

Borough of New Stanton
Borough Council
September 3, 2019
Minutes of Meeting

Attendance

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

Call to Order

President Raymond Strosko called the meeting to order at 5:37 PM.

Invocation

Linda recited a prayer.

Pledge of Allegiance

The Pledge was recited.

Approval of Bill List

In referring to the \$50 a month bill for cutting the grass in the Rachel Dr. Roundabout Tom S. asked why Public Works couldn't do it. Jeff stated that there was a concern about safety. Tom S. stated that the crew should practice safety in areas that it already cuts. They do not put up *Road Work Ahead* signs when the cut along Thermo Village Road. Jeff stated that he will make sure that they do so in the future. Scott said as far as the roundabout, there is more traffic there than on Thermo Village.

Todd made a motion seconded by Scott approving the payment of the bills in the amount of \$56,042.17. Motion passed unanimously.

Approval of Minutes of August 6, 2019 Meeting

Tom T. made a motion seconded by Tom S. to accept the August 6, 2019 minutes. Motion passed with Tom T., Tom S. and Ray voting in favor. Todd, Linda, and Scott abstained.

Tom S. asked if you were not at the previous meeting do you have to abstain from voting on the minutes. John said no.

Guests

Jay Gomolak, Chairman of the Planning Commission

Jay gave a general overview on the activities of the Planning Commission particularly the decisions made at the last meeting including recommending the Eat'n Park Land Development

Plan and Conditional Use for the electronic message sign, and the Conditional Use for Sheetz. He stated that since the meeting, Jeff has informed him that an Eat'n Park representative called and asked to make some changes to the land development plan. So, it is being tabled for consideration by council at this meeting.

Jay reviewed the proposed new Sheetz in more detail. There was discussion regarding the proposed truck diesel fueling and truck parking.

Opportunity for Public Comment – Items not on the Agenda

There were no comments regarding items not on the agenda.

Council Additions to Agenda

Ray asked if it would be okay to purchase a \$100 gift card for Bill McGuffey in appreciation for all of his work on the fire truck specifications. Council agreed.

Ray asked about the ordering of the fire truck. Jeff reported on the letter he sent to the Fire Department, that Ray asked him to send, stating that the borough has agreed to pay \$590,000 for the truck and if the price goes over that, the fire department would have to reimburse the borough. Jeff stated that with Bill McGuffey's input, the fire department was able to get the price of the truck down by making some major changes to the chassis, engine and transmission. The fire department is now in the process of holding meetings to go over the detailed truck specifications. John stated that truck would have to be purchased through the state's Co-stars program. Jeff stated that the truck would not need paid for until it is completed. Jeff reviewed the loans that were discussed at the last meeting. Jeff reported that Rob had told him he would come to the October 1st council meeting to do a final review and to get the contract signed. Tom T. said that council already voted to purchase the truck at a cost of \$590,000, that it did not need to come back to council. John stated that now is the time to start assembling the financing. He also asked if there was a down payment required. Jeff stated that he is under the understanding that no down payment is required, but he will doublecheck.

Opportunity for Public Comment -- on Agenda Items Only

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

Agenda

1. M/V to Adopt Resolution 2019-923 Granting a Time Extension to Broadview Estates, L.P.

Tom T. made a motion seconded by Todd adopting Resolution 2019-923 granting a time extension to Broadview Estates, L.P. Motion passed unanimously.

2. M/V to Adopt a Resolution Regarding the Eat'n Park Land Development Plan

Jeff stated that a representative from Eat'n Park e-mailed him stating that they needed to make some changes to the land development plan. So, Jeff stated that this item should be tabled until the changes are reviewed.

Tom T. made a motion seconded by Linda tabling adoption of this resolution. Motion passed unanimously.

3. M/V to Approve Advertising the Eat'n Park Conditional Use Hearing

Todd made a motion seconded by Scott to advertise the Eat'n Park Conditional Use hearing to be held at 4:30 PM on October 1, 2019. Motion passed unanimously.

4. M/V to Approve Advertising Sheetz Conditional Use Hearing

Todd made a motion seconded by Tom T. to advertise the Sheetz Conditional Use hearing to take place immediately following the Eat'n Park hearing on October 1, 2019 and to be immediately followed by the regular council meeting. Motion passed unanimously.

Council directed Jeff to contact DEP about regulations regarding idling truck engines.

Emil said that Sheetz submitted a truck traffic study.

5. M/V to Approve Resolution 2019-924 Adopting the Pennsylvania Record Retention Policy

John reviewed. The policy was changed in the spring primarily to do with electronic storage of documents.

Todd made a motion seconded by Linda adopting Resolution 2019-924 granting a time extension to Broadview Estates, L.P. Motion passed unanimously.

6. M/V to Approve the 2018 Audit Performed by Henninger Accounting

Jeff reported that the Finance Committee met with representatives from Henninger Accounting to review the audit. They suggested a 9-month review (January – September 2019). In this way they will be able to get a head start on preparing the records which will shorten the amount of time needed to perform the 2019 audit.

Scott made a motion seconded by Todd approving the 2018 audit. Motion passed unanimously.

7. M/V to Advertise the 2018 Concise Financial Statement

Todd made a motion seconded by Scott to advertise the 2018 Concise Financial Statement. Motion passed unanimously.

