

**Borough of New Stanton**  
**Borough Council**  
**May 2, 2017**  
**Minutes of Meeting**

**Attendance**

Council members: Todd Bartlow, Dean Clark, Brandon Clawson, Linda Echard, Scott Sistek, Tom Smith, Tom Theis. Others: Borough Engineer Emil Bove, 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**

Tom S. asked to have the staff check the sewage and West Penn Power bills for the old Borough Building. Dean made a motion seconded by Tom T. approving the bills in the amount of \$64,628.80. Motion passed unanimously.

**Approval of Minutes**

**a. March 7, 2017**

Linda made a motion seconded by Todd to accept the March 7, 2017 minutes. Motion passed with all voting in favor with the exception of Brandon who abstained.

**b. April 4, 2017**

Dean made a motion seconded by Todd to accept the April 4, 2017 minutes. Motion passed with all voting in favor with the exception of Brandon who abstained.

**Council Additions to Agenda**

Tom asked that a discussion regarding baseball tournaments and pavilion rentals be added to the agenda. Scott said it would be item 6.

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

There were no public comments on agenda items.

**Invited Guests**

**Jim Pillsbury – Westmoreland Conservation District**

**Tom Keller – Sewickley Creek Watershed Association**

Scott invited Jim Pillsbury, who is from the Westmoreland Conservation District as well as a board member on the Sewickley Creek Watershed, to speak. Mr. Pillsbury mentioned that he and Tom Keller met members of the staff, Emil and a couple council members at the park and scouted out locations for the proposed Canoe and Kayak Ramp. He showed some photos that have the ramp starting near the ball field's right field fence and running upstream behind the metal shed building, approximately 100 to 150 feet long. A gate or bollard would be installed at the top of the ramp to prevent vehicles from going down the ramp.

Mr. Keller mentioned that there is a ramp in Lober and another one is being added in Yukon. Mr. Keller mentioned that the Watershed Association would be responsible for building the ramp using a grant from the Western Pennsylvania Conservancy. He stated that they would like to install a sign listing the donors to the project. In response to questions, he mentioned that any insurance coverage and maintenance would be done by the borough and if the ramp were damaged during a flood another grant would have to be secured for reconstruction. Jeff said he talked to the borough's insurance agent who stated that the ramp could be added to our insurance at no additional cost.

Scott reminded them that the park is closed from October until April as well as dusk to dawn. Tom Keller said that he made the funder, the Western PA Conservancy, aware of this.

Emil stated that partnering on projects like this will help with our MS4 program. He stated that those accessing the creek via the ramp will be able to help monitor the condition of the water and report any discharges into the creek.

Dean made a motion seconded by Tom. T. approving the installation of the Canoe/Kayak Access at New Stanton Park by the Sewickley Creek Watershed Association. Motion passed unanimously.

### **Rob Cammarata – Fire Chief NSVFD**

Rob stated it had been awhile since he had been to a meeting, thus he wanted to update the council on the good things that have been happening at the fire department. He reviewed his monthly report that was included in the agenda packet. He also stated that the fire department recently received its state grant in the amount of \$12,655 which was used to purchase new rescue tools. He stated that the year's fish fry was the best that they ever held. In addition the gun bash was a success. Some improvements have been made to the hall and rentals are doing very well. He stated that the road construction and detours have not resulted in any more accidents. They have only been called to one accident in the roundabout. He reported that the Youngwood Fire Department has removed our fire department from its call list. If there is a fire or accident in Youngwood, our department is not being called out. He stated that we will continue to have Youngwood respond to our calls.

**Jeanie Smith, President of Board of the Greensburg Hempfield Library**  
**Brenda White, Board Member, Greensburg Hempfield Library**

Ms. Smith gave an overview of the library and the programs it offers. The library operates a branch in the Youngwood Borough Building. She stated that the library's annual budget is \$740,000. Local government money does not cover all of this; they have to write grants and secure other funding sources for 60% of their annual budget. She stated that without additional support they will have to shut down in 5-6 years. They are not looking for the borough to endorse a tax, but rather to put a referendum on the November ballot to see if voters would support a 1 mill library tax. Ms. Smith reviewed the sample ballot question and Ms. White distributed and reviewed the additional information and statistics about the library. They are planning on asking several municipalities to put the question on the ballot including Hempfield, Greensburg, South Greensburg, Southwest Greensburg and Youngwood. Ms. Smith stated that they would like to get a decision from council in the next month or so about putting the referendum on the ballot. The alternative would be putting the referendum on the ballot by gathering signatures.

