Meeting Minutes Trafford Borough Council Meeting November 3, 2021

1. Call to Order at 7:02pm in the Council Chambers

2. Moment of Silence & Pledge of Allegiance

3. Roll Call by Shannon Ulishney
Council Present: Councilmember Cardiff, Councilmember Cole, Councilmember Deabner, Councilmember Perovich, Councilmember Peters, Councilmember Shoub.
Council Not Present: Councilmember Corrales
Other staff in attendance: Borough Manager Ashley Stack, Solicitor Craig Alexander, Fire Chief Brian Lindbloom, Mayor Llewellyn

4. Notice of Executive Session held November 3, 2021, for matters of litigation and personnel.

5. Approval of the October 5, 2021 regular meeting minutes. a. Motion: Councilmember Cole
b. Second: Councilmember Perovich
c. Discussion -councilwoman Peters thanks Shannon for making an update to the prior month minutes.
d. Vote: Yes ____6___ No ___0_____

6. Approval of the November 3, 2021, expense voucher list. a. Motion: Councilmember Shoub
b. Second: Councilmember Cole
c. Discussion – (no further discussion)
d. Vote: Yes ___6____ No ____0____

7. Public Comment a. Public Comment for all matters which the public has concern. No public comment or questions on agenda items will be received after this point.

b. Public comment for motions not listed on the agenda will be received when called for

1. Dolores Sutton- 601 Brinton Ave, Ms. Sutton is continuing on complaint on the building at Sixth and Brinton with high weeds and hedges that she expressed concern for at the last meeting. She expects council to do something regarding this matter. She would like to go and handle this herself, but she is afraid she will be arrested since it is private property. She presents a question to council- Can the borough find the property owner or clean up weeds, and bill the property owner?

2. Lynwood Leeman 334 Fourth St. – Mr. Lynwood expressed concern about a pothole on Edgewood Ave around the 400 block, it is in the middle of the road, and getting big again.

3. Janet Cronin- 405 Gilmore Ave – Ms. Cronin would like to thank council for addressing her previous concerns from prior meeting, everyone did a great job with a resolution.

4. Jean Gregg- 135 E Homewood Ave- Ms. Gregg expressed concern regarding a pothole in the middle of the road on E. Homewood Ave- it is getting larger and larger, and she would like the borough to address this issue.

5. Andrew Strezo 605 Sixth St.- Mr. Strezo expressed concern that on Forest St. there is a rise in the sidewalk caused by a tree, and it creates a tripping hazard. Also, on Gilmore and Fifth St. there is another

sidewalk rising. He also would like to know why there was no correspondence from the Borough on Sixth St with People's Gas working. He came home to this one day, and never had a warning that work was being done by the utility company. His car was covered in material from road cutting. He would like an answer on why he was not notified.

c. Borough Response

1. Delores Sutton- Borough manager responds that code did reach out to the property owner, and nothing was done, but she will follow up again since no action was taken by the homeowner to rectify the situation.
2. Lynwood Leeman- Councilmember Shoub said he will check out the pothole in the morning.
3. Janet Cronin- Council President Cardiff appreciates the thank you, and it is nice to have positive feedback. Borough tries to work with people on all matters.
4. Jean Gregg- Casey will also look at this pothole in the morning- Borough manager says part of the problem on Homewood is water run off- you cannot just patch the job; it needs to go out for bid due to the constant water run off issue.
5. Andrew Strezo- Borough manager responds that sidewalks are the property owner's responsibility; she suggests completing a code complaint form so we can send code to check this out. Also, People's Gas never reached out to the borough, so that is why the community was not informed. Finally, People's reached out to the borough public works foreman, and let borough know they are replacing lines on Duq Ave, Fifth St., Sixth St., Seventh, Brinton, Edgewood and Homewood. Projects will be completed by end of January, and then roads will be paved curb to curb.

8. Administrative Reports a. Borough Manager

- There have been some complaints regarding the lack of small fish in the BY pond for the larger fish to eat so last week we stocked the pond with bluegill and green sunfish which will provide the larger fish an ample food source, will not disturb the current ecosystem, and will provide fishermen at BY a wider variety of fish to catch.

- Public Works completed winterizing the parks this week.

- The remaining Waste Management leaf and yard waste collection dates for the borough will be:
  - Thursday, November 11th
  - Friday, November 26th
  - Thursday, December 9th

- Sewage bills were mailed out for the period of May 11th – August 9th and are due on November 12th.

