

**MARTINSBURG BOROUGH COUNCIL MINUTES
BUDGET MEETING
OCTOBER 22, 2018**

A special meeting of the Martinsburg Borough Council was held on Monday, October 22, 2018, to work on the 2019 Budget and for general purposes. The meeting started at 6:30 p.m. with prayer by Rich Brantner, Jr. and the Pledge of Allegiance.

ELECTED OFFICIALS PRESENT: Mayor Rex L. Hartman, President Connie S. Lamborn, Vice-President Durban D. Metzler, Pro-Tem Douglas D. Smith, Councilman Edward L. Bennett, Councilman David D. Harker, Councilman P. Robert Dickson, and Councilwoman Linda K. Smith

In addition to the council, present were Manager Richard Brantner, Jr., Borough Secretary/Treasurer Jane Staily, Chief Kerry Hoover and Sgt. Justin Davis.

An **EXECUTIVE SESSION** was held from 6:30-7:30 p.m. to discuss legal matters and real estate.

Discussion of the **114 W. PENN STREET PROPERTY** sale was tabled until the regular November meeting when the solicitor will be in attendance.

*Council on a motion by Durban Metzler, seconded by Linda Smith, authorized to execute a letter granting permission for the park to temporarily close the necessary roads for the upcoming **CHRISTMAS PARADE** to be held on Saturday, December 1, 2018 subject to obtaining the necessary permits and proof of insurance. The motion passed unanimously.*

Chief Hoover reported that the department needs to purchase a **NEW TASER**. The current model has been discontinued. The new model is estimated to cost about \$1200-\$1500. A price quote will be sought for the November meeting.

DRAFT BUDGET NO. 2019-03 was presented and reviewed in detail. The General Fund was unbalanced by \$7,011 in this draft (\$7,011 more expenses than revenue).

After reviewing it line by line the following **DRAFT BUDGET NO. 2019-04** was prepared. This budget portrays no real estate tax increase from 1.871 mills but the addition of a new Act 511 Tax. The \$52 Local Services Tax is scheduled to be adopted at the December council meeting:

DRAFT BUDGET 2019-04	GEN FUND	ALL OTHER FUNDS	TOTAL FUNDS
Estd Bal on Hand, Jan 1, 2019:	107,512	322,851	430,363
Revenue:	825,940	105,520	931,460
Expenditures:	<u>825,940</u>	<u>41,488</u>	<u>867,428</u>
Estd Bal on Hand, Dec 31, 2019:	107,512	386,883	494,395

Draft Budget No. 2018-04 reflects the Personnel Committee's **2% WAGE INCREASE** for all but three employees. \$1.00 wage increases were recommend for Manager Richard Brantner, Jr., Working Foreman Brian Miller, and Laborer Dustin Russell.

*Council on a motion by Rob Dickson, seconded by Linda Smith, authorized to close the **CHRISTMAS LIGHT FUND** and transfer the balance to the General Fund. The motion passed unanimously.*

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Chief Hoover reported that the police department has teamed up with James Drug Store and have scheduled a **DRUG TAKE BACK DAY** to collect for disposal unused and expired prescription medications to be held on Saturday, October 27, 2018 from 10 a.m. to 2 p.m. The drug store is located in the C & S Market located at 121 W. Allegheny Street.

*The meeting **ADJOURNED** at 9:05 p.m. on a motion by David Harker, seconded by Ed Bennett. The motion passed unanimously.*

Respectfully submitted,

M. Jane Staily
Borough Secretary