

## MARTINSBURG BOROUGH COUNCIL MINUTES

AUGUST 5, 2024

The regular meeting of the Martinsburg Borough Council was held on Monday, August 5, 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, Pro-Tem Charles E. Kensinger, Councilwoman Janet E. Blattenberger, Councilman James C. Dell, Councilman Neil E. Gartland and Councilman Darin B. Meck

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

*The MINUTES of the meeting of April 1, 2024 were approved on a motion by Janet Blattenberger, seconded by James Dell. The motion passed unanimously.*

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

*The LIST OF BILLS for July 2024, check nos. 11426-11452 in the amount of \$82,045.51 was approved on a motion by Janet Blattenberger, seconded by Charles Kensinger. The motion passed unanimously.*

Janet Blattenberger inquired if Manager Brantner had checked with any other electric carriers besides PENELEC. He responded that the municipal authority was locked in with an energy provider because of the numerous amounts of bills they had with Penelec but the borough only has a few so he hasn't spent the time researching other providers.

MAYOR RICHARD BRANTNER presented his report as written.

Police Chief Kerry Hoover presented the POLICE REPORT as written. Data uploaded from the SOLAR SPEED SIGNS was included in the packets for the council and mayor only. Chief Hoover expected a higher traffic count on the night of the Agricultural Parade but the parade crowd did seem to be down most likely due to the heat. The traffic count during the carnival week in general was high. East Allegheny Street seems to have the most traffic out of the four directions. Speeds on S. Market Street may be deceiving due to the intersection onto Cross Cove Road that slows vehicles down just to make the turn. Currently the solar speed signs are programmed from the factory to not show the actual speed of a vehicle once it reaches 10 m.p.h. over the speed limit but they can be reprogrammed to go higher.

BOROUGH MANAGER Rich Brantner reported:

JUL 8 – picked up BLEACHERS from the school district for the passengers on the train that ride in for the parade – had about 90 passengers

JUL 9 – AGRICULTURAL PARADE – two borough trucks were put in the parade driven by Manager Brantner, Jr. and Dusty

JUL 10 – came in early before the morning traffic to SWEEP the streets and clear the sidewalks from the parade

JUL 17 – water and sewer TAPS were made for a new house on Spring Street

JUL 25 – we **SOLD OUR SEWER JET** to the Williamsburg Municipal Authority and took it down to them to demonstrate how to use it – the municipal authority purchased a new sewer jet

MARTINSBURG BOROUGH COUNCIL MINUTES  
AUGUST 5, 2024 – PAGE 2

JUL 29 – the **AIR CONDITIONING UNIT** at the ambulance building burned up – it is about twenty-five years old

JUL 31 – Dusty Baker of Freedom Mechanical replaced the **AIR CONDITIONING UNIT** at the ambulance building

**BRIGHTSPEED** will be running fiber optic internet throughout the borough starting at the end of August and if all goes well they should be finished in about a month. Most of the borough work will be aerial/overhead work. It should be available to customers within a month or two.

Council inquired if the **NEW TRAILER PARK OWNERS** will pursue developing the grassy field between Spring Drive Trailer Court and the pond. Manager Richard Brantner, Jr. highly recommends they fix their current water leaks first before they address adding to the park.

Borough Secretary/Treasurer Jane Staily reported she is working on preliminary **2025 BUDGET** figures for next month.

Correspondence was received from the Auditor General's office that a five-year **PENSION AUDIT** will be started this month.

The twenty-five year old air conditioning unit at the ambulance building needed replaced. *Council on a motion by Janet Blattenberger, seconded by Charles Kensinger, approved to pay the invoice for \$4,092.85 from the Building Maintenance Fund to Freedom Mechanical for the **NEW AIR CONDITIONING UNIT** at the ambulance building. The motion passed unanimously.* Dusty Baker, owner of Freedom Mechanical, generously discounted the original bill of \$4,342.85 by \$250 for emergency services.

Ed Bennett brought up a situation he felt was similar to the Zimmerman Dentistry issue at W. Penn Street where they requested help with curbing. **RICHARD SMITH** of 113 W. Julian Street incurred an expense of \$1,700.00 in September 2021 to refurbish his curb. *After a lengthy discussion council on a motion by Ed Bennett, seconded by Janet Blattenberger, wanted to approve paying \$500 to **RICHARD SMITH** towards his curbs repair costs for 113 W. Julian Street. With only 3 yays from Ed Bennett, Janet Blattenberger and James Dell and 4 nays from Rob Dickson, Neil Gartland, Darin Meck and Charles Kensinger, the motion did **NOT** pass.* Curb maintenance has always been the obligation of the property owner. It was mentioned that the \$2,000 approved at the June meeting to put towards the Zimmerman curbing on W. Penn Street was never paid out.