- Current bank account balances are as follows:
  - General Fund approximately $965,398
  - Liquid Fuels Fund approximately $77,811
  - Recreation Fund approximately $4,275
  - Sewage Fund approximately $845,155
  - Veterans Memorial Park approximately $7,565

b. Mayor

Monthly report October 2021

- 4 Accidents , 35 Assists, 11 DC/Disturbances, 10 Domestics, 3 Drug violations, 2 Harassments, 2 Juvenile complaints, 48 service calls, 23 suspicious activity, 6 thefts, 1 warrant

- 145 documented calls, 16 citations issued, 5 criminal complaints to date.
- Also wants to make a note that per the complaints received for stop sign violations and speeding within the borough, 6 written warnings were issued along with other traffic stops being made with either verbal warnings issued, or citations being issued.
- Mayor has also been receiving questions regarding the Fire Dept, and said Chief did not need to respond there on the spot, but did want to pose the questions he has been receiving such as:
    - Why is Fire Dept suing the borough?
    - Why should taxpayers give donations when Dept has money to purchase property in town?
    - Why does the Fire Dept expect the residents of Trafford to pay for the utilities for the business they are running out of the fire building?

*There was no response from Brian Lindbloom, Fire Chief

9. Committee Reports a. Community & Economic Development (Chair Steve Perovich/Co-chair Leslie Peters) Councilmember Perovich went to a meeting with Council President Cardiff for Westmoreland County Borough Association. The association gets all the boroughs in the county together to bounce ideas off each other. Trafford has a strong presence in the Association. Also, there will be a program in the park sponsored by the Legion, weather permitting. More information to come. It will be held on Veterans day the 11th of November.

b. General Government & Finance (Chair Chris Corrales/Co-chair Zack Cole) -No report

c. Parks & Recreation (Chair Leslie Peters/Co-chair Steve Perovich) Councilwoman Peters wanted to update that there is no determination on the DCNR grant to date for BY park. There should be a decision any week now, and she will update when she gets a definitive answer. Also, the life ring boxes need replaced in BY park. They are looking for volunteers to assist in fixing the boxes.

The Halloween contest had 13 participates- some people went all out; it was a lot of fun. Holiday Happenings will be Dec 4th from 5-7 a drive down Cavitt Ave. There will be live music this year too- flyers will be sent at a later date.

d. Planning, Property, & Ordinances (Chair Ralph Deabner/Co-chair Casey Shoub) – no report

e. Public Safety (Chair Zack Cole/Co-chair Chris Corrales) – no report

f. Public Works & Sanitation (Chair Casey Shoub/Co-chair Ralph Deabner) – Councilmember Shoub said his contact from Duq Light called last Friday in regard to the LED lights, borough is still getting the 28 lights they paid for already… Duq Light would entertain doing all the lights on 130 and 993, and there is a chance these could be replaced at no cost after the first of the year.

g. President Kris Cardiff – Attended the PSAB conference in Erie on October 9th- a reward was given by state for the communication on website and Facebook. It usually goes to places out East, so for Trafford to receive the award was a great honor. Borough received a plaque to display.

10. Approve the ordinance to amend Chapter 188, Section 57, Stop Intersections, of the Trafford Borough Code, adding a stop sign on Sixth Street (at the intersection of Gilmore Avenue). a. Motion: Councilwoman Peters

b. Second: Councilmember Cole

c. Discussion (no further discussion)

d. Vote: Yes _6_____ No ___0___

11. Approve the advertisement to amend Chapter 141, Section 3-B, Acts Prohibited, of the Trafford Borough Code, to permit domesticated dogs in BY Park under certain conditions. a. Motion: Councilwoman Peters

b. Second: Councilman Shoub

c. Discussion- Councilmember Cole asks to specify conditions for community to hear, and Borough Manger states dogs must be on leash, waste must be picked up, and put in proper receptacle, and pets must be licensed through the county.

d. Vote: Yes _____6_ No _____0_

12. Approve the placement of Trafford's Wings Across Westmoreland on the wall alongside the borough building parking lot. a. motion: Councilmember Deabner

b. Second: Councilmember Perovich

c. Discussion – President Cardiff said they had discussion with Westmoreland Cultural Trust about the project. A few months ago, the organization reached out to the Borough Manager. A committee was formed of President Cardiff, Councilmember Deabner and Councilmember Perovich, Brandon from the Business Assoc, Andrew from the historical society- all members got together on a monthly basis to open the door to add cultural development in the town. This is a great opportunity for Trafford.

Adam attended the meeting from Westmoreland Cultural Trust to provide more information to the community stating: they are a non- profit, and they operate out of Greensburg- they have many projects for businesses in Greensburg. They want to expand county wide, and artwork is created with the same tone. The wings having a unified look, but the contents are borough specific. This will be free interactive artwork that will help to add to Trafford and bring more attention… people can take pictures in front of the artwork to post to social media. Some surrounding areas with similar artwork include Greensburg, Ligonier, Jeannette, Mt. Pleasant, Smithton and Youngwood. Plans for 2022 to include artwork in Trafford, New Kensington, Monessen and Irwin. Images of artwork were passed around for Council to view.

The artwork will be out by the wall on the Library that says Trafford Community Center. It is under the mural.

