

Borough of New Stanton
Borough Council
March 20, 2018
Minutes of Meeting

Attendance

Council members: Todd Bartlow, Joshua Bennett, Linda Echard, Tom Smith, Tom Theis and Ray Strosko. Mayor Ronald Echard. Also: Borough Engineer Emil Bove, Code Enforcement Officer Scott Herrod 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 Minutes – March 6, 2018

Josh made a motion seconded by Tom T. approving the minutes of the March 6, 2018 meeting. Motion passed unanimously.

Discussion ensued about the fine for dog waste in the park and the enforcement of the fine.

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. Todd asked to add the agenda item *Discussion on No Smoking in the Park*. Jeff stated that on the agenda sent out no reports were listed, but he asked if he, Emil and Scott H. could present. He also asked that in addition to the topic of *personnel* during Executive Session, that a discussion on *real estate* be added. It was decided to list *Discussion on No Smoking in the Park* as item 3 on the agenda and the reports would be after that, with the Executive Session being last.

Opportunity for Public Comment -- on Agenda Items Only

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

Agenda

1. M/V to Hire Contractor to Wire the Park Pole Building

Jeff stated that he received 3 quotes for the work on the pole building however one price was received prior to adding emergency lighting in the pole building as well as in the concession stand to the scope. He reported that West Penn Power would install the pole at the pole building for \$1,975 and that all of the lights including the emergency lights would cost approximately \$550. He reminded council that there is already a lot of material on site including outlets, BX wiring and a panel box. The total for the work, pole installation, and additional materials will be approximately \$4,675.

Todd made a motion seconded by Josh to hire the low bidder to wire the pole building: installing borough provided fixtures, outlets, emergency lighting and panel box as well as installing emergency lighting at the concession stand and to have West Penn Power install the service that would serve the pole building. Motion passed with all voting in favor with the exception of Tom S. who voted no.

Council also discussed the need for new swing sets. Jeff stated that we should consider developing a plan so as to secure grant funding for the park, possibly Department of Conservation and Natural Resources. Emil stated that he is able to develop a plan for the park. Ron stated that at the PSAB Boot Camp he attended they recommended applying for Act 13 money for the park. Todd said that we may have some extra money at the end of the year for sign-ups.

2. Discussion Regarding Codification of Ordinances

Jeff stated that Ray asked to put this back on the agenda even though it had just been discussed at the meeting earlier in the month because of a recent issue that occurred regarding a developer researching a zoning ordinance.

Scott H. pointed out that he was spending a great deal of time doing research in order to create a parking ticket that would stand up to the Magistrate's scrutiny. Because of new ordinances being adopted which supersede portions of old ordinances, it was difficult to determine what exactly our ordinances stipulate.

There was a discussion regarding handicapped parking spaces in the borough. Scott H. stated that the ordinances only allowed these spaces in the apartment areas on Florence and Woodmere.

Jeff stated that the last codification proposals were received in August 2016. He said that he contacted American Legal Publishing and General Code to see if they would take payments over 3 years. They both said that they would. Jeff stated that both quotes are very similarly priced being in the \$12,000 to \$14,000 range plus an annual maintenance fee to keep the codification up to date. Tom S. stated that we could use the money that we typically have left over in the budget at the end of the year for this year's payment.

Josh made a motion seconded by Todd to have both American Legal Publishing and General Code re-present at an upcoming meeting. Motion passed unanimously.

Josh excused himself from the meeting.

Jeff also reported that:

- The fundraising letter requesting that businesses support the recreation program by buying a banner was sent out. Copies were provided to council.
- Ethics forms need to be turned in for 2017.
- The Recreation Board is preparing for the Easter Egg Hunt which is scheduled for Saturday, March 31, 2018 at New Stanton Park, from 10 AM until 1 PM.
- The Community Yard Sale is scheduled for Saturday, June 9, 2018.
- There will be a Westmoreland County Boroughs Association meeting on March 22, 2018 at The Barn and the annual WCBA Dinner is scheduled for Friday, April 27, 2018 at Ferrante's Lakeview. It is free for councilmembers and the mayor and \$25 for guests.
- The G-Conference will be held on Friday and Saturday, May 18th and 19th at the Laurelville Mennonite Center. New members of the G-Conference include Derry, West Newton and Jeannette.
- The fence for the Public Works side yard was more than he estimated. He stated that at the last meeting he quoted \$2,000 thinking that we would go with a vinyl or wood fence, but John B. is recommending a cyclone fence with a sliding gate and decorative slates. After discussion council decided to wait on the fence.

3. Discussion Regarding No Smoking in the Park

Todd made a motion seconded by Tom T. to make the park smoke free. Motion passed with all present voting in favor. There was discussion as to whether this would have to be done via ordinance. Jeff stated that he would check with John.

Engineer -- *Emil Bove*

Emil reported on the need to have the catch basin at Shelton and Woodmere replaced. He recommended getting MAWC or a contractor to camera the catch basin and pipes feeding and running from the catch basin. The discussion then focused on other area pipes and catch basins which we have questions about. It was decided to get a camera for all day to look at several locations. This will also help with our MS4 mapping. Emil will check with MAWC first, and if need be, camera companies to get a price for the next meeting.

Emil stated that it is PennDOT's policy that whenever a catch basin needs tied into on a stated road, the borough has to be the applicant. This is the case with the proposed Dollar General, they hope tie into a catch basin on Pennsylvania Avenue, which is a state road. He stated that we also have to sign a PennDOT form stating that we are aware of the driveway that will be created on a state road.

Todd made a motion seconded by Linda authorizing the signing of the PennDOT form regarding the drive way for Dollar General as well as applying to tie in their catch basin, both on Pennsylvania Avenue. Motion passed with all those present voting in favor.

Emil also reported on a planning module mail-in waiver form. This acknowledges that we know that Dollar General is applying for a tap. Emil and Jeff reviewed the fact that Dollar General needs to apply for additional variances.

Emil updated council on the Arona Road Bridge. He stated that he is hoping to get preliminary plans to PennDOT in the next two-to-three weeks for their review.

Jeff updated council on the Hampton Inn and the Trumbull property.

Executive Session

Todd made a motion to go into executive session at 7:09 PM for matters of personnel and real estate.

Todd made a motion to come out of executive session at 7:45 PM.

Adjournment

Todd made a motion to adjourn the meeting at 7:45 PM.

Respectfully submitted,

Jeffrey McLaughlin
Secretary