

**Borough of New Stanton
Borough Council
July 12, 2016
Minutes of Meeting**

Attendance

Council members: Todd Bartlow, Linda Echard, Scott Sisteck, Tom Smith, Thomas Theis,
Others: Solicitor John Campfield, Borough Engineer Emil Bove and Borough Manager Jeffrey
McLaughlin.

Call to Order

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

Invocation

A prayer was recited.

Pledge of Allegiance

The Pledge was recited.

Approval of Bills

Tom S. made a motion seconded by Todd approving the payment of the bills in the amount of
\$27,314.71. Motion passed unanimously.

Approval of Minutes

1. June 28, 2016 Regular Meeting

Linda made a motion seconded by Tom S. approving the minutes of the June 28, 2016.
Motion passed unanimously.

2. June 28, 2016 Public Hearing

Tom S. made a motion seconded by Tom T. approving the minutes of the Public Hearing
held on June 28, 2016. Motion passed unanimously.

Opportunity for Public Comment -- on Agenda Items Only

Scott asked for public comment on agenda items only. There were none.

Invited Guests

1. Sergeants Gonglik and Terrana from the Pennsylvania State Police

After the Sergeants introduced themselves, Jeff reviewed that council, at a previous
meeting decided that before considering whether to undertake a regional police study
they wanted to determine how much crime actually occurs in New Stanton. Todd stated
that council was hoping to get detailed statistical information. Sergeant Gonglik stated
that when he received the initial call from Jeff they were switching over their record

management system making it difficult to give Jeff the information at that time, but that they had the information with them

Sergeant Gonglik stated that from January 1st until July 1st the Pennsylvania State Police received a total of 241 calls for service from New Stanton. That is all inclusive and breaks down to 120 calls per quarter, 40 per month, 10 per week and 1.4 calls per service per day. Of those calls, 76 were referred to as majors -- any instance where the PSP would actually do some sort of police investigation. 40 of those were responding to burglar alarms, 23 vehicle crashes, 25 thefts, 10 drug investigations. "Majors" break down to 13 per month, 2.9 per week and less than .5 per day. Scott asked about traffic citation numbers. Sergeant Gonglik said that he did not look into that, but even though New Stanton does have a lot of traffic, the numbers are probably on the low end compared to other areas because there is not that much area to do speed enforcement. Sergeant Terrana said that he could get us the traffic enforcement numbers.

Sergeant Gonglik said that the south is the busiest part of the county, including S, Huntington, New Stanton, and Youngwood, thus because of that, and because of its accessibility, it is probably the best covered area in the county.

Scott asked how the state police would respond if the borough would participate in a regional police department. Sergeant Gonglik stated that the state police always respond; when called, no matter the situation.

Sergeant Gonglik stated that there are a lot of things to take into account when considering whether to start a community or regional police. He stated that he is not at the meeting to recommend what the borough should do, but rather to point out some things to consider -- how many officers will be in a local department, what type of coverage would the borough have when an officer is in court, the cost of equipment, liability. He stated that with a regional department New Stanton will be competing with the other members for coverage.

Sergeant Gonglik stated that the Greensburg Barracks' troopers have a lot of experience. They have approximately 100 people working at the barracks. They also have a lot of officers on duty, 9-10 cars out on a shift. New Stanton also has the turnpike barracks, which is their focus, but when those troopers are needed in New Stanton they are available. A lot of other barracks don't have nearly the number of shifts that the Greensburg barracks does.

He stated that he was biased, but he would not live in a community not served by the state police.

Sergeant Terrana stated that local police departments tend to have a routine for example the same officer works the same shift. The state police does not have that issue – the public is not really aware of their comings and goings.

Scott asked if there is anything the borough could do to assist the PSP. Sergeant Terrana stated that feedback and open lines of communication are key whether dealing with traffic or suspected drug dealing. The state police respond to every call. Communication is key. Sergeant Gonglik stated that vigilance by residents and business owners is needed.

