

**Borough of New Stanton**  
**Borough Council**  
**New Stanton Fire Hall**  
**July 7, 2020**  
**Minutes of Meeting**

**Attendance**

Council members: Todd Bartlow, Joshua Bennett, Linda Echard, Ray Strosko, Tom Theis and Mayor Ronald Echard. Also: Borough Solicitor John Campfield, Borough Engineer Emil Bove and Borough Manager Jeffrey McLaughlin. Absent: Councilmember Art Cicero and Scott Sistik. Guests: Jim and Marge Fox, Dave Hauger, Tom Smith, and Edwina Zack.

**Call to Order**

President Raymond Strosko called the meeting to order at 5:33 PM.

**Prayer**

Linda recited a prayer.

**Pledge of Allegiance**

The Pledge was recited.

**Approval of Bills**

Jeff referenced the PennDOT invoice in the amount of \$66,056.30 that was listed in the bill list. He stated that this was to cover the borough's share of the cost for the work done by PennDOT on constructing S. Rachel Dr.

Josh made a motion seconded by Todd approving the bills in the amount of \$115,119.58. Motion passed unanimously.

**Approval of Minutes**

Linda made a motion seconded by Josh to approve the minutes of the June 2, 2020 meeting. Motion passed unanimously.

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

Dave Hauger, the President of the Fire Department, welcomed council to the fire hall. He stated that in the early days of the borough, council used to meet at the hall. He pointed out that the borough's 50<sup>th</sup> anniversary is coming up and the fire department is celebrating its 70<sup>th</sup> year.

**Council Additions to Agenda**

The Mayor said that he went to look at the Christmas lights that Mt. Pleasant have for sale. It was decided to discuss the lights under his report.

Jeff stated that the wording of item 2 on the agenda needed corrected. It should read: *M/V Approving the Joint Petition Raising the Assessed Value of ABS Holding Property – Stauffer Diesel, 250 W. Pennsylvania Avenue*

Jeff also asked that *Waiving the Pavilion Rental Fee for the Armbrust Veterans* be added to the agenda. The group is looking to use one of the pavilions on a weekday in August. He suggested that the borough consider waiving the fee given that they participate in the borough's annual veterans Day event. The Armbrust Veterans did not request to use it for free. Council decided to consider the item at that point.

Todd made a motion to seconded by Josh to waive the pavilion rental fee for the Armbrust Veterans Group. Motion passed unanimously.

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

Tom Smith commented on agenda item #12.: *Discussion Regarding Parking on Borough Streets.* He read from several documents. He stated that one was a newspaper article from 2015 that stated: *Streets are too narrow for Fire Trucks to pass with vehicles parked on both sides.* He also read from what he stated was a 2015 letter from Chief Cammarata to former Councilman Wilbur Buzzard: *Wilbur, as per your request we have taken our trucks out around the borough to check access on the borough streets. After reviewing the current on street parking I am suggesting that the street parking be limited to one side of the road where possible, the side that has no buildings. Also tight spaces and corners should be restricted to no parking on either side. This will allow us to better serve our community when an emergency arises.*

Tom also read from what he said were the minutes of the July 9, 2015 council meeting: *Council President stated that the Fire Chief sent a letter about parking in the borough. The Council President read the letter of the Fire Chief. Council had a brief discussion and decided that more information is needed so that an ordinance can be prepared and adopted.*

He also reviewed the width of some of the borough streets.

He summarized that this needs to be addressed before there is an incident.

### **Agenda**

#### **1. M/V to Adopt Codification Ordinance 2020-269**

Jeff stated that the new codification is up at [ecode360.com](http://ecode360.com). He said it is very easy to use. It has a search feature which will list every reference to any word that is searched for.

Todd made a motion seconded by Josh to accept the adopt Ordinance 2020-269 adopting the Codification of Ordinances. Motion passed unanimously.

#### **2. M/V Approving the Joint Petition Raising the Assessed Value of ABS Holding Property – Stauffer Diesel, 250 W. Pennsylvania Avenue**

John reviewed a handout that he passed out which outlines the proposed increase in assessed value for 2017 through 2020 for 250 W. Pennsylvania Avenue.

Todd made a motion seconded by Josh to accept the joint petition regarding the raising of the property assessment for ABS Holdings. Motion passed unanimously.

### **3. M/V to Continue COVID-19 Emergency Declaration**

Jeff stated that this is basically a continuation of the declaration that was passed back in March. He pointed out that he did make a change to allow for the option of meetings at suitable locations allowing for social distancing or continuing to meet virtually.

Josh made a motion seconded by Todd to continue the COVID-189 Emergency Declaration until August 5, 2020 at 8 AM. Motion passed unanimously.

### **4. M/V to Pay Russell Standard First & Final Payment for Seal Coating in the Amount of \$104,206.64**

Emil reviewed the project. He said that the original bid was \$114,204.00 so there was an approximate \$10,000 deduction. The project which included seal coating and line painting is completed with the exception of receiving the maintenance bond.

