

**Borough of New Stanton**  
**Borough Council**  
**March 5, 2019**  
**Minutes of Meeting**

**Attendance**

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

**Call to Order**

President Raymond Strosko called the meeting to order at 5:30 PM.

**Invocation**

Linda recited a prayer.

**Pledge of Allegiance**

The Pledge was recited.

**Approval of Bills**

Linda made a motion seconded by Todd approving the bills in the amount of \$20,801.05. Motion passed unanimously.

**Approval of Minutes of February 19, 2019 Meeting**

Tom S. made a motion seconded by Linda to accept the January 22, 2019 minutes. Motion passed with all voting in favor, with the exception of Scott who abstained.

**Guests**

**Rob Cammarata, Chief, New Stanton Volunteer Fire Department**

Rob reviewed the fire department's monthly report which was included in the agenda packet. He also stated that they received their annual state grant in the amount of \$12,007. Rob stated that 122 of the 1,292 West Penn Power customers in New Stanton lost power due to the recent wind storm. The fire department loaned our 4-5 generators for area residents. He stated he has not received the Co-stars pricing on the new truck yet but is expecting it and will get it to the borough upon receipt. Rob stated that the fire department will again have the Lenten fish fries on Fridays and their gun bash is scheduled for March 9<sup>th</sup>. They do not have a central generator at the fire hall, but he is planning to write a grant for one. He stated that the borough would be the applicant because it is for Emergency Management. Rob stated that if the fire hall is used as an emergency shelter, they do have access to cots, water buffalos and a generator from the county airport.

Jeff stated that of the three traffic signals that were out, the two at Bair and Center and Pennsylvania and Center have battery back-up and flashed the entire time the power was out. The other light that was out, at Arona and Center, does not have battery back-up.

### **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. Tom S. added *Explaining the Process of the Bill List* and “No Parking” and “No Tractor Trailer Signs” in the Borough.

### **Opportunity for Public Comment -- on Agenda Items Only**

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

## **Agenda**

### **1. M/V to Hire Colmat Landscaping to Cut Park Grass at a Cost of \$10,800.**

Tom S. made a motion seconded by Scott to hire Colmat Landscaping to cut the grass at the park for the 2019 season at a price of \$10,800. Motion passed unanimously.

### **2. M/V to Pay Additional \$1,111.00 Insurance Premium to Cover Replacement Value of Fire Trucks**

Tom T. made a motion seconded by Linda to pay the \$1,111.00 additional premium to cover the fire trucks with replacement value insurance. Motion passed unanimously.

### **3. M/V to Purchase Field Dirt and to Have Field Groomed**

Linda made a motion seconded by Todd to purchase three tri-axes of field dirt in the amount of \$2,400 from Soils, Inc. for the two ball fields at the park. Motion passed unanimously.

Jeff also reported that with the fence down delivering the dirt to the small field will not be a problem, but once the fence is back-up it will be very difficult to get future deliveries into the small field. Given this, he received a quote of \$809 from Golden Wings Fencing, the company that is supposed to install the fence, to install two 5’ long gates.

Tom S. made a motion seconded by Tom T. awarding the purchase and installation of the two 5’ gates to Golden Wings Fencing. Motion passed unanimously.

Jeff stated that he has a price of \$700 to spread the dirt and has a couple calls into another contractor to get another price.

Tom S. made a motion seconded by Todd to go with the lowest responsible quote of \$700 or less. Motion passed unanimously.

### **4. Update on Recycling – Republic to Tag Bins if Recycling Contaminated**

Jeff informed council that Republic will be begin tagging and not taking recycling containers that are “contaminated” with unrecyclable products. The tag will list what is allowed to be recycled. A draft of the flyer is supposed to be sent to the borough for review. Tagging is supposed to begin in April.

Tom S. asked what would happen if the borough’s recycling dumpster is contaminated. Jeff said he would have to check with Republic.

Scott pointed out that they do not want plastic bags even if they contain recyclable material.