Tom S. mentioned response times. Sergeant Terrana stated that an audit of response times showed that a lot of them are under 4 minutes, but they are often dictated by the nature of the call. An assault or domestic in progress often had a response time of under 10 minutes. He also pointed out that the state police are less susceptible to local politics.

- 2. Brandi Rosselli from Mackin Engineering – The New Stanton Comprehensive Plan**
Jeff introduced Brandi Rosselli who was there to present the draft recommendations, which were developed by the Comprehensive Plan Steering Committee, for review and consideration by council. A copy of the recommendations were included in the agenda packet.

Brandi pointed out that the hope is to present these recommendations to the public at the Community Picnic scheduled for Saturday, August 6th.

Brandi gave some background information on the process, which began in the fall of last year. The representatives from Mackin began to meet with the steering committee monthly, initiated background studies and attended the community picnic last year to let the residents know that the planning process was underway. With the winter, they moved into the Needs Assessment phase, identifying key issues, and held the public open houses, one at the beginning of the year and the second in conjunction with a fire department fish fry. In the late winter/early spring their consultant, held two business focus groups and they began to develop the action plan with the plan to finalize recommendations with: today's meeting, the July Planning Commission meeting and with the public at the Community Picnic.

Brandi reviewed the proposed goals listed under the following categories: Built to Grow, Built to Prosper Built to Move, Built to Serve, Built to Sustain and Built to Attract. A copy of the recommendations were included in the agenda packet and have been attached to these minutes.

Council Additions to Agenda

President Scott Sisteck asked for council additions to the agenda. There were no additions to the agenda.

Agenda

1. Discussion on Sidewalk Ordinance

Scott asked John to speak on the idea of a sidewalk ordinance. John said that the idea of this ordinance was driven by the sidewalks that PennDOT is installing as part of the interchange project. He stated that the substantive provisions should be included in a resolution so that in the event the borough wants to make changes it will be quicker and cheaper than having to amend an ordinance. The borough will have to make decisions on how these sidewalks are maintained and repaired.

It was decided to have the Public Works Committee review draft sidewalk ordinance and make any proposed changes and bring it back to the Planning Commission and Council for consideration.

2. M/V on amended intergovernmental agreement with Hunker Borough

Tom S. made a motion seconded by Todd to approve the changes to the Intergovernmental Agreement with Hunker Borough revising the PW hourly rates as per below, contingent upon taking the needed administrative actions

- \$22 employee regular time.
- \$33 employee overtime.
- \$42 employee with truck.
- \$53 employee with truck overtime.
- \$52 employee with backhoe regular time.
- \$63 employee with backhoe overtime.

3. Discussion & M/V on Codification of Borough Ordinances

Jeff stated that he is still gathering proposals for the codification of ordinances and asked that that this item be tabled until next month's meeting. Todd made a motion seconded by Tom S. to table selected a firm to codify ordinances until the next meeting. Motion passed unanimously.

4. M/V on Westmoreland Conservation Partnership Agreement

Linda made a motion seconded by Tom T. approving the partnership agreement with the Westmoreland Conservation District. Motion passed unanimously.

Reports

Administrative

Borough Manager – Jeffrey McLaughlin

Jeff reported that:

- The PSAB will be holding a NIMS webinar that he planned on participating in to learn more about the requirements and training for staff and council members.

- 12 new light fixtures have been purchased for the PW garage. This was a budgeted expense. The old lights will be moved to underneath the mezzanine to light that area. The PW staff will do the work.
- The AEDs have been purchased. The one to be mounted in the concession stand will be able to be used on adults as well as children.
- There will be a Community Picnic Committee meeting on July 13th at 5 PM.
- There will be a newsletter meeting on July 13th at 6 PM, immediately after the picnic meeting. Jeff stated that the plan is to get the newsletter out in the near future so as to promote the picnic.

Solicitor – John Campfield

John stated that as council was aware, the borough's Child Protection Policy was amended at last month's meeting, but just prior to the meeting the mayor had sent out an e-mail with some comments. In response to that, John e-mailed Jeff some information for dissemination to council. He also put stated that he put together the report which has been attached. He suggested going to the PA Department of Human Services to get more information including who has to be trained and who offers the training.

