

Borough of New Stanton
Borough Council
March 7, 2017
Minutes of Meeting

Attendance

Council members: Todd Bartlow, Dean Clark, Linda Echard, Scott Sistek, Tom Smith, Tom Theis. Mayor Nicholas DeSantis. Others: Borough Engineer Emil Bove, Borough Solicitor John Campfield, Public Works Team Leader John Barnes and Borough Manager Jeffrey McLaughlin.

Call to Order

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

Invocation

Linda Echard recited a prayer.

Pledge of Allegiance

The Pledge was recited.

Approval of Bills

Dean made a motion seconded by Todd approving the bills in the amount of \$37,892.06. Motion passed unanimously.

Approval of Minutes

February 7, 2017 Public Hearing

Linda made a motion seconded by Dean to approve the minutes of the February 7, 2017 Public Hearing. Motion passed unanimously.

February 7, 2017 Regular Meeting

Tom S. made a motion seconded by Todd to approve the minutes of the February 7, 2017 regular meeting. Motion passed unanimously.

Council Additions to Agenda

There were no additions to the agenda.

Opportunity for Public Comment -- on Agenda Items Only

There were no comments on agenda items. Scott stated that there would be a general comment period at the end of the meeting.

Agenda

Scott stated that the Rachel Dr. Retention Pond Maintenance Agreement would be handled first because Jeff was getting paperwork for the CWCOC discussion.

1. M/V to Enter into the Rachel Dr. Retention Pond Maintenance Agreement by Resolution

Emil stated that this agreement will allow for water to continue to flow into the Rachel Dr. retention pond from Bair Blvd. and Broadview. This will allow for the development of these areas. As part of this agreement, the borough agrees maintain the pond and to also revise the storm water management ordinance to allow for a 50% release rate from the watershed along Broadview Road from the DEP building to Center Avenue. This revision should be ready for council's review by the next meeting. The Bair Blvd area along with the rest of the borough will remain at an 80% post-development outflow rate.

John mentioned that this agreement will have to be reviewed by several departments at PennDOT for approval. He stated that he hoped they would do this without waiting on the roundabout agreement.

Tom S. made a motion seconded by Tom T. to approve the Resolution regarding the Rachel Drive Retention Pond Maintenance Agreement. Motion passed unanimously.

2. M/V to Enter into an Inter-Municipal Agreement with CWCOCG

John C. reviewed the draft ordinance that would authorize the borough to enter into an Inter-Municipal Agreement to use the Central Westmoreland Council of Governments' UCC Appeals Board. Tom S. asked about cost. John C. said that there would be no cost to the borough, but those appealing would have to pay the fees. Tom S. also stated that the agreement is necessary because we have been unable to find volunteers to form our own appeals board. Tom T. asked where the hearings would be held. John C. said that he wasn't sure if they hold all the hearings at their office in Jeannette, or if they hold them in the community where the appeal originates.

Tom T. made a motion seconded by Dean to adopt the ordinance authorizing the borough to enter into the Inter-Municipal Agreement with the Central Westmoreland Council of Governments so that they would function as the UCC Appeals Board for the borough.

3. Discussion & M/V on Trailer Purchase for Skid Steer

John B. stated that at last month's meeting, council voted to purchase a used trailer. After bringing the trailer back to the shop and examining the brakes, lights, etc. he determined that it would cost a minimum of \$1,000 in materials to repair with the borough doing the labor. Given this and the fact that it is a 20-year old trailer, he began looking at the new trailers. The best price for a 12,000 Gross vehicle weight trailer is \$3,500 at a distributor in Ohio. The trailer can be registered at a gross vehicle weight of 9,900 so that it could be towed by non-CDL employees. Tom S. asked if the roller could be hauled on the trailer. John said yes. The trailer would also save the skid steer's tires which are not designed for pavement. He stated that we could send our truck and employee to pick up the trailer which would save us the \$650 in delivery costs. Dean said that perhaps we should consider purchasing one closer.

John B. also brought up about an extending warranty on the skid steer.

