

**Borough of New Stanton**  
**Borough Council**  
**March 3, 2020**  
**Minutes of Meeting**

**Attendance**

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

**Call to Order**

President Raymond Strosko called the meeting to order at 5:30 PM.

**Prayer**

Linda recited a prayer.

**Pledge of Allegiance**

The Pledge was recited.

**Approval of Bills**

Josh made a motion seconded by Scott approving the bills in the amount of \$19,190.39. Motion passed with all voting in favor with the exception of Tom who abstained.

**Approval of Minutes**

Jeff pointed out that there was a typo on the minutes in the packet delivered to council. He provided a copy of the corrected portion to council.

Josh made a motion seconded by Art to approve the minutes of the February 4, 2020 meeting including the correction. Motion passed with all voting in favor with the exception of Tom who abstained.

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

There were none.

**Council Additions to Agenda**

Scott asked that *Discussion Regarding the 2020 PSAB Conference* be added to the agenda.

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

*Tom Smith, Resident*

Mr. Smith stated that council may want to relook at spending money on Christmas lights considering the estimated cost of \$31,000 to \$100,000 to beautify the Rachel Drive Roundabout. He stated that council should adopt and spend the money on the parking plan that was discussed a couple of years ago. He stated that council could still buy Christmas lights and improve the roundabout but needs to prioritize the parking issue because the safety of borough residents is at stake.

Jeff stated that the Fire Chief ensured council that their trucks will get through.

Tom Theis asked if there was a reason the parking was put off.

Jeff stated that the plan submitted by Fire Chief Cammarata 2-3 years ago called for *no parking* on one side of every street in the borough. Linda stated that the parking proposal needed reviewed and adjusted. For example, they show *no parking* on the opposite side of the street from fire hydrants on Edgewood Avenue instead of on the side with fire hydrants. She felt that it was not ready for implementation.

Jeff stated that the cost estimates for the roundabout included a large sign that is no longer being considered for the site. The design being considered now is much more modest and that the borough is working with the Western Pennsylvania Conservancy who will do a lot of the work coordinating the planting and seek sponsors/donations. Linda said that the Christmas lights and roundabout beautification are in the in the budget.

## **Agenda**

### **1. M/V to Table Revised Sheetz Land Development Plan**

Jeff stated that he received a letter earlier that day from Sheetz's legal counsel asking council to consider tabling consideration of their revised land development plan until the April 7, 2020. This will allow them time to complete the traffic impact study.

Art made a motion seconded by Tom to table consideration of the Sheetz revised land development plan until the April 7, 2020 meeting. Motion passed unanimously.

### **2. Update on Broadview Estates**

John stated that we received a copy of the deed earlier that day showing that the developer purchased the property on February 27<sup>th</sup>. He said that the developer also submitted the phase 1 and 2 subdivision plans. John stated that there are a couple of items that need revised on the plans. He stated that the developer will be putting in the streets for phases 1 and 2 and all of the stormwater facilities for the entire site. Emil reviewed the drawings and the proposed stormwater system. John said the retention ponds and the open space, including the playground, are to be owned by the Homeowners Association. Emil stated that the developer will have to sign a developer's agreement with MAWC.

**3. M/V to Close Westinghouse Dr., Siebe Dr. and Glenn Fox Rd. on May 16<sup>th</sup> from 9 AM until 1 PM for UPS 5K**

Linda made a motion seconded by Josh to close Westinghouse Dr., Siebe Dr. and Glenn Fox Rd. on May 16<sup>th</sup> from 9 AM until 1 PM for the UPS 5K. Motion passed unanimously.

**4. M/V to Buy Sim-Tek Fence, to be Installed by Public Works Crew, for Storage Lot at Borough Building**

Jeff reviewed the idea of installing a Sim-Tek composite fence. He said it would be a more attractive alternative to a cyclone fence. However, one drawback would be that it would not be able to accommodate a large gate. He stated that John Banes suggested having an earlier termination point leaving an opening on the far end of the fence to allow for a driveway to the storage area, eliminating the need for a gate. This would not result in a secure storage area, but there is typically nothing of real value stored in that area. He stated that the borough public works crew will install the fence. The cost for approximately 48' linear feet of fencing should be \$2,203.

Art made a motion seconded by Scott to purchase the walnut colored 6'x6' Sim-Tek fence panels, posts and accessories for the storage lot at the borough building. Motion passed unanimously.

**5. Update on Christmas Lights**

Ron reported that he and Linda visited Portage Borough to see the 22 Christmas lights that they have for sale. Linda stated that Portage is accepting sealed bids until the beginning of April. Ron also stated that Mt. Pleasant Borough has lights that they would be willing to sell.

