intersection of Ridgecrest Court and Bradford Square Drive) and adding stop signs at the

intersection of Hillcrest Drive, Bradford Square Drive, and Coventry Court." was made by Councilwoman Peters and seconded by Councilman Shoub.
Councilman Perovich questioned if this would be designated a four-way stop. Manager Stack stated, yes.
The motion carried unanimously 7-0.

Hire Code Officer

A motion "to approve the hire of Justin Veverka for the position of full-time Code Enforcement Officer at a rate of $20.50 an hour for a ninety-day probationary period, then $21.00 an hour upon successful completion." was made by Councilman Deabner and seconded by Councilman Corrales.
Manager Stack stated we received twenty-three applications for this position. We developed a hiring committee, which held first and second interviews. Mr. Veverka was the top candidate. Manager Stack stated she budgeted $21.00/hour for this position.
The motion carried unanimously 7-0.

Hire Part-Time Police Officer

A motion "to approve the hire of Ryan Krause for the position of a part-time police officer at a rate of $20.00 an hour." was made by Councilman Perovich and seconded by Councilman Deabner.

The motion carried unanimously 7-0.

PA DCNR Grant

A motion "to approve a resolution to apply for the Pennsylvania Department of Conservation and Natural Resources 2021 Community Conservation Partnerships Program grant for $66,125.00, with a borough match of $18,062.50." was made by Councilwoman Peters and seconded by Councilman Shoub.

Councilwoman Peters stated this is the same grant she had asked the council to apply for last March. The push was to make the park ADA compliant by adding crushed limestone around the pond and add pathways to each pavilion.

The motion carried unanimously 7-0.

Memorial Policy

A motion "to approve the policy and request form for memorials located on borough property." was made by Councilman Perovich and seconded by Councilwoman Peters.

Manager Stack stated we needed to have simple guidelines to refer people to.

The motion carried unanimously 7-0.

Playground Mulch Purchase

A motion "to approve payment of $1,140.00 to Norwin Landscape Supply for certified playground mulch." was made by Councilwoman Peters and seconded by Councilman Perovich.

Councilwoman Peters questioned if Linda sent over an updated list of the parks in need. Manger Stack stated the only park in need of mulch is the Terrace. Manager Stack stated the quote Linda received was higher. Manager Stack stated she had reached out to someone local who could get us a price a few hundred dollars less with same-day delivery.

The motion carried unanimously 7-0.

New Business

Councilman Shoub stated the 2003 lawn tractor for South Trafford Ball Fields has died. Public Works Foreman Lou Corrales received quotes to purchase a new one. The most expensive quote was $2,600.00. The mower is used to cut the grass and drag the fields.

Councilwoman Peters questioned if the borough drags the fields. Councilman Shoub stated the softball association drags the fields, and we provide the equipment.

A motion "to approve a purchase of a new lawn tractor not to exceed $2,600.00" was made by Councilman Shoub and seconded by Councilman Deabner.

Councilman Cardiff questioned if this was budgeted. Manager Stack stated yes, under 409.

The motion carried unanimously 7-0.

Manager Stack stated she received a request from a Penn-Trafford Highschool student, Miss Leventopoulos, reigning Miss MidState's Outstanding Teen, with a platform to feed the need to end hunger. Miss Leventopulos built a breadbox and is requesting permission to place the box somewhere within the borough. The box would house nonperishable food items.

Manger Stack stated she spoke with Irwin Borough as they have a similar box. However, the box is on private property to which the property owner is liable. The Rotary constantly monitors their box to make sure the items are not expired and stocked.

Manager Stack felt this was a great idea. However, she is uncomfortable placing something like this on borough property, as we would be held liable if something were to happen.

Manager Stack suggested if any business owners of the community are interested, she has the information.

Councilwoman Peters stated a private business in town had a similar box and received violations from the county to take it down even though the items were nonperishables.

Manager Stack stated that the business owner was having issues because someone was calling the county on them.

Manager Stack stated Irwin had not had any complaints to date.

Manager Stack asked for any suggestions.

Councilman Shoub recommended Christian Life Church as they have a food drive every Tuesday evening. Maybe placing a box there for days other than Tuesdays.

Councilman Cardiff stated he agrees with Manager Stack. Although the items are nonperishables, the temperature outside does have an effect. If someone were to eat something that has been in the weather for an extended period of time and does get sick, we certainly do not want the liability.

Councilwoman Peters recommended the WHT.

Councilman Cardiff recommended she reach out to all the churches in town.

Councilman Perovich strongly recommended that she reaches out to Christian Life Church.

A motion "to advertise an ordinance setting a weight limit of 5 tons at the intersection of Fourth Street and Brinton Avenue, Viaduct Way, and exiting Stewart Station Road" was made by Councilman Perovich and seconded by Councilman Deabner.

Councilwoman Peters questioned what size vehicles a 5-ton weight limit would prohibit. Councilman Cardiff stated a large dump truck.

Councilman Cardiff questioned if we would require an engineering study. Solicitor Alexander stated no, but we can double-check.

Councilwoman Peters stated we also need to be mindful of any business that would expect deliveries over the 5 tons.

Solicitor Alexander stated all local deliveries are permitted.

Councilman Perovich stated we would not spend all this money fixing the road and having tractor-trailers ruin it.

They have always gone in and out of the Commerce Center via Forbes Road.

Councilwoman Peters questioned how heavy a fire truck was. Councilman Shoub stated emergency vehicles are excluded from the weight limits.

The motion carried unanimously 7-0.

Adjournment

Councilman Cardiff announced a discussion meeting to be held on Tuesday, April 20, 2021, at 6:00 p.m. and the next regular meeting for Tuesday, May 4, 2021, at 7:00 p.m.; the location for both meetings will be determined at a later date.

A motion "to adjourn" was made by Councilman Shoub and seconded by Councilwoman Perovich. The motion carried unanimously 7-0.