Trafford Borough Council Meeting Minutes
August 5th, 2025

1. Call to Order- **meeting called to order by Councilmember Cardiff at 7:00pm.**

2. Moment of Silence & Pledge of Allegiance

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

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

Councilmembers not present: Councilmember Dapra, Councilmember Deabner, Councilmember Schopp

Other staff present: Mayor Llewellyn, Solicitor Alexander, Secretary Mulnix, Code Enforcement Hamill, Engineer Penn E&R, Foreman Gockel.

4. Notice of Executive Session held July 11th & August 5th, 2025, for matters of personnel, litigation, and property.

5. Approve the July 1st, 2025, Council meeting minutes.
    a. Motion: Councilmember Perovich
    b. Second: Councilmember Bayko
    c. Discussion: **No discussion**
    d. Vote: 4, 0, 3 (Absent)

6. Approve the July 2025 expense voucher lists.
    a. Motion: Councilmember Bayko
    b. Second: Councilmember Shoub
    c. Discussion: **No discussion**
    d. Vote: 4, 0, 3 (Absent)

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.
    c. Borough Response

Robert Clawson (508 Zone Street) – had concerns about damages to his property incurred during the rain event in June that caused a sewage drain to back up into his basement. Mr. Clawson is looking for an update and is asking the borough for assistance in covering the cost of damages items that the insurance company will not cover.

Borough Response:

Solicitor Alexander asked Mr. Clawson if the damages were submitted to his homeowner's insurance.

Mr. Clawson responded that they are only covering a portion of the damage in the amount of $5,000.00.

Solicitor Alexander stated he is unsure of the borough's liability; it was decided that this situation will need further discussion and investigation internally.

Mr. Clawson stated that the extent of the damage based on a quote from the homeowner's insurance is around $11,000.00.

Lynwood Leeman (334 Fourth Street) – asked for update about the paving project on Catherine Street, and if the gravel debris can be addressed. Mr. Leeman also asked for a status update about the sidewalk being installed at 501 5th Street, and the building on 5th Street and Cavitt Avenue.

Borough Response:

Councilmember Cardiff confirmed that Catherine Street is on the list for paving when that project starts, and the borough will have someone look at the gravel run parking area.

Solicitor Alexander provided an update about the sidewalk issue and the dilapidated building on Cavitt Avenue. The borough is waiting for Westmoreland County landbank to acquire the property and await funding to demolish the building. The sidewalk issue has been in litigation for a while, and there is a trial set for August 22nd to determine responsibility.

Sandy Babich (514 Zone Street) – asked questions about the charges on her recent sewage bill: why are the bills so high, and do those charges aid toward maintenance . Ms. Babich also spoke about the damages that the neighbor at 508 Zone Street experienced.

Borough Response:

Councilmember Cardiff stated the breakdown of charges are listed on the website and read the information out loud. It was also explained that the sewage charges are used to fund any projects that need to be remedied and maintained. (The example of the current infrastructure issue on 4th and Cavitt was given). The response also noted that ALCOSAN continues to raise their rates every year by 7%.

Mr. Clawson had one additional concern to address with council, about a sidewalk that borders his house and wanted to know who is responsible for the repair of the curb.

Borough Response:

Solicitor Alexander stated that it is the property owner's responsibility to maintain it.

8. Report from Borough Engineer, Penn E&R
    a. Report submitted.
    b. Public comment on Penn E&R's report- **There were no comments or questions on the report submitted.**

9. Mayor's Report-
    - **Mayor Llewellyn read the July police report.**
    - **Mayor Llewellyn stated the two officers that were recently hired have started and they will take their oath later in the week**.

10. Committee Reports
    a. Community & Economic Development (Chair Steve Perovich/Co-chair Jesse Dapra)

- **The committee reported that Oktoberfest is approaching on September 6th from 12pm to 7pm, with bands, and food trucks and other events planned. The TECDC and the beautification team have been very actively planting flowers and beautifying the borough. The committee also reported there are a few new businesses in town on Fifth Street. It was also mentioned that TECDC is a separate entity from the borough, there are their own non-profit organization.**

b. General Government & Finance (Chair Pat Bayko/Co-chair Rose Schopp)

- **The committee reported that the borough is accepting applications for a new borough manager, applications will be accepted through August 8th. 2025.**

c. Parks & Recreation (Chair Jesse Dapra/Co-chair Steve Perovich)

- **The committee reported that there was a resignation on the recreation board, and they are actively seeking a replacement. There is also an item on the agenda to accept the dissolution of PTARC.**

d. Planning, Property, & Ordinances (Chair Casey Shoub/Co-chair Ralph Deabner)

- **Code enforcement read the July code report.**

e. Public Safety (Chair Rose Schopp/Co-chair Pat Bayko)

- **The committee had nothing to report.**

f. Public Works & Sanitation (Chair Ralph Deabner/Co-chair Casey Shoub)

- **The committee deferred to the Public Works Foreman in attendance to give a report.**
- **The foreman stated the crew has been testing out a piece of equipment to seal cracks on borough roadways to restore the conditions of the roads.**
- **The seasonal help is coming to an end; the department is back to the normal crew.**

g. Junior Council Person (JCP) Report

- **JCP Member Claypool stated that with school starting soon the JCP program will be actively recruiting high school students to participate in the program**.