Dean made a motion seconded Tom S. to purchase a 12,000 gross weight trailer from Appalachian Trailers for \$3,500. Motion passed unanimously.

4. Discussion on Sidewalk Ordinance & M/V to Advertise Ordinance

John C. said that the ordinance as drafted will allow standards to be adopted by resolution. It would also govern who has responsibility for repair and maintenance. Emil would need to develop engineering standards for design/construction which would also be included in the Subdivision and Land Development Ordinance (SALDO) and Zoning Ordinance. Emil suggested a sidewalk standard that includes re-bar and a 5" thick slab. He said that for areas with no sidewalks we may want to consider a grass strip between the road and sidewalk which would help with MS4 compliance. More research would have to be done on who is responsible for sidewalk handicapped ramps. Tom asked who is responsible for the repair of a sidewalk. John said that the property owner is primarily responsible. He also reminded council that PennDOT said that they were not going to install sidewalks unless the borough agreed to be responsible for them. PennDOT will allow for the borough to put the primary responsibility on the adjacent property owner. The draft ordinance states that the sidewalk must be clean 12 hours after the end of a snow storm.

Dean made a motion seconded by Linda to advertise the proposed sidewalk ordinance for adoption the April 4, 2017 meeting. Motion passed unanimously.

5. M/V to Send Representation to PSAB Conference

Scott asked if he could attend because he received word that he would receive an award at the conference and asked that Jeff be able to go as well. He also stated that there was enough on the agenda that a third person could attend and he encouraged someone to volunteer.

Dean made a motion seconded by Todd to send Scott and Jeff to the 2017 PSAB Conference. Motion passed unanimously.

6. M/V on Donation to Sewickley Creek Watershed -- \$100 in 2016

Tom S. stated that he read a Q&A in the *Borough News* which stated that there are certain organizations to which boroughs are not allowed to donate.

Tom T. made a motion seconded by Todd to donate \$100 to the Sewickley Creek Watershed Association. The motion passed with everyone in favor except for Tom S. who voted no.

A little later in the meeting Scott reported that John C. found the clause regarding donations. Under the powers of council, it is appropriate to donate to watershed associations that serve that borough. This is under 1202(56) of the Borough Code.

7. M/V to Advertise for the Community Yard Sale – June 3rd

Linda made a motion seconded by Tom S. to advertise the Community Yard Sale for June 3, 2017. Motion passed unanimously.

The idea of advertising on Craig's List and putting up the signs was also mentioned.

8. M/V on Road Closure for UPS 5K Run (Benefits United Way) May 20th

Todd made a motion seconded by Tom T. approving the closing of Westinghouse and Glen Fox Roads on May 20th for the purposes of holding the UPS 5K to benefit the United Way. Motion passed unanimously.

Reports

Administrative

Borough Manager – Jeffrey McLaughlin

A. M/V to Merge the Emergency Management and EMO Accounts

Jeff asked if the EMO and Emergency Management accounts could be merged which would help limit the number of accounts. After discussion council asked Jeff to bring more information about the accounts to the next meeting.

John C. stated that there was an account decades ago for people who were affected by a natural disaster. The money was to be used to put them up in a hotel, for food, etc. John said that if it is the same funding, it would need to be kept separate. Council agreed.

B. Park Grass Cutting

Jeff reported that he received three quotes for grass cutting at the park. The low bidder was Jason Copley Landscaping in the amount of \$9,500. Jeff is awaiting evidence of insurance which according to Mr. Copley's insurance agent is supposed to take effect on April 1, 2017.

Tom S. made a motion seconded by Todd to award the 2017 park grass cutting to Jason Copley Landscaping in the amount of \$9,500. Motion passed unanimously.

C. Westmoreland County Department of Public Safety on Seminar

Jeff reported on the annual Westmoreland County Department of Public Safety Seminar for Elected Officials to be held on March 14th. He stated that if anyone is interested to let him know and he would have them registered.

