

Borough of New Stanton
Borough Council
August 7, 2018
Minutes of Meeting

Attendance

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

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 – \$61,560.63

Josh made a motion seconded by Scott approving the bills in the amount of \$61,560.63. Motion passed unanimously.

Approval of Minutes – July 31, 2018

Todd made a motion seconded by Scott approving the minutes of the July 31, 2018 meeting. Motion passed with Linda, Tom, Ray and Ron all voting in favor. Josh, Todd, and Scott abstained.

Guests

Robert Perkins, 162 Stratford Court

Mr. Perkins stated that he, along with the owners of 160 and 164 Stratford Court would like to construct a 6' vinyl privacy fence behind their properties, on borough property, in the area where the borough just had a storm drain pipe installed. Jeff asked about the borough's access road to the retention pond. Mr. Perkins stated that they would install gates there to allow for the borough to enter. The fence would be a little less than 300' long.

Emil stated that he would have to determine if the fence could be placed there out of the line of site for drives leaving Reagan Way to enter onto Center Avenue. John stated that licensing agreements would need to be signed between each homeowner and the borough allowing the fence to be on borough-owned property. The agreement would require that the residents maintain the grass in the area and that they would agree to remove the fence at their expense if

the borough had to do work in the area. Mrs. Perkins stated that they would need some notice if they ever have to remove the fence.

Tom made a motion seconded by Josh authorizing the property owners of 160, 162 and 164 Stratford Court to install a fence on borough property, 10' from the newly installed borough storm water pipe pending each owner signing licensing agreements with the borough stipulating the location, removal if necessary and also them maintaining the grass on borough property.

NSVFD Chief Rob Cammarata

Rob stated that he was out of town on the date of the last meeting, so he reviewed both the June and July reports which were provided to council.

He stated that the fire department will be holding a reverse auction fundraiser October 6, 2018

He also reviewed a memo put together by Dave Hauger regarding the situation with the existing fire hall/garage. He stated the fire department would like to meet with the council in Executive Session to discuss the idea of building elsewhere. He said that the mortgage on the existing building is paid off.

Martha Henninger & Tara Button, Henninger Accounting Service

Ray introduced Martha and Tara. Tara reviewed the DCED report (the DCED report, audit and management letter were provided to council) pointing out that the borough had a "profit" of \$118,795 in 2017. She then reviewed the management letter stating that they did not encounter any significant difficulties in dealing with management, that management corrected all misstatements, and that they requested certain representations from management and they received them. She stated that the borough is not in violation of anything, but they did have some suggestions outlined in the letter which she reviewed. She pointed out there was a math error on the budget underestimating tax revenue, the current real estate tax for debt service was over-estimated and the current real estate tax revenue for the fire department was not shown.

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 any council members had items to add to the agenda. Linda added: Discussion regarding Spartan Central Agreement, Todd asked to add Speed Limit on Broadview Road, Jeff asked for discussion regarding Smoking in the Park, Josh asked to add Electrical Issue at Park Pavilion B and Scott asked to add Road Closure on Stone Church Road. An Executive Session was also added for personnel and real estate.

Opportunity for Public Comment -- on Agenda Items Only

Ray asked if there were any public comment on agenda items only. There were no comments.

Agenda

1. M/V to Purchase Mower Head

Linda made a motion seconded by Josh to purchase a mower head to be used on the tractor/boom mower that we already purchased for \$3,000. Motion passed unanimously.

2. M/V to Purchase Certified Checks of \$20,000 & \$3,000 for the Purchase of a Tractor/Boom Mower & a Mower Head

Tom made a motion seconded by Josh to purchase certified checks in the amounts of \$20,000 and \$3,000 for the purchase of a tractor/boom mower and a mower head, respectively. Motion passed unanimously.

3. M/V to Hire 2 J's Auto Transport at a cost of \$1,095.00 to Ship Tractor/Boom Mower & Mower Head

Josh made a motion seconded by Tom to hire TJ's Auto Transport at a cost of \$1,095.00 to deliver the tractor/boom mower and the mower head to the borough building. Motion passed unanimously.

4. M/V to Pay \$2,410.42 to Youngwood Borough – 50% of Tractor/Boom Mower Repair

Todd made a motion seconded by Josh to table the payment of this bill to certain members of council an opportunity to meet with Youngwood Borough representatives regarding the possibility of developing an inter-municipal agreement between both boroughs as well discussing the boom mower repair invoice. Motion passed unanimously.

