

MARTINSBURG BOROUGH COUNCIL MINUTES
MARCH 4, 2013

The regular meeting of the Martinsburg Borough Council was held on Monday, March 4, 2013, in the municipal building. The meeting started at 7:00 p.m. with prayer by Randy Stoltz and the Pledge of Allegiance.

ELECTED OFFICIALS PRESENT: Mayor Rex L. Hartman, President Connie S. Lamborn, Vice President Doreen K. Easley, Councilman Edward L. Bennett, and Councilwoman Linda K. Smith

In addition to the council, present were Manager Randy Stoltz, Secretary Jane Staily, Chief Kerry Hoover, Rich Brantner, Jr., Attorney Frederick Gieg, Jr., Attorney Matt Gieg, Attorney Chris Jancula, Chris Brooks of PPCS Consulting, Ryan Brown of the Altoona Mirror and Brian Hess of the Morrisons Cove Herald

Chief Kerry Hoover reported that the police **SERVER** went down over the weekend. Chris Brooks of PPCS Consulting worked on it remotely at first then spent a large part of the weekend trying to get the police department back up and running again. The server is five or six years old and is overloaded. It operates all of the police programs including Visual Alert and the controls of the municipal building doors. The police department is currently running on Version 1 of Visual Alert. Version 2 has already been released. The company still supports Version 1 but there are no updates available. Chief Hoover was going to put the New Visual Alert Version 2 on his wish list for the 2014 Equipment Fund Budget at a cost of \$2500. He has been looking for grants for a new server but hasn't located any yet. Chris could rebuild the old server for around \$1500 but it will still be a six year old server and it is out of warranty and will still only meet the minimum requirements for the Visual Alert update for Version 2. A new server could be purchased for about \$3599 which would handle the new Visual Alert which would also do the monthly UCR Report and some other reporting. Four desk computers and two laptops access the server from the police department.

The **NEW SERVER** will have a five year warranty on it. PPCS does daily back-ups for the police department as well as the borough office. One server is normal for small companies. The door rules for the municipal building (Paxton Net2 Access Control) works best on the server so that the police department and the borough office both have control over the doors. Even if Chief Hoover finds any grants for the server it would be a lengthy process before any money would be received. Grants can be obtained for equipment already purchased. Manager Stoltz suggested paying for it from the Equipment Fund. *Council on a motion by Ed Bennett, seconded by Doreen Easley, authorized to purchase the **NEW SERVER** from PPCS Consulting for an approximate cost of \$3,600 to be paid for from the Equipment Fund. The motion passed unanimously.*

[Chris Brooks left at 7:16 p.m.]

*The **MINUTES** of the regular meeting of February 4, 2013, were approved on a motion by Doreen Easley, seconded by Linda Smith. The motion passed unanimously.*

The **FINANCIAL AND TREASURER'S REPORTS** were presented for February 2013 as prepared by Treasurer Jane Staily.

*The **LIST OF BILLS** for February 2013 check nos. 6891-6931 in the amount of \$24,787.97 was approved on a motion by Doreen Easley, seconded by Linda Smith. The motion passed unanimously.*

MARTINSBURG BOROUGH COUNCIL MINUTES
MARCH 4, 2013 – PAGE 2

Police Chief Hoover presented the **POLICE REPORT** as written. On February 12th he attended **THREAT ASSESSMENT TRAINING** sponsored by the Blair County Safe Schools Network at the Spring Cove School District Administrative Office; February 23rd attended **DISASTER PLANNING AND PREPAREDNESS TRAINING** held by the Blair County EMA office at the Spring Cove School District Administrative Office; there will be a county-wide **NEIGHBORHOOD WATCH MEETING** held on Monday, March 11th at the Devorris Center with the topic “Active Shooter Response”; the Martinsburg Police Department upgraded their department **CELL PHONE** to a smart phone – the cost is \$10-\$15 less each month and it can be used as a hot spot instead of an air card; and on Feb 24-25 completed three of the four session of **MPOETC MANDATORY UPDATES** on line and received three Certificates of Completion – the online updates save the department \$60 per officer and saves paying them for two full days per officer to attend a class – Sgt. Justin Davis has also completed his update. Chief Hoover thanked council for their decision to purchase the **NEW SERVER**.

