

**Borough of New Stanton**  
**Borough Council**  
**Via Teleconference**  
**May 5, 2020**  
**Minutes of Meeting**

**Attendance**

Council members: Todd Bartlow, Joshua Bennett, Art Cicero, Linda Echard, Scott Sistek, Ray Strosko, Tom Theis and Mayor Ronald Echard. Also: Borough Solicitor John Campfield, Borough Engineer Emil Bove and Borough Manager Jeffrey McLaughlin. Also in attendance: resident Amy Damaska, and Lisa Costigan and David Cocco from the Fairfield Inn.

**Call to Order**

President Raymond Strosko called the meeting to order at 5:45 PM.

**Prayer**

Linda recited a prayer.

**Pledge of Allegiance**

The Pledge was recited.

**Approval of Bills**

Josh made a motion seconded by Art approving the bills in the amount of \$26, 245.58. Motion passed unanimously.

**Approval of Minutes**

Josh made a motion seconded by Todd to approve the minutes of the April 7, 2020 meeting. Motion passed unanimously.

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

There were no public comments

**Council Additions to Agenda**

Art asked to add *Speed Limit on S. Center Avenue*. After discussion, Jeff was directed to notify PennDOT about lowering the S. Center Avenue speed limit so that it is the same as the N. Center Avenue speed limit.

Linda asked to add *Discussion on the Farmer's Market*. It was decided to address this under agenda item #5.

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

There were no public comments.

## **Agenda**

### **1. M/V to Appoint Amy Damaska to the Planning Commission: Res. 2020-946**

Jeff stated that Amy Damaska expressed interest in the Planning Commission. At present, there is one vacancy. Jeff introduced Ms. Damaska.

Ms. Damaska stated that she has been thinking about getting involved and would like to contribute to the community.

John stated that this would need adopted in the form of a resolution.

Linda made a motion seconded by Tom adopting Resolution 2020-946 appointing Amy Damaska to the Planning Commission pending receipt of clearances. Motion passed unanimously.

### **2. Discussion in M/V Regarding Resolution 2020-945 Extending Real Estate Tax Discount on Face Value Period**

Jeff stated that the state passed a bill allowing counties and local governments to extend the discount and face value periods for real estate taxes. The county has already adopted the extension.

Todd made a motion seconded by Linda adopting Resolution 2020-945 extending the real estate tax discount period until August 31<sup>st</sup> and the face value period until December 31<sup>st</sup>. Motion passed unanimously.

### **3. M/V to Advertise Ordinance Regarding Codification**

Jeff stated that given the work that General Code did, an ordinance needs to be passed adopting the new code.

Todd made a motion seconded by Art to advertise the ordinance. Motion passed unanimously.

### **4. M/V on Whether to Continue Declaration of Emergency / Status of Staffing of Borough**

Jeff stated that Ray asked him to put together a meeting including Ray, Linda, Todd, John Barnes and himself to discuss if/when to bring back the staff. The committee decided to recommend to council that the staff return on May 11, 2020 with several conditions. Council discussed.

Todd made a motion seconded by Scott to bring the staff back on Monday, May 11, 2020 with the following conditions that were discussed being adhered to: social distancing, one person per vehicle, continue to take temperatures and report to Linda, and wear masks and gloves when received (they are backordered along with wipes). Motion passed unanimously.

John reviewed the family first legislation.

**5. M/V on Borough's COVID-19 Emergency Response**

**a. M/V to Open or Keep Office Closed**

John discussed the Americans with Disabilities Act and its possible impact on COVID-19 personnel decisions.

Todd made a motion seconded by Linda to keep the office closed until June 3, 2020 and to meet on June 2, 2020 to look at it again. Motion passed unanimously.

Scott made a motion second by Todd stating that we could open before June 3, 2020 and also hold the next meeting in council chamber, if the Governor moves Westmoreland County into the *Yellow* phase. Motion passed unanimously.

Ron asked about cleaning the offices. Ray stated that he and Jeff spoke about it.

John stated he would get Jeff some language to include in the emergency declaration.

**b. M/V to Begin Accepting Building Permits Again**

Todd made a motion seconded by Linda to begin accepting building permits as of May 11, 2020. Motion passed unanimously.

**c. M/V to Open or Keep Park Closed**

Todd made a motion seconded by Josh to keep the park closed until May 20, 2020 at 8 AM and to revisit the situation at the May 19, 2020 council meeting. Motion passed unanimously.

**d. M/V to Cancel / Permit Existing / Accept New Pavilion Rentals**

After discussion, council agreed that pavilion refunds will be given to those unable to have their event if the park remains closed or if people feel uncomfortable about having their event. Those renting pavilions can also reschedule rentals to later in the season when the park may reopen. No additional rentals will be taken until at least May 20, 2020, with council meeting on May 19<sup>th</sup> to reconsider.

**e. Discussion Regarding Farmer's Market**

After discussion, it was decided that Linda would speak to the Market Manager and a decision on opening or canceling the farmer's market will be made at the May 19, 2020 council meeting.