## **5. Review of Proposed N. Rachel Drive Design**

Emil reviewed the creation of N. Rachel Drive from the Rachel Drive Roundabout that is being proposed by the Hampton Inn developers so that they can access their site off of the road. The road would have to meet borough specifications as well as PennDOT specifications (i.e., in order to be eligible for state liquid fuels money) before being accepted by the borough. The street would have to feature a cul-de-sac or some other approved turnaround beyond the Hampton Inn driveway. The developer is interested in getting a waiver to put a sidewalk along the new road. Jeff stated that the request for a waiver would have to go to the planning commission as well as council. There was a consensus that council was in favor of the sidewalk. Whether a turning lane and street lighting would be required was also discussed. The idea of approaching some of the other businesses on that side of Bair Blvd. about adding sidewalks was discussed.

Jeff stated that the contractor feels that the hotel could be completed by the end of May.

## **6. Update on Recreation**

Jeff reviewed the e-mail from Tim Evans of Spartans Central Baseball requesting the fields for Mondays and Fridays in March and April in addition to the Tuesdays, Thursdays, and Sundays to which the borough has already agreed. Jeff stated that he informed Tim that the French drain work is still wrapping up and the fence needs to be reinstalled, plus we would not want them on the field during inclement weather. Jeff also informed Tim that we could not commit to any additional dates in April until we determine the needs of our own Rec-Ball program. As far as March, Jeff told Tim that they would have to provide a port-a-john since the bathrooms would not be open in March and would have to be responsible for opening and closing the gates since the park is not open in March. Jeff stated that Tim agreed to both conditions. Jeff told Tim that council would also have to be okay with these conditions. Council agreed regarding the keys and port-a-john. A decision on the schedule would have to be made after determining if there would be a Rec-Ball Program.

Because of low Rec-Ball sign-ups so far, Scott expressed concern about stretching out sign-ups beyond the official last sign-up day of March 9<sup>th</sup> because it would not give those that have already signed-up enough time to make other arrangements if we do not end up with enough players to create a team.

Linda asked if there would still be the special events that the Recreation Board hosted if we do not have Rec-Ball. Scott said that a previous meeting it was discussed that councilmembers could host the events. Linda stated that there has to be an understanding that all of council needs to be involved in these activities. Tom S. stated that he is on the Special Events Committee but was never contacted about meetings. Linda suggested certain volunteers for certain activities. Tom S. stated that we should get the churches involved and that we should put news about the churches in the newsletter.

Linda asked if there was no Rec-Ball will there still be a Recreation Board, or will we just have the parties and events.

Tom S. suggested that the Central Spartans run the Rec-Ball program next year. Todd said that travel teams do have A and B teams.

Scott made a motion seconded by Tom S. setting March 9<sup>th</sup> as the end of all baseball and softball sign-ups. If there are not enough players by that date, the program will be shut-down. Motion passed unanimously.

Jeff stated that the Recreation Board incurred a \$514.90 bill from AD Starr. Ray said that if the program continues, we will require that purchase orders be submitted by the Recreation Board be submitted to Jeff who will in-turn present them to council for approval.

#### **7. Explaining the Process of the Bill List**

Tom questioned the accuracy of the American Rock Salt Company and NAPA Fayette Parts Service invoices on the most recent bill list. He stated that the math in the explanation does not equal the total that is listed. He stated that there were mistakes in the previous bill list as well.

Jeff apologized and said he will look into the inaccuracies.

Jeff asked for a motion to approve the payment of the \$514.90 bill from AD Starr.

Todd made a motion seconded by Tom T. to pay the invoice in the amount of \$514.90 to AD Starr. Motion passed unanimously.

#### **8. “No Parking” and “No Tractor Trailer Signs”**

Tom S. stated that the sign on Pennsylvania Avenue sign no trucks allowed is being ignored, because many of the truck drives do not read English. He suggested a sign featuring a photo of truck with a line through it. He also asked for No Parking signs on Center Avenue where cars are parking on a sidewalk. Jeff said he would have the signs ordered.

Tom mentioned the trees near Main Street and Highland. Jeff said he will have them cut back.

## **Reports**

### **Administrative**

#### **Planning Commission**

Jeff stated that the planning commission will meet on March 13<sup>th</sup> to discuss the Broadview Estates plan.

#### **Borough Manager – Jeffrey McLaughlin**

Jeff reported that he received a price of \$55 per cut to cut the grass in the Rachel Drive Roundabout. He is awaiting another price.