## **Agenda**

### **1. Bid Opening – 2017 New Stanton Road Paving & Restoration**

Scott opened the bids submitted in response to the 2017 New Stanton Road Paving and Restoration Request for Proposal (See attached).

Tom S. made a motion seconded by Linda that the Borough Solicitor and Engineer review the 3 lowest bidders and the 2017 paving contract be awarded to the lowest responsible bidder: Tresco Paving Corporation \$87,335; Derry Construction 95,005.00; R&B Contracting and Excavation 95,382. Motion passed unanimously.

### **2. Discussion & M/V to advertise Watershed B Ordinance**

Emil reviewed the reasoning behind the proposed Watershed B ordinance.

Linda made a motion seconded by Tom S. to advertise the proposed Watershed B ordinance for consideration at the next meeting. Motion passed unanimously.

### **3. Hampton Inn**

#### **a. M/V Stormwater Best Management Practices Agreement**

Emil gave an overview on the two agreements.

Dean made a motion seconded by Tom T. approving the Stormwater Best Management Practices Agreement. Motion passed unanimously. Scott stated that if necessary this could be considered a resolution.

#### **b. M/V on Developer's Agreement**

Tom T. made a motion seconded by Dean approving the Developer's Agreement with the developers of the Hampton Inn. Motion passed unanimously.

### **4. Pay Resolutions**

#### **a. M/V to Amend Language Regarding Callouts**

Jeff reviewed the resolutions being considered which would address how Public Works employees would be paid while being called out to work.

Tom S. made a motion seconded by Tom T. to adopt pay resolutions 2017-858, 2017-859, and 2017-860 amending pay resolutions 2017-846, 2017-847 and 2017-848 regarding the pay for Public Works employees being called out. Motion passed unanimously.

**b. M/V to Amend Code Enforcement Resolution**

Jeff reviewed the draft Pay Resolution 2017-861 that would amend pay resolution 2017-853, clarifying the hours and duties of the Code Enforcement Officer.

Tom S. made a motion seconded by Todd to adopt pay resolution 2017-861 amending resolution 2017-853. Motion passed unanimously.

**5. Discussion & M/V on Keytex Energy Agreement**

Scott reviewed the proposed 3 year electric supplier contract with Champion Energy which would cover all borough electric accounts at a rate of \$.05197 per kilowatt hour. Savings would equal more than \$11,000 over 3 years and the price quoted is 11% less than the last contract. Scott stated that the contract has been up since January but the broker was waiting for the price to come down before recommending that the borough lock in a price.

Tom S. made a motion seconded by Tom S. approving the Keytex Energy Agreement at \$.05197 per kilowatt hour with the option to not enter into the agreement if the price increases significantly before signing the agreement. Motion passed unanimously.

**6. Baseball Tournaments and Pavilion Rentals**

Tom S. expressed concern about large picnics and baseball tournaments being held at the same time. Brandon stated that we should know well in advance about the dates of a tournament considering what is involved in putting one together. Jeff stated that he was also under that impression, but representatives from the Recreation Board stated that they could put a tournament together in a couple of weeks. Scott said that it is a public park available for everyone's use. Brandon stated that Jeff should inform the Rec. Board of the busiest picnic days and see if they could avoid scheduling a tournament that day. He stated that we may want to include language in the pavilion rental agreement stating other events may be scheduled for that same day.

**Reports**

**Administrative**

**Borough Manager – Jeffrey McLaughlin**

Jeff reported that:

- The FedEx volunteers worked in the park on Earth Day spreading straw on the new grass seed and staining the split rail fence around the park.

