

*New Stanton Borough Council meeting
January 24, 2008*

Council President Scott Sistek called to order the January 24, 2008 Council meeting of the Borough of New Stanton at 7:00 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.

Members present were Scott Sistek, Kelly Moore, Todd Bartlow, Wilbur Bussard, Michael Arthurs, and Robert Quinn. James Mack arrived at 7:45 p.m. Also present Mayor Joseph Kazan, Junior Councilperson Sara Loucks, Borough Engineer Emil Bove, and Code Enforcement Officer Michael Stack. Borough Solicitor John Campfield arrived at 8:15 p.m.

Council President Scott Sistek welcomed Planning Commission members to the meeting.

General Business

Wilbur Bussard made a motion second by Todd Bartlow to approve the bills in the amount of \$33,844.37. The motion carried.

Todd Bartlow made a motion second by Kelly Moore to approve the minutes from the January 7, 2008 meeting. The motion carried.

Sign Stat

Mr. Miller from Sign Stat addressed Council and asked if the fees could be waived for the demolition of a sign and the replacement of three wall signs for the First Commonwealth Bank due to the widening of Center Avenue. Mr. James Evans, Chairman of the Planning Commission said that he feels that all fees should be waived. Planning Commission members Graydon Long, Mary Quinn, Michael Arthurs, and Todd Bartlow agreed. There was a brief discussion.

Wilbur Bussard made a motion second by Michael Arthurs based on the Center Avenue corridor reconstruction any sign that has to be removed and redone the permit fee will be waived but all paperwork is still required; permit is still needed if there is an electrical inspection involved in the signs, normal procedures for payment of the electrical fee apply that is for the entire corridor from the Borough office to Byers Avenue. The motion carried.

Agenda

Wilbur Bussard made a motion second by Todd Bartlow to appoint Henninger Accounting Services as Auditor for the Borough for the years 2007 and 2008. The motion carried.

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Wilbur Bussard made a motion second by Todd Bartlow to approve Ordinance No. 2008-225 amending the Parking Ordinance eliminating permit parking from Sewickley Street to the Walk Bridge on East Pennsylvania Avenue. The motion carried.

Kelly Moore made a motion second by Michael Arthurs to continue to participate in the COSTARS Program for the Salt Contract. The motion carried.

Kelly Moore made a motion second by Wilbur Bussard to pay \$25.00 for the 2008 membership fees to the Sewickley Creek Watershed Association. The motion carried.

Kelly Moore made a motion second by Robert Quinn to pay \$125.00 for the 2008 membership dues for the Central Westmoreland Council of Governments (CWCOG). The motion carried.

Reports

Mayor

Joseph Kazan

Mayor Kazan said we received a letter from Mr. Siefert of Siefert's Personal Care Home requesting a copy of our Emergency Management Plan and I had Anita check with the Emergency Management of Westmoreland County and the only thing they are entitled to is the General Section. I suggest that we contact Mr. Siefert and make arrangements for him to come in and receive a copy of the General Section and if there is a fee associated with it charge him accordingly. Councilman Moore said the Fire Department does an annual drill and inspection of the home.

Mayor Kazan said I received a letter from Rose Todd requesting a streetlight on the corner of Woodmere and Shelton. Councilman Bussard said I think what she is asking is for an additional light on Woodmere not at the stop sign. There was some discussion about a new streetlight.

Kelly Moore made a motion second by Wilbur Bussard that if it meets all the criteria and safety standards that we install a streetlight ASAP on Woodmere Drive. The motion carried.

President

Scott C. Sistik

Council President said we have received a Storm Water Management plan review from the Turnpike and asked Mr. Bove if he has had a chance to look at it. Mr. Bove said we have been looking at it for the past several months. We are all most at the point where I need to bring to Council a list of requirements of our Storm Water Management Ordinance that they are requesting to be waived from. I should have more for you by the next meeting.

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Mr. Bove said I have an E & S Plan for drainage at the former Robertshaw Control Facility. They have submitted an E & S Plan to the Borough. As far as I can tell it is a minor relocation of a storm sewer. Mayor Kazan said that was a mercury building that was demolished, they call it the mercury building because of the work that they did. Was the DEP a recipient of that report? Mr. Bove said I don't believe they were. Mayor Kazan said perhaps they should be and the only reason that I brought it up was that they do have contamination there and it's resulting from the water in the stream. Mr. Bove said he will try and get in touch with someone at DEP.

Mr. Steele said Emil went with me to look at the pipe at Kielbach's son-in-laws property and the pipe will not work. I talked to the son-in-law and told him that we are going to be looking in Spring to put stone and geo-textile in to take care of the problem.

Councilman Bussard said I had two meetings with the Recreation Board and we received an application for Recreation Board member from a non resident. They have some good ideas. They would like to have doors put on the ball field side of the restrooms and leave the doors on the other side locked. The other thing is they have trouble with the ground as far as dragging. We talked about it and if we could put an 8'X10' or a 10'X10' building along side our restroom we could store the lawnmower which we use which would be capable of dragging the fields over there in the summer.

Councilman Bussard said I spoke to Dean Clark and I have to talk to Mel about it, we have playground equipment in and it is not an easy task to put together and Dean Clark said he would help guide us in putting it together and anyone who would like to volunteer please do.

Councilman Bussard said I wish that we could come to a point in this Borough where we can all work together.

