

**Borough of New Stanton
Borough Council
February 6, 2018
Minutes of Meeting**

Attendance

Council members: Todd Bartlow, Joshua Bennett, Linda Echard, Scott Sistek, Tom Smith, and Ray Strosko Mayor Ronald Echard. Also: Solicitor John Campfield, Engineer Emil Bove and Borough Manager Jeffrey McLaughlin.

Call to Order

President Raymond Strosko called the meeting to order at 7:00 PM.

Invocation

Linda recited a prayer.

Pledge of Allegiance

The Pledge was recited.

Approval of Bills

Scott made a motion seconded by Linda approving the bills in the amount of \$83,949.16. Motion passed unanimously.

Approval of Minutes -- January 2, 2018 Meeting

Tom pointed out that, contrary to the comment on page 3 of the minutes regarding the infrequent submittal of reports by the fire department to council, he stated that when he was liaison to the fire department monthly reports were submitted.

Todd made a motion seconded by Josh approving the minutes of the January 2, 2018 meeting. Motion passed unanimously.

Approval of Minutes -- January 30, 2018

Linda made a motion seconded by Josh approving the minutes of the January 30, 2018 meeting. Motion passed with all voting in favor with the exception of Scott who abstained.

Opportunity for Public Comment – Items not on the Agenda

Ray asked if there were any public comments on items not on the agenda. There were none.

Council Additions to Agenda

Ray asked if there were council additions to the agenda. There were none.

Opportunity for Public Comment -- on Agenda Items Only

Ray asked if there any public comment on agenda items only. There were none.

Presentation to 2017 Citizens of the Year

Ray introduced Mayor Ron Echard who presented a biography of each recipient. He then proceeded to present Homer Myers, Alice Theis and Dean Clark with plaques acknowledging them as the 2017 New Stanton Citizens of the Year.

Guest

Rob Cammarata, Chief, New Stanton Volunteer Fire Department

Rob read the monthly report that was provided to council members. He then gave an overview on the department's activities for the past year. They had 395 fire calls with 60 of those being fire calls, 112 being accident calls and 53 being false alarms. Rob reported that they will be having the Fish Fry every Friday in Lent and will be holding their annual gun bash fundraiser on Saturday, March 10th.

Rob then reviewed the vehicles that the department has and the roles that each vehicles plays. He stated that the Rescue Truck was purchased in 1999. He stated that given it is coming up on 20 years old they are looking to replace it. If it is sold around age 20 they should get \$50,000 for it. Once it goes beyond 20 years old, resale is poor. The Ladder Truck was purchased used and will need to be replaced around 2025-2026. A new Ladder Truck would cost approximately \$1,000,000. Down the road, the Engine, a 2008, may no longer be necessary, because the Ladder Truck could serve both purposes. The Brush Truck was purchased in 2014 for \$116,000. It has a life span 15 years; however the body of the vehicle can be taken off and put onto a new chassis.

He stated that he gave council the drawings for a new Rescue Truck. Such a vehicle could take approximately one year to manufacture and he asked if they could discuss the idea of purchasing it. He pointed out that the money raised from the annual solicitation drive is down dramatically, to \$7,000. He stated that Unity Township recently upped their fire department millage to 2 and stated that this is something for our council to consider. He stated that the borough instituted the 1 mil tax for the fire department in 1996 and it costs borough households about \$35 each.

Agenda

1. M/V to Adopt Ordinance #2018-261 Regarding the Recreation Board

Tom asked who is keeping track of clearances. Jeff stated that the Recreation Board would collect the clearance forms and give them to him for submittal.

Scott made a motion seconded by Todd to adopt Ordinance 2018-261 regarding the Recreation Board. Motion passed unanimously.

2. M/V to Adopt Resolution 2018-880 Appointing William Naylor to the Recreation Board Pending Clearances

Josh made a motion seconded by Linda to adopt Resolution 2018-880 appointing William Naylor to the Recreation Board pending clearances. Motion passed unanimously.

