

Borough of New Stanton
Borough Council
October 4, 2016
Minutes of Meeting

Attendance

Council members: Todd Bartlow, Linda Echard, Scott Sistek, Tom Smith, Others: Borough Solicitor John Campfield, Borough Engineer Emil Bove and Borough Manager Jeffrey McLaughlin.

Call to Order

President Scott Sistek called the meeting to order at 7:00 PM.

Invocation

A prayer was recited.

Pledge of Allegiance

The Pledge was recited.

Executive Session

Scott asked for a motion to go into Executive Session for matters of personnel. Tom made a motion to go into Executive Session at 7:02 PM. Todd made a motion to come out of Executive Session at 7:23 PM.

Approval of Bills

Scott asked for a motion to approve the bills. Tom asked for a break down on the Lowe's bill in the amount of \$485.50. Jeff stated that he would look into it and get back to Tom. Linda made a motion seconded by Todd to approve the bills in the amount of \$34,112.97. Motion passed unanimously.

Approval of Minutes

Tom made a motion seconded by Todd approving the minutes of the September 6, 2016 meeting. Motion passed with Todd unanimously.

Council Additions to Agenda

Scott added a request from New Stanton Church for a donation for their senior luncheon.

Opportunity for Public Comment -- on Agenda Items Only

Scott asked for public comment on agenda items only:

- Barbara Bishop from 326 Arona Road asked that the decision on the Sell subdivision, to be considered under *Engineer's Report*, be tabled until the next meeting, because not all family members had a chance to review it.
- Richard W. Schimizzi, Esq., the attorney for the executor of the estate, also spoke, asking that the vote take place.
- Eileen Iorio, Esq. an attorney with Eckert Seamens representing Robert Sell, a member of the Sell family, asked that the vote be tabled to give her client more time to review.

Scott invited them to speak further when the item comes up on the agenda.

Agenda

1. M/V on Codification of Borough Ordinances

After discussion, Scott asked Jeff to get some more clarification on the pricing presented by the consultants, including the yearly on line cost and the amount of price reduction if we were to limit the number of hardback copies to be printed. Tom made a motion seconded by Todd to table the decision on codification because of the lack of attendance. Motion passed unanimously.

2. Discussion & M/V on Public Work Laborers

Scott mentioned that the borough ran the ad in the paper seeking a Public Works Laborer and asked Todd to give the report.

Todd stated that approximately 35 applications were received and the Personnel Committee lined up 10 interviews. As a result of this process:

Todd made a motion seconded by Linda to promote Charles Humes to the First Class Laborer position at a salary of \$13.68 per hour. Motion passed unanimously.

Todd made a motion seconded by Linda to hire Brandi Long as Second Class Laborer at \$12.10 contingent upon her passing all clearances and requirements. Motion passed unanimously.

3. Discussion on New Roundabouts

After discussion regarding the merits of concreted or landscaped roundabouts at the I-70 interchange, council decided to table the decision so as to give Dean, as PennDOT liaison, an opportunity to talk to PennDOT. Scott also asked Jeff to check with other municipalities to see how they handle the maintenance of roundabouts.

4. Discussion & M/V on Public Works Roof

Scott asked Jeff to read the bid tally sheet from the bid opening that was held earlier that day, October 4, 2016 at 10 AM. Jeff stated that the attendance including himself opening

the bids, Anita who recorded the bids on the tally sheet, and representatives from two of the roofing firms. He then read the tally sheet:

