

**MARTINSBURG BOROUGH COUNCIL MINUTES  
OCTOBER 3, 2016**

The regular meeting of the Martinsburg Borough Council was held on Monday, October 3, 2016 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 Douglas D. Smith, Pro-Tem Durban D. Metzler, Councilman Edward L. Bennett, Councilwoman Janet E. Blattenberger, Councilman P. Robert Dickson and Councilwoman Linda K. Smith

In addition to the council, present were Manager Randy Stoltz, Borough Secretary/Treasurer Jane Staily, Rich Brantner, Chief Kerry Hoover, Attorney Matt Gieg, Aaron Wagner, and Brian Hess of the Morrisons Cove Herald.

*The **MINUTES** of the regular meeting of September 6, 2016, were approved on a motion by Janet Blattenberger, seconded by Linda Smith. The motion passed unanimously.*

The **FINANCIAL AND TREASURER'S REPORTS** were presented for September 2016, as prepared by Treasurer Jane Staily.

*The **LIST OF BILLS** for September 2016 check nos. 8532-8563 in the amount of \$41,862.25 was approved on a motion by Janet Blattenberger, seconded by Rob Dickson. The motion passed unanimously.*

Chief Hoover presented the **POLICE REPORT** as written. **AARON WAGNER** was introduced as a candidate Chief Hoover is recommending for hire as a part-time patrolman. Mr. Wagner graduated from the police academy last November. He is in the process of get his MPOETC (Municipal Police Officers' Education & Training Commission) number through his part-time job with Duncansville Borough and currently lives in Alexandria, PA. He can do ride-alongs but will have no police power until he receives his MPOETC number. *Council on a motion by Rob Dickson, seconded by Linda Smith, approved to hire **AARON WAGNER** as a part-time patrolman for the Borough of Martinsburg. The motion passed unanimously.*

Chief Hoover reported last month that the **NEW POLICE CAR** had to be towed. There was a problem with the electronic throttle body and it was repaired and back the next day. The repair work was under warranty. An **ARMS CLASS** has been scheduled for March 28, 2017. There will be no cost to our police department since we are hosting it by providing the room. Chief Hoover is asking the Martinsburg Volunteer Fire Company to help out with **TRICK-OR-TREAT** again this year. Council members are also invited to help.

Manager Randy Stoltz reported:

- SEP 6 – DCED received our audit report for the \$100,000 **KEYSTONE GRANT** that we used for the 2014 Street Scape Project – we are hopeful that it is satisfactory. Cost of the audit done by Ritchey, Ritchey & Koontz was \$2,400 – this cost will use just about all of the remaining funds in the Town Center Revitalization Account.
- SEP 20 - The 2700 notices were put in envelopes for the annual **COMMUNITY FUND DRIVE** – a goal was set at \$41,000 to help fund (15) organization – the letters were mailed on the 29<sup>th</sup>.
- SEP 26 - We received notice that our **LIQUID FUEL ALLOCATION** for 2017 will be \$58,891.23 – the allocation received in 2015 was \$49,233 [and \$57,483.75 in 2016].

Secretary/Treasurer Jane Staily reported that suggested dates for an October **BUDGET MEETING** were included in the packet under new business.

Attorney Matt Gieg reported that he has been corresponding with the various municipal attorneys on the **MUTUAL AID AGREEMENT** to check the status of its finalization. The topic was tabled until the other area solicitors are done making corrections.

**TREE TRIMMING** letters have been mailed to residents giving them the option to trim their own trees in accordance to our ordinance or let the borough trim them. Proper tree trimming prevents accidents and also alleviates damage to our snow plows and street sweeper.

Attorney Gieg reported that there have been two real estate **ASSESSMENT APPEALS** (M. Joy Hoover and Juliette George) so far in the borough that have already been through the informal appeal, the formal appeal and are now at the County level. He will continue to inform council as he is notified of them. Manager Stoltz felt that the borough would not have to intervene if the appeals were justified.

Linda Smith reported the **REVITALIZATION COMMITTEE** have cleaned up the summer flowers at town center and fall mums were planted. The borough crew picked up the cuttings and planters to put them away until next year.

Durban Metzler reported that there will be a brief **COMMUNITY DEVELOPMENT MEETING** following the adjournment of the meeting.

No action will be required on the new **DROUGHT CONTINGENCY** Resolution until after the Martinsburg Municipal Authority meets in November. Their engineers need time to review the plan.

Doug Smith has spoken with **RICH BRANTNER, JR.** about the position of Emergency Management Coordinator for the Borough of Martinsburg and Rich has agreed to take it. Doug felt he was a good fit for the position and was willing to work with him. Manager Randy Stoltz must contact the County Emergency Management Director Mark Taylor before he can be officially appointed. If this position is not fill the borough would not be eligible for Federal funds.

*Council on a motion by Janet Blattenberger, seconded by Rob Dickson, approved to advertise the **2017 BUDGET MEETING** scheduled for Monday, October 17, 2016 at 6:30 p.m. The motion passed unanimously.*

Connie Lamborn reported that twelve sponsors were needed to do two inserts for local tourism promotion along with other municipalities. Charlene Dodson of Charlotte's Trove in Roaring Spring has been very influential in this promotion. Connie felt it was part of council's duty to support the local businesses. Since the change to the Borough Code council is now permitted to support tourism. *Council on a motion by Durban Metzler, seconded by Linda Smith, approved to sponsor the **TOURISM PROMOTION INSERT** in the amount of \$500 (\$250 for the November insert and \$250 for the May insert). The motion passed unanimously.*

Martinsburg Borough will be sponsoring the October **SOUTH CENTRAL COUNTIES BOROUGH'S ASSOCIATION** dinner meeting on Thursday, October 20, 2016 to be held at the Martinsburg Volunteer Fire Company fire hall. Guest Speaker John Kane will be highlighting "Why Your Local Volunteer Firefighters Need Borough Support". It was suggested that the firemen be invited. *Council on a motion by Rob Dickson, seconded by Janet Blattenberger, approved to invite 8-10 of the chiefs and officers of the Martinsburg Volunteer Fire Company to attend the dinner meeting and the borough will **PAY FOR THEIR MEAL COST** at \$16.00 each. The motion passed unanimously.* Anyone wishing to attend the dinner meeting must contact Jane Staily by Friday, October 14<sup>th</sup> for reservations.

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A **THANK YOU** card was received from the Gieg Family thanking council and employees for the funeral flowers for the late Attorney Frederick B. Gieg, Jr.

*The meeting **ADJOURNED** at 7:53 p.m. on a motion by Ed Bennett, seconded by Janet Blattenberger. The motion passed unanimously.*

Respectfully submitted,

M. Jane Staily  
Borough Secretary