

**Borough of New Stanton Reorganization meeting
January 4, 2010**

Denise Smyda was administered the Oath of Mayor by Notary, Mary Ann Roll.

Mayor Smyda welcomed everyone and administered the Oath of Office to newly elected Council members, Scott C. Sistik, Todd Bartlow, Thomas Smith, Robert Cammarata, and Linda Echard. The Oath of office was also administered to Carol Umbel as Tax Collector and to Wendi Wagner as Junior Councilperson.

Nominations for Council President

A motion was made by Todd Bartlow second by Wilbur Bussard to nominate Scott C. Sistik for Council President. There were no other nominations. The motion carried with Scott C. Sistik abstaining.

Nominations for Council Vice President

A motion was made by Scott C. Sistik second by Todd Bartlow to nominate Wilbur Bussard as Vice President of Council. There were no other nominations. The motion carried with Wilbur Bussard abstaining.

Mayor Smyda turned the gavel over to Council President Scott C. Sistik.

Council President Scott C. Sistik called the January 4, 2010 Biennial Reorganization meeting of Council to order at 7:15 p.m. The meeting was held at the Municipal Building, 451 North Center Avenue, New Stanton, Pennsylvania. A Prayer and the Pledge of Allegiance were recited.

Council members present were Scott C. Sistik, Wilbur Bussard, Todd Bartlow, Robert Cammarata, Thomas Smith and Linda Echard. Also present was Mayor Denise Smyda, and Code Enforcement Officer Melvin F. Steele.

Scott C. Sistik said I would like to thank the voters of New Stanton for selecting me as a candidate and extend my thanks to my colleagues for nomination and office of Council President and will do my best to move this Borough forward.

General Business

Councilman Wilbur Bussard added \$3,451.67 to the bill list for the repair of the transmission on one of the trucks, and I would like to thank Robert Cammarata for helping us plow snow while our truck was being repaired.

A motion was made by Wilbur Bussard second by Robert Cammarata to pay bills in the amount of \$14,004.96. The motion carried.

A motion was made by Todd Bartlow second by Thomas Smith to approve the minutes from the December 17, 2009 Council minutes. The motion carried with Robert Cammarata, and Linda Echard abstaining.

Council Vacancy

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After the Borough Secretary read a letter from Scott C. Sistek. There was a brief discussion on the Council Vacancy and to suspend the rules for advertising the vacancy.

A motion was made by Wilbur Bussard second by Todd Bartlow to suspend the rules for advertising the vacancy. The motion carried with Linda Echard abstaining.

A motion was made by Todd Bartlow second by Wilbur Bussard to approve Resolution 2010-680 appointing Sue Hood to fill the two year term expiring on December 31, 2011. The motion carried.

Mayor Denise Smyda administered the Oath of Office to Sue Hood.

Taxpayer and Resident Comment

Mr. Bailey asked about the signs and the cost of re-facing or purchasing new. Mr. Steele explained the cost difference.

Agenda

A motion was made by Wilbur Bussard second by Sue Hood to appoint Todd Bartlow as President Pro-Tem. The motion carried with Todd Bartlow abstaining.

A motion was made by Todd Bartlow second by Wilbur Bussard to appoint John Campfield as Solicitor for the Borough for 2010. The motion carried.

A motion was made by Robert Cammarata second by Todd Bartlow to appoint Emil Bove/Bove Engineering as Engineer for the Borough for 2010. The motion carried.

A motion was made by Sue Hood second by Todd Bartlow to appoint Henninger Services as Auditor for the Borough for 2010 at a fee of \$4,265. 00 with a retainer of \$850.00. The motion carried.

A motion was made by Wilbur Bussard second by Thomas Smith to appoint Mary Ann Roll as Chair of the Vacancy Board. The motion carried.

A motion was made by Thomas Smith second by Robert Cammarata to appoint Emil Bove as Sewage Enforcement Officer for the Borough in 2010. The motion carried.

A motion was made by Wilbur Bussard second by Todd Bartlow to approve Resolution 2010-681 appointing Hoffman Kennel as Animal Control Officer. The motion carried.

A motion was made by Wilbur Bussard second by Linda Echard to approve Resolution 2010-682 appointing Robert Quinn to a four year term on Planning Commission. The motion carried.

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A motion was made by Thomas Smith second by Todd Bartlow to approve Resolution 2010-683 appointing Brandon Clawson to a four year term on Planning Commission. The motion carried.

A motion was made by Wilbur Bussard second by Todd Bartlow to approve Resolution 2010-684 appointing Christine Grant to a three year term on the Zoning Hearing Board. The motion carried.

Council President said we have a vacancy on the Appeals Board which is a three year term.

A motion was made by Sue Hood second by Wilbur Bussard to approve Resolution 2010-685 appointing Denise Flannigan to a five year term to the Recreation Board. The motion carried.