D. New Stanton – Youngwood Rotary

Jeff reported that because of declining enrollment the New Stanton – Youngwood Rotary has decided to shut down. The final meeting is on March 14th. They will perform one final charitable activity volunteering with the Westmoreland County Food Bank in April at the Youngwood Fire Station.

Solicitor – John Campfield

No report.

Engineer -- Emil Bove

A. New Stanton – Fay Speed Hump Agreement

Emil reviewed the proposed speed hump agreement. He stated that, with the closing of the Center Avenue and Sewickley Creek Bridges, the removal of the speed humps on Thermo Village and Pine Drive was being done to benefit the Mutual Aid Ambulance Service's transport of patients. Tom S. asked who would pay for the work. Emil said the cost of removal, relocating and repainting would be borne by the I-70 Interchange contractor Joseph B. Fay. The signs will stay in place. He stated that he went with Dean and Jeff to look at possibly relocating the Pine Drive speed hump closer to Stanton St. to be more in line with PennDOT's recommendations for traffic calming. Tom S. stated that the existing location was the only reason people slowed down for the stop sign. Scott stated that the hill appeared to crest at the new proposed location possibly causing a site issue. Tom S. asked if it would be a legal issue to keep the speed hump where it is. John C. said that since there are no hard and fast rules there would not be an issue. Scott stated that he would be hard pressed to move it since it has worked at its present location. Todd asked about installing a stop sign on Fry Hollow Road. Linda thought that this had been discussed several years ago, but it was felt that a stop sign there would make it difficult to make the turn and to head up Pine Drive during inclement weather.

Tom S. made a motion seconded by Todd approving the agreement with Fay regarding the speed humps including the amendment that both speed humps should be reinstalled at their present locations. The motion passed with everyone in favor except for Dean, who voted no.

B. Sewickley Creek Bridge Street Usage Agreement

Jeff stated that this agreement was approved at the last meeting, but it was felt that Sewickley Street and Post Avenue needed to be added since Joseph B. Fay Company will be using these roads to access the Sewickley Creek Bridge during reconstruction.

Tom S. made a motion seconded by Tom T. adding Sewickley Street and Post Avenue to the Street Agreement with the Joseph B. Fay Company. Motion passed unanimously.

C. MS4 Seminar

Emil stated that in order to meet the DEP's MS4 public education requirements he would like to have the Westmoreland Conservation District facilitate 2 joint meetings, that would be advertised and open to the public, one in New Stanton and one in Youngwood along with an additional meeting that would be specifically for the Public Works Departments of each borough. The cost would be \$.15 per person per community. Jeff pointed out that with a population of 2,149, our cost would be approximately \$320. Emil said he would see if we could get a discount since two boroughs would be involved.

D. Park Entrance Paving Project

Emil said that the park entrance paving project may cost more than originally thought because the existing one-lane entrance only has 1"- to 1 ½" of asphalt. He stated that we probably need to go over the whole road with 2 ½" to 3" of binder. Emil also suggested that we pave a 6' swath of the parking lot where it meets the road. He reported that John B. placed millings alongside the concession stand to create more parking spaces because some spaces would be lost where the wider entrance road meets the parking lot.

E. Stormwater Run-Off on Center Avenue

Jeff and Emil reported that they looked for agreements having to do with who is responsible for stormwater runoff from Center Avenue near Route 66 and haven't been able to find any, but did find some deeds that Emil would pull the metes and bounds from and plot on a map.

F. 2017 Paving

Scott asked when the 2017 road projects should be bid. After a short discussion, it was decided to set a date at the next meeting for soliciting the bids.

Business

Fire Department Liaison – Thomas Theis

Tom T. reviewed the Fire Chief's report for the month of February that was included in the agenda packet. He also reported that the Firemen's Gun Bash will be coming up and John B. will be opening his parking lot for attendees' use.

Recreation Board Liaison – Nick DeSantis

Nick reported that the last sign-ups were on March 1st but there is still room on several teams so sign-ups are still being taken until the end of the month. Tom S. asked about child abuse clearances. Nick stated that someone else from the Recreation Board was handling that, but he felt that all of the forms would be submitted after the coaches meeting.