3. M/V to Adopt Resolution 2018-881 Appointing Edward Bellotti to the Recreation Board Pending Clearances

Linda made a motion seconded by Josh to adopt Resolution 2018-881 appointing Edward Bellotti to the Recreation Board pending clearances. Motion passed unanimously.

4. M/V to Adopt Resolution 2018-882 Appointing Dean Clark to the Recreation Board Pending Clearances

Josh made a motion seconded by Linda adopt Resolution 2018-882 appointing Dean Clark to the Recreation Board pending clearances. Motion passed unanimously.

5. M/V to Appoint 4th & Member to the Recreation Board Pending Clearances

Scott made a motion seconded by Josh to table the appointing of a 4th and 5th member to the Recreation Board pending receipt of additional candidates for the position. Motion passed unanimously.

6. M/V to Appoint 5th Person to the Recreation Board Pending Clearances

See above.

7. Discussion Regarding the Hiring of a Concession Stand Coordinator

Jeff stated that originally, the position of Recreation Coordinator was advertised, but with the new Recreation Board members volunteering to serve, council felt that such a paid position was not necessary. Instead it was decided that a Concession Stand Coordinator should be considered. Jeff stated that he reached out to the people that applied for the Recreation Coordinator position to see if they would be interested in this new position. He stated that thus far, we have one candidate for consideration. He asked that if council members know anybody that would be interested, to have them submit an application. He reviewed some of the duties envisioned for the position.

8. M/V to Revise Seasonal Park Maintenance Pay Rate

Josh made a motion seconded by Scott amending pay Resolution 2018-878 so as to have the Seasonal Park Maintenance person, in addition to his regular duties, maintain the baseball fields including lining and dragging them for the months April, May and June for \$850 per month per month, to keep his pay at the same rate, \$600 per month, for the remaining months and to extend the length of the position by one month starting April 1 and running through October 31, 2018. Motion passed unanimously.

9. M/V to Accept Raymond Strosko's Resignation from the Planning Commission

Todd made a motion seconded by Josh to accept Ray Strosko's resignation from the Planning Commission. Motion passed unanimously.

10. M/V to Adopt Resolution 2018-883 Appointing Art Cicero to the Planning Commission

Linda made a motion seconded by Tom to appoint Art Cicero to the Planning Commission. Motion passed with all voting in favor with the exception of Josh who voted no.

11. Discussion Regarding Sale of Items on Munici-Bid Web Site

Jeff stated that that John Barnes asked him if he could get rid of the giant spools of plastic conduit presently stored at the Post Avenue yard. He pointed out that it was on the public works garage property when the borough purchased the site. He stated that he contacted the Verizon staff at the building next store, to see about them removing it, but to no avail. He suggested selling the items on Munici-Bid along with the concession stand fryer. Linda asked if the fryer could be donated to the fire department. Chief Cammarata stated that they had just purchased one so they do not need one.

Scott made a motion seconded by Todd to list the plastic conduit and concession stand fryer on Munici-Bid. Motion passed unanimously.

12. M/V to Purchase Ad for WCBA Annual Dinner Program

Jeff stated that the borough purchased a ¼ page ad last year for the WCBA annual dinner which is being held on April 27th.

Linda made a motion seconded by Josh to purchase a ¼ page ad in the Westmoreland County Boroughs Association annual dinner program. Motion passed with all voting in favor with the exception of Tom who voted no.

13. M/V Approving 2018 Membership in SCWA

Josh made a motion seconded by Todd to pay \$50 membership dues to the Sewickley Creek Watershed Association. Motion passed unanimously.

14. Discussion Regarding Policy to Replace Mail Boxes Damaged by Snow Removal

The general consensus was to consider these situations on a case-by-case basis. John pointed out that these can be turned into the insurance carrier.

