

MARTINSBURG BOROUGH COUNCIL MINUTES
MAY 4, 2020

The regular meeting of the Martinsburg Borough Council was held on Monday, May 4, 2020 in the municipal building by way of videoconferencing (Zoom) due to the **COVID-19 PANDEMIC**. The meeting started at 7:00 p.m. with prayer by Rich Brantner, Jr. and the Pledge of Allegiance.

ELECTED OFFICIALS PRESENT: President P. Robert Dickson

ELECTED OFFICIALS PRESENT THROUGH ZOOM: Mayor Richard A. Brantner, Sr., Vice-President Durban D. Metzler, Pro-tem Edward L. Bennett, Councilman David L. Harker, Councilman Charles E. Kensinger, Councilman Darin B. Meck and Councilwoman Linda K. Smith

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

Due to the fact that this meeting was conducted via **WEB & TELEPHONE CONFERENCE GROUND RULES** for the order of the meeting were included in the council agendas. The meeting was being recorded through audio and video. First only council members, Mayor, Solicitor, Chief of Police, Secretary & Manager, may leave their computers or phones unmuted during the entire meeting but it was requested that each avoid excess noise from their locations. All other participants should mute their device until called upon to speak. Public participants may only speak during the designated public comment period at the beginning of the meeting and must keep their devices muted during the rest of the meeting. Each person needs to avoid interrupting the person speaking and each speaker **MUST** state their name before talking each time they speak this includes first and second motions to ensure that the minutes are accurate.

*The **MINUTES** of the regular meeting of March 2, 2020 were approved on a motion by David Harker, seconded by Charles Kensinger. The motion passed unanimously.*

*The **MINUTES** of the special meeting of March 23, 2020 were approved on a motion by Ed Bennett, seconded by Linda Smith. The motion passed unanimously.*

The **APRIL 2020 MEETING WAS CANCELLED** due to the COVID-19 pandemic as videoconferencing wasn't approved for legal meeting use until after the scheduled meeting date.

The **FINANCIAL AND TREASURER'S REPORTS** for March 2020 were prepared by Secretary/Treasurer Jane Staily.

*The **LIST OF BILLS** for March 2020 check nos. 9919-9954 in the amount of \$79,743.28 (including a transfer of \$70,000 to the reserve fund) was approved on a motion by Durban Metzler, seconded by David Harker. The motion passed unanimously.*

The **FINANCIAL AND TREASURER'S REPORTS** for April 2020 were prepared by Secretary/Treasurer Jane Staily.

*The **LIST OF BILLS** for April 2020 check nos. 9955-9987 in the amount of \$29,332.12 was approved on a motion by Charles Kensinger, seconded by Durban Metzler. The motion passed unanimously.*

Mayor Richard Brantner Sr. inquired if the **MARTINSBURG FOOD BANK** was in need of food. Linda Smith responded that they have plenty of food and donations right now. May 15

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is **NATIONAL POLICE OFFICERS MEMORIAL DAY**. Mayor Brantner commended all of the municipal employees during this trying time dealing with the **COVID-19 PANDEMIC** and the extra work it has created. Council wished Mayor Brantner a **SPEEDY RECOVERY** following his upcoming hip surgery.

Chief Kerry Hoover presented the **POLICE REPORT** as written. He reported that **SERGEANT JUSTIN DAVIS** was back to work and justifiably cleared of the shooting from back in February. The **COVID-19 PANDEMIC** has been keeping the chief very busy with meetings. Attended a meeting with the school district and local police departments to discuss issues on security “Point of Deliver” in the event they come up with a vaccine for Covid-19. The 2020 Spring Cove **GRADUATION** Ceremony is up in the air right now with no specific plans on how to hold a ceremony and conform to the pandemic rules on social gatherings. Chief Hoover commended the local fire companies and citizens on the organized search for the **MISSING GIRL** in Huston Township – 250+ volunteers helped along with the Mennonite community. She was found safe hours later. The VFW Memorial Day festivities are being **CANCELLED** due to the Covid-19 pandemic. **COVE LIGHT UP NIGHT** is scheduled for Friday, May 8 – the fire company and EMS will be gathering at 8:20 p.m. at the Bolgers Funeral Home parking lot and will turn on their emergency lights and will drive around for twenty minutes as a way of sending a thank you message to our heroes during the Covid-19 pandemic.

