Meeting Minutes Trafford Borough Council Meeting
June 10th, 2025

1. Call to Order – **Meeting called to order by Councilmember Cardiff at 7:01 pm.**

2. Moment of Silence & Pledge of Allegiance

3. Roll Call - **completed by Secretary Nina Mulnix**

Councilmembers present: Councilmember Bayko, Councilmember Cardiff, Councilmember Deabner, Councilmember Perovich, Councilmember Shoub

Councilmembers not present: Councilmember Dapra, Councilmember Schopp

Other staff present: Mayor Llewellyn, Manager Peticca, Secretary Mulnix, Code Enforcement Hamill, Engineer Penn E&R

Other staff not present: Solicitor Alexander

4. Notice of Executive Session held June 10th, 2025, for matters of personnel and property. Notice of Executive Session held May 29th, 2025, for matters of personnel and property.

5. Approve the May 6th, 2025, Council Meeting minutes
    a. Motion: Councilmember Perovich
    b. Second: Councilmember Deabner
    c. Discussion: **No discussion**
    d. Vote: 5, 0, 2 (Absent)

6. Approve the April 15th, 2025, Council Discussion meeting minutes.
    a. Motion: Councilmember Deabner
    b. Second: Councilmember Bayko
    c. Discussion: **No discussion**
    d. Vote: 5, 0, 2 (Absent)

7. Approve the May 2025 expense voucher lists.
    a. Motion: Councilmember Bayko
    b. Second: Councilmember Shoub
    c. Discussion: **No discussion**
    d. Vote: 5, 0, 2 (Absent)

8. 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.

c. Borough Response

Donna Morrocco (410 Edgewood Ave) came to discuss and seek councils' permission for work to be conducted on the stone steps from Edgewood Ave to the Gazebo at Veterans Park. Ms. Morrocco's proposed plan to clean the shrubs and bushes, install a metal handrail, and place a sign that states use at your own risk. Ms. Morrocco would like to contribute the funds to the project. Ms. Morrocco stated she will be seeking opinions from the Trafford Historical Society about this project.

Borough Response:

It was decided that council will gather more information from Ms. Morrocco after she has a meeting with the Trafford Historical Society.

Diane Kerrigan (35 Sycamore Street) provided packets of information and photos to council members regarding storm water run-off flooding that continues to take place at her property in South Trafford. Mrs. Kerrigan gave a timeframe of 2023/2024 when the roads were paved, that's when more problems arose with standing water. The problem became compounded when a neighboring property decided to block the flow of the water with dirt and debris. This problem was resolved for a short time, before the neighbor resorted back to placing the dirt and debris. In July of 2024 during a drought a pond of water still managed to form and then became a breeding ground for mosquitoes. The pond of water became a block of ice in the winter of 2024 and into 2025. The water has become so bad that people walking in the area have now begun to trespass onto our property. Mrs. Kerrigan further stated her concern that there is only one main artery in and out of South Trafford and that is through the railroad underpass. That underpass flooded significantly during this last rainstorm. She further stated that it is a huge public safety concern and asked for further enforcement and action to be taken to remedy these issues.

Borough Response:

Councilmember Shoub asked if Mrs. Kerrigan can provide information if Sewer Easements exist/are present on her property.

Manager Peticca stated that the neighbor has been advised to keep the way clear, and the Public Works department has dredged the area, and water continues to pond there. The borough is following the recommendations of the Engineer Penn E& R to proceed to apply for a grant to install a new storm pipe and catch basin. The borough is aware that action needs to be put in place with or without the grant.

Councilmember Perovich asked if the railroad was being contacted about the trespassers coming from their private property.

Mrs. Kerrigan stated that it happens so frequently that they only call when all terrain types of vehicles are on the property or people attempting to party on that property.

Joan Monroe – (513 Zone Street) provided handouts of information to council members. Ms. Monroe spoke about the need to reach out to local government officials and ask them to advocate to keep funding public transportation.

Borough Response:

Councilmember Perovich thanked Ms. Monroe for being the spokesperson and advocating for the bus line to remain in Trafford.