Before Bill Naylor and Ed Bellotti left the meeting, Jeff gave a small report on the Recreation Board: signs have been placed in the borough and a post card has been sent out to every resident promoting baseball and softball sign-ups which begin on February 7th. Jeff also mentioned that he had the raffle tickets available and encouraged council members to take some to sell. Linda pointed out that the Recreation Board has significantly lowered the cost for registration and that a new Facebook page, *New Stanton Recreation 2018*, has been developed.

15. Discussion as to Whether to Have Shrader Hollow and Center Avenue be Part of PennDOT 119 Detour

Jeff reported that PennDOT will be not only be replacing the lighting on 119 but also repairing some of the ramps and they wanted to know if they could designate borough roads as part of the

official detour. The alternative route would be on Technology Drive. They said that most traffic would end up going that way anyway. Discussion ensued.

Scott made a motion seconded by Josh denying PennDOT permission to designate Shrader Hollow and Center Avenue as the official detour during work on the Route 119 ramps. Motion passed unanimously.

Scott made a motion seconded by Todd asking PennDOT to take over that portion of N. Center Avenue presently owned by the borough as well as Shrader Hollow Road. Motion passed unanimously.

16. Discussion & M/V to Change Start Time of Council Meeting

After some discussion, council discussed changing the meeting time to 5:30. Kelly Moore, who was in the audience, stated that this could be too early for much of the public. Council discussed the pluses and minuses of 5:30 and 6 PM. It was decided to add a public comment session later in the meeting to allow for input from residents that may arrive late.

Josh made a motion seconded by Scott to change the meeting time to 5:30 PM. Motion passed with all voting in favor with the exception of Linda who voted no.

Reports

Administrative

Planning Commission Liaison – *Chairperson Jay Gomolak*

Jeff reported that the Planning Commission will be meeting on February 14th regarding the Get Go and Broadview Estates developments.

Borough Manager – *Jeffrey McLaughlin*

Jeff referred members to a memo from John Barnes requesting that council consider purchasing a second garage door for the Public Works garage, one garage door with an opener and remote controls was already approved for purchase, being included in the 2018 budget. John's memo points out that there is a large gap around both doors as proof of the need for new doors. Council discussed the R-values of the door and decided to go with Crosby Garage Door Company which had the highest R-Value, 16.

Josh made a motion seconded by Tom to go with Crosby Garage Door Company for two doors, one opener and remote controls at a cost of \$7,360. Motion passed unanimously.

Code Enforcement – *Scott Herrod*

Jeff referred council to Scott's monthly report which was included in the agenda packet.

Jeff reported that he had Schultheis Electric look at the lights on Route 119 so as to get as many working as possible without spending a great deal of money, since PennDOT is supposed to replace the lights in the Fall of 2018. He stated that Schutltheis reported that some of the breakers were tripped and that they reset them, but some of the lights are still out. Jeff stated that it could have to

do with two poles being removed after PennDOT inspected the system and found that they were deficient. Jeff stated that he sent an e-mail to PennDOT asking if the borough should make an attempt to get all the remaining lights working given the system is to be replaced. He read the response from Tim Cook a Maintenance Support Services Engineer with PennDOT: *We are in agreement with your plan to stop pursuing repairs to make the remaining lighting 100% functional. We feel it is appropriate to maintain what lights are currently functional until they are replaced via the upcoming contract. Please let me know if you have any additional questions.*

Jeff said that TP Electric took down the poles. He stated that he thought that they could not rewire to skip over the missing poles but he would double-check with them to see if it is possible.

Josh said none of the lights are working and John said that if this is the case he suggested that Jeff let PennDOT know that.

Solicitor – John Campfield

John stated that representatives from Get Go will be before the Planning Commission with four different requests for their proposed Rachel Drive gas station/convenience store on February 14th:

- Lot Subdivision
- Lot Consolidation
- Conditional Use
- Land Development Plan

John stated that there are deadlines spelled out in the Municipal Planning Code that must be met or these items would stand approved unless the developer is agreeable to a time extension. John reviewed the dates upon which Get Go submitted their requests.