Jeff stated that the Civics/Government teacher at the Hempfield High School will ask students if they are interested in volunteering to serve as a junior council person.

Jeff stated that he passed council's comments along to the landscape architect who developed a revised conceptual drawing for the park. He passed out the drawings.

Tom S. asked about the erosion problem on Thermo Village Road. Jeff stated that there is a broken pipe that terminates above the park. Rather than digging up the pipe which could be very costly, Emil and John B. have determined that the best solution is to cover the pipe with rip-rap to prevent further erosion.

Tom S. asked about the hole on Thermo Village. Emil said he does not think it is related to the pipe. Tom S. stated that it needs addressed.

Ray asked to revisit the roundabout. Linda stated that PennDOT was very cooperative on the projects that were developed in Latrobe. Jeff stated that we have two designs one from the CWCTC and the Westmoreland Conservation District. We will have to select a design and get PennDOT's approval.

Tom S. made motion seconded by Scott to go with the low quote, after receipt of the second quote, to have the grass cut once-a-month at the Rachel Drive Roundabout for a not to exceed price of \$55.

#### **Code Enforcement**

Jeff reviewed the report which was in the packet.

#### **Solicitor's Report**

No report.

#### **Engineer's Report**

Emil reported that last week he sent information to Big R Bridge about doing a corrugated metal arch structure to work around the existing sewer line. He stated we may have to consider relocating the sewer line.

After discussion it was agreed to send Ms. Yuhouse at 205 Melrose a letter to take steps to restore her yard. After that, the borough will review to see if there is still a water issue.

## **Business**

### **Fire Department Liaison**

Rob gave the monthly report earlier in the meeting.

### **Special Events**

No report.

### **Council President**

Ray reviewed a list provided by John Barnes of items that the council could consider selling. There was discussion but no decisions were made.

### **Mayor**

No report.

### **Personnel**

Linda stated that the committee would like Jeff to review the employee's 2019 annual goals by June 1<sup>st</sup> to see if they are making progress on these goals.

Jeff stated he received the letter from PMRS that reviews the borough's pension. He said that we would get a copy to Linda.

### **Public Works/MS4 & Parks**

Ray reported that John B. was able to get some of the area disturbed by the new French drain rock-hounded. He said that the Public Works crew seeded that area.

### **Building and Real Estate**

There was a discussion about the demolition of the old borough building.

### **Safety Committee**

Jeff stated that the committee met in February and watched a video on how to safely operate a Bobcat skid steer.

## **Financial Report**

Scott read the financial reports for January and February. As of January 31, 2019: check book balance \$421,299.51 and total all savings accounts: \$1,720,407.89. Taxes remitted for the month of January \$16,614.11. As of February 27, 2019: check book balance \$432,402.98 and total all savings accounts: \$1,769,632.58. Taxes remitted from February 1, 2019 through February 27, 2019: \$94,161.17.

Jeff mentioned the idea of getting T-bills or CD's. Although we would earn a little more interest on T-Bills we would have to pay a commission to purchase. Tom T. asked about the amounts that could be put into CDs. Jeff reviewed various account balances and what amounts could be invested.

Jeff announced that the WCBA meeting will be held on March 28<sup>th</sup> at the Barn.

### **Additional Opportunities for Public Comment**

Marge Fox in the audience suggested putting a for sale sign on the borough building to gauge interest.

Todd pointed out that council would have to either auction the property off or seek sealed bids due on a specific date.

### **Executive Session**

Todd made a motion to go into Executive Session for matters of personnel and litigation at 8:12 PM.

Scott made a motion at 8:21 PM to come out of Executive Session.

### **Resumption of Agenda**

Scott made a motion seconded by Linda to settle with Park Plan Development, LLC in the amount of \$950 for back taxes owed to the borough. Motion passed unanimously.

There was a discussion regarding the fire truck that the fire department would like to have the borough purchase. It was decided to have a Finance Committee meeting to review borough finances.

Willie Bitar, a resident and coach of the 12-13 team involved with the Spartan Central organization, asked if his team could be added to the lease of the field. Council said that a decision will be made after Recreation Program sign-ups are over.

### **Adjournment**

Scott made a motion seconded by Todd to adjourn the meeting at 8:43 PM.

Respectfully submitted,

Jeffrey McLaughlin  
Secretary