

**Borough of New Stanton**  
**Borough Council**  
**Via Teleconference**  
**October 20, 2020**  
**Minutes of Meeting**

**Attendance**

Council members: Todd Bartlow, Joshua Bennett, Alex Brown, Linda Echard, Ray Strosko, Edwina Zack and Mayor Scott Sistik. Also: Borough Engineer Emil Bove, and Borough Manager Jeffrey McLaughlin. Guests: Martha Henninger and Tara Button from Henninger Accounting Services. Absent: Tom Theis.

**Call to Order**

President Ray Strosko called the meeting to order at 5:40 PM.

**Prayer**

Jeff recited a prayer.

**Pledge of Allegiance**

The Pledge was recited.

**Guests**

Martha Henninger and Tara Button from Henninger Accounting Services reviewed the audit and management letter. They stated that borough revenues exceeded expenditures for 2019 by \$47,238. They pointed out that real estate transfer tax revenue was down compared to 2018. They also pointed out that zoning and development fees were down in 2019 because there were more projects underway in 2018. They also stated that interest income was up over 2018.

Martha and Tara also reviewed the management letter. One of the suggestions that they made was that the borough should get the bank to include copies of canceled checks in the general fund monthly bank statement and copies of the general fund bank statement should be provided to council as a check and balance. She also suggested putting the money that council has been setting aside for the last few years in response to DEP regulations regarding stormwater into separate Stormwater Management Account.

*Martha and Tara left the meeting after their presentation.*

**Approval of Minutes of October 6, 2020 Meeting**

Linda made a motion seconded by Todd to approve the October 6, 2020 meeting minutes. Motion passed unanimously.

## **Opportunity for Public Comment -- Items Not on the Agenda**

There was no public comment.

## **Council Additions to Agenda**

Ray added *Discussion Regarding Engine-Powered Boom Lift*.

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

There were no comments.

## **Agenda**

### **1. M/V to Accept and Advertise Audit**

Todd made a motion seconded by Josh to accept the audit and to advertise the audit summary. Motion passed unanimously.

### **2. M/V on Res 2020-953 to Apply for Westmoreland CARES Municipal Grant**

Todd made a motion seconded by Alex to adopt Resolution 2020-953 authorizing submittal of the Westmoreland CARES Municipal Grant application and authorizing Jeff to be the contact for the grant. Motion passed unanimously.

### **3. M/V on Ord 2020-270 to Increase the Indebtedness of New Stanton Borough to Purchase a 2021 KME Rescue Vehicle**

Josh made a motion seconded by Todd to adopt Ordinance 2020-270 that increases the indebtedness of the borough by \$415,716.00 dollars, as a result of taking out a loan from S&T Bank so as to purchase a 2021 KME Rescue Vehicle and authorizes the President of Council and the Secretary to represent the borough, signing all the necessary loan documents. Motion passed unanimously.

Jeff stated that Rob is awaiting a response from the KME sales representative to see if they will give the borough a discount if the borough pays for the truck this year even though the truck would not be available until March of next year.

### **4. Discussion Regarding the Sale of the 1999 KME**

Jeff stated that a local fire department continues to show interest in the 1999 KME Rescue Vehicle. They have asked for additional information but have not made a firm decision on whether to purchase. Council decided to hold off until the November 10, 2020 meeting before making a decision on the sale of the truck.

### **5. Project Updates**

Jeff reported that:

- The borough was invoiced and paid First Energy for the installation of the wiring necessary for the Christmas lights. He stated that he spoke to the local First Energy contact who stated that upon receipt of the supplies work should take about 2 days.

- The Zoning Hearing Board is allowing UPS to build the new employee parking lot but not the access driveway onto Broadview Road. The written decision has not yet been released.
- The Common Pleas judge found in favor of Sheetz, eliminating the time limit on truck parking at the proposed fueling station.

Emil reported that:

- The patching of Cortland Dr. is well underway.
- The Shrader Hollow residents and necessary organizations have been contacted about the closure of the road and the culvert work is underway.
- He is still awaiting the original of the easement agreement from CWCTC for the Arona Road Culvert.
- Jeff had asked him to provide the costs for paving Woodmere Drive. He stated that the Shelton to Florence segment is estimated to cost \$84,000 while the Florence to the middle of the loop on Woodmere would be \$76,000.
- The cost to repave Florence would be \$120,000.
- The cost to replace the catch basin system on Pennsylvania Avenue to the east of Center Avenue is estimated to cost \$61,000 and to replace the catch basins on Post Avenue to the east of Center Avenue and on Sewickley is estimated to cost \$83,000.
- Work is underway on Broadview Estates consisting of erosion and sediment control and earth movement.

## **6. Discussion Regarding Engine Powered Boom Lift**

Ray suggested that the borough consider purchasing an engine-powered lift for putting up and taking down the Christmas lights and the Hometown Hero banners as well as for other projects. Jeff said that John Barnes had gathered some prices on some used lifts. He said that because of the cost, the borough would need to advertise and seek sealed bids. Council directed Jeff to and John Barnes to draft specifications for the boom lift that would be used to solicit bids.

Todd made a motion seconded by Linda to advertise for an engine-powered lift. Motion passed unanimously.

## **Additional Opportunities for Public Comment**

There was none.

## **Announcements**

There were no announcements.

## **Executive Session**

Todd made a motion seconded by Josh to go into Executive Session at 7:03 PM for matters of litigation. There were no objections.

Todd made a motion seconded by Alex to come out of Executive Session at 7:30 PM. There were no objections.

## **Adjournment**

Todd made a motion seconded by Alex to adjourn the meeting at 7:31 PM. There were no objections.

Respectfully submitted,

Jeffrey McLaughlin  
Secretary