Trafford Borough Council Meeting Minutes
November 05, 2025

1. Call to Order – **Councilmember Cardiff called the meeting to order at 7:03pm.**

2. Moment of Silence & Pledge of Allegiance

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

Councilmembers present: Councilmember Bayko, Councilmember Cardiff, Councilmember Schopp, Councilmember Shoub.

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

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

4. Notice of Executive Session held November 5th, 2025, for matters of personnel, litigation, and property.

5. Approve the October 7th, 2025, Council Meeting minutes.
    a. Motion: Councilmember Schopp
    b. Second: Councilmember Bayko
    c. Discussion: **No discussion**
    d. Vote: 4, 0, 3 (Absent)

6. Approve the October 2025 expense voucher lists.
    a. Motion: Councilmember Bayko
    b. Second: Councilmember Schopp
    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

Donna Morocco (410 Edgewood Ave) – provided a handout to councilmembers about a project called "Wind on the phone". Ms. Morocco explained that this idea is a way for those experiencing grief can reach out and speak to a loved one. Ms. Morocco is proposing a box with a phone be mounted on a tree near the stone steps.

Borough Response:

Manager Alberter stated that this is a nice idea.

Councilmember Cardiff stated that he has concerns about placement of this it for potential liability on borough property.

It was decided that Ms. Morocco work with the borough staff to choose a safe central location for placement of the Wind on the Phone.

8. Report from Borough Engineer, Penn E&R
    a. Report submitted.
    b. Public comment on Penn E&R's report- **Councilmember Bayko asked if the cost of the Fourth and Cavitt project be adjusted with the reported changes. Amber Yon stated that the project was quoted for two manhole replacements, with the removal of the one the cost will decrease but an exact amount was not given.**

9. Mayor's Report-
    - **Mayor Llewellyn read the October police report.**
    - **Mayor Llewellyn mentioned that a concerned resident approached him about the increased truck traffic that is traveling through the borough. The concern is that the trucks are leaving behind soot and debris and the loud noise of the trucks due to their use of the engine brake. The mayor proposed reaching out to the individual in charge of the project to help assist with the residents' concerns.**

10. Committee Reports
    a. Community & Economic Development (Chair Steve Perovich/Co-chair Jesse Dapra)
        - **The committee had nothing to report.**
    b. General Government & Finance (Chair Pat Bayko/Co-chair Rose Schopp)
        - **The committee reported that the 2026 draft budget will be ready to review on November 18th, discussion meeting.**
    c. Parks & Recreation (Chair Jesse Dapra/Co-chair Steve Perovich)
        - **The committee had nothing to report.**
    d. Planning, Property, & Ordinances (Chair Casey Shoub/Co-chair Ralph Deabner)
        - **The committee deferred to code enforcement to read the October 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 had nothing to report.**
    g. Junior Council Person (JCP) Report
        - **JCP Member was absent, there was nothing to report.**
    h. President Kris Cardiff
        - **Councilmember Cardiff stated that Halloween in the borough was a safe event.**

- **TECDC (separate organization) provided an update on some borough events and activities**.
  - *Mr. Contillo stated the Trafford Recreation Board had a well-attended Halloween Party for the kids.*
  - *Trafford Recreation Board will be sponsoring a home decorating contest with cash prizes. There will also be a business decorating contest with a donated gift card prize.*
  - *TECDC sponsored a training seminar for digital training for businesses.*
  - *TECDC is preparing for Holiday Happenings on December 6th, there will be a vendor show, food trucks, a community gathering with carolers and the parade followed by a visit with Santa.*

11. Manager's Report –
    - **Manager Alberter thanked the local businesses for their generous donations of gift cards for finding the skeleton contest the week of Halloween.**
    - **The American Legion is hosting a Veterans Day program on November 11th, at 10:45am to 11:30am inside of their establishment on Cavitt Avenue.**
    - **Trafford Borough is hosting a food drive that is coordinated with the Trafford/Level Green Food Bank. Donations will be accepted until November 30th.**
    - **The 2026 budget will be available for public review at the November discussion meeting.**
    - **Manager Alberter gave an end-of-month report on all borough bank accounts.**

12. Motion to approve the Police Department Collective Bargaining Agreement for years 2026 – 2029.
    a. Motion: Councilmember Shoub
    b. Second: Councilmember Schopp
    c. Discussion: **No discussion**
    d. Vote: 4, 0, 3 (Absent)

13. Motion to approve Resolution No. 11-2025-01 Setting Member Contributions to the Police Pension Plan to 1% for 2026.
    a. Motion: Councilmember Shoub
    b. Second: Councilmember Schopp
    c. Discussion: **No discussion**
    d. Vote: 4, 0, 3 (Absent)

14. Motion to tentatively approve the 2026 General Fund and 2026 Sewage Fund Budgets
    a. Motion: Councilmember Bayko
    b. Second: Councilmember Schopp
    c. Discussion: **Solicitor Alexander stated that this will need to be advertised and mentioned he will work with the borough manager for the language needed for the advertisement.**

d. Vote: 4, 0, 3 (Absent)

