

**MARTINSBURG BOROUGH COUNCIL MINUTES  
DECEMBER 4, 2017**

The regular meeting of the Martinsburg Borough Council was held on Monday, December 4, 2017 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, Rich Brantner, Jr., Borough Secretary/Treasurer Jane Staily, Chief Kerry Hoover, Brian Miller, Attorney Matt Gieg and Attorney Mike Gieg of Gieg Law Offices, Dustin Russell, Allan Bassler, Karen Bassler, Raphael Bassler, and Brian Hess of the Morrisons Cove Herald

Allan Bassler was present to inform council that he and his wife are the new owners of the Martinsburg and Roaring Spring **LAUNDROMATS**. They purchased both properties from Kevin and Lisa Smith and plan to renovate the Martinsburg laundromat to look like the one in Hollidaysburg and maybe even turn some of the property into a parking lot. He asked council's input for ideas.

*[the Bassler's left at 7:05 p.m.]*

**BRIAN MILLER** was introduced as the replacement for Rich Brantner, Jr. as the new Working Foreman when Rich replaces Randy Stoltz as Borough Manager.

**DUSTIN RUSSELL** was also present as the personnel committee's candidate for the new laborer. Dustin lives on Fair Valley Road and grew up between Martinsburg and Roaring Spring. He was been a member of the Martinsburg Volunteer Fire Company for 15 years, was a Boy Scout and graduated from Central High School. He has been working for Jeff Hite for the past 13 ½ years, is married, and has a son.

*[Dustin Russel left at 7:08 p.m.]*

Council held an **EXECUTIVE SESSION** on personnel matters from 7:09-7:30 p.m.

*The **MINUTES** of the regular meeting of November 6, 2017, 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 November 2017, as prepared by Treasurer Jane Staily.

*The **LIST OF BILLS** for November 2017, check nos. 8994-9021 in the amount of \$6,481.68 was approved on a motion by Janet Blattenberger, seconded by Rob Dickson. The motion passed unanimously.*

Chief Kerry Hoover presented his **POLICE REPORT** as written. The in car computers have not been installed yet. Unfortunately the weather was bad the day of the **CHRISTMAS PARADE** and participation was low. Met with representatives of the **SPRING COVE SCHOOL DISTRICT** to update their emergency operation plan. Their new program called "Navigate" is a high tech safety program which they will install on the police computer tomorrow so our department will have access to their emergency operation plans, cameras and floor plans. The in car computers will also have access

to this program. Chief Hoover provided **HUSTON TOWNSHIP** with the new figures for the patrolling agreement. The Huston Township supervisors meet this Thursday. Chief Hoover will get the new figures to Attorney Matt Gieg once the township approves them so that a new agreement can be prepared.

Manager Randy Stoltz reported that the **STREET LIGHT SNOW FLAKES** were put up on November 14; November 20 Manager Stoltz notified the third party inspection company **MIDDLE DEPARTMENT INSPECTION AGENCY** that as of January 1, 2018 they will be asked to perform the residential inspections along with the commercial inspections which they have done since 2004; December 4 received our first grant award towards the **PENN STREET PROJECT** in the amount of \$17,865 – there is still \$48,000 left to request as the work is completed; and the closing for the 114 W. Penn Street property purchase is scheduled for 2:00 p.m. on December 8 at the Allegheny Real Estate Closing Company.

Durban Metzler reported that representatives for the **CURRYVILLE WATER AUTHORITY** were at the last municipal authority meeting. They wanted to know if our authority would be willing to incur any debt to help them with their water issues. Our municipal authority board does not want to increase costs to our current water customers by taking on Curryville’s water problems. On November 16 the municipal authority engineers along with Rich Brantner, Jr. and Manager Stoltz met with Keller Engineers to review the design drawings for a sewage lift station that is being proposed to be built along Townes Edge Way to serve a proposed 76-lot manufactured home development call **OAKVIEW ESTATES**.

Linda Smith of the **REVITALIZATION COMMITTEE** reported that the committee put greens in the containers at town center. Brian and Rich helped them with putting up the wreaths.

A mass mailing is being prepared to go out to remind **RECYCLERS** of the 2018 renewal.

Manager Randy Stoltz spoke with Rodney Green on Friday about the **ATLANTIC BROADBAND CABLE CONTRACT** to schedule a meeting eventually.

The police department **OVER-TIME ADDENDUM** will be placed on the agenda for the January 2018 meeting.

Chief Kerry Hoover reported that at the last chiefs’ meeting they discussed waiting to work on the **POLICE MUTUAL AID AGREEMENT** until the municipal mutual aid was complete.