5. M/V to Modify 2018 Budget

Jeff stated that the auditors had mentioned that some of cells on the adopted 2018 budget, which was developed in Excel were not added into the total revenue which resulted in revenue being underestimated. The auditors also pointed out that the number for Current Real Estate Tax for Debt Service appeared to be overestimated and there was no line item in the budget for Current Real Estate Fire Equipment. In addition to these proposed modifications, Jeff stated that since the budget would be opened up for modification the tractor/boom mower should be included as well as other line items should be modified that were overestimated or underestimated.

After discussion, Scott made a motion seconded by Josh to modify the budget as per the auditor's suggestion including adding: line 301.10 at \$68,000, line 301.11 at \$33,000, line 301.12 at \$33,000, line 301.20 \$4,000, line 310.01 at \$3,300, line 310.02 at \$200, line 301.03 at \$500, and line 310.10 at \$50,000. Motion passed with Josh, Todd, Scott and Tom voting in favor and Linda and Ray voting no.

6. M/V on Codification (Proposals Handed Out at Last Meeting)

Jeff reviewed the latest proposal from American Legal Publishing and how it compared to the General Code proposal.

After discussion, Todd made a motion seconded by Tom selecting General Code to codify the borough's ordinances including the post-project editorial analysis and premium eCode360 including PubDocs Module. The total cost would be \$17,111 plus an annual maintenance fee of \$1,195. The first payment would be budgeted in 2019 and paid in January and the second and final payment would be included in the 2020 budget. Motion passed unanimously.

7. M/V Approving Submittal of Application to RACW for Demolition of Old Borough Building

Council decided to discuss this item near the end of the meeting, in executive session.

8. Discussion Regarding Borough and Recreation Board Sanctioned and Authorized Activities

Todd made a motion seconded by Tom to adopt policy on Borough and Recreation Board Sanctioned and Authorized Activities. Motion passed with all voting in favor except for Josh who voted no.

9. Discussion Regarding Spartans Central

Linda reviewed the proposed agreement with Spartans Central Baseball for rental of the park.

Todd made a motion seconded by Linda to enter into an agreement with the Central Spartans for usage of the ballfield at New Stanton Park. Motion passed with all voting in favor except for Josh who voted no.

10. 25 MPH Speed Limit on Broadview Road

Todd made a motion seconded by Josh to advertise an ordinance changing the speed limit on Broadview Road for consideration at the September meeting and installing 25 MPH speed limit signs along with the electronic speed sign to see if the speed limit signs cause the drives to slow down. Motion passed unanimously.

11. Discussion Regarding Smoking in New Stanton Park

As a follow up to a previous meeting, John provided council with definitions of smoking/tobacco use and gave an update on smoking ban legislation being considered on the state level.

Todd made a motion seconded by Josh made a motion seconded by to advertise a no-smoking in the park ordinance that will includes no tobacco smoking, electronic cigarettes and the use of tobacco products. Motion passed unanimously.

12. Electric Service in Pavilion B

Josh raised the issue about the electrical outlets tripping at the picnic.

It was decided to assess the electric service to Pavilion B and if it is a relatively minor fix to proceed with improvements. if it is costlier to get quotes for repairs.

13. Road Closure Stone Church Road

Scott stated that the railroad crossing on Stone Church Road has signage regarding an upcoming road closure from August 13th. He said the signs were not PennDOT signs even though it is a state road. He said no detour is posted.

Council directed Jeff to contact PennDOT regarding the road closure signs at the railroad crossing on Stone Church Road.

Reports

Administrative

Planning Commission Liaison – *Chairperson Jay Gomolak*

No report.

Code Enforcement – *Scott Herrod*

The report was included in the agenda packet.

Borough Manager – *Jeffrey McLaughlin*

Jeff reported that:

- The contract with National Gunite has been signed. Hopefully they will be repairing the catch basin at the corner of Woodmere and Shelton in August.
- Representatives from MAWC will be at the Planning Commission meeting on August 8th for an advisory on a building that they would like to construct on their property.
- He, John and Emil met with representatives of UPS and the Westinghouse property regarding the Westinghouse – N. Center Avenue intersection. We are going to repaint the lines and add new signage to increase the safety of the intersection. The group is also looking at moving the stop sign at the UPS driveway further up closer to Westinghouse.