15. Motion to approve $1/hr. raises for Code Enforcement and Borough Secretary for 2026.
    a. Motion: Councilmember Bayko
    b. Second: Councilmember Shoub
    c. Discussion: **No discussion**
    d. Vote: 4, 0, 3 (Absent)

16. Motion to approve Change Order in the amount of $900 for Plavchak Construction to Furnish and Install Lighting in the Storage Area above the Evidence Rooms in the Police Station.
    a. Motion: Schopp
    b. Second: Shoub
    c. Discussion: **There was no discussion.**
    d. Vote: Roll Call Councilmember Bayko (no), Councilmember Cardiff (no), Councilmember Schopp (no), Councilmember Shoub (no).
    Motion Fails with 0 yes, 4 no, 3 (Absent)

17. Motion to approve the Crespo Wildlife Management Contract for January 1, 2026, through December 31, 2028, in the amount of $8,730.00 per year.
    a. Motion: Councilmember Bayko
    b. Second: Councilmember Schopp
    c. Discussion: Councilmember Cardiff stated this is for the geese removal at BY Park. Councilmember Shoub stated that the amount of the contract should be negotiated for the type of services needed. It was decided to table the motion.
    d. Vote:

A motion to table agenda item # 17 was made.
    e. Motion: Councilmember Shoub
    f. Second: Councilmember Schopp
    g. Discussion: **No discussion.**
    h. Vote: 4, 0, 3 (Absent)

18. Motion to approve Resolution No. 11-2025-02 LSA Statewide Grant Application in the amount of $273,247 to fund the paving of East Edgewood Avenue.
    a. Motion: Councilmember Shoub
    b. Second: Councilmember Bayko
    c. Discussion: Councilmember Bayko asked if there are other grants or other projects we could apply for with this grant. Manager Alberter stated the LSA grant will allow for several applications for multiple projects.
    d. Vote: 4, 0, 3 (Absent)

19. Motion to approve Resolution No. 11-2025-03 LSA Statewide Grant Application in the amount of $100,000 to fund the Department of Public Works Fire Suppression System.
    a. Motion: Councilmember Shoub
    b. Second: Councilmember Schopp

c. Discussion: **It was confirmed this application is for the same grant but a different project.**
d. Vote: 4, 0, 3 (Absent)

20. Motion to approve Pay Application No. 1 from Plavchak Construction, Inc. in the amount of $52,347.60 for the Police Expansion Project.
    a. Motion: Councilmember Shoub
    b. Second: Councilmember Bayko
    c. Discussion: No discussion
    d. Vote: 4, 0, 3 (Absent)

21. Motion to approve the Westmoreland County PA Communities Brownfield Revitalization Partnership Memorandum of Agreement and authorize execution of same.
    a. Motion: Councilmember Shoub
    b. Second: Councilmember Schopp
    c. Discussion: **Manager Alberter stated this is a partnership with the landbank and four other municipalities. It is a MOU between all parties that they agree to support the landbanks EPA applications that support the development of Brownfield developments.**
    d. Vote: 4, 0, 3 (Absent)

22. Motion to approve the 6th Street Playground project to lowest bidder RT Industries in the amount of $186,590.
    a. Motion:
    b. Second:
    c. Discussion: **Motion to table was made.**
    d. Vote:

A motion to table agenda item # 22 was made.
a. Motion: Councilmember Schopp
b. Second: Councilmember Shoub
c. Discussion: **No discussion**
d. Vote: 4, 0, 3 (Absent)

23. New Business
    a. Volunteer of the Year Award Nominations – it was asked for council to make a motion to table the item.

A motion is on the floor to table the Volunteer of the Year Award Nominations.
a. Motion: Councilmember Shoub
b. Second: Councilmember Schopp
c. Discussion: **No discussion**
d. Vote: 4, 0, 3 (Absent)

b. Homewood Ave Quotes and Action

Amber Yon from Penn E&R stated that there were 5 quotes received and the lowest bid was from Straw Construction.

No further action was taken at this time.

c. Curb Repair Quotes at 501 Cavitt Ave and Possible Action

No discussion or action was taken on the curb repair quotes.

e. Recreation Board Member Appointment Recommendation and Action

Manager Alberter stated that the Recreation Board has submitted their recommendation to approve Tim Gonder to serve on the Recreation Board.

A motion is on the floor to approve Tim Gonder to serve on the Recreation Board.

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

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

Adjournment

a. Announce the next Discussion Meeting on Tuesday, November 18th at 6:30 pm in the Manchester Room.
b. Move to adjourn: Councilmember Schopp
c. Second: Councilmember Shoub
d. Discussion: **No discussion**
e. Vote: 4, 0, 3 (Absent)

Respectfully Submitted,

Nina Mulnix – Borough Secretary