

Borough of New Stanton
Borough Council
November 14, 2017
Minutes of Meeting

Attendance

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

Call to Order

President Scott Sistik called the regular council meeting to order at 7:52 PM.

Invocation

Linda recited a prayer.

Pledge of Allegiance

The Pledge was recited.

Executive Session

Scott reported that there was an Executive Session before the meeting having to do with personnel matters and possible litigation with PennDOT and the PenAllen Corporation.

Approval of Bills

Tom S. made a motion seconded by Tom T. approving the bills in the amount of \$24,680.70. Motion passed unanimously.

Approval of Minutes

Linda made a motion seconded by Tom S. approving the minutes of the October 3, 2017 regular council meeting. Motion passed unanimously.

Opportunity for Public Comment – Items not on the Agenda

Scott asked if there was any public comment on items not on the agenda. There were none.

Council Additions to Agenda

Scott asked for council additions to the agenda. Todd asked that *Dogs in the Park* be added. Scott said that would be Item 11.

Opportunity for Public Comment -- on Agenda Items Only

There was no public comment on agenda items.

Invited Guests

Representative of Dollar General

Scott invited Timothy Weinman President of PennTex Ventures to speak on behalf of Dollar General. Mr. Weinman introduced himself and stated that PennTex is a private real estate development firm which develops stores and rents them to Dollar General. He showed a short video about the store and reviewed the type of products that Dollar General sells as well as its pricing policy. He stated that they are proposing a 7,500 square foot building on a one-half acre lot on Western Pennsylvania Avenue, behind the Marathon Gas Station. He stated that the store would be opened seven days a week. Tom T. asked if they were planning on closing the alley alongside the site. Mr. Weinman stated that they weren't, but that they had agreed, in a meeting he had with Emil and Jeff, to pave the alley for the borough. Tom S. asked if the 19 parking spaces that they were proposing were sufficient. Mr. Weinman stated their buildings average 20 parking spaces. Scott asked how many employees are on the largest shift. Mr. Weinman stated that typically there would be 3-4 employees per the largest shift, except for during the Christmas shopping season when that number would swell to 5-6. Linda asked which way deliveries would come in. Mr. Weinman stated that he assumed the trucks would come through the roundabout. He stated that the deliveries would probably be after hours because the trucks would block a number of parking spaces. Mr. Weinman stated that they have a 15 year lease with Dollar General for the proposed building with a 15 year option. Linda asked when the store would open, pending all approvals. Mr. Weinman stated that they hope to be open in the spring. Mr. Weinman reviewed the variances that they are requesting of the Zoning Hearing Board.

Agenda

1. M/V on Amendment to the Zoning Ordinance

Linda made a motion seconded by Todd to adopt Ordinance Number 2017-258 amending the zoning ordinance. Motion passed unanimously.

2. Discussion & M/V to Adopt and Advertise a Proposed Budget of \$918,196.00 and to Advertise the Tax Ordinance

John said that there has to be 30 days between preliminary and final adoption of the budget. Scott stated that given that, council would need to hold a meeting on its second advertised meeting date of December 19, 2017. Todd made a motion seconded by Brandon to adopt a preliminary budget in the amount of \$918,196 and to advertise the proposed budget and tax ordinance for adoption at the December 19, 2017 council meeting. Motion passed with all voting in favor with the exception of Tom S. who voted no.

3. M/V on 119 Lighting Agreements with PennDOT

Brandon made a motion seconded by Todd to adopt the Route 119 Lighting Agreement with PennDOT. Motion passed 4-2 with Todd, Brandon, Linda and Scott voting yes and Tom T. and Tom S. voting no.

4. M/V on 2017 Budget Amendments as Recommended by Finance Committee

Scott reviewed the proposed 2017 budget amendments.

Tom S. made a motion seconded by Tom T. adopting the following amendment to the 2017 budget:

- Transfer \$7,400 from account *437 Repairs of Tools & Machinery* decreasing budget amount from \$13,000 to \$5,600 to *430.05 PW Capital Purchases* increasing budget amount from \$16,000 to \$23,400 for:
 - \$6,000 for Cement Pad and Jersey Barriers
 - \$700 for 12” Backhoe Bucket
 - \$700 for Forks for Skid Steer
- Transfer \$2,130 from *439.00 Highway Construction and Rebuild* decreasing budget amount from \$127,500 to \$125,370 to *438.01 Street Signs* increasing budget amount from \$0 to \$2,130 for street signs.
- Transfer \$2,500 from *454.04 Park Supplies* decreasing budget amount from \$6,900 to \$4,400 to *454.03 Park Repairs /Maintenance /Mowing* \$13,500 to \$20,400 for the purchase of a baseball field safety net.

Motion passed unanimously.

5. Purchases & Expenditures 2017 (Reasons for Budget Amendments)

Scott reviewed the proposed purchases and expenditures.

Linda made a motion seconded by Brandon to make the following purchases:

- Jersey Barriers & Cement to Create Cement Pad (\$6,000 Maximum)
- 12” Backhoe Bucket (\$700 Maximum)
- Forks for Skid Steer (\$700 Maximum)
- Various Street Signage (\$2,130 Maximum)
- Baseball Field Safety Net (\$2,500 Maximum)

Motion passed unanimously.

6. Discussion on WCTA Park n’Ride Lot

Jeff reported that he received a call from a representative of the Westmoreland County Transit Authority asking if the borough would be willing to maintain the Park n’ Ride lot. Tom S. suggested having John Barnes determine a price. Linda said that we should consider charging them on a time and material basis.

Tom S. made a motion seconded by Tom T. to table this item until John Barnes brings a cost estimate to council. Motion passed unanimously.

