

**MARTINSBURG BOROUGH COUNCIL MINUTES
OCTOBER 7, 2024**

The regular meeting of the Martinsburg Borough Council was held on Monday, October 7, 2024 in the municipal building. The meeting started at 7:00 p.m. with prayer by Richard Brantner, Jr. and the Pledge of Allegiance.

ELECTED OFFICIALS PRESENT: Mayor Richard A. Brantner, President P. Robert Dickson, Vice-President Ed Bennett, Councilwoman Janet E. Blattenberger, Councilman James C. Dell, Councilman Neil E. Gartland and Councilman Darin B. Meck (*Charles Kensinger was absent*)

In addition to council, present were Borough Manager Richard Brantner, Jr., Secretary/Treasurer Jane Staily, Chief Kerry Hoover, Attorney Nathan Karn, Reba Stuller, Amy Hockenberry and Cati Keith of the Morrisons Cove Herald.

*The **MINUTES** of the meeting of September 3, 2024 were approved on a motion by Janet Blattenberger, seconded by Neil Gartland. The motion passed unanimously.*

The **FINANCIAL AND TREASURER'S REPORTS** for September 2024 were prepared and presented by Secretary/Treasurer Jane Staily.

*The **LIST OF BILLS** for September 2024, check nos. 11478-11498 in the amount of \$155,892.65 was approved on a motion by Janet Blattenberger, seconded by Neil Gartland. The motion passed unanimously.*

MAYOR RICHARD BRANTNER presented his report as written.

Police Chief Kerry Hoover presented the **POLICE REPORT** as written. Chief Hoover modified the **SOLAR SPEED SIGNS** to read higher speeds. Before the numbers disappeared after a certain speed and would just flash to slow down.

There was an **EXECUTIVE SESSION** for personnel matters held from 7:06-7:25 p.m.

[Reba Stuller left at 7:17 p.m.]

The Personnel Committee has been meeting to replace Brian Miller when he retires next month. The laborer position was advertised and interviews were held. The committee was recommending Todd Bookhammer as the new hire. *Council on a motion by Janet Blattenberger, seconded by Darin Meck, approved to hire **TODD BOOKHAMMER** as the new laborer to start out at \$20.00 per hour then increase to \$21.00 per hour after his ninety (90) day probationary period. The motion passed unanimously.* Manager Rich Brantner, Jr. mentioned that Todd Bookhammer may work weekends until his full-time status begins on November 4, 2024. Manager Rich Brantner left for a few minutes to call Todd to see if he was available to come and meet council this evening.

Borough Secretary/Treasurer Jane Staily reported that the **2025-2 BUDGET WORKSHEET** as provided in the packets was a balanced budget if council wished to use it as is or they can plan a budget workshop to go through it and make changes.

BOROUGH MANAGER Rich Brantner reported:

SEP 4 – Summit Electronics installed a new computer at the **NITRATE REMOVAL PLANT** that will run the SCADA (Supervisory Control and Data Acquisition)

SEP 17 - **ZIMMERMANS** officially opened the new dentist office at their 114 W. Penn Street location – they thanked us for the use of the municipal parking lot during their location on E. Allegheny Street

MARTINSBURG BOROUGH COUNCIL MINUTES
OCTOBER 7, 2024 – PAGE 2

SEP 19 – had a **MUNICIPAL AUTHORITY MEETING** at 1:00 p.m. – the authority is considering having their meetings during the day

OCT 3 – did **WATER/SEWER TAPS** for a residence at E. Julian and Park Street

OCT 4 – Rob Dickson and I drove to the Philadelphia area to look at a **STREET SWEEPER**
ATTORNEY NATHAN KARN had nothing new to report.

NEIL GARTLAND inquired what the project was that was going across from his store Gartland's Supply but Manager Brantner did not know.

Manager Rich Brantner, Jr. received an update from the Governor's Office informing us that the **AMERICAN RESCUE PLAN MONEY** must be obligated by the end of 2024. This means it must be spent by December 31, 2024 or there must be a valid contract prepared to spend it or the money needs to be sent back. Our balance as of September 20, 2024 is \$64,966.39.

Tom Lykens was present last month to introduce himself as one of our new part-time patrolmen. He still has a few tests to take to get recertified as a patrolman but all is going well. *Council on a motion by Janet Blattenberger, seconded by Darin Meck, approved to officially hire **THOMAS G. LYKENS** as a new part-time patrolman. The motion passed unanimously.*

[Todd Bookhammer arrived at 7:38 p.m.]