New Stanton PW Garage Roof Replacement Bid Opening October 4, 2016, 10 AM

Bidders	Bid Proposal Form				Employment Verification Form Y/N	Non- Collusion Affidavit Y/N	Bid Bond / Cert. Check Y/N
	Remove & Install Garage Roof	Roof Deck Repair / Replace Sq. ft.	Drain Clean Out / Replace	Alternate: 1" Insulation Instead of 2"			
KLA Roofing 14280 Lincoln Highway Everett, PA 15537	\$36,929.38	\$7.00	\$238.65	-	Yes	Yes	Yes
Kylor Contracting, LLC. 19202 RanJan Lane Cassville, PA 16623	\$29,700.00	\$6.50	\$650.00	-	Yes	Yes	Yes
Tennis Roofing 250 W. Wylie Ave. Washington, PA 15301	\$56,210.00	\$5.00	\$1,500.00	-	Yes	Yes	Yes
Angelo's Roofing & Const. 1174 Hilltop Rd. Erie, PA 16509	\$32,825.00	\$5.50	\$900.00	\$32,150.00	Yes	Yes	Yes
G&W Roofing 672 Christy Rd. Eighty Four, PA 15330	\$38,900.00	\$5.25	\$2,500.00	-	Yes	Yes	Yes
Tuscano-Maher Roofing 373 Moween Rd. Saltsburg, PA 15681	\$65,900.00	\$7.00	No Charge	-	Yes	Yes	Yes
Kalkreuth Roofing & Sheet Metal PO Box 6399 Wheeling, WV 26003	\$51,100.00	\$10.00	\$1,075.00	-	Yes	Yes	Yes
Ramp Construction Co. 2 Iron Street Canonsburg, PA 15317	\$41,800.00	\$10.00	\$100.00	-	Yes	Yes	Yes
SRI Roofing & Sheet Metal	\$37,957.000	\$10.00	\$100.00	-	Yes	Yes	Yes

Linda made a motion seconded by Tom, to award the contract to replace the Public Works Garage Roof to the contractor who is found to be the lowest responsible bidder, meeting all of the Request for Proposal requirements starting with Klyor Contracting, LLC at a bid price of \$29,700 and if they do not qualify as lowest responsible bidder Angelo's Roofing in the amount of \$32,825 and if they do not qualify as lowest responsible bidder, KLA Roofing in the amount of \$36,929.38. Motion passed unanimously.

5. M/V to Send Representatives to PSAB Fall Conference

Tom made a motion seconded by Linda to send Jeff to the PSAB Fall Conference. Motion passed unanimously.

6. M/V for Partial Payment to Russell Standard for Seal Coating.

Scott asked Emil to speak on this item. Emil stated that the seal coating of Center Avenue was finally completed after a couple delays due to weather. The original cost was \$45,853.80 but he made an on-sight decision to have all the seams on the berms covered because of the very good square yard price. This resulted in the price going to \$49,608.26.

Tom made a motion seconded by Todd to pay Russell Standard \$47,127.85, the cost of the work less retainage, for the seal coating of Center Avenue. Motion passed unanimously.

M/V on Request for Donation from New Stanton Church for their Senior Lunch Program

Scott asked John if such a donation would be consistent with the Borough Code. John said that given this donation is being made for the luncheon, there is not an issue with the church sponsoring the event. Linda made a motion seconded by Todd to reinstate for this year, the \$500 donation to the New Stanton Church for their Senior Lunch Program. Motion passed unanimously.

Reports

Administrative

Borough Manager – Jeffrey McLaughlin

Jeff reported that in addition to working on the other agenda items, he has sent two violations to the magistrate and has issued two more violation letters. In addition, he reported that he has left messages for the Scottdale and Youngwood VFW as well as Rob Hepler regarding our Veterans Day event scheduled for Friday, November 11, 2016 at 1 PM.

Solicitor – John Campfield

John discussed his proposed edits to the draft PennDOT Lighting Agreement. Tom expressed concern about the fact that the agreement would forever burden future councils, and that PennDOT is unwilling to provide LED fixtures.

John stated that the Comprehensive Plan Steering Committee had its final meeting. The plan will now be sent to the Planning Commission and then council for their final review before a 45-day comment period is held.

John brought up the recent request that the borough received regarding shooting off fireworks. Jeff stated that it was from a gentleman who said that he has a license but no insurance and that he was going to be contracted by the Assembly of God Church. John reported we have no ordinance in place governing the shooting off of fireworks, but that that under state law the borough has the authority to issue a permit and require a \$500 bond. He stated that in an e-mail to Jeff that he should check with the fire department as well as with our insurance carrier.

Engineer -- Emil Bove

Emil reported that the Sell subdivision was submitted on August 24, 2016 and voted on by the Planning Commission on September 14, 2016. The plan was signed by the executor of the estate. He referred to the plan as a *simple* subdivision since no new building lots would be created, or no planning module or storm water management plan required. Scott invited the interested parties in the audience to speak:

- Richard W. Schimizzi, Esq., the attorney for the executor of the estate, stated that there was no good reason to table the vote. That any disagreements between the family are not the business of council.
- Eileen Iorio, Esq. an attorney with Eckert Seamens representing Robert Sell, a devisee, stated that they have not received any notice of the subdivision and that they want an opportunity to review.