7. M/V to Accept Arthur Cicero’s Resignation from the Position of Alternate to the Zoning Hearing Board

Scott referred council to the letter from Art Cicero asking that the borough accept his resignation as Alternate to the Zoning Hearing Board.

Tom S. made a motion seconded by Todd to accept Art Cicero's resignation as an Alternate to the Zoning Hearing Board. Motion passed unanimously.

8. M/V on Westmoreland Cleanways Membership (\$25)

Tom T. made a motion seconded by Brandon to pay our 2018 membership dues in the amount of \$25. Motion passed unanimously.

9. Donations

- **DAV Van Fund**

Tom S. made a motion seconded by Tom T. to donate \$500 to the Disabled American Veterans Van Fund. Motion passed unanimously.

- **Youngwood VFD**

Tom S. made a motion seconded by Tom T. to donate \$500 to the Youngwood VFD. Motion passed unanimously.

10. M/V on Time Limit to Remove Political Signs

Jeff reported that Anita found a clause in the zoning ordinance that stipulates the borough's policy on this. John added that we that in light of a recent U.S. Supreme Court case we will need to review the sign ordinance.

11. Dogs in Park

Todd reviewed from a previous meeting that Jeff had checked with our insurance carrier and had found that the premium would not go up if we were to permit dogs in the park. He reviewed the county's policy on dogs in their parks. He also mentioned dogs being allowed in PNC Park and in several major retailers. Tom stated that we may need to consider establishing a fine policy to address violations. Linda stated that we would need some signage as well as some waste stations.

Todd made a motion seconded by Linda to change the park regulations to allow for dogs on a leash in New Stanton Park beginning on March 1, 2018. Motion passed unanimously.

Reports

Administrative

Planning Commission Liaison

Jeff stated that the Planning Commission did not have a report as they did not meet in October.

Borough Manager – Jeffrey McLaughlin

In response to Jeff's report:

Tom T. made a motion seconded by Brandon to have TP Electric, who submitted the low quote, to remove two light poles from Route 119 at a price of \$2,450. Motion passed unanimously.

Todd made a motion seconded by Tom T. to transfer \$390,768.39 from the Local Services Tax to reimburse the General Fund for real estate taxes for debt service since 2015 and for all other LST eligible expenses incurred since the last time a transfer was made on May 15, 2017. Motion passed unanimously.

Jeff reported that the goats will begin at the Pagano retention pond instead of the Chanticleer retention pond because of the contractor will begin work shortly at the Chanticleer pond.

Jeff also reported that he was working on the Laurel Highlands Visitors Bureau (LHVB) grant application for the beautification of the Rachel Drive Roundabout. The application is due on November 17, 2017. He stated that he and Linda met with Cynthia Huth who heads up the Horticultural and Landscaping Department at the Central Westmoreland Career and Technology Center. Ms. Huth stated that they would be willing to participate in the project.

Code Enforcement

Scott referred council to the report which was in the agenda packet.

Solicitor – John Campfield

John stated that the items he was concerned with were discussed in Executive Session.

Engineer -- Emil Bove

Emil reported that Nagy Construction will begin work on the Chanticleer project shortly after the receipt of the large pre-cast concrete box which they have ordered.

Todd mentioned that the new Latrobe roundabout has water and power being fed to it.

Business

Fire Department Liaison – Thomas Theis

Tom T. reviewed the monthly report that was included in the agenda packet.

Recreation Board Liaison – Nick DeSantis

No report.

PennDOT Project Liaison – Dean Clark

No report.

Council Committees

Personnel and Human Resources – Scott Sistek

Scott reported that items were discussed in Executive Session and that there was no report at this time.

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

Todd and Jeff reported that Public Works has been busy preparing the trucks for winter weather.

Building and Real Estate – Linda Echard

Linda stated that there was nothing new mentioning that the interest from the prospective tenant has cooled for the rest of this year. We may hear something from them after the first of the year.

Workplace Safety – Thomas Theis

Tom and Jeff reported on the two sessions that the committee held recently, one on Mold Awareness and the second on Winter Driving.

Finance – Scott Sistek

Scott reviewed the financial report through November 12, 2017: check book balance: \$319,193.11; total all savings accounts: \$275,028.09; taxes remitted from September 27, 2017 through November 12, 2017: \$55,182.83.

Mayor's Report

No report.

Announcements

Scott reported on upcoming events:

- Children's Christmas Party coming up in December.
- Biennial Reorganization Meeting Tuesday, January 2, 2018

There was discussion regarding the date of the next meeting. It was agreed, to go along with Tom S.' suggestion that Jeff should decide based on the number and of items that need to be discussed, as to whether to meet on December 5, 2017 or to wait until the December 19, 2017 meeting, which must be held to vote on the budget.

Linda reported on the Veterans Day event. She stated that there were 80 people in attendance and that both of the speakers, retired Army Major Tubbs and John Joseph son of a WWI veteran, along with the Armbrust veterans and Holy Cross choir did a wonderful job. Jeff thanked Linda for all of her work and for serving as the Master of Ceremonies.

Tom S. mentioned NSVFD interest in a new truck. Jeff stated that they are looking to replace the rescue truck with a new truck at \$750,000. Tom S. asked if the NSVD got reimbursed for responding to calls on the Turnpike. Jeff stated that 25% of the LST money is to be spent on emergency services. Jeff reported that the borough is paying for one truck currently. Tom S. stated that the NSVD needs to coordinate with the borough as to their future needs.

Adjournment

Tom made a motion to adjourn the meeting at 9:13 PM.

Respectfully submitted,

Jeffrey McLaughlin
Secretary