- The Code Enforcement Officer should be on board the week of May 7<sup>th</sup>.
- He did not find any Resolution regarding the borough's policy on a public comment period.
- He is scheduled to attend the PSAB Conference in Hershey with Scott on Monday May 8<sup>th</sup>. He expressed concern about the office possibly being left unattended. Individual council members stated that if needed they would be willing to come in and answer phones, etc.

**Solicitor – John Campfield**

No report.

**Engineer -- Emil Bove**

Emil reviewed Hawley subdivision.

Tom S. made a motion seconded by Tom T. to approve the Hawley planning module so it can be submitted to DEP for its approval. Motion passed unanimously.

Tom T. made a motion seconded Tom S. approving the Hawley subdivision contingent upon approval of the planning module by DEP. Motion passed unanimously.

**Business**

**Fire Department Liaison – Thomas Theis**

Report was provided earlier by Chief Cammarata.

**Recreation Board Liaison – Nick DeSantis**

No report.

**PennDOT Project Liaison – Dean Clark**

Dean reported that:

- He met with a resident about their concern about flooding and traffic safety on the south end of the Sewickley Creek Bridge. He checked with the contractor. They stated that they would address any traffic hazards and if there was no flooding before the project there would be none after. Tom S. stated that he was informed by a resident that there was a catch basin in the area, but that it was buried even before the bridge construction.
- The Center Avenue Bridge work is moving very quickly.
- The contractor is pouring the roundabout sample tomorrow for our review and the Pennsylvania Avenue sidewalk is well underway.

### **Planning Commission Liaison**

John Gomolak provided an update stating that:

- He became Chair in January. Jim Evans is the Vice-Chair.
- The Planning Commission reviewed the Hawley subdivision.
- Council should revisit the zoning for service stations/convenience store language.
- Council should address the installation of sidewalks in subdivisions.
- The Planning Commission is in favor of the Comprehensive Plan.
- The Planning Commission would like to see new welcome and directional signage.

Scott suggested that the Planning Commission review the zoning ordinance bringing back some specific recommendations regarding gas stations and convenience stores

### **Council Committees**

#### **Personnel and Human Resources – Scott Sistek**

Jeff reported that the Code Enforcement Officer should be on board the week of May 7<sup>th</sup>.

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

Dean reported that:

- The PW crew has rented the crack sealer to repair 9 streets in the borough.
- The PW crew started working on the French drain project on Pagano Drive.
- He had concerns with the new mowing contractor for the park. He stated that before paying the contractor we should inspect the park after each cut to make sure it is being done properly. Linda asked that Dean met with the contractor since Jeff will be at Hershey.
- He had Public Works crew clean-up some materials that were stored around the metal shed building at the park.

#### **Building and Real Estate – Linda Echard**

Linda reported that Jeff made an attempt to speak to a developer and now the committee is looking to talk to a real estate agent. Jeff stated that he submitted information to an appraiser to get a price

and he also reached out to the adjacent property owners who stated that they would consider being part of the appraisal dependent upon the price.

#### **Workplace Safety – Thomas Theis**

Jeff reported that the committee is scheduled to meet on May 4<sup>th</sup> to participate in a webinar on heat exhaustion.

#### **Finance – Scott Sistek**

Scott reviewed the financial report as of May 2, 2017: total checkbook balance: \$378,699.60; total all savings accounts: \$246,586.58; and total taxes remitted from March 31, 2017 through May 2, 2017: \$58,051.97.

#### **Mayor's Report**

No report.

#### **Announcements**

Scott reviewed the announcements: the PSAB Conference: May 7<sup>th</sup> - 10<sup>th</sup>; G-Conference: May 18<sup>th</sup> - 20<sup>th</sup>; Community Picnic: August 5<sup>th</sup>; Community Yard sale August 12<sup>th</sup>.

#### **Opportunity for Public Comment**

Tom S. stated that we need to have a good turnout at the G-Conference. He reviewed the schedule for the event.

Linda stated that since we have been talking about it for the last couple of months, we should come up with some proposed changes to the Public Comment period for the next meeting.

#### **Adjournment**

Todd made a motion to adjourn the meeting at 9:33 PM.

Respectfully submitted,

Jeffrey McLaughlin  
Secretary