A motion was made by Robert Cammarata second by Todd Bartlow to approve Resolution 2010-686 appointing Brian Elliott to a five year term on the Recreation Board. The motion carried.

A motion was made by Sue Hood second by Thomas Smith to approve Resolution 2010-687 appointing Chris Levendosky to a one year term on the Recreation Board. The motion carried.

Mayor Smyda administered the Oath of Office to the Executive Board of the New Stanton Fire Department.

Mayor Smyda administered the Oath of Office for Chaplin of the New Stanton Fire Department to Wilbur Bussard.

Council Presidents appointment of Committees

The following is a list of Committees, Chair, members and meeting time and place.

Administration, Finance & IT Committee

Scott C. Sistek –Chair
Wilbur Bussard
Thomas Smith

Meetings will be held the fourth Monday of each month at 6:00 p.m.

Personnel Committee

Todd Bartlow – Chair
Sue Hood
Linda Echard

Meetings will be held the fourth Monday each month at 6:20 p.m.

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Public Works Committee

Wilbur Bussard – Chair
Scott C. Sistik
Robert Cammarata

Meetings will be held the fourth Monday each month at 6:40 p.m.

Park & Recreation Committee

Sue Hood – Chair
Wilbur Bussard
Linda Echard

Meetings will be held the fourth Monday each month at 7:00 p.m.

Health & Safety Committee

Linda Echard – Chair
Todd Bartlow
Thomas Smith

Meetings will be held the fourth Monday each month at 7:20 p.m.

Building/Real Estate Committee

Thomas Smith – Chair
Robert Cammarata
Scott C. Sistik

Meetings will be held the fourth Monday each month at 7:40 p.m.

Fire Department Committee

Robert Cammarata – Chair
Wilbur Bussard
Todd Bartlow

Meeting will be held the fourth Monday each month at 8:00 p.m.

Ms-4 Committee

Sue Hood – Chair
Thomas Smith
Mayor Denise Smyda

Meetings will be held the fourth Monday each month at 8:20 p.m.

C. O. G. Liaison

Mayor Denise Smyda

Recreation Board Liaison

Robert Cammarata

Planning Commission Liaison

Robert Cammarata

A motion was made by Todd Bartlow second by Robert Cammarata approving the Committee meeting schedule and advertise. The motion carried.

Council President said I also have one special committee with the Regional Police Study which I will be chairing along with our Mayor Denise Smyda. Donna Bailey has volunteered for this committee along with Vic Weiss and Tammy Whalen. I am waiting

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on a response from a couple of businesses to add to the committee so that we will have a seven member committee. Once we get it organized we will have a meeting.

2010 Pay Resolutions

A motion was made by Wilbur Bussard second by Sue Hood to close the office for lunch from 12:30 to 1:00 when the Secretary Treasurer or Assistant Secretary is not present. The motion carried.

A motion was made by Thomas Smith second by Sue Hood to approve Pay Resolution 2010-688 for the Secretary Treasurer. The motion carried.

A motion was made by Sue Hood second by Todd Bartlow to approve Pay Resolution 2010-689 for the Assistant Secretary. The motion carried.

A motion was made by Todd Bartlow second by Sue Hood to approve Pay Resolution 2010-690 for the Borough Code Officer/Public Works Supervisor. The motion carried.

A motion was made by Wilbur Bussard second by Sue Hood to approve Pay Resolution 2010-691 for the UCC Inspector. The motion carried.

A motion was made by Sue Hood second by Wilbur Bussard to approve Pay Resolution 2010-692 for the 1st Class Laborer. The motion carried.

A motion was made by Thomas Smith second by Sue Hood to approve Pay Resolution 2010-693 for the 2nd Class Laborer. The motion carried.

A motion was made by Wilbur Bussard second by Sue Hood to increase the rate of pay from \$7.50 to \$9.00 an hour for Part-time Public Works. The motion carried.

A motion was made by Thomas Smith second by Todd Bartlow to approve Pay Resolution 2010-694 for a Part-time Public Works employee. The motion carried.

A motion was made by Thomas Smith second by Wilbur Bussard to have the months of employment for Part-time Seasonal employee for the Park changed from May through October to April through October. The motion carried.

A motion was made by Todd Bartlow second by Thomas Smith to approve Pay Resolution 2010-695 Part-time Seasonal (Park) employee. The motion carried.

2010 Budget

A motion was made by Sue Hood second by Wilbur Bussard to have the 2010 budget remain closed. The motion carried.

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Emergency Expenditures

There was a brief discussion on emergency expenditures.