John stated that the Planning Commission and Council does not have the jurisdiction to decide who gets which piece of property under the will. It would have to go to Orphans Court to decide who does or does not have the authority to submit the subdivision plan.

Todd made a motion seconded by Tom to accept the recommendation of the Planning Commission to approve the subdivision and to sign it in 30 days. Motion passed unanimously.

Business

Fire Department Liaison – Thomas Theis

In Tom T.'s absence the group reviewed the report that was passed out earlier.

Recreation Board Liaison – Nick DeSantis

In Nick's absence, there was no report, but Scott did report that Halloween will be held on October 31st from 6:00 to 8:00 PM.

PennDOT Project Liaison – Dean Clark

In Dean's absence, there was no report.

Council Committees

Personnel and Human Resources – Scott Sistik

Scott said that there was no report since it was covered earlier in the meeting.

Public Works/MS-4 and Parks – Dean Clark & Todd Bartlow

Jeff reported that:

- The painting of the stop bars throughout the borough is completed.
- John and Charlie are presently refurbishing the John Deere lawn tractors. One had to be sent out due to an oil leak.
- John and Charlie have repaired 4 catch basins on Melrose to get ready for the paving of the balance of the road next year.
- John and Charlie will be attending a PennDOT work shop regarding Winter maintenance on October 5, 2016.

Tom pointed out that public works installed a snow plow and spreader on two of the trucks.

Jeff also reported that the CDBG application was not submitted because the county only received 5 surveys back, with 3 of the households being low-to-moderate income. In order to apply, a minimum of an 80% response rate, or 7 surveys is required with a majority of the individual family members responding being low to moderate income. In addition, Jeff stated that we would be unable to submit the application because we do not yet have an easement from Trumbull, and the route would have also helped determine the budget figure needed for the application.

Jeff stated that he and Emil met with John Robinson representing the Trumbull Corporation which owns a 20-acre farm on Broadview about the sewer line easement and a proposed road connecting Rachel Drive and Broadview Road. Emil stated that there were various routes being proposed for the road which generally run close to the path of the proposed sewer line. John Robinson did ask if the borough would be willing to contribute to the development of the road which would be considered a borough street. Emil said the road will cost in the neighborhood of \$500,000.

In order to submit a CDBG application next year for the sewer line, Emil stated that we need to set up a meeting with the residents to let them know the impact sewer line would have on them and any issues that they are facing with their septic systems.

Emil stated that the Stanton Hospitality, LLC Hampton Inn is requesting a 30-day extension for the approval of the planning module. Tom made a motion seconded by Todd approving the extension. Motion passed unanimously.

Building and Real Estate – Linda Echard

Linda stated that given Mr. Barko is no longer expressing interest, the building is back on the market. The concern was discussed about future possible renter's being able to afford the rent and real estate taxes. John said that we could appeal the assessed value next year but no decision would be reached until September. The opportunity for appeal this year is closed.

John suggested that we speak to the adjacent property owners about jointly marketing the properties.

Workplace Safety – Thomas Theis

In Tom's absence, Linda asked about getting the Safety Committee recertified. Jeff said he still needed to do that. Linda stated that one of the sessions at the PSAB conference will be focused on that.

Finance – Scott Sistek

Scott reviewed the financial report that was included in the agenda packet: As of September 30, 2016: Checkbook balance: \$513,116.91; total of all savings accounts: \$284,391.69; total taxes remitted in June: \$23,671.12. Scott mentioned that the first meeting of the Budget Committee would be held on October 5, 2016.

Comprehensive Plan – Linda Echard

Linda complimented Mackin Engineering for the wonderful job they did on the plan. She stated that now is the time to make final changes or express concerns given that the draft report has been issued. Tom stated that we really need to make sure that we follow through and implement the plan.

Mayor's Report

No report in Nick's absence.

Announcements

Scott reviewed the upcoming meeting schedule:

- Budget meetings will begin on October 5, 2016.
- Veterans' Day will be November 11th at 1 PM at the municipal building.

Opportunity for Public Comment

Mr. Fox who owns property on Broadview Road mentioned that the residents there need to be made aware that sewage is coming and that they can either pay for it themselves or participate in the grant program and possibly receive some financial assistance. Marge Fox also mentioned that the residents will have to address the issue of failing septic systems someday.

Todd made a motion adjourning the meeting at 10:17 PM.

Respectfully submitted,

Jeffrey McLaughlin
Secretary