Linda made a motion seconded by Josh to pay Russell Standard \$104,206.64, the total cost of the seal coating and line painting project contingent upon receipt of the one-year maintenance bond. Motion passed unanimously.

### **5. Discussion Regarding Fire Trucks**

#### **A. M/V to Advertise & Auction or List Existing Rescue Truck with Fire Line Equipment**

Jeff discussed the selling of the old rescue truck. He stated that Chief Cammarata preferred listing it with Fire Line Equipment because it has a website that exclusively lists fire apparatus and ambulances. A price would be put on the truck. It could be a reserve and the site would market the truck and pass along offers that it receives to the borough which would decide whether to accept, reject or counter-offer. Fire Line Equipment charges a 5% commission. Jeff stated that the borough could try that, but according to the borough code it could only be sold to a fire company or a municipality in that manner. Otherwise it would need to be sold via sealed bids or auction. Dave Hauger said perhaps an ad in a fire magazine encouraging buyers to submit a sealed bid may be best. He said that someone looking for a fire truck would probably not think of looking on an auction site like Munici-bid.

Todd made a motion to advertise and seek sealed bids or auction the rescue truck. Motion passed unanimously.

#### **B. Acquisition/Financing of New Rescue Truck**

##### **i. Discussion Regarding Best Course of Action: Acquisition/Financing of New Rescue Truck**

**ii. M/V to Advertise Ordinance to Raise the Borough Borrowing Limit for Fire Truck**

**iii. M/V to Adopt Resolution Approving Application to the PA OFC for a Fire Truck Loan in the amount of \$220,000**

Jeff stated that the Finance Committee met to review downpayment and financing options on the new rescue truck which is scheduled for completion in October at a cost of \$590,716. The Finance Committee discussed putting \$200,000 down and financing the balance from the PA Office of the Fire Commissioner (which will loan up to \$220,000 at 2% interest) and a private lender (one lender gave a rate of 3.15%). Jeff stated that the borough would have to receive approval from DCED to raise the borough debt ceiling.

John pointed out that whichever lender loans the most money, would want first position. The state would be willing to take second position if they lend less than the private lender, but it is very unlikely that a private lender would take second position even if the state loan amount is more.

John reviewed the DCED debt ceiling process.

Todd made a motion seconded by Josh to put up to a \$200,000 downpayment on the fire truck. Motion passed unanimously.

Todd made a motion seconded by Josh to have Jeff and the Finance Committee seek funding from the state and private lenders and determine which position that they would hold and how much we can borrow and from whom. Motion passed unanimously.

**6. M/V to Purchase 8 Hours of Time from Henninger Accounting Services at a Cost of \$80 an Hour for a Total of \$640**

Jeff stated that the last time the borough purchased time from Henninger it was 5 hours and it lasted 6 months.

Linda made a motion seconded by Josh to purchase 8 hours of time off Henninger Accounting Services at the cost of \$640. Motion passed unanimously.

**7. Discussion Regarding Fireworks**

Ray brought up the idea of soliciting possible donors to cover the cost. Tom suggested that the fire department solicit donations while the fireworks are being shot off. It was decided to approach possible donors later.

**8. Discussion Regarding Electronic Message Board**

Tom said a location should be determined first. Linda cited the sign in South Greensburg as a good example of what we would like. It was decided that council members should come back to the next meeting with locations.

## **9. UPS Plans on Moving 5K to August 29, 2020**

Josh made a motion seconded by Todd allowing UPS to move its 5K to August 29, 2020. Motion passed unanimously.

## **10. M/V to Accept Resignation of Art Cicero**

Todd made a motion seconded by Josh to accept the resignation of Arthur Cicero from council. Motion passed unanimously.

Edwina Zack and Tom Smith both expressed interest in the vacant seat. After discussion, it was decided to get the word out about the vacancy via the Shelton Event Sign, Savvy Citizen and the Borough website and to consider appointing someone at the next meeting, scheduled for July 21, 2020. The seat would be up for election in 2021 and the person appointed by council would hold the position until the person elected was sworn in at the beginning of 2022.

## **11. Discussion as to Whether to Change Day of Council Meeting**

After discussion it was decided to leave the time and date the same for the present.

## **12. Discussion Regarding Parking on Borough Streets**

Jeff stated that he found the maps that were originally drafted by the Chief. He stated that some of the concerns had to do with the cost to map out and measure every *No Parking* area and to draft a legal description of each area, the cost of signage and the ability of the borough to enforce the *No Parking* areas. Due to the constraints of time, Ray asked that this be put on the agenda at a future meeting.

Todd stated that he recalls the Chief's proposal severely limiting parking. He said that he recalls the Chief saying if there was a car in the way they would still get through.