BOROUGH MANAGER Rich Brantner reported:

MAR 4 – we added a phase loss control at the wastewater plant

MAR 4 – had a LEMC meeting this evening

MAR 9 – picked up the new dump truck from Curry Supply

MAR 10 – did the title transfer for the Chevy dump

MAR 13 – Shawn Daughenbaugh picked up the old Chevy dump

MAR 13 – the school bus stop ahead signs were put up on S. Market Street

MAR 13 – Governor Wolf announces that all public and private schools are to shut down for two weeks to try to prevent the spread of the Coronavirus

MAR 15 – the park board contacted me to attend a special meeting – after a lengthy discussion they came to the conclusion to shut the park down from March 16-29

MAR 16 – closed the municipal building down to all visitors in response to Governor Wolf’s red phase stay-at-home orders in an attempt to “flatten the curve” during the Covid-19 pandemic

MAR 16 – the Borough of Martinsburg declared a Declaration of Disaster Emergency

MAR 16 – Governor Wolf made the announcement that all non-essential businesses shut down due to Covid-19

MAR 18 – Blair County fire chiefs had a conference call discussing Covid-19

MAR 20 – had a web conference with the county and other municipalities, police, EMS, hospitals, homes, fire department, Red Cross, etc. – this makes up the task force for Blair County

MAR 21 – made up Personal Protective Equipment bags for the police and fire personnel

MAR 24 – the guys started a work rotation where one guy is off per week in an attempt at avoiding all of them getting the Coronavirus at the same time

MAR 27 – the Blair County Task Force had a web conference

MAR28 – the Spring Drive and Stone Manor trailer parks took new ownership

APR 7 – put signs up at the recycling center for only one person at a time to enter inside of the fence during the Covid-19 pandemic

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- APR 9 – D. Merl Tipton VFW Post 43 gave \$10 gift cards from various local businesses to each of the municipal employees as a small token of appreciation for serving the community
- APR 10 – attended the Blair County Task Force webinar concerning Covid-19
- APR 13 – had numerous trees and wires down in the borough due to high winds
- APR 16 – got the planer (milling machine) for the skid loader
- APR 17 – attended the Blair County Task Force webinar concerning Covid-19
- APR 21 – JD’s Detailing cleaned and decontaminated the Martinsburg Ambulance building inside – there were no issues it was just done for precautionary measures
- APR 25 – sent out a Situation Report to the council and councilmen
- APR 28 – attended a webinar along with Brian, Dusty and Gary on Ensuring Water and Wastewater Service During a Pandemic
- MAY 4 – the guys are going back to normal working hours with keeping apart and doing their own job duties

Manager Richard Brantner, Jr. inquired if Linda Smith and the food bank work crew needed any face masks to wear during the **CORONAVIRUS PANADEMIC**. She responded that they could use four masks. Kevin Smith is making masks and providing a lot of them free of charge to the borough, police, and EMS workers. He has donated a lot of time and money on this project and council would like to recognize him for his hard work. Manager Richard Brantner, Jr. reported that he has been very busy as the Emergency Management Coordinator during this Coronavirus pandemic. The municipal building will remain locked to visitors based on the governor’s red lockdown orders. Manager Brantner has been sending weekly pandemic situation reports out to council after receiving daily reports from the county.

An **EXECUTIVE SESSION** was held from 7:20-7:46 p.m. to discuss legal matters on a zoning issue.

*Council on a motion by Charles Kensinger, seconded by David Harker, authorized Attorney Matt Gieg to execute a letter to **WAYNE COOKE** of 204 Oakdale Road, whose shed is two (2) feet over his property line, giving him 30-days to move his shed in compliance with the rear yard setbacks in our zoning ordinance to satisfy the adjoining owner before we take further action. The letter will address entertaining a request for variance on the encroachment that needs to be resolved. A copy of the pertaining section of the Zoning Ordinance No. 356 will be sent along with the letter. The motion passed unanimously.*

Linda Smith reported that the **REVITALIZATION COMMITTEE** would like the pole banners to be put up soon.

Council was reminded that the **NIMS CERTIFICATES** need to be obtained specially now since the possibility of getting reimbursed for Covid-19 expenses during the pandemic. Ed Bennett recently took the NIMS 100 test and passed it and can take the NIMS 700 in the next two weeks.

The **PENN STREET** remedial investigation reports are complete and Stiffler McGraw and Associates will be resubmitting them along with a fee.

The biennial **SPRING CLEANUP** scheduled for this year has been postponed until hopefully September.

Council on a motion by Ed Bennett, seconded by Linda Smith, approved to EXTEND THE EMERGENCY DECLARATION until June 6, 2020, the same date that the State's declaration expires. The motion passed unanimously.

Council on a motion by Durban Metzler, seconded by Charles Kensinger, adopted RESOLUTION NO. 2020-0504-01 DESIGNATION OF AGENT FOR COVID-19 REIMBURSEMENT per FEMA request. The motion passed unanimously. Rob Dickson, Ed Bennett, Durban Metzler, Linda Smith and David Harker will execute the reimbursement for.

A motion was made by Ed Bennett, seconded by Darin Meck, to allow the pertaining streets to be closed for the 2020 AGRICULTURAL PARADE on June 30th, 2020 subject to it being safe to hold a parade by then during this pandemic and subject to the Morrisons Cove Memorial Park obtaining the necessary PennDOT permit(s). Council's letter of approval through this motion will be attached to the permit. The motion passed unanimously.

Minutes of the March 9, 2020 and April 13, 2020 meetings of the MARTINSBURG VOLUNTEER FIRE COMPANY were included in the council agendas.

The meeting ADJOURNED at 8:09 p.m. on a motion by Ed Bennett, seconded by David Harker. The motion passed unanimously.

Respectfully submitted,

M. Jane Staily
Borough Secretary