

**MARTINSBURG BOROUGH COUNCIL MINUTES
SEPTEMBER 2, 2014**

The regular meeting of the Martinsburg Borough Council was held on Tuesday, September 2, 2014 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: President Connie S. Lamborn, Vice-President Durban D. Metzler, Councilman Edward L. Bennett, Councilwoman Janet E. Blattenberger, Councilman Douglas D. Smith, and Councilwoman Linda K. Smith
(Councilman Dan Smouse and Mayor Rex Hartman were absent)

In addition to the council, present were Manager Randy Stoltz, Borough Secretary/Treasurer Jane Staily, Chief Kerry Hoover, Attorney Matt Gieg, Attorney Chris Jancula, and Patrick Tomassetti.

Manager Randy Stoltz administered the Oath of Office to newly appointed councilman **DOUGLAS D. SMITH**. Douglas will be filling Shawn Daughenbaugh's unexpired term until the next general election which will run from the appointed date of August 4, 2014 through December 31, 2014.

*The **MINUTES** of the regular meeting of August 4, 2014, were approved on a motion by Linda Smith, seconded by Janet Blattenberger. The motion passed unanimously.*

The **FINANCIAL AND TREASURER'S REPORTS** were presented for August 2014 as prepared by Treasurer Jane Staily.

*The **LIST OF BILLS** for August 2014 check nos. 7648-7690 in the amount of \$108,402.50 was approved on a motion by Janet Blattenberger, seconded by Durban Metzler. The motion passed unanimously.*

Chief Kerry Hoover presented the **POLICE REPORT** as written. He introduced the recommended patrolman candidate for hire as **PATRICK TOMASSETTI**. He has been through the police academy but does not have his MOPAC number yet. Patrick currently resides in Altoona. He is Blair County Commissioner Terry Tomassetti's son. Patrick is currently working with the Blair County Sheriff's Department. *Council on a motion by Janet Blattenberger, seconded by Ed Bennett, authorized to hire Patrick Tomassetti as a part-time patrolman subject to him completing and passing all of the necessary requirements for hire. The motion passed unanimously.*

Chief Hoover has obtained a price quote for a **NEW CRUISER** for the 2015 budget. Linda Smith commended the department for deterring the **SPEEDING** on Spring Street.

Manager Randy Stoltz reported that on August 8 the **DEPARTMENT OF AGRICULTURE** had a ribbon cutting at the Martinsburg Commons Building where they have opened their new office; on August 12 the annual **COMMUNITY FUND** meeting was held – a goal of \$40,250 has been set which is the same goal as last year – the mailing will be sent at the end of this month; the borough crew assisted Steve Kensinger on August 13 and cut the weeds at the former **GULF STREAM PROPERTY**; the **NEW POWER POLE** was set at the corner of Railroad and W. Allegheny St. on August 19; the 49 light posts and **SOLAR POST LIGHTS** have arrived – contact will be made with property owners where lights are proposed to be set to get agreements signed for the placement of the posts; on August 21 wires were transferred on the **POWER POLE** in front of Subway; **WELCOME TO MARTINSBURG BANNERS** arrived August 29; we received another draft copy of the **COMMUNITY MAP** and have been reviewing

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it for accuracy – we are hoping to finish that up this month; and typo changes to the **COMPREHENSIVE PLAN** were given to the EADS Group – Manger Stoltz wanted to thank Connie Lamborn for her thorough review of the plan for errors.

Secretary/Treasurer Jane Staily reported that she prepared the first **DRAFT 2015 BUDGET** for review. A budget workshop should be scheduled for October.

Attorney Matt Gieg reported that a letter of response was sent to Mr. and Mrs. Lloy Blattenberger explaining that council supports how the police department handled the parking tickets to **BOB WALLS**. The letter also explained the borough's plan to pursue the cleanup of the **GULF STREAM PROPERTY**. Attorney Gieg recommended that council hold an **EXECUTIVE SESSION** following the adjournment of the meeting this evening to discuss a personnel matter.