Manager Randy Stoltz reported that on February 7th WTAJ TV10 came out and did a story on the **RECYCLING CENTER** – to date there have been a total of 212 key cards sold – we are installing the key card computer program in the old computer that we have – more key cards have been ordered – 200 recycling bins have been given out and the county is planning to bring us more; February 8th we received eight **SNOWFLAKE POLE DECORATIONS** for \$2,928.89 – since the decorations came in under budget some new replacement bulbs were also ordered; February 11th was the **SECOND ANNIVERSARY** in the new municipal building; February 11th attended a **PESTICIDE TRAINING** class in Somerset – this training gave Manager Stoltz credit to retain his license to spray weeds on the street right-of-ways; February 20th Manager Stoltz and Rich Brantner attended a **WATER/WASTEWATER TRAINING CLASS** in Huntingdon – these classes gave them credits to retain their water/wastewater certificates; February 21st Manager Stoltz, Chief Hoover and President Connie Lamborn attended the **PARK’S COMMUNITY MEETING** – there were some good suggestions and hopefully the park can act on them to help become more self-sufficient; February 27th the Department of Labor and Industry was at the new municipal building to conduct an **ACCESSIBILITY INSPECTOR/PLANS EXAMINER INFORMATION INSPECTION** – this is basically an “inspect the inspector” requirement of the Uniform Construction Code Act 45 – every 3 to 5 years Labor and Industry comes in and reviews the commercial permits that Manager Stoltz has issued to verify that they are administratively correct – there were 13 permits issued since his last inspection – he then picks three locations to visit and inspects/measures and attempts to verify all of the ADA requirements to see if the UCC inspector made any errors – he will then send a report of his findings concerning Manager Stoltz’s records and what he found at each site to the Department of Labor and Industry – Labor and Industry will in turn send a report to the highest elected official in the borough; and March 7th at 6:30 p.m. a Zoning Hearing will be held here at the request of the **VILLAGE AT MORRISONS COVE** – the Village is requesting the approval of a supplemental use under the special exception section of the Zoning Ordinance – they are proposing to build an administrative office building and a 48-unit apartment building to be located along Village Way and Monument Lane.

Attorney Frederick Gieg, Jr. reported that he spoke with Attorney Allen Gibboney on the **HUSTON TOWNSHIP POLICE AGREEMENT** – the township will be signing it on

MARTINSBURG BOROUGH COUNCIL MINUTES
MARCH 4, 2013 – PAGE 2

Thursday; researched a **GUN ISSUE** for the police department; and discussed a **ZONING SIGN** issue with Manager Randy Stoltz.

Manager Randy Stoltz reported that he spoke with the Susquehanna River Basin Commission about the permitting of **WELL NO. 1**. They are so backed up that they could not even guarantee that the municipal authority would be on their June docket. Their next meeting would be in September. Well permitting is a slow process.

Linda Smith reported that the next **REVITALIZATION COMMITTEE MEETING** is scheduled for March 11th at 3:00 p.m. They are hoping that Jessica Sheets will be able to attend this one. Jessica Sheets is also helping Randy Stoltz with the recycling grant application.

Doreen Easley announced that her term on borough council is up this year but she will not be running for re-election. At the completion of this term she will have served for twelve years. She also announced that she will be running for **TAX COLLECTOR**.

Linda Smith reported that people have been asking if the **DUCKS** will be taken away again. The ducks are posing a little bit of a problem crossing the street again.

Borough Secretary/Treasurer Jane Staily announced that she is also running for the position of **TAX COLLECTOR**. Tax Collector Phyllis Keim is not running for re-election. **AMY KENNEDY** was appointed in January to fulfill Joe Hinish's unexpired auditor term. She can be voted in as a write-in candidate for the remaining two years of the six year term and then file her petition for the following six year term.

ETHICS FORMS are due to be turned into the borough office by May 1st.

Chief Kerry Hoover reported that he will try to retrieve the **NIMS CERTIFICATES** for those councilmen who attained the certification but did not receive an actual certificate.

*The meeting **ADJOURNED** at 7:55 p.m. on a motion by Doreen Easley, seconded by Ed Bennett. The motion passed unanimously.*

Respectfully submitted,

M. Jane Staily
Borough Secretary