Scott made a motion seconded by Linda to submit a bid of \$500 for the Portage Borough Christmas lights. Motion passed unanimously.

**6. M/V on Trumbull Holding Tank**

Jeff stated that the Trumbull Corporation which was awarded a contract to rebuild the Madison-Yukon portion of I-70 has applied to place a triple-wide work trailer for them and a double-wide work trailer for PennDOT on the property they own on Broadview Road. Jeff stated that they are doing this in two phases. The first phase would be under 5,000 square feet so avoiding the need for a land development plan and the second phase would be for earth disturbance in excess of 5,000 square feet which would require a land development plan. Trumbull is on the agenda for the March Planning Commission meeting to begin that process.

Emil stated that the holding tank agreement would be for two 1,000-gallon tanks.

Jeff stated that they have filled out a road bond application. Emil stated that they submitted a \$1,000 check in lieu of a bond. John said that they would need a driveway permit.

Jeff stated that the Trumbull official did mention bringing in dirt to the site possibly down the road. Emil stated that the current plan is only for the trailers. Jeff stated that the Trumbull official told him that they would not be storing large machines on the site.

Tom made a motion seconded by Josh to approve the Trumbull Holding Tank Agreement to for two sewage holding tanks to be placed at 181 Broadview Road (Parcel ID #64-03-00-0-046). Motion passed with all voting in favor with the exception of Art who voted no.

#### **7. Update on Spartan Central Lease**

Jeff reminded council that at the last meeting they voted to approve the Spartan Central Lease taking out the language regarding the concession stand. He stated that he contacted the Spartan Central representative telling them that the borough will allow them to have food trucks on site as long as they were fully licensed, certified by the department of agriculture and insured. The borough also will need to know in advance when the trucks will be there and will stipulate where they park. The lease agreement will be amended accordingly.

#### **8. Update on Codification**

Jeff stated that General Code is waiting for the borough to get back to them with the draft so that they can issue the final codification. In order to check for typographical or grammatical errors, he asked if each council member and the mayor would be willing to take 100 pages of the 945-page document for review. The mayor and council agreed. Jeff asked for council members to bring the pages back to the next meeting.

#### **9. PSAB Conference**

Scott stated that the Pennsylvania State Association of Borough's annual conference will be held from June 7<sup>th</sup> to the 10<sup>th</sup>. Scott said that there is a lot of information available and an opportunity for networking. He stated he would like to go, that Jeff should attend, and he encouraged other council members and the mayor to attend. He asked members to let Jeff know by the April meeting if they would like to attend.

### **Reports**

#### **Administrative**

##### **Planning Commission**

Jeff stated that the Planning Commission would be meeting on March 11, 2020 to review the Trumbull Land Development Application. Ray asked about McDonald's. Jeff stated that they submitted plans for renovations, but it doesn't appear that they are making any changes that would require a land development application.

#### **Borough Manager**

Jeff also reported on :

- A Legislative Breakfast will be held at the Westmoreland Museum of Art on Friday March 10<sup>th</sup> from 8-9 AM.

- The next Westmoreland County Borough's Association meeting is March 25 at 6:30 PM the Barn. John Turack, Executive Director of Smart Growth is the speaker.
- The Westmoreland County Borough's Association Annual Dinner will be April 24, 2020.
- The next G-Conference planning meeting is set for this Thursday March 5, 2020, in Derry. The purpose of the meeting is to plan the G-Conference retreat at the Laurelville Mennonite Center.

### **Code Enforcement**

Jeff reviewed the report. One of the items that he focused on was something that Art brought up to him regarding the borough possibly adopting a quality of life ordinance. In attending the Newly Elected Officials Boot Camp, Art learned about the ordinance which allows the borough to fine someone for other items besides high grass and illegal parking without having to take the person to the magistrate. John said that the items in the quality of life ordinance appear to already be covered in the borough's property maintenance code and nuisance ordinances.

### **Solicitor's Report**

John stated that he wanted to make council aware of recent conversations he had with Jeff and Emil regarding Murrysville Machinery. Jeff reviewed the history of the situation. He stated that the company had completed some grading without submitting a land development application. Jeff stated that he and Emil made the owner aware of the situation and have had several conversations with them since this occurred. They did submit an electronic copy of their plan but subsequently called to discuss putting up a fence instead of the landscape buffer they included in the plan. Jeff and Emil reviewed the site for council via an aerial photograph. It was decided to have Murrysville Machinery put plant landscaping in the rear of the property and to install a fence on the rear and side.