9. Report from Borough Engineer, Penn E&R
    a. Report submitted.
    b. Public comment on Penn E&R's report – **Manager Peticca asked if Penn E & R could make a recommendation to help mitigate the ponding problem on Bluff Street.** Bob Roach from Penn E & R gave a recommendation for a temporary remedy would be to periodically pump the water out of the pond.

10. Mayor's Report –
    - **Mayor Llewellyn read the police report for the month of May**
    - **Mayor Llewellyn thanked the Public Works Department, The Police and Fire Departments for all their efforts to aid the residents of Trafford during the most recent storms.**

The mayor excused himself from the remainder of the meeting- he had to go to work.

11. Committee Reports
    a. Community & Economic Development (Chair Steve Perovich/Co-chair Jesse Dapra)
    - **The committee reported that the TECDC is meeting monthly to plan some future activities**.

    b. General Government & Finance (Chair Pat Bayko/Co-chair Rose Schopp)
    - **No Report was given**

    c. Parks & Recreation (Chair Jesse Dapra/Co-chair Steve Perovich)
    - **The Committee reported that Flavor Fest is on June 22nd at BY Park with numerous vendors and food trucks participating. The Recreation Board is planning a free fishing day on July 13th, from 8am to 12pm.**

    d. Planning, Property, & Ordinances (Chair Casey Shoub/Co-chair Ralph Deabner)
    - **Code Enforcement read the May report.**

    e. Public Safety (Chair Rose Schopp/Co-chair Pat Bayko)
    - **No report was given.**

    f. Public Works & Sanitation (Chair Ralph Deabner/Co-chair Casey Shoub)
    - **The Committee reminded everyone that there is a dumpster at the public works building for residents that were affected by flooding to dispose of large items. The borough has a few road closures: 500 block of Homewood Avenue between Zone and 6th Street (resident traffic only), and Fourth Street between Brinton and Duquesne Avenue and the 400 block of Cavitt Avenue (resident traffic only).**

    g. Junior Council Person (JCP) Report
    - **No report was given, JCP members are reorganizing for next school year.**

    h. President Kris Cardiff
    - **Trafford Borough members attended the PSAB conference in Hershey, June 1st – June 4th. There were many informative sessions, and a lot of new information was obtained. The JCP Mock Council meeting has been delayed, the date will be released soon by the end of June.**

12. Manager's Report –

- **Road Closures – The borough will be working with Penn E & R to develop a plan.**
- **Borough Manager Peticca thanked Councilmember Cardiff for the nomination for the Distinguished Service Award that was awarded at the PSAB Hershey Conference. This award was for the efforts and leadership during the 2024 tornado that impacted the borough.**

13. Motion to approve Ordinance 2-2025 Internation Fire Code.
    a. Motion: Councilmember Perovich
    b. Second: Councilmember Shoub
    c. Discussion: **No discussion**
    d. Vote: 5, 0, 2 (Absent)

14. Motion to approve the 2024 Audit performed by Opst and Associates.
    a. Motion: Councilmember Bayko
    b. Second: Councilmember Perovich
    c. Discussion: **The borough undergoes an audit every year. Opst and Associates audit all the accounting and administrative procedures. There is a separate audit done on the liquid fuels' accounts.**
    d. Vote: 5, 0, 2 (Absent)

15. Motion to approve the paving bid from Tresco Paving Corporation for Catherine from Fairmont to Homewood, spot repair on First Street in front of 89 & 91st St, spot repair on Cavitt in front of Post Office, in amount of $150,352.25
    a. Motion: Councilmember Shoub
    b. Second: Councilmember Deabner
    c. Discussion: **No discussion**
    d. Vote: 5, 0, 2 (Absent)

16. Motion to approve list of supervisors for the Trafford Recreation Playground Program; Dominic Randall, Austin Lingenfelter, Katelyn Theakston, & Nolan O'Connell at the rate of $14.00/hour.
    a. Motion: Councilmember Perovich
    b. Second: Councilmember Deabner
    c. Discussion: **The Playground Program starts on Monday June 15th, at Woodlawn & Fairmont Parks.**
    d. Vote: 5, 0, 2 (Absent)