Councilman Bussard said the Recreation Board needs a new pitching machine. It will cost about \$2,000.00.

Administration & Personnel

Kelly Moore

Councilman Moore said the Public Works Department fills out log sheets every day and I would like to try and use one sheet for the whole week. There was some discussion about the log sheets and Councilman Moore said he would see what he could do with them.

Councilman Moore said I believe everyone received a copy of a seminar on the Locator Program from PA One Call for Mel to attend.

Todd Bartlow made a motion second by Kelly Moore to send Mel Steele to the Locator Program. The motion carried.

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Councilman Moore said I spoke to Anita today about the fellow that teaches the computer course at the Tech School; this is his first year and he is a little overwhelmed because of it being his first year and according to Anita our website that they maintain is falling behind and out of date. She said that for \$10.00 a month PSAB would do that for us. I think we need to check into it and I am not knocking the Tech School because up until now they have done a very good job. There was more discussion about the website.

Councilman Moore said we received quotes for letterhead and I understand that we print our own now. Council President said what we have now is outdated and we do not have a formal letterhead. It should be on a better bond of paper. There was some discussion.

Finance

Scott C. Sistik

Council President said in finance most of the information will be done as far as the budget after we have completed executive session.

Public Works

Wilbur Bussard

Councilman Bussard said we got from Penn DOT the regulations on putting up crosswalks.

Councilman Bussard said we need to do something with Mr. Hawley's corner where the trucks keep running up in his yard.

Councilman Bussard said the water on Pennsylvania Avenue was terrible last week. Mr. Steele said the problem was fixed. The Water Authority repaired the leak and it has corrected the water problem.

Todd Bartlow made a motion second by Kelly Moore to approve Resolution No. 2008-640 appointing Kimberly Koenig to the non resident position on the Recreation Board for a five year term. The motion carried.

Council President said Council will recess at this time.

Council President said Council is now back from recess at 8:32 p.m.

Wilbur Bussard made a motion to go into executive session at 8:32 p.m.

Wilbur Bussard made a motion to come out of executive session at 10:10 p.m.

Council President said I will state the motion, somebody make the motion and second.

Kelly Moore made a motion second by Todd Bartlow to approve pay resolution 2008-641 for the Park Maintenance Person with a pay of \$450 a month effective the first day of May 2008 and ending the last day of October 2008. The motion carried.

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James Mack made a motion second by Wilbur Bussard to ask Allan Steiner if he would take the position of Park Maintenance Person for this year. The motion carried.

Robert Quinn made a motion second by Todd Bartlow to approve with no changes the part-time Public Works pay resolution 2008-642. The motion carried.

Council President said these will be directed to the person until the pay resolutions of the five current employees are rewritten by John and completed. Over the current amount of money each makes the amount of raise retro active to the first pay period of 2008. We will start with the Secretary Treasurer.

Kelly Moore made a motion second by Michael Arthurs for Secretary Treasurer Mary Ann Roll an increase of thirty (30) cents per hour retro active to the first pay of 2008. The motion carried.

Kelly Moore made a motion second by Robert Quinn for Assistant Secretary Anita Hoffman an increase of thirty (30) cents per hour retro active to the first pay of 2008. The motion carried.

Robert Quinn made a motion second by Kelly Moore for 2nd Class Laborer Richard Ramsay an increase of fifty (50) cents per hour retro active to the first pay of 2008. The motion carried.

Robert Quinn made a motion second by Wilbur Bussard for 1st Class Laborer Gary Ryan an increase of fifty (50) cents per hour retro active to the first pay of 2008. The motion carried.

Robert Quinn made a motion second by Todd Bartlow for the Public Works Supervisor an increase of fifty (50) cents per hour retro active to the first pay of 2008 with an additional meeting pay of \$30.00 per month once he accepts the Code Enforcement position as part of his job title will be Mel Steele. He will be required to attend the first regular scheduled Council meeting of each month and any second Council meeting, Planning Commission, Zoning Hearing Board or Appeals Board meeting where his attendance is requested. The motion carried.

Kelly Moore made a motion second by Robert Quinn to pay Anita Hoffman one hour of her regular hourly rate for attending the meeting tonight dealing with the portion of the meeting concerning the Planning Commission. The motion carried.

Council President said we will need to make some changes to the following items in the budget. In the budget account number 01-405-100, Wages Administrative & Park Maintenance. We will be deleting the Janitorial connotation from that account number the current amount budgeted is \$53,725 with the pay increases the amount increases to \$56,500. We will change 01-409-373 Repair and Maintenance Borough office based on

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the contract that we signed for janitorial services we will increase the current budget amount of \$1,500.00 by \$2,200 for a new total of \$3,700.00. Next 01-411-531 the Volunteer Fire Department monthly vehicle maintenance allowance from \$8,400 to \$8,700. Account 01-405-202 UCC and State fee will change to \$13,000 and put the balance which is \$34,000 in account 01-405-100 Wages Administration & Park Maintenance bringing it to \$90,500. There was a little more discussion on the budget.

Wilbur Bussard made a motion second by Michael Arthurs to approve the changes made to the budget and advertise the proposed budget in the January 28th edition of the Tribune Review for adoption at the regular scheduled meeting on February 7, 2008. The motion carried.

Kelly Moore made a motion to adjourn at 10:32 p.m.

Respectfully submitted,

Mary Ann Roll
Secretary