

BOROUGH OF MARTINSBURG

JANUARY 6, 2025

7:00 P.M.

CALL TO ORDER

PRAYER

PLEDGE OF ALLEGIANCE

- ___ P. Robert Dickson, PRES
- ___ Edward L. Bennett, V-PRES
- ___ Charles E. Kensinger PRO-TEM
- ___ Janet E. Blattenberger
- ___ James C. Dell
- ___ Neil E. Gartland
- ___ Darin B. Meck

- ___ Rich Brantner Sr., Mayor
- ___ Rich Brantner Jr., Manager
- ___ Jane Staily, Sec./Trea
- ___ Kerry Hoover, Chief
- ___ Justin Davis, Assist. Chief

- ___ Atty. Nathan Karn
- ___ MCHerald Cati Keith
- ___
- ___

OTHERS PRESENT: _____

AUDIENCE: Dave Gurkin – tenant of Stone Manor

APPOINT COMMISSIONERS/REPORTS:

	Tentative:	Changes:
SAFETY	-Charles Kensinger	_____
PROPERTY	-Darin Meck	_____
STREETS	-James Dell	_____
FINANCE	-Rob Dickson	_____
WATER/SEWER	-Neil Gartland	_____

STAFF APPOINTMENTS FOR 2025:

CHIEF OF POLICE		
POL DEPT. OPEN RECORDS OFFICER		
FIRE MARSHALL	-Kerry Hoover	Motion___ Second___
ASSISTANT CHIEF	-Justin Davis	Motion___ Second___
SOLICITOR	-Evey Black Attorneys	Motion___ Second___
BOROUGH MANAGER		
EMER. MGMT COOR.		
DEPUTY OPEN RECORDS OFFICER		
ZONING OFFICER	-Richard Brantner, Jr.	Motion___ Second___
BOROUGH SECRETARY		
BOROUGH TREASURER		
OPEN RECORDS OFFICER		
CHIEF ADMINISTRATIVE OFFICER OF THE PENSION PLAN <small>(updated State language for forms)</small>	-Jane Staily	Motion___ Second___
DEPUTY EMER. MGMT COOR.	-Dustin Russell	Motion___ Second___
ENGINEER	-Stiffler, McGraw and Assoc.	Motion___ Second___
ZONING SOLICITOR	-Attorney Shawn Sullivan	Motion___ Second___

BUILDING CODE INSPECTORS:-MDIA Motion ___ Second ___
-PMCA Motion ___ Second ___

AUDITOR for fiscal year ending 12/31/24 -Ritchey, Ritchey & Koontz Motion ___ Second ___

RECEIVER OF TAXES FOR EIT & LST -Blair County Tax Coll. Bureau Motion ___ Second ___

BOARD APPOINTMENTS:

ZONING HEARING BOARD

-Destarta Carberry (3 yr ending 1/2028) Motion ___ Second ___
-ALTERNATE1 VACANCY (3 yr ending 1/2027) Motion ___ Second ___
-ALTERNATE2 VACANCY (3 yr ending 1/2028) Motion ___ Second ___

PLANNING COMMISSION

-Linda K. Smith (4 yr ending 1/2029) Motion ___ Second ___

MUNICIPAL AUTHORITY

-Jeffrey S. Reid (5 yr ending 1/2030) Motion ___ Second ___

VACANACY BOARD (vacant since Jan 2016)

- _____ Motion ___ Second ___

CIVIL SERVICE COMMISSION

-James Caporuscio (6 yr ending 1/2031) Motion ___ Second ___
-Christopher E. Brooks (6 yr ending 1/2031) Motion ___ Second ___

COMMITTEE REPORTS:

PENSION COMMITTEE

-Rich Brantner, Jr. and Jane Staily

EMPLOYEE MED. REIMB. COM.

-Rich Brantner, Jr., Rob Dickson

REVITALIZATION COMMITTEE

-Rich Brantner, Jr. and Janet Blattenberger

RECYCLING COM REPORT

-Ed Bennett and James Dell

COMMUNITY DEVELOPMENT COMMITTEE

-Ed Bennett and Rich Brantner, Jr.

PERSONNEL COMMITTEE (Pres., V-Pres, Pro-tem)

-Rob Dickson, Ed Bennett & Chuck Kensinger

GOVERNMENT ADVISORY COMMITTEE

-Rich Brantner (Sr.)

POLICE CIVIL SERVICE COMMISSION

-Kerry Hoover, Justin Davis, Chris Brooks, Lawrence Johnson, Todd Bookhammer, & James Caporuscio

APPROVE DEPOSITORIES:

FIRST NATIONAL BANK

Motion ___ Second ___

- GENERAL FUND CHECKING
- PAYROLL
- RECYCLING

- GENERAL FUND RESERVE
- EQUIPMENT

PLGIT ACCOUNTS

Motion ___ Second ___

- BUILDING MAINTENANCE
- POLICE PISTOL RANGE FUND
- MEDICAL CARE REIMB PLAN

- HIWAY FUND
- CHRISTMAS LIGHT FUND
- REVITALIZATION PROJECT

MINUTES: December 2 (pgs. 1-4)

Approved: Motion_____ Second_____

Approved as Corrected: Motion_____ Second_____

Correction: _____

FINANCIAL REPORTS: December 2024

STATEMENT OF ACCOUNTS: (pgs. 5-9)

BUDGET REPORT: (pgs. 10-20)

APPROVAL OF BILLS: General Operating Fund (pg. 21)

Check Nos. 11567-11600

Motion_____ Second_____

MAYOR'S REPORT

-Richard A. Brantner, Sr.

POLICE REPORT

-Kerry L. Hoover

MANAGER'S REPORT

-Rich Brantner, Jr.

BOROUGH SECRETARY'S REPORT

-M. Jane Staily

SOLICITOR'S REPORT

-Attorney Nathan Karn

Old Business

- 1. Comcast Franchise Agreement

New Business:

- 1. 2024 Per Capita Exonerations (green attachment)
- 2. Chief Kerry Hoover - Notice of Retirement effective May 2, 2025 (pg. 22)
- 3. Advertise for Full-time Police Officer
- 4. Compost Pile Removal: \$5,000-\$5,500

Other Correspondence

- Fire Company Minutes (pgs. 23-25)
- Fire Company 2024 Annual Report (insert)

ELECTION REMINDERS FOR 2025:

FULL 4-YEAR TERMS EXPIRE: JAN 2026:

COUNCIL: Charles Kensinger, Janet Blattenberger, James Dell & Ed Bennett

MAYOR: Richard Brantner

TAX COLLECTOR: M. Jane Staily

...the first day to circulate and file nomination petitions in 2025 is TUE February 18th

...the last day to circulate and file nomination petitions in 2025 is TUE March 11th