PennDOT Project Liaison – Dean Clark

A. Discussion Regarding Intersection at Pennsylvania and Post Avenues

Dean stated that as per council's motion at the last meeting Jeff drafted a letter to PennDOT relaying the borough's disappointment with how narrow they were making the intersection. In response, Dominec Caruso from PennDOT asked that the borough mark the intersection showing how we wanted it. Emil, Dean and John B. did and sent a photo to Dominec. Dean also reported that in doing demolition work at the site, PennDOT removed the borough's catch basins on either side of Post Avenue. They did not replace the one on the upper side and at the last meeting they stated it was not needed. Dean stated that we could put the catch basin back outside of the PennDOT right-of-way.

Dean gave an update on the Center Avenue bridge closing and the progress that Fay's been making.

B. Discussion Regarding Rachel Drive Roundabout

John stated that his opinion hasn't changed, that PennDOT needs to provide the borough with a deed for North and South Rachel Drive. He stated that a note on a plan that PennDOT states conveys the road is not sufficient. John recommended that PennDOT be contacted and asked if they are going to concrete the center of the Rachel Drive Roundabout if the borough doesn't sign the agreement. John also suggested that we submit the Retention Pond Agreement now and request that PennDOT review it immediately instead of waiting for a resolution on the Roundabout Agreement.

Todd made a motion seconded by Linda that as per our letter we once again request that PennDOT not concrete, but rather plant grass in the inner circle and we also request that PennDOT provide us with a deed for South and North Rachel Drive. Motion passed unanimously.

C. Other Items

Tom stated that the same stop sign has been hit by trucks on E. Byers Avenue in the last two weeks. He asked if the borough could install a flashing light by the Chinese restaurant to prevent trucks from pulling onto the street. Scott said that we may be able to get weight limit signs. Tom S. also broached the subject of a traffic light at Pine and Center.

Council Committees

Personnel and Human Resources – Scott Sistik

Scott mentioned that the Personnel Committee conducted the Code Enforcement Officer interviews and would have a candidate for consideration at the next meeting.

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

Dean and Todd stated that most of the items like the trailer were discussed earlier. They did mention that the removal of the former park entrance road and the widening of the new entrance/exit were proceeding.

Building and Real Estate – Linda Echard

Linda said there was nothing much to report except that at a future meeting we should have a discussion on what are goals might be for the old borough building.

Workplace Safety – Thomas Theis

Jeff reported that Tom T. would be participating in the initial safety webinar this month. The rest of the committee has already participated. This would put the entire committee in compliance so that we can start having regular meetings.

Finance – Scott Sistik

Scott reviewed the financial reports: for the period ending February 6th: check book balance: \$418,046.49; savings balance: \$232,014.33; taxes received: \$11,778.10. As of March 1st: check book balance: \$355,517.73; savings balance: \$231,106.62; taxes received \$16,073.93.

Comprehensive Plan – Linda Echard

Linda reported that Jenni Easton from Mackin Engineering drafted and sent out for review the new language to be added to the comprehensive plan regarding the fire department. She stated that several members of the Comprehensive Plan Committee responded. Comments had to be in by April 3rd because the plan had to be filed within 30 days of the public hearing. Authorization to add this language regarding the fire department was approved at the February meeting.

Mayor's Report

The Mayor stated that he met with Comcast representatives about setting up a Wi-Fi hot spot at the park. They are going to get back to him about what they can do. He also reported that he has been exchanging messages with a unique doughnut shop to see if they would be willing to move to the area.

Announcements

Scott stated that the upcoming events include the Fire Department's Gun Bash to be held on March 11th and the Easter Egg Hunt on April 1, 2017. G-Conference is scheduled for May 18th - 20th and the Community Picnic is August 5th.

Opportunity for Public Comment

There was no public comment.

Adjournment

Todd made a motion to adjourn the meeting at 9:24 PM.

Respectfully submitted,

Jeffrey McLaughlin
Secretary