***Council on a motion by Durban Metzler, seconded by Linda Smith, approved to advertise the 2018 BOROUGH COUNCIL MEETING DATES as follows. The motion passed unanimously.***

|             |       |                 |       |
|-------------|-------|-----------------|-------|
| JAN 2 - TUE | APR 2 | JUL 9 - 2nd MON | OCT 1 |
| FEB 5       | MAY 7 | AUG 6           | NOV 5 |
| MAR 5       | JUN 4 | SEP 4 - TUE     | DEC 3 |

***2018 EMPLOYEE PAY RAISES were approved at 2% for those who did not receive raises this fall (Randy Stoltz, Jane Staily, Renee Gunnett, Betty Burns and Gary Hooder) as recommended by the Personnel Committee on a motion by Rob Dickson, seconded by Ed Bennett. The motion passed unanimously.***

***Council on a motion by Doug Smith, seconded Durban Metzler, approved to hire DUSTIN RUSSELL as the new full-time laborer with a starting wage of \$15.25 per hour effective January 2, 2018 then increase to \$15.75 per hour after 90-days. The motion passed unanimously.***

*Council on a motion by Janet Blattenberger, seconded by Doug Smith, adopted ORDINANCE NO. 2017-609 2018 Real Estate Tax to maintain the rate of 1.871 mills. The motion passed unanimously.*

*Council on a motion by Janet Blattenberger, seconded by Doug Smith, adopted ORDINANCE NO. 2017-610 2018 PER CAPITA TAX to maintain the rate of \$5.00. The motion passed unanimously.*

*Council on a motion by Janet Blattenberger, seconded by Doug Smith, adopted ORDINANCE NO. 2017-611 2018 EARNED INCOME TAX to maintain the rate of 5-mills. The motion passed unanimously.*

*Council on a motion by Rob Dickson, seconded by Janet Blattenberger, adopted the 2018 BUDGET as advertised for the required 10-day public inspection period. There will be no millage increase. The motion passed unanimously.*

| FUND                | ESTD BEGINNING BAL JAN 1 2018 | REV           | EXP           | ESTD YR END BAL DEC 31, 2018 |
|---------------------|-------------------------------|---------------|---------------|------------------------------|
| GEN OPR             | 69336                         | 782370        | 782370        | 69,336                       |
| HIWAY               | 164320                        | 62012         | 112300        | 114032                       |
| VIDEO PROD          | 2876                          | 510           | 250           | 3136                         |
| EQUIP - FNB         | 124588                        | 24870         | 41400         | 108058                       |
| MED CARE REIMB      | 8062                          | 1550          | 3500          | 6112                         |
| CHRISTMAS LIGHT     | 613                           | 0             | 0             | 613                          |
| REVITALIZATION      | 961                           | 0             | 604           | 357                          |
| BLDG MAINT          | 37365                         | 5155          | 0             | 42520                        |
| POLICE PISTOL RANGE | 1154                          | 5             | 0             | 1159                         |
| RECYCLING           | 9248                          | 6680          | 5500          | 10428                        |
| <b>TOTALS:</b>      | <b>418523</b>                 | <b>883152</b> | <b>945924</b> | <b>355751</b>                |

*Council on a motion by Ed Bennett, seconded by Doug Smith, appointed their voting delegate to the BLAIR COUNTY TAX COLLECTION BUREAU (bureau that collects the earned income tax for the Borough of Martinsburg) to Kathy Hazenstab as the voting Delegate and Karen Greenwood as the Alternate Delegate. The motion passed unanimously.*

Manager Randy Stoltz reported that the loan documents will need executed for the 114 W. Penn Street project. *Council on a motion by Durban Metzler, seconded by Rob Dickson, voted to execute the Purchase Money Mortgage and the Promissory Note for the \$70,000 loan from the MORRISON COVE INDUSTRIAL DEVELOPMENT CORPORATION for the purchase of the building at 114 W. Penn Street, Martinsburg PA. The motion passed unanimously.*

*Council on a motion by Janet Blattenberger, seconded by Doug Smith to accept the asbestos abatement proposal from PENECO, the company recommended by Stiffler McGraw Engineering, to take out the 9x9 floor tile, window glazing and roof flashing at 114 W. Penn Street, Martinsburg PA at a cost of \$6,472.00. The motion passed unanimously. Since the project is under \$10,000 it is under the bidding threshold and does not need to be bid out.*

*Council on a motion by Rob Dickson, seconded by Linda Smith, voted to hire T. L. LONG EXCAVATING, INC. to demolish the building at 114 W. Penn Street, Martinsburg PA at a cost of \$19,699.00. The motion passed unanimously. Since this project is over the \$10,000 threshold but under \$19,699.99 this project does not have to be bid out but three phone quotes are required and were received.*

Correspondence was received from the Pennsylvania Family Council informing council that they have until December 31, 2017 to pass a resolution to voice their opinion to keep gambling casinos out of our municipality. Act 42 authorizes the placement of ten Category 4 casinos in the Commonwealth. Act 42 also grants municipalities the authority to prohibit the location of a satellite casino within the limits of the municipality by passing a resolution. *Council on a motion by Janet Blattenberger, seconded by Linda Smith, approved RESOLUTION NO. 2017-1204-01 PROHIBITING THE LOCATION OF A CATEGORY 4 LICENSED GAMBLING CASINO in the Borough of Martinsburg. The motion passed unanimously.*

Minutes of the November 13, 2017 meeting of the MARTINSBURG VOLUNTEER FIRE COMPANY were included in the council agendas. Doug Smith announced that the fire company's \$485,000 truck was paid off in fourteen months. He was proud to live in a community that supports the voluntary fire company.

All of the NEWLY ELECTED OFFICIALS will be sworn in at the January 2018 meeting.

*The meeting ADJOURNED at 8:20 p.m. on a motion by Ed Bennett, seconded by Linda Smith. The motion passed unanimously.*

Respectfully submitted,

M. Jane Staily  
Borough Secretary