

Borough of New Stanton
Borough Council
New Stanton Council Chambers
August 17, 2021
Minutes of Meeting

Attendance

Council members: Todd Bartlow, Alex Brown, , Ray Strosko, and Edwina Zack. Absent: Joshua Bennett, Linda Echard, Tom Theis and Mayor Scott Sistek.

Also in attendance: Borough Manager Jeffrey McLaughlin.

Prayer

Jeff recited a prayer.

Pledge of Allegiance

The Pledge was recited.

Call to Order

President Ray Strosko called the regular August 17, 2021 council meeting to order at 5:40 PM.

Approval of August 3, 2020 Minutes

It was decided to wait until the next meeting to approve the minutes. Jeff stated that he would have both, the August 3rd and 17th minutes ready for the next meeting.

Opportunity for Public Comment -- Items Not on the Agenda

There was no public comment.

Council Additions to Agenda

Jeff stated that under his report he had a couple of items for consideration: Park cameras and the treating / spraying of the knotweed at the park.

Opportunity for Public Comment -- on Agenda Items Only

There were no public comments.

Agenda

1. Discussion Regarding Public Works Staff Openings

Todd made a motion seconded by Alex to accept the resignations of Charles Humes, effective August 20, 2020, and Matthew Sever, effective September 3, 2020. Motion passed unanimously.

Ray passed around copies of Lyle Richard Hanan's application for one of the Public Works openings. Ray expressed interest in getting at least one person on staff quickly with Matt and Charlie both leaving. Ray seemed to think that Mr. Hanan could start on September 7, 2021.

For the balance of the hirings council suggested that the Personnel Committee review the applications. Jeff stated that they received a total of 15 applications.

Alex expressed concern about John not having any help beginning on September 3rd, but he also felt that that should be balanced against the Personnel Committee being able to gather the necessary information and to consult with John Barnes as to who is being hired. Edwina asked if John was consulted and Ray said that John knew him.

Ray suggested that we should hire two additional employees for a total of 4, since we will have new developments coming into the borough.

Todd made a motion seconded by Edwina to hire Lyle Richard Hanan to the position of 1st Class Laborer at \$18 an hour contingent upon Mr. Hanan passing all of the pre-employment screenings. Motion passed unanimously.

2. Discussion Regarding Replacement of 2012 Ford F550

Ray stated that he had John Barnes getting quotes to purchase a new truck to replace the 2012 Ford F550 that has been needing repaired frequently. John was only able to get two quotes, both from Suppes Ford in Johnstown for the chassis, and U.S. Municipal for the truck bed and salt spreader. One quote was for a Ford F550 and the other for a Ford F600. Jeff stated that John had contacted another dealer who was supposed to have a quote submitted the day before the meeting. The Suppes Ford/U.S. Municipal quote is a Co-stars price.

After discussion, council decided to wait and get more quotes before making a decision.

3. Discuss Regarding Acceptance of Property at 158 Wentsler Avenue

Alex suggested holding off on accepting the property at 158 Wentsler until after consulting with Steve Eby and John Campfield. There was general agreement by council.

Ray also mentioned that the Turnpike Commission is interested in installing solar panels. There was a discussion regarding the borough zoning and land development ordinances in relation to solar panels.

4. Real Estate Tax Collection

Ray suggested that Keystone Collections could collect the borough real estate taxes, that the present tax collector, Bob Bury would have to contact them and that they would take over the collection. Ray pointed out that the borough would actually make approximately \$1,500 if the borough went in this direction.

Alex wondered if this would meet the required statutory process for the collection of real estate taxes. He said that he would want John Campfield to review this. Alex also mentioned that the borough advertised for residents to submit an application if interested in the position of tax collector. Jeff reported that four applications were received. They were provided to council. Jeff stated that he was under the impression that the tax collector had to be a resident of New Stanton. Ray said that is why Bob would have to be the one to contact Keystone. Ray said once Keystone is in place, no one would need to run for the position. Ray said we would have to get someone appointed quickly if we don't have Bob contact Keystone.