**f. M/V Whether to Adopt Changes to the Municipal Planning Code Proposal Tolling Period as per PA Act 15**

John discussed the Act. He felt that we should hold the applicants to the same timelines and that the borough also meet the deadlines that the MPC requires. Council took no action.

**6. Discussion Regarding Delaying New Stanton Yard Sale**

Scott made a motion seconded by Todd to postpone the Community Yard Sale until August or September. Motion passed unanimously.

**7. Discussion & M/V Regarding Fireworks Proposal**

Ray suggested that council consider having a fireworks display. Money should be available since there was no Easter Egg Hunt and the Community Picnic is in doubt. He reviewed the proposal received from Schaefer Fireworks. Council asked Ray to check Schaefer Fireworks' availability for Memorial Day weekend.

Todd made a motion seconded by Josh to contract with Schaefer Fireworks for \$6,000 for a fireworks display. Motion passed unanimously.

**8. Discussion Regarding ZHB Meeting Regarding Former Beer Distributor at 430 S. Center Avenue**

Jeff reviewed the Special Exception and Variance application from Robert Stipkovic and ZBE, LLC for the former beer distributor at 430 S. Center Avenue.

**9. M/V on Sheetz Land Development Extension Request**

Josh made a motion seconded by Todd to go into Executive Session at 7:55 PM regarding litigation. There were no objections.

Todd made a motion seconded by Josh to come out of Executive Session at 8:43 PM. There were no objections.

Todd made a motion seconded by Josh to grant Sheetz an extension on their land development application until June 2, 2020. Motion passed unanimously

Todd made a motion seconded by Linda authorizing Jeff, Emil and John to write a letter to Sheetz responding to their letter requesting an extension for their land development plan. Motion passed unanimously.

Todd made a motion seconded by Josh that UPS be invited to submit a temporary activity permit application for a parking lot along Westinghouse Dr.; the temporary activity will be authorized until the next meeting on July 7<sup>th</sup>, pending review of the application by Emil and Jeff.

**Reports**

**Administrative**

**Planning Commission**

Jeff stated that he included in the agenda packet the draft minutes from the April Planning Commission meeting. The one item that was discussed was the new permanent UPS parking lot being proposed along Broadview Road. No decision was made because UPS has to have a

traffic study completed. Jeff did not anticipate there being a Planning Commission meeting in May.

### **Borough Manager**

Jeff also reported that the Public Works crew members have been coming in on an as needed basis. Bob Bury has been in occasionally. Jeff stated that Bob has been submitting his temperature information to Linda.

### **Code Enforcement**

Jeff reported that the Econo-Lodge hearing has been continued until June 30<sup>th</sup>. Scott Herrod is in possession of the new borough-issued laptop. Scott checked on the last trailer damaged by flooding near the lower roundabout. It has been demolished and the site cleaned. Scott also will approach the repair garage on S. Center about the number of vehicles sitting on the site.

Ray asked about the Eat'n Park invoice. Jeff stated that the invoice was sent back in February and we are still awaiting reimbursement for work done by Emil and John on the Eat'n Park land development plan.

### **Solicitor's Report**

John did not have a report, only saying that he has spent a great deal of time staying abreast of the federal and state legislation being crafted in response to the pandemic.

### **Engineer's Report**

Emil reported that:

- The Public Works Crew will need to do some street patching before the seal coating takes place later in the month. He stated that John Barnes has been trying to get MAWC to replace its temporary patches with permanent patches on the roads that are to be seal coated.
- He will be proceeding with getting permits for both the Arona Road and Shrader Hollow culverts. A DEP permit is required for the Arona Road culvert which is more involved.

### **Fire Department Liaison**

Jeff stated that the written report was provided to council.

### **Council President**

Ray did not have a report.

### **Mayor**

The mayor reported that:

- The rainbow contest with very well. Area restaurants donated gift cards as prizes.
- Bells Across Pennsylvania held May 3, 2020 also went well.

### **Personnel**

Linda said that Personnel was handled earlier in the meeting with the discussion of bringing the staff back.

She mentioned that the borough did receive word that it won the Christmas lights bid from Portage Borough. She stated that arrangements will have to be made to pick up the lights brackets and extra light bulbs as well. She stated that the mayor will still be going to look at the lights available at Mt. Pleasant but given the pandemic this has been delayed.

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

Ray reported that the borough was the winning bidder for the roller. A picture of it was included in the agenda packet. The cost was \$7,700 which included a \$700 auction fee. Ray stated that John is looking into selling the old roller.

### **Special Events**

Nothing new to report.

### **Building and Real Estate**

Nothing new to report.

### **Safety Committee**

Nothing new to report.

### **Financial Report**

Scott reported that as of April 28, 2020, the total balance of all checking accounts was \$493,607.90. The total of all savings accounts was \$1,798,936.60 and the amount of taxes remitted from April 1, 2020 through April 28, 2020 was \$10,971.98.

### **Additional Opportunities for Public Comment**

There were no additional public comments.

### **Announcements**

Ray stated that the next meeting will be on May 19, 2020.

### **Adjournment**

Todd made a motion seconded by Josh to adjourn the meeting at 9:06 PM. There were no objections.

Respectfully submitted,

Jeffrey McLaughlin  
Secretary