He pointed out that a PennDOT representative was notified about the concerns about the intersection expressed by Westinghouse officials when it was first brought to our attention and the PennDOT representative did look at the intersection but said that was the way it was designed.

- PW crew began to repaint stop bars throughout town.
- Scott H. has asked if he could attend an all-day Certified Building Official seminar on Property Maintenance on September 20th. The cost is \$175.

Josh made a motion seconded by Todd to send Scott Herrod to a Certified Building Official seminar on Property Maintenance on September 20th at a cost of \$175. Motion passed unanimously.

- He, John and Emil looked at the catch basins on E. Post Avenue and feel that some of these undersized catch basins (some are less than a foot deep) need replaced with regular-sized catch basins. The pipes connecting the catch basins are barely underground, one being just below the asphalt. Emil said that they were in bad shape. This would not only benefit the borough but area property owners like Pro-Scape. Jeff said that even though this is a maintenance issue he wanted to bring it up because the cost could be \$8,000 to replace three catch basins. Ray pointed out that John told him that the cost could be as much as \$10,000 - \$12,000 because there are additional catch basins that need installed, like the one on Woodmere. Ray stated that he asked John to install two catch basins on E. Post and install two later. Ray stated that we have received a call about water going into someone's basement on W. Post. Jeff stated that there are no catch basins on W. Post and to install them there could prove difficult because there is no good place to pipe the water too – either to Pennsylvania Avenue or get an easement to run it across private property to the Sewickley Creek.

Solicitor – *John Campfield*

John reported that:

- There are two permits that Dollar General needs from PennDOT, one for stormwater and one for a driveway both on W. Pennsylvania. Dollar General's lawyer has asked the borough to issue the permits, but as we have pointed out to them PennDOT has stated that no permits can be issued for Pennsylvania Avenue until the interchange project is completed. He reminded council that we had Dollar General sign an indemnity agreement stating that they could go ahead with construction, but that it would be at their own risk. The borough never entered into an agreement with PennDOT regarding W. Pennsylvania Avenue. According to Dollar General officials PennDOT told them that the final acceptance of the interchange project may not happen until this fall or spring of 2019. John also pointed out that GetGo would be delayed until the interchange is approved.
- GetGo's lawyer has approved the language of the documents with the borough but we have not received the signed documents. Emil stated that GetGo was switching a few plants on one corner of the landscaping plan to allow for a better view by their security cameras of the gas pumps.

Engineer -- *Emil Bove*

Emil reported that:

- He would develop a sketch to attach to the Chanticleer fence license agreement for the next meeting.

- We are awaiting the bonds and insurance coverage from the paving contractor.

Business

Fire Department Liaison – *Chairperson Thomas Smith*

No report.

Recreation Board Liaison – *Chairperson Josh Bennett*

Josh reported that:

- All of the bills have been paid. They have a balance of approximately \$8,000 in the Recreation Board checking account.
- They would like to get dirt installed on the fields next spring.
- The community picnic went well but they could not use the bocce court, because of the rain. He said that Bill will roll the bocce court once to twice a week.

Executive

Council President

No report.

Mayor

No report.

Council Committees

Personnel and Human Resources – Scott Sistik

No report.

Public Works/MS-4 and Parks – Chairperson Ray Strosko

No report.

Building and Real Estate – Chairperson Linda Echard

Linda said that would be handled in Executive Session.

Workplace Safety – Chairperson Thomas Theis

Jeff reported that we had two meetings in July and the next meeting will be on August 14th.

Finance – Chairperson Scott Sistik

Scott reviewed the financial report though July 31, 2018: checkbook balance: \$566,620.32, total all savings accounts: \$1,611,809.27 and taxes remitted from July 1, 2018 through July 31, 2018: \$13,282.41

Special Events

No report.

Announcements

No announcements.

Mr. Fox, who was in the audience, offered to purchase the former borough building for \$50,000.

Executive Session

Josh made a motion seconded by Todd to go into Executive Session at 8:25 PM.

Adjournment

Linda made a motion seconded by Josh to have a letter written to Bob Fisher who was representing the USX Credit Union in talks with the borough about leasing the old borough building, asking them if they are still interested in the building otherwise we would be moving in another direction. Motion passed unanimously.

Todd made a motion to adjourn the meeting at 9:25 PM.

Respectfully submitted,

Jeffrey McLaughlin
Secretary