h. President Kris Cardiff

- **President Cardiff stated that former JCP member Ally Morrocco attended the council meeting. It was also mentioned that Jaime Peticca will be missed, and the borough wishes her the best of luck. The borough is hopeful that the borough manager position will be filled soon.**

11. Manager's Report – **there was no report to give.**

12. Motion to ratify to advertise the Borough Manager position.
    a. Motion: Councilmember Bayko
    b. Second: Councilmember Shoub
    c. Discussion: **No discussion**
    d. Vote: 4, 0, 3 (Absent)

13. Motion to ratify to accept the Plus Public quote for the public rebranding in amount of $1,500.00
    - Revised Motion to ratify to accept the Plus Public quote for the public rebranding in the amount of $1,500.00 subject to adding additional language.
    a. Motion: Councilmember Perovich
    b. Second: Councilmember Bayko
    c. Discussion: **This is to rebrand and give Trafford Borough an identity.**
    d. Vote: 4, 0, 3 (Absent)

14. Motion to accept or deny the online bid in amount of $331.00 for the Verkada Security Cameras.
    - Motion to accept the online bid amount of $331.00 for the Verkada Security Cameras.
    a. Motion: Councilmember Shoub
    b. Second: Councilmember Perovich
    c. Discussion: **The cameras were old cameras from when the borough upgraded to new ones.**
    d. Vote: 4, 0, 3 (Absent)

15. Motion to accept Jaime Peticca's resignation as Borough Manager effective last physical day of August 1st, 2025.
    a. Motion: Councilmember Perovich
    b. Second: Councilmember Shoub
    c. Discussion: **No discussion.**
    d. Vote: 4, 0, 3 (Absent)

16. Motion to accept Jodi Kerston's resignation from the Trafford Borough Recreation Board effective August 1st, 2025.
    a. Motion: Councilmember Perovich
    b. Second: Councilmember Shoub
    c. Discussion: **This is the resignation mentioned in the committee reports.**
    d. Vote: 4, 0, 3 (Absent)

17. Motion to approve the final invoice for the Cavitt Avenue Parking lot in the amount of $35,120.00 contingent upon receiving the maintenance bond from the contractor.
    a. Motion: Councilmember Shoub
    b. Second: Councilmember Bayko
    c. Discussion: **No discussion**
    d. Vote: 4, 0, 3 (Absent)

18. Motion to approve Penn E&R to prepare and issue requests for bids for 6th Street Playground reconstruction project.
    a. Motion: Councilmember Bayko
    b. Second: Councilmember Perovich
    c. Discussion: **No discussion**
    d. Vote: 4, 0, 3 (Absent)

19. New Business

A. Discussion on the Waste Management bid for refuse collection and possible action

Councilmember Shoub stated he was very pleased and surprised to see that there was little to no change with the bid proposed.

A motion is on the floor to accept the Waste Management bid collection for traditional pick up without recycling.

a. Motion: Councilmember Shoub
b. Second: Councilmember Perovich
c. Discussion: **A question was asked about the bulk item restrictions, being limited to 2 items once a month. Waste Management presented the collection option with the cart, which would be aesthetically appealing and waste management did give us the details to review for that option. The borough was presented with a four-year contract with the option to extend it for another 2 years. Regarding the quotes received compared to other municipalities, this option is a good option with only a minimum increase to the quarterly bill over the course of the contract.**
d. Vote: 4, 0, 3 (Absent)

B. Resolution for dissolving PTARC and possible action

A motion is on the floor to approve a Resolution for dissolving PTARC

a. Motion: Councilmember Perovich
b. Second: Councilmember Shoub
c. Discussion: **No discussion**
d. Vote: 4, 0, 3 (Absent)

C. LSA Local Share grant application is open until Sept 30th, 2025, discussion and possible action on a particular project.

Secretary Mulnix stated the recommendation for the LSA Local Share Grant would be to obtain quotes for a sprinkler system for the Public Works building and to keep the ask at around $20,000.00

D. LSA Statewide Grant is open on Sept 1st through Nov 30th discussion and possible action on any infrastructure projects

Secretary Mulnix stated the recommendations for the LSA Statewide Grant would be for infrastructure projects.

It was decided that no action needed to be taken on the above agenda items discussed above.

20. Old Business

a. Cavitt and 4th roadway/ sewer / stormwater project request for quotes and possible action. No bids are required due to the emergency declaration.
b. Homewood roadway/ sewer/ stormwater project request for quotes and possible action. No bids are required due to the emergency declaration.

A motion was on the floor to authorize Penn E&R to proceed with solicitation of quotes for the Cavitt and Fourth project and the Homewood Avenue project.

a. Motion: Councilmember Shoub
b. Second: Councilmember Perovich
c. Discussion: **No discussion**
d. Vote: 4, 0, 3 (Absent)

Adjournment

a. Announce the next Regular Council Meeting on Sept 2nd, 2025, at 7:00 pm in Council Chambers.
b. Move to adjourn: Councilmember Shoub
c. Second: Councilmember Perovich
d. Discussion: **No discussion**
e. Vote: 4, 0, 3 (Absent)

Respectfully Submitted

Nina Mulnix
Borough Secretary