John reported that the Westmoreland County Conservation District (WCD) has finalized the Integrated Water Resource Plan which has been adopted by DEP. The WCD is holding public meetings to let people know what is in the plan. John stated that the plan can be found at [westmorelandstormwater.org](http://westmorelandstormwater.org). He said that the borough will have to adopt a new Stormwater Ordinance to comply. He stated that the Bar Association will also be holding a workshop on the ordinance.

### **Engineer's Report**

#### *Arona Road Culvert*

Emil reported that MAWC has agreed to provide a sewer tap in exchange for two easements through the Farlow property. One for the relocation of the sewer line and one for a future sewer line that could serve Arona Road. He stated that he is in the process of finalizing the right-of-way plans. He has received a verbal okay from the CWCTC to secure an easement, but it has to be formally approved. He stated that he will be working to get the permits in place for the

culvert installation. With these items underway, he will be dedicating more time to the project in April.

### *Balance of Report*

Emil stated that the owner of the lot at 158 Wenstler is willing to donate the property to the borough. There is a creek that passes through the property that is impaired with nutrients that the borough has to address within 2 years as per DEP requirements. He said that by taking ownership of the property, we would have access to approximately 300 of the 600 linear feet of streambank that we need to improve. Jeff passed out a drawing showing a stormwater pipe that runs down Byers, through the property and into the creek.

Art made a motion seconded by Linda to accept the donation of 158 Wentsler (Parcel ID #64-04-09-0-044. Motion passed unanimously.

Emil stated that Russel Standard, which was awarded the seal coating work that was bid out in 2019, will perform the work this May. Emil asked if council would like to do paving or stormwater projects with the 2020 liquid fuels money. He said that a lot of smaller companies are getting into the municipal paving market that can take on smaller projects.

Ray reported that the PW crew has already completed Phase 1 of the Cortland Avue catch basin installation. There was also discussion about the PW crew handling Phase II of Cortland. Jeff said that the savings that would be realized from the PW crew doing both Cortland projects could be used to hire a contractor to install the Post Avenue catch basins. Emil stated that Phase 1 of Post Avenue (E. Post Avenue) would be \$61,000 and Phase 2 (W. Post Avenue) would be \$83,000. However, Emil said that the PW crew may be able to tackle Phase 2.

Also, the Shrader Hollow Bridge, which was included in the budget, needs replaced. There was also a discussion about having the Public Works crew pave Swartz Road and the alley running parallel to S. Center off of Shelton using the drag box.

Emil reported that Verizon is planning on pouring a 20' x 30' concrete pad and installing a generator in the front of their building. Emil spoke to Mike Stack who stated that Verizon would need a building permit. Emil said that since the area is below 5,000 square feet, a land development plan will not be necessary, but he will work with Mike to see if some land development components can be included in the design, like a landscaping buffer, for example.

### **Fire Department Liaison**

Ray stated that the written report was provided to council.

### **Council President**

Ray asked if he should give John Barnes the go ahead of Phase 2 of Cortland. Council was in agreement.

## **Mayor**

Ron said that he had the thank you cards available for council to look at from the Project 18 students.

Ron reminded council that the voting machine demonstration/training will be held on Saturday, April 4<sup>th</sup> from 9-5 at the New Stanton Fire Hall. Ray asked that it be listed on Savvy Citizen.

## **Personnel**

No report.

## **Public Works/MS4 & Parks**

Ray stated that he told the Public Works crew that they will have to get down to the park when the weather breaks to prepare the fields.

## **Special Events**

No report.

## **Building and Real Estate**

No report.

## **Safety Committee**

Art stated that the meetings are held on the first Friday of every month and that at the February meeting the committee members viewed a video on how to handle chemicals and properly locate and install fire extinguishers.

## **Financial Report**

Scott reported that as of February 24<sup>th</sup>, the total balance of all checking accounts was \$498,099.72. The total of all savings accounts was \$1,703,464.06 and the amount of taxes remitted from January 29, 2020 through February 24, 2020 was \$77,975.29.

Jeff stated that the hearing he attended at the magistrate's regarding the lighting installed at the Econo-Lodge has been continued until the beginning of April. He said that the magistrate told him that the borough could invite the residents who had signed a petition about the lights, to testify at the hearing. Given this, Jeff asked if John Campfield could attend to represent the borough. Council agreed.

## **Additional Opportunities for Public Comment**

Tom Smith spoke in favor of the idea of a Quality of Life Ordinance.

## **Announcements**

Ray stated that, if needed, the next meeting would be held on March 17, 2020 at 5:30 PM; otherwise the next meeting date would be April 7, 2020 at 5:30 PM.

## **Adjournment**

Art made a motion seconded by Linda to adjourn the meeting at 8:22 PM. There were no objections.

Respectfully submitted,

Jeffrey McLaughlin  
Secretary