John stated that in addition to the Planning Commission reviewing the Conditional Use, council also has to hold a hearing for the Conditional Use. He stated that the Conditional Use has to be treated in a similar fashion to a zoning variance request (i.e., advertised twice, neighbors notified, the property has to be posted). He suggested having the hearing on a separate night from the regular council meeting because of the scope of the project.

Emil stated that he has been reviewing the plans for the above listed items and issuing his comments. He also reported that Get Go went to the Zoning Hearing Board and received a variance for lot coverage. He stated that they were 1% - 2% over the 60% limit.

Josh made a motion seconded by Todd to advertise a hearing of council to be held on March 13, 2018, at 5:30 PM to consider the Conditional Use request from Get Go.

John said he has been working with Jeff on the Recreation Board. It is a work in progress.

Engineer -- Emil Bove

Emil reported on the Broadview Estates project. The project would feature 5 phases and the developer hopes to begin in September. The developer plans to rebuild Broadview Road for the

length of the development as well as Marginal Road. The developer is also purposing a recreation area featuring a gazebo and play structure(s). They are also proposing donating \$300 per lot or a little less than \$50,000 to the borough for future road improvements beyond what they are doing on Broadview and Marginal. The developer will be requesting a zoning change for part of the property from R-1 to B-1. They will also be asking that a couple of the streets have a narrower radius compared to what is allowed. Todd asked about the ability of borough vehicles including fire trucks to navigate these radiuses. Emil said that he would check.

Emil said that we received approval of our 5-year annual MS4 permit. There is an annual report that needs submitted as well as a \$500 fee.

Business

Fire Department Liaison – *Chairperson Thomas Smith*

Tom reported that he attended the Fire Department meeting the night before. Everything discussed at the meeting was reviewed by Chief Cammarata earlier.

Recreation Board Liaison – *Chairperson Josh Bennett*

Josh brought up that the Recreation Board is discussing selling excess inventory. He mentioned some of the various options – selling the items outright, putting them on consignment, etc. Council discussed the sale of the items. Several council members felt that it was up to the Recreation Board to decide. Tom expressed concern about how the Recreation Board is determining which items are to be sold and also how much return they would receive. Council also discussed ways to get out the positive news about the Recreation Program.

Executive

Council President

Ray had nothing to report.

Mayor

Ron mentioned that snow removal seems to be going well throughout the borough. He encouraged council members to help the Recreation Board get the program up and running.

Council Committees

Personnel and Human Resources – *Scott Sistik*

Scott said the committee will be meeting to interview candidates for the Concession Stand Coordinator position.

Public Works/MS-4 and Parks – *Chairperson Ray Strosko*

Ray mentioned that the garage doors were voted on earlier in the meeting.

Building and Real Estate – *Chairperson Linda Echard*

Linda stated that several months ago, the party that had expressed interest in the old borough building stated that they probably would not have reached any decision until at least February of this year, so she asked Jeff to follow up with them to determine if they were still interested.

Workplace Safety – Chairperson Thomas Theis

In Tom's absence, Jeff reported that the committee had a meeting on January 31st. He also stated that he received another letter confirming that the borough has an active Safety Committee and it is eligible for the 5% Workman's Compensation discount.

Finance – Chairperson Scott Sistek

Scott reviewed the financial report through January 31, 2018: check book balance: \$597,440.70; total all savings accounts: \$1,385,596.39; taxes remitted from January 1, through January 31, 2018: \$10,138.67.

Future/Other Meetings

Ray reviewed the upcoming meeting schedule listed on the agenda.

Jeff mentioned that there is a meeting regarding the 5 Star Trail on February 9th.

Adjournment

Scott made a motion to adjourn the meeting at 9:48 PM.

Respectfully submitted,

Jeffrey McLaughlin
Secretary