Linda Smith reported that the Revitalization Committee met at the square on August 18 to choose the planter blocks and color. **THREE PLANTERS** will be placed at Martinsburg Pizza and two at the town center parking lot. The planters will be various shapes and sizes. Red/gray block was chosen for the clock planter. The best price came from Clayton Shriver of Potted Memories with the blocks to be purchased from Tussey Mountain Landscaping. \$1500 has already been authorized for the planter around the clock. *Council on a motion by Linda Smith, seconded by Janet Blattenberger, authorized CLAYTON SHRIVER of Potted Memories to do the masonry work to build the clock planter. The motion passed unanimously.*

Manager Stoltz reported that the borough has two years to use the **RECYCLING GRANT MONIES**. The new gate for the compost site has been ordered. The gate will be controlled with a key card system and a log showing who and when there is activity at the site. Another cardboard dumpster and a commingle dumpster will be added to the site.

The EADS Group picked up the borough's corrections to the **COMPREHENSIVE PLAN** last week.

Council on a motion by Durban Metzler, seconded by Linda Smith, appointed SUZANNE MCNALLY as chairperson for the Vacancy Board. The motion passed unanimously.

Manager Randy Stoltz contacted the personnel manager at Cove Shoe regarding the issue of the **HANDICAPPED PARKING** spot that was brought up last month. Cove Shoe was unaware that this was an issue as no one at the factory has ever mentioned it to them. They will take care of it. Currently we have three ordained handicapped parking spots in town now. Parts of the parking ordinance can be repealed when the circumstances change.

Connie Lamborn mentioned the issue that the businesses in town need **MORE PARKING**. Manager Lamborn also mention that the **COMPREHENSIVE PLAN COMMITTEE** should get together to work on suggestions and target dates and times as mentioned in the plan.

Council on a motion by Janet Blattenberger, seconded by Durban Metzler, adopted the 2015 MMO for the NON-UNIFORMED PENSION PLAN PMRS Plan No. 07-045-3N in the amount of \$19,777. The motion passed unanimously.

Council on a motion by Janet Blattenberger, seconded by Durban Metzler, adopted the 2015 MMO for the UNIFORMED PENSION PLAN PMRS Plan No. 07-045-3P in the amount of \$21,419. The motion passed unanimously.

Manager Stoltz reported that GAI originally agreed to do the SIDEWALK PROJECT ENGINEERING at a set amount but the State rejected it. GAI quoted \$17,000 more would be needed to do the State's requirements. After considerable negotiation GAI has agreed to accept \$2,932.16 to do the necessary engineering to complete the project. *Council on a motion by Linda Smith, seconded by Janet Blattenberger, authorized to pay \$2,932.16 to GAI Consultants to complete the State's required engineering for the sidewalk project to be paid for from the General Fund. The motion passed unanimously.* Manager Stoltz explained that \$2,932.16 of allowable purchases can be made from the Highway Liquid Fuels fund to make up the cost. Attorney Matt Gieg recommended attaching a cover letter to send along with the final check to GAI Consultants and to type "**Payment in Full**" in the memo line on the check referencing the project number.

It was the consensus of council to advertise a 2015 BUDGET WORKSHOP to be held on Thursday, October 2, 2014 at 6:30 p.m. Post card reminders will be sent out to council and mayor closer to the date.

It was reported that the FAIRVIEW CEMETERY was planning to put up a chain link fence on Wall and Mulberry Streets to limit the traffic from going through the cemetery. Vehicles needing to come to the cemetery can enter/exit using the N. Market Street entrance. The borough currently plows the cemetery free of charge. The fence will limit how much they can plow since they will not be able to use the Wall and Mulberry Street entrances. It was suggested that pedestrian paths be installed by the chained entrances for walkers and bikes.

A letter was received today from the Blair County Board of Elections Director. The Memorial Church of the Brethren will no longer be used as the DISTRICT NO. 1 POLLING PLACE as it is not ADA compliant for the handicapped. They would like to use the municipal building as the new polling place for District 1 (District 2 votes at the fire hall). After some discussion council asked Manager Stoltz to contact the board of elections with the suggestion that both voting districts be held at the fire hall as it will always interfere with council meeting nights held in the area of the building they wish to use. The topic was tabled until Manger Stoltz can contact the committee.

Correspondence was received from ATLANTIC BROADBAND regarding their current rates and services.

An EXECUTIVE SESSION will be held following the adjournment of the meeting to discuss a personnel issue.

The meeting ADJOURNED at 8:36 p.m. on a motion by Ed Bennett, seconded by Durban Metzler. The motion passed unanimously.

Respectfully submitted,

M. Jane Staily
Borough Secretary