## **Reports**

### **Administrative**

#### **Planning Commission**

Jeff reported that the Planning Commission will meet on its next regular scheduled meeting date, Wednesday, July 15, 2020 to consider a land development application from Pennsylvania Turnpike Commission for the construction of a salt dome on its property near the toll booths.

#### **Borough Manager**

Jeff reported that:

- The borough received a good Liquid Fuels audit report.
- The property next to the former borough building is up for sale.

- He was going to purchase 2 new Handicapped Swings for the park. One of the ones purchased last year was damaged.
- He stated that the Finance Committee made a recommendation to pay of the 2016 Ford F550 loan.

Todd made a motion seconded by Josh to pay off the loan on the 2016 Ford F550 in the amount of \$7,628.41. Motion passed unanimously.

### **Code Enforcement**

Jeff reviewed the report that was provided to council.

### **Solicitor's Report**

In adopting Resolution 2020-943, regarding the Sheetz Lot Consolidation at the last meeting, council gave John the authority to finalize the language in the resolution after receiving input from Sheetz's solicitor. John passed out a revised resolution and asked council to consider reaffirming it.

Todd made a motion seconded by Josh reaffirming Resolution 2020-943 incorporating the revised language okayed by John. Motion passed unanimously.

### **Broadview Estates**

John stated that:

- Emil prepared the right-of-way drawings and he prepared the right-of-way (ROW) documents for the Arona Road Bridge Project.
- The borough needs to adopt North and South Rachel Drive into the borough road system. We have the deeds from PennDOT for their parts of N. and S. Rachel but we need to get the DEP and Hampton deeds.
- Jeff reached out to the turnpike commission about their ROW on the Usher property on Wentsler.

### **Engineer's Report**

Emil stated that:

- Farlow executor is okay with Right-of Way. Emil is just awaiting on MAWC final okay on ROW design.
- He is currently trying to set up a meeting with the Interim Director and the new buildings and grounds person at the CWCTC.

- He is going to have Jeff sign off on Westmoreland Conservation District permits for the Arona Road and Shrader Hollow Bridge projects.
- The wingwalls on the new proposed Shrader Hollow Bridge extend beyond the existing ROW. He stated that he is in contact with the adjacent property owner who stated that they would be willing to grant a ROW.
- He is hoping to ask council to vote at the August meeting to advertise the Shrader Hollow project.
- The Park survey is completed.
- He is continuing to work on the Christmas Light power pole surveys.
- The borough received the application for a HOP for Sheetz at Byers and Center. He stated that Sheetz is proposing to PennDOT to widen that intersection.

Josh made a motion seconded by Linda authorizing Jeff to sign the HOP application to PennDOT on behalf of the borough. Motion passed unanimously.

### **Fire Department Liaison**

Josh said that the Chief's Report was in the agenda packet.

### **Mayor**

After discussion, Todd made a motion seconded by Josh to purchase Christmas Lights off Mt. Pleasant Borough in the amount of \$500. Motion passed unanimously.

The mayor also reported that he received a letter from Adessa that states that as of August 1, 2020 it will have a big layoff. Adessa is located in Hempfield, just over the borough limits.

### **Council President**

Ray reported that the borough rented a jack hammer and excavator because the Public Works crew ran into rock on the Cortland Avenue catch basin project. There was a discussion on whether to patch the repaired area or pave the entire street when the project is finished.

### **Personnel**

No report.

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

No report.

### **Special Events**

Nothing new to report.

## **Building and Real Estate**

Nothing new to report.

## **Safety Committee**

Josh said that there was nothing new to report. Jeff stated that the meeting requirement is still suspended by the state because of COVID-19, but that he was going to talk to PW guys about participating in a webinar being put on by PennDOT regarding *Roadside Safety Features*.

## **Financial Report**

Linda reviewed the financial report: As of June 28, 2020: the total balance of all checking accounts was \$541,806.17. The total of all savings accounts was \$1,882,242.85 and the amount of taxes remitted from May 30, 2020 through June 28<sup>th</sup> was \$23,673.56.

## **Additional Opportunities for Public Comment**

Tom Smith asked if anything was being done about tractor trailers being parked at the Speedway property. Jeff stated that Speedway was contacted. The representative stated that he would need to check with someone at corporate about chaining off the site.

## **Announcements**

Ray announced the next meeting as being on July 21, 2020.

## **Executive Session**

Todd made a motion seconded by Josh to go into Executive Session at 8:19 PM. There were no objections.

Before the meeting was reconvened Tom T. left the meeting.

Todd made a motion seconded by Josh to come out of Executive Session at 8:46 PM. There were no objections.

Linda made a motion seconded by Todd to pay the French Engineering invoice not to exceed \$5,400. Motion passed unanimously.

## **Adjournment**

Todd made a motion seconded by Josh to adjourn the meeting at 8:48 PM. There were no objections.

Respectfully submitted,

Jeffrey McLaughlin  
Secretary