Engineer -- Emil Bove

Emil reported/requested that:

- Staff members from his office began mapping the storm sewer system.
- The seal coating of N. Center Avenue, beyond Arona Road, is still on schedule for Saturday, July 30th with a rain date of Sunday, July 31st.
- He spoke to a representative at West Penn Power regarding the pole at Oak and Center Avenue. The pole can be moved by no more than one foot off of Center Avenue and no more than 4-5 feet off of Oak St.
- Emil reported that he inspected the fire department parking lot. He mentioned that they are only installing a binder course which is more porous than if a finish coat had also been installed. Tom T. mentioned he went down to the parking lot during a rain storm and said Main St. was flooded. Emil stated that he was there during a rain storm there was water everywhere but he felt that was because of the nature of the suddenness and amount of rain. He did not feel that the pavement contributed to additional runoff. Council asked Emil to continue to investigate.

Business

Fire Department Liaison – Thomas Theis

Tom reviewed the monthly report from the Fire Chief which was included in the agenda packet.

Recreation Board Liaison – Nick DeSantis

In Nick's absence there was no report.

PennDOT Project Liaison – Dean Clark

Jeff reported that he is trying to set up the meeting with PennDOT's Bill Kovach to discuss the retaining pond. Tom S. reminded Jeff that all of the other I-70 unsigned agreements should be discussed as well.

Council Committees

Personnel and Human Resources – Scott Sitek

Jeff stated that he is continuing to monitor the workload in the office given Mary Ann's retirement and that he would like to give it until September before making a decision on whether an additional office person is needed. He reported that the Personnel Committee met and is recommending that Anita be considered for a \$1,000 bonus in light of the additional work she has been doing with Mary Ann's retirement. The committee further recommended that any possible raises for employees will be looked at with the upcoming 2017 budget in the context of performance evaluations.

Tom S. made a motion seconded by Linda approving a \$1,000 one-time bonus for Anita Hoffman. Motion passed unanimously.

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

Linda made a motion seconded by Tom S. to engage the Borough Engineer to provide a legal description of the proposed no parking areas being considered for incorporation in to an ordinance. Motion passed unanimously.

Building and Real Estate – Linda Echard

Linda stated that the used car dealership is no longer interested in leasing the former borough building because they would have had to go to the Zoning Hearing Board for a Special Exception. The committee is now considering a consignment shop of a roofing company.

Workplace Safety – Thomas Theis

Tom T. stated that the only thing to report was the motion by council regarding the ordering of the defibrillators.

Finance – Scott Sitek

Scott reviewed the financial report that was included in the agenda packet: Checkbook balance \$510,475.75, total of all savings accounts \$347,337.40, total taxes remitted in June: \$44,275.07

Comprehensive Plan – Linda Echard

Linda said that in light of Brandi's presentation, there was nothing else to report.

Announcements

Linda made a motion seconded by Todd to renew membership in the New Stanton-Youngwood Rotary and to pay the dues in the amount of \$200. Motion passed unanimously.

Scott announced that:

- The Community Picnic is scheduled for Saturday, August 6, 2016.
- The next council meeting is scheduled for Tuesday, August 2, 2016.
- The next Planning Commission meeting is scheduled for Wednesday, July 13, 2016.

Tom S. asked about the status of sewage on Broadview. Jeff reported that we are in receipt of the CDBG application and the next step is to go conduct income interviews.

Tom T. asked about the concrete pad recently installed along Broadview Road. Emil said that a gas dryer is being installed to remove water from the new gas line that is used to fuel the trucks at UPS.

Opportunity for Public Comment

Scott asked for public comment. Marge Fox who owns property on Broadview Road asked if there was an acknowledgement of Mary Ann Roll's service to the borough. Scott responded stating that at the last meeting council formally extended a retirement policy first introduced in May 2012 to all employees.

Adjournment

Tom T. made a motion made adjourning the meeting at 9:37 PM.

Respectfully submitted,



Jeffrey McLaughlin
Secretary