17. Motion to approve the DPW building rear heater in amount of $5,800 to G&D Mechanical.
    a. Motion: Councilmember Shoub
    b. Second: Councilmember Perovich
    c. Discussion: **Were other bids obtained: Councilmember Cardiff stated that the cost of the repair was under the bid threshold amounts. Three phone quotes were all that were required and those were obtained**.
    d. Vote: 5, 0, 2 (Absent)

18. Motion to approve .50 cent raise for Dan Carr and Dom Bucci (seasonal DPW) for total hourly wage of $14.50/hr. retroactive to their 2025 June summer seasonal employment.

a. Motion: Councilmember Deabner
b. Second: Councilmember Perovich
c. Discussion: **No discussion**
d. Vote: 5, 0, 2 (Absent)

19. Motion to advertise Ordinance for Borough Manager position.
    a. Motion:
    b. Second:
    c. Discussion: **Motion Failed**
    d. Vote:

** A motion was made to table the agenda item until the committee has a chance to review.
a. Motion: Councilmember Shoub
b. Second: Councilmember Deabner
c. Discussion: **Roll Call Vote – The borough needs to have an ordinance to have a borough manager, there is not one currently located in the office. This step is to make it official. It was still decided to table the motion.**
d. Vote: **Yes, to table the Motion**: Bayko, Cardiff, Deabner, Shoub,
No, to table the Motion: Perovich.
Motion passed to table till the July meeting.

20. Motion to approve all signing of borough checks be done with "Sharpie S Pens" to minimize fraud and possible check washing fraud.
    a. Motion: Councilmember Bayko
    b. Second: Councilmember Perovich
    c. Discussion: **This is another level of protecting the borough from a new type of fraud, after learning about a new scam using a check washing technique.**
    d. Vote: 5, 0, 2 (Absent)

21. New Business
    1. Westmoreland Conservation District letter of support for Watershed Planning Advisory Committee.

The borough received a letter from the WCD asking for support, to show that we support storm water management. The action requested by participating in the advisory committee, or by submitting a letter of support or both. It was recommended that the borough provide a letter of support and leave the option open for future involvement.

A motion is on the floor to provide a letter of support from the borough of Trafford to the Westmoreland Conservation District for the Watershed Planning Advisory Committee.
a. Motion: Councilmember Perovich
b. Second: Councilmember Deabner
c. Discussion: **No discussion**
d. Vote: 5, 0, 2 (Absent)

2. Emergency Declaration for flooding occurring on Zone Street and Homewood Avenue on 6/6/25, and Fourth Street.

Councilmembers can act for this to be effective immediately to allow the borough to obtain any emergency funding that might be available.

A motion is on the floor to Declare an emergency for flooding occurring on Zone Street, Homewood Avenue and including Fourth Street on 06/06/25.

a. Motion: Councilmember Deabner
b. Second: Councilmember Shoub
c. Discussion: **No discussion**
d. Vote: 5, 0, 2 (Absent)

3. Donna Morocco and railing for stairs leading into Veterans grassy area

- **These concerns were addressed during the public comment period of the meeting.**

4. Request for consent and notice of assignment for Olympus Energy to sell oil and gas well lease to EQT.

The action requested is being fulfilled as a formality.

A motion is on the floor for request for consent and notice of assignment for Olympus Energy to sell oil and gas well lease to EQT.

a. Motion: Councilmember Shoub
b. Second: Councilmember Deabner
c. Discussion: **No discussion**
d. Vote: 5, 0, 2 (Absent)

5. Public Comment Resolution to limit public comment to 3 minutes

The current resolution was drafted in 2008, the revised version that Solicitor Alexander recently drafted would be rules under Sunshine Law. Any changes and additions can still be made. It was decided that no action be taken at this moment.

22. Old Business – **There was no old business to discuss.**

Adjournment

a. Announce the next Regular Council Meeting on July 1st, 2025, at 7:00 pm in Council Chambers.
b. Move to adjourn: Councilmember Deabner
c. Second: Councilmember Shoub
d. Discussion: **No discussion**
e. Vote: 5, 0, 2 (Absent)

Respectfully Submitted,

Nina Mulnix
Borough Secretary