The cost is $700 for the project. The borough was trying to figure out ways to pay for the project. Wings was a great fit for the name because members of St Mark's church were looking for a project to fund and have agreed to pay in full for the Wings across Westmoreland project. The church unfortunately has shut down, and they need to dissolve the non-profit, so this is a great way to give back to the town with funds left over from the church.

The timeline is in the next few days they will get this over to the artists to work on over the winter, and they will be installed and unveiled in March or April when it is warmer. Councilmember Perovich said this project will represent the past, present and future of Trafford.

d. Vote: Yes __6_____ No ____0___

13. Award the contract to Minniefield Demolition Services, LLC, for the blight remediation project in the amount of $97,000.00, and for the asbestos remediation in the amount of $48,015.19. a. Motion: Councilmember Shoub

b. Second: Councilmember Cole

c. Discussion- Borough manager Ashley Stack states that this project was a grant given for the Bandy building, one property on Murrysville, one property on Duq Ave and a property on First St. The total of all projects was under the grant amount awarded. The contractor could be in the area as early as tomorrow or Friday to start work if this is voted on.

d. Vote: Yes __6_____ No ____0___

14. Award the contract for the guiderail installation at Prospect Avenue and 6th Street to Penn Line Service, Inc., for $4,025.00. a. Motion: Councilmember Shoub

b. Second: Councilmember Deabner

c. Discussion – project would be unsafe for Public works to complete, so borough had to contract out stated by Ashley Stack.

d. Vote: Yes ___6____ No ___0____

15. Approve the resolution granting borough authorization to execute document signing for the Department of Environmental Protection Consent Order and Agreement. a. Motion: Councilmember Perovich

b. Second: Councilmember Shoub

c. Discussion – Councilwoman Peters would like further explanation, so Borough Manager Ashley Stack responds that a consent order is required by the Department of Environmental Protection regarding sanitary sewer overflow. They spell out what the borough needs to do. Don Glenn reviews everything. Other boroughs received information over a month ago, but Trafford just received last week. The resolution requires the borough to appoint two people to sign the consent order and agreement, so the borough is putting their names on this resolution. The borough manager and the council president will be the ones appointed to sign.

d. Vote: Yes _6_____ No _____0__

16. Approve the Collective Bargaining Agreement between Trafford Borough, Teamsters Local Union No. 205, and the Trafford Borough Police Department for January 1, 2022, through December 31, 2025. a. Motion: Councilmember Cole

b. Second: Councilmember Shoub

c. Discussion – Ashley Stack said this was an easy negotiation. One thing holding up was the actuary report of the pension. If this would need to be increased from 1%. Report came back pension is at minimal distress level. Pension will continue contribution at 1%

d. Vote: Yes ___6____ No ____0___

17. Receive the borough manager's preliminary 2022 Budget. a. Motion: Councilwoman Peters

b. Second: Councilmember Cole

c. Discussion – November 16th will have the preliminary budget, and public can address any concerns. Councilwoman Peters suggests that public see the budget to review and then they can come to the meeting with their questions. Council President said he can have on the website tomorrow for public to review.

d. Vote: Yes ____6___ No _____0__

18. Approve the borough manager to advertise that the preliminary 2022 Budget is available for public inspection on November 17, 2021, following the November 16, 2021, Discussion Meeting. a. Motion: Councilmember Shoub

b. Second: Councilmember Perovich

c. Discussion – Budget modifications will be done during discussion meeting, and then budget will be advertised after the meeting. The preliminary budget can be viewed ahead of time, and taxpayers can see where their tax dollars are going.

d. Vote: Yes __6_____ No __0____

19. Approve the borough manager to advertise an ordinance setting the millage rates for 2022. The proposed millage rate is 28.5 mills for general government services and 3 mills for debt service, with no increases from 2021. a. Motion: Councilmember Shoub

b. Second: Councilmember Perovich

c. Discussion – there has not been a tax rate increase for over 4 years, and no change to rates this year.

d. Vote: Yes ___6____ No ___0___

20. Approve a resolution setting the borough contribution rates for the non-uniform pension plan at $1,125.00 per quarter for 2022. a. Motion: Councilmember Cole

b. Second: Councilmember Shoub

c. Discussion – formality year to year, CBA has been ratified at 1%, no change from 2021 to 2022

d. Vote: Yes ____6___ No __0____

21. Approve a resolution setting the employee contribution rates for the uniform pension plan at a rate of 1% for 2022. a. Motion: Councilmember Perovich

b. Second: Councilmember Cole

c. Discussion (no further discussion)

d. Vote: Yes __6_____ No ___0___

22. New Business – no new business to discuss

23. Adjournment a. Announce the Discussion Meeting for Tuesday, November 16, 2021, at 6:00 p.m. in the Manchester Room and the next Regular Council Meeting for Tuesday, December 7, 2021, at 7:00 p.m. in Council Chambers.

b. Move to adjourn

7:49 pm adjournment

Motion: Councilmember Shoub

Second: Councilmember Cole

Vote: Yes__6_____No_____0____