Chief Hoover received an application for the part-time patrolman position from **BRITTANY DIEHL**. He did the background investigation on her and it came back positive. Brittany is currently a full-time Deputy Constable and will be available for evening and weekend work. She was unable to attend the meeting this evening. Mayor Richard Brantner recommended we hire her as we can never have too many part-time officers. *Council on a motion by Charles Kensinger, seconded by James Dell, approved to hire **BRITTANY DIEHL** as a part-time patrolman at a starting rate of \$22.50 per hour for the first ninety-day*

*probationary period then advance to the \$25.00 per hour as a regular part-time officer if her service is satisfactory. The motion passed unanimously.*

MARTINSBURG BOROUGH COUNCIL MINUTES  
AUGUST 5, 2024 – PAGE 3

Borough Secretary Jane Staily reported that there was a **STATE AID PENSION PLAN UNDERPAYMENT** of \$7,246.22 in 2022. An email was received that didn't elaborate on exactly how it was undercalculated other than there was a big difference between the 2019 and the 2021 Actuarial Valuation Reports that they had to pay. After conferring with PMRS on how we should handle the extra state aid that's been sitting in our General Fund Account since 2/13/2023 they proceeded to explain to me that we can keep from the \$7,246.22 the difference between the 2021 MMO and the 2021 State Aid actually received which is \$789.50 (\$45,274.00 - \$44,484.50 = \$789.50). We are required to put the rest into the pension plans which works out to \$6,456.72 (\$7,246.22 - \$789.50 = \$6,456.72). *Council on a motion by Darin Meck, seconded by Janet Blattenberger, approved to remit \$6,456.72 of the additional state pension funding of \$7,246.22 to the **PENNSYLVANIA MUNICIPAL RETIREMENT SYSTEM** that was received on February 13, 2023 from the commonwealth resulting from a revised calculation based on the 2019 and 2021 Pension Actuarial Valuations resulting in an underpayment from the state in 2022 to be distributed as follows: \$2,905.52 to the Uniformed Pension Plan and \$3,551.20 to the Non-Uniformed Pension Plan. The motion passed unanimously.*

Chief Hoover reported that as of November 2022 the Visual Alert records management program that they were using is no longer supported. The new system that the department has is **cNET** and the \$10,478.00 to pay for it this year is budgeted in the American Rescue Plan. The department has been using the new system since April of 2023 and it is now time to pay for it. Manager Richard Brantner, Jr. recommended to just pay for the cNet from the Equipment Fund instead of the ARP fund for ease of reporting and because the ARP money soon needs to be budgeted and spent and the balance could all be used towards one budgeted item such as the anticipated street sweeper. Even if council is awarded the grant for the street sweeper it won't cover the entire cost. *Council on a motion by Charles Kensinger, seconded by Neil Gartland, approved to pay \$10,478.00 for the **cNET** from the Equipment Fund instead of the ARP Fund. The motion passed unanimously.*

The borough received an **INSURANCE DIVIDEND** check from The Teeter Group in the amount of \$3,979.77.

Minutes of the **MARTINSBURG VOLUNTEER FIRE COMPANY** for the July 18, 2024 meeting were included in the agenda.

A letter of resignation for retirement was received from the borough's Working Foreman Brian Miller. *Council on a motion by Neil Gartland, seconded by Darin Meck, accepted the Letter of **RESIGNATION FOR RETIREMENT FROM BRIAN L. MILLER** effective November 22, 2024. The motion passed unanimously.* Council commended Brian for the twenty-one years of service he has had with the borough since he was hired on June 13, 2003.

*Council on a motion by Neil Gartland, seconded by James Dell, approved to advertise to **HIRE OF A NEW EMPLOYEE** to replace Brian Miller. The motion passed unanimously.*

*The meeting **ADJOURNED** at 8:26 p.m. on a motion by Neil Gartland, seconded by James Dell. The motion passed unanimously.*

Respectfully submitted,

M. Jane Staily  
Borough Secretary