TODD BOOKHAMMER was introduced to council as the borough's new laborer. He had no questions for council.

*Council on a motion by Janet Blattenberger, seconded by James Dell, approved the **2025 WAGE INCREASES** as \$2.00/hr. for the three Department Heads and \$1.00/hr. for all others with the exception of the new hire Todd Bookhammer as his increase was approved earlier in the meeting. The motion passed unanimously.*

After a thorough review of the **RECYCLING BUDGET** this fall it was recommended that the fee be increased to balance the recycling budget. The 2024 renewal date was changed to March instead of January making it easier to get a more accurate count of the subscribers. In prior years the renewals always overlapped and it was hard to get a good count of the number of recycling keys and the amount each renewal generated. *After some discussion a motion was made by Janet Blattenberger, seconded by James Dell to increase the **2025 RECYCLING FEE** from \$35 to \$40. The motion passed unanimously.*

SPRING DRIVE AND STONE MANOR TRAILER COURTS were recently sold again in August. Mobile Realty sold to Regal PA Investors. The real estate transfer tax for that sale was received in September in the amount of \$58,000 (50%). North Woodbury Township also received a real estate transfer check for \$58,000 (50%). The real estate transfer tax split was determined by the closing company not Blair County. The majority of the real estate involved in the sale is in North Woodbury Township and was more accurately divided up the last time it was sold where the borough received \$22,890 (33%) and the township received \$47,100 (67%). The township solicitor reviewed the transaction and sent us correspondence requesting the borough refund them \$20,068 to make the transfer fair. This would give the borough \$37,932 (33%) and the township \$78,068 (67%). *Council on a motion by Darin Meck, seconded by James Dell, approved to refund North Woodbury Township \$20,068.00 for the overpayment of **REAL***

ESTATE TRANSFER TAX received from the August 2024 sale of SPRING DRIVE AND STONE MANOR Trailer Courts. The motion passed unanimously.

MARTINSBURG BOROUGH COUNCIL MINUTES
OCTOBER 7, 2024 – PAGE 3

Manager Rich Brantner, Jr. has not heard anything on the LSA Grant awards for the **STREET SWEEPER** yet. There were over ninety grant applicants in our district and over three-thousand in the State. They should be announcing it this year because the 2025 grant just came out. Manager Rich Brantner, Jr. and Rob Dickson went to look at a used street sweeper near Philadelphia. It was a 2014 Isuzu Street Sweeper with 38,000 miles on it and 1,800 operation hours. It was in good shape. The online cost is **\$99,950.00** and includes delivery. Since we are not purchasing it from another municipality and it isn't a purchase through Co-Stars we will have to advertise for bids. It could be paid for from the \$65,000 in the ARP Account and the balance of \$34,950 could be taken from the extra Real Estate Transfer money we recently received. Attorney Karn reminded council they cannot specify a specific model just the requirements needed and if the one bid includes delivery costs all bids requested must include the same.

There was discussion about purchasing a **NEW STREET SWEEPER**. The slightly used demo sweeper cost is **\$229,000** which could be purchased from various funds if a grant is not received:

\$ 65,000	ARP Acct.
82,000	Equipment Fund
27,000	Highway Liquid Fuels
<u>55,000</u>	Reserve Fund
\$229,000	

Rob Dickson was not in favor of spending that much money on a new sweeper.

Council on a motion by Janet Blattenberger, seconded by James Dell, approved to advertise for bids for a USED STREET SWEEPER. The motion passed unanimously.

Council on a motion by Darin Meck, seconded by Janet Blattenberger, approved to have the USED STREET SWEEPER bids be open at the November 4, 2024 council meeting. The motion passed unanimously.

It was the consensus of council to **not** schedule a budget workshop for the **2025 BUDGET** since the draft presented this evening was already balanced.

Currently the most vacation time a full-time employee can earn is four weeks starting on their 16th year and up. It was suggested to add an extra week for those working 25 years or more. ***Council on a motion by James Dell, seconded by Janet Blattenberger approved to increase the VACATION TIME for those working full-time for 25 years or more from four weeks to five weeks. The motion passed unanimously.***

Minutes of the **MARTINSBURG VOLUNTEER FIRE COMPANY'S** meeting of September 9, 2024 were included in the agenda. Manager Rich Brantner, Jr. reported that the fire company sold out their tickets for the recent Dutch meal.

The meeting ADJOURNED at 8:32 p.m. on a motion by Janet Blattenberger, seconded by Darin Meck. The motion passed unanimously.

Respectfully submitted,

M. Jane Staily
Borough Secretary