A motion was made by Todd Bartlow second by Robert Cammarata where Public Works Supervisor can purchase items up to \$100. Over \$100 but under \$500.00 does not need to be an emergency and cannot wait until the next meeting, needs to be approved by the Committee Chairperson. Over \$500, less than \$4,000 needs to be approved by all members of the appropriate committee in an emergency situation and if all of the committee is not available then other members of Council need to be contacted. The motion carried.

Census Worker test site-Council Chambers

There was a brief discussion on using Council Chambers for the Census Worker test site.

A motion was made by Thomas Smith second by Todd Bartlow that any testing done after hours, the Census people would have to pay any employee to be here at a rate of \$30.00 per hour. The motion carried.

Reports

Mayor

Denise Smyda

Mayor Smyda thanked everyone who voted for her.

President

Scott C. Sistik

Council President Scott C. Sistik said I have received a letter from Carol Umbel requesting that the amount charged for a tax certification be increased. Right now the fee is \$10.00 per certification. She is requesting that it be increased to \$20.00. There was some discussion on the increase.

A motion was made by Robert Cammarata second by Wilbur Bussard to have the Resolution prepared to increase the amount for the next meeting. The motion carried with Linda Echard abstaining.

Council President said I have a letter from Penn Dot regarding the bridge over Sewickley Creek behind Hepler's Hardware. I am going to have Emil look at it.

Council President said finally looking at some of the things we have done in the past and some of the things we have been working on, I would like to set some goals for 2010. Item number one is a Public Works Building. We have got to do something this year to make that happen. The other items are our road projects for 2010; John is working with Mike Stack on the fire codes that need to be done for this year. This is the year for a new garbage contract. We have been notified by Westmoreland Cleanways that the State Grant money for recycling is disappearing with this current budget and the

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budget for next year. Recycling could be an issue. If we are not getting grants back from the State for recycling, my thoughts are why are we doing it. I have contacted Representative Krieger about this and he is looking into it. That is one thing we will need to take a look at. Also coming up is our Cable Contract. I have also created a committee to look into helping our Fire Department work well within the community. We are also looking at better ways of communicating with our residents through our website. One thing that I am asking and that is for everyone to give us your email address.

Solicitor

John Campfield

Mr. Campfield said the Borough received on Christmas Eve the tax settlement check from Super Valu. That closes that case.

Mr. Campfield said as Scott indicated the new Council members will be receiving from Mary Ann some documents on the fire code and the cable franchise agreement; and last month you adopted a new credit card policy, we are looking at those documents and they are done here.

Engineer

Emil Bove

Mr. Bove said we had sent out thirteen (13) requests for a unit heater for the storage building at the salt bin. The quotes are to be opened at the next meeting. Wednesday the advertisement will be in the paper for the other building improvements. Those bids will also be opened at the next meeting.

Mr. Bove said regarding the flow monitoring project that HTMA is doing for this watershed area which includes the Broadview Road area is in progress. HTMA said it may take several months. Once data is received and HTMA analyses it they will send it to the DEP and then they will decide if they will open up any additional taps for this watershed.

Mr. Bove said I would like to clarify something that was in the paper regarding the fire hall. In the paper it said that the Borough had paid \$12,000 for an engineering study for the conversion of the fire hall to a Borough office/Public Works facility. The only thing we were requested to do on that project was to prepare various floor plans to see what could be done and it had changed and expanded to see if a Public Works facility could also be put on the property and the total amount that we had amounted to approximately \$2,300. There were a lot of things in that article, which I don't know where they came from.

Code Enforcement Officer

Melvin F. Steele, Jr.

Mr. Steele said there has been nothing finalized in the month of December as far as permits go, but as Public Works Supervisor I have two things. We need a backup alarm on the number three truck. As soon as the weather slows down we are going to get it done. Councilman Robert Cammarata said just bring the truck over I have one and I will give it to you. Mr. Steele and Council said thank you.

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Mr. Steele said the other is the winter maintenance at Stanmont. Dr. Edge has not been forthwith on paying for any snow removal. There was a brief discussion about Stanmont.

A motion was made by Wilbur Bussard second by Todd Bartlow to continue with winter maintenance on Edgewood Drive in Stanmont. The motion carried.

Mr. Steele said since there is a new Mayor in town should the new Mayor appoint me as the additional ticket writer in the Borough of New Stanton. There was a brief discussion.

Council President said I would like to add one more thing to your to do list Emil and that is the Arona Road Bridge project this year.

Announcements

1. Newly Elected Officials Training – February 12 & 13 – Courtyard by Marriott
2. Recreation Board Night at the Races – Saturday, January 16, 2010 New Stanton Fire Hall- doors open at 6:00 p.m. racing starts at 7:00 p.m.
3. Ethics forms are due by May 1st once you receive them

A motion was made by Todd Bartlow to adjourn the meeting at 10:00 p.m.

Respectfully submitted,

Mary Ann Roll

Mary Ann Roll

Secretary