Executive Session

Todd made a motion seconded by Alex to go into Executive Session for matters of personnel at 6:44 PM. Motion passed unanimously.

Todd made a motion seconded by Alex to come out of Executive Session at 6:55. Motion passed unanimously.

Reports

Administrative

Planning Commission

No report.

Borough Manager

Jeff reviewed his report, a copy of which was provided to council. He stated that:

- Bob Bury's resignation as Tax Collector is effective tomorrow morning at 8:15 AM. Henninger Accounting Services will be at the borough office on Friday to perform the closeout audit. The borough received 4 applications to fill the position. Jeff also reported that Bob is willing to sell the remaining balance of his subscription for the software program and the balance of his rental for the PO Box.

Alex made a motion Todd to pay for the balance of the tax collector's PO Box rental through the end of the year. Motion passed unanimously.

- Two proposals were received from Major Solutions to install cameras at the park. The one proposal was for the installation of 5 cameras and an NVR recording device. The other proposal was for the replacement of the 5 existing cameras at the park and connecting them to the new cameras so that they can all be accessed remotely at once.

After discussion, council decided to proceed with the proposal for the new system but to hold off on replacing the existing cameras since they are relatively new.

Alex made a motion seconded by Todd to have Major Solutions install the camera surveillance system as per Major Solutions' estimate #397 in the amount of \$3,626.00. Motion passed unanimously.

- Ray asked him to get quotes on spraying the knotweed at the park. Jeff stated that he received two quotes and recommended going with the low quote from DBI Services. He stated that several applications would be needed twice a year for several years to get rid of the knotweed. Jeff stated that the park would be closed the day of the spraying out of precaution.

Todd made a motion seconded by Edwina to contract with DBI Services to spray the knotweed behind the ball fields and at the canoe ramp, in the amount of \$1,032; and along the upper walking trail, at a cost of \$294.00. Motion passed unanimously.

- West Penn Power has approved a dusk-to-dawn device and has ordered 21 of them for the Christmas lights. Once they arrive, they will install a couple of them to test. If they work, the rest of the devices will be installed. There will be no cost to the borough.

There was discussion about rewiring the Christmas decorations.

- He followed up with Rob Dean from PennDOT regarding the possible installation of the flagpole. Jeff reported that Mr. Dean said that he is still looking into alternatives.
- He sent the letter to Congressman Guy Reschenthaler, regarding mail delivery to the borough building and he also spoke to Brian Peters from the US Postal Service. Mr. Peters is recommending to other postal officials that the mail be delivered to the borough building from the New Stanton post office. Jeff stated that he will continue to monitor the situation to make sure it occurs.

Executive Session

Todd made a motion seconded by Alex to go into Executive Session for matters of personnel at 7:28 PM. Motion passed unanimously.

Todd made a motion seconded by Alex to come out of Executive Session at 7:40 PM. Motion passed unanimously.

Edwina made a motion seconded by Todd to pay Matthew Sever for the balance of his earned but unused vacation time at the end of his employment. Motion passed unanimously.

Edwina made a motion seconded Alex to have employee John Crivella clean the borough building every other week at a rate of \$75 per cleaning. Motion passed unanimously.

Code Enforcement

No report.

Solicitor's Report

No report.

Engineer's Report

No report.

Fire Department Liaison

No report.

Council President

No report.

Mayor

No report.

Personnel/HR

No report.

Public Works/MS4 & Parks

No report.

Special Events

No report.

Building and Real Estate

No report.

Safety Committee

No report.

Finance Report

No report.

Public Comment

There were no public comments.

Announcements

There were no announcements.

Adjournment

Todd made a motion seconded by Alex to adjourn the meeting at 7:42. There were no objections.

Respectfully submitted,

Jeffrey McLaughlin
Secretary