Scott made a motion seconded by Todd to purchase a \$2,500 additional block of time from Henninger Accounting Services so that they can perform a 9-month review. Motion passed unanimously.

8. M/V to Approve Submittal of the Minimum Municipal Obligation Worksheet

Scott made a motion seconded by Tom T. to approve submittal of the Minimum Municipal Obligation Worksheet. Motion passed unanimously.

9. Update on County Demolition Grant

Jeff reported that a representative from the county had contacted him regarding the status of the contract that they had sent him for the borough's signature for the demolition of the old borough building. Jeff informed the county that when the borough applied for the grant, the thinking was that the property was more valuable with the building being torn down. After being awarded the grant, the borough began discussing the sale of the property with two real estate agents. Both said the property would be more valuable with the building and that is why the contract had not yet been signed. Jeff asked the county if the grant could be used to tear down the building if a buyer wanted it torn down. He is currently awaiting an answer.

10. Discussion Regarding the Purchase of Christmas Lights

Tom S. expressed concern about spending money on Christmas lights because of the blight in the borough that needs to be addressed.

Linda stated that this could be a possible apples and oranges discussion. She pointed out that the money for the Christmas lights was included in the budget and that if there was an issue it should have been brought up at that time.

Todd stated that he thought the two topics did not mesh, that they should be treated separately.

Jeff provided a written report based on a conversation with a representative of First Energy that stated the cost would be approximately \$850 per pole for First Energy to wire the poles that have transformers. Todd questioned the need for the pole to have a transformer on it in order to be wired for lights. Given this cost, the idea of wiring this year and buying the lights next year was discussed. Given Todd's background, in electric power distribution, it was decided to have him call the First Energy representative to get more clarification and to bring it back to the next meeting.

11. Discussion Regarding Community Picnic

Council discussed the cost of the picnic and the attendance which dropped from the previous year. It was decided to consider possible changes to the event to boost attendance.

Reports

Administrative

Planning Commission

Jay Gomolak provided the report earlier in the meeting.

Borough Manager – Jeffrey McLaughlin

Jeff reported that:

- The Zoning Hearing Board will be meeting on Tuesday, September 10, 2019 to decide on a request from The Kitchen Galley for a variance for a non-conforming use.
- He received an estimate on Pavilion C and concession stand roof. Council asked that additional quotes be solicited.
- John Barnes is arranging to get a camera for the storm sewer pipe by the Ferguson property on Shelton. He also showed a photo of how some of the downspouts are installed on the Ferguson home and adjacent homes.

Code Enforcement

Jeff reviewed Scott Herrod's report a copy of which was provided to council.

There was a discussion about how often the privately-owned retention ponds should be cleaned. Jeff stated that the borough has money from the developer for inspection of the Edgewood pond.

Solicitor's Report

John updated council on Broadview Estates highlighting some items from the Stormwater Management Agreement. Emil stated that the Homeowners' Association will own and maintain the retention ponds and the outfalls from the pond. John stated that he has drafted the stormwater agreement for Emil's, Jeff's and the developer's review. Emil reported that the final hold-up is the permit for burrowing under I-70.

Engineer's Report

Emil reported that:

- A vacant property was up for tax sale on Bair Boulevard. There was a discussion regarding the property.
- The stop bar on Highland Avenue can be moved back, but it would have to be a *No Right on Red* intersection. He staked the proposed location of the sanitary sewer for the Arona Road Bridge project for consideration by the MAWC. Emil stated that they are supposed to check it in the coming week.
- The ordinances need updated as to traffic signals.
- He is working on the Shrader Hollow and Arona Road culvert design.
- He is working on the estimates for the catch basin projects for consideration at the budget meetings.
- PennDOT applied for the permit for the Stone Church culvert.

Business**Fire Department Liaison**

Tom S. reviewed the chief's report, a copy of which was provided to council.

Council President

No report.

Mayor

No report.

Personnel

Linda stated that since the last meeting when a motion was passed allowing staff to go directly to the Personnel Committee with concerns, no such concerns have been received.

Public Works/MS4 & Parks

Tom S. stated that he thought money was budgeted to install a fence between the parking lot and the back lot behind the public works garage. Jeff was directed to get prices.

Ray reported that the guys are continuing to work on catch basins.

Tom S. mentioned the need to pull the weeds around the gas meter. Linda mentioned the need to have the vent painted above the front door.

Special Events

Linda stated that she Veterans Day is a Monday this year. She has a speaker lined up. There was a discussion about the dates for Halloween and the Christmas party.

Safety Committee

Tom T. stated that at the August meeting the committee watched a video on tractor safety. safety.

Financial Report

Scott reviewed the financial report a copy of which was provided to council through August 28, 2019: check book balance \$394,639.67 and total all savings accounts: \$1,894,195.77. Taxes remitted between August 1st and 28th: \$82,252.49.

Building and Real Estate

No report.

Additional Opportunities for Public Comment

There were no additional comments.

Tom S. suggested putting the following items in the newsletter about firework safety, burning and cleaning up after your dog.

Adjournment

Todd made a motion seconded by Scott to adjourn the meeting at 8:55 PM. Motion passed unanimously.

Respectfully submitted,

Jeffrey McLaughlin
Secretary