

**MARTINSBURG BOROUGH COUNCIL MINUTES
JANUARY 4, 2021**

The regular meeting of the Martinsburg Borough Council was held on Monday, January 4, 2021 in the municipal building. The meeting started at 7:00 p.m. with prayer by Richard Brantner, Jr. and the Pledge of Allegiance.

ELECTED OFFICIALS PRESENT: President P. Robert Dickson, Vice President Durban D. Metzler, Pro-tem Ed Bennett

ELECTED OFFICIALS PRESENT THROUGH ZOOM: Mayor Richard A. Brantner, Sr., Councilman Neil E. Gartland, Councilman Charles E. Kensinger[phone], Councilman Darin B. Meck and Councilwoman Linda K. Smith

In addition to council, present were Manager Richard Brantner, Jr., Secretary/Treasurer Jane Staily, Chief Kerry Hoover, Lt. Justin Davis, Attorney Mike Gieg[Zoom]

The following council members were appointed to their COMMISSIONS as follows:

SAFETY	-Charles Kensinger
PROPERTY	-Linda Smith
STREETS	-Ed Bennett
FINANCE	-Rob Dickson
WATER/SEWER	-Durban Metzler

The following STAFF APPOINTMENTS were made and approved on motions as follows:

Title	Appointee	Motion by:	Seconded by:	Vote:
CHIEF OF POLICE				
POL. DEPT. OPEN RECORDS OFFICER				
FIRE MARSHALL	-Kerry Hoover	<i>motion by Ed Bennett, seconded by Darin Meck, passed unanimously</i>		
POL LIEUTENANT	-Justin Davis	<i>motion by Durban Metzler, seconded by Neil Gartland, passed unanimously</i>		
SOLICITOR	-Gieg Law Offices LLC	<i>motion by Linda Smith, seconded by Ed Bennett, passed unanimously</i>		
BOROUGH MANAGER				
EMER. MGMT COOR.				
DEPUTY OPEN RECORDS OFFICER				
ZONING OFFICER	-Richard Brantner, Jr.	<i>motion by Durban Metzler, seconded by Neil Gartland, passed unanimously</i>		
BOROUGH SECRETARY				
BOROUGH TREASURER				
CHIEF ADMINISTRATIVE OFFICER OF THE PENSION PLAN	<i>(updated State language for forms)</i>			
OPEN RECORDS OFFICER	-Jane Staily	<i>motion by Charles Kensinger, seconded by Linda Smith, passed unanimously</i>		
DEPUTY EMER. MGMT. COORDINATOR		-Dustin Russell	<i>motion by Linda Smith, seconded by Ed Bennett, passed unanimously</i>	
ZONING SOLICITOR	-Atty. Shawn Sullivan	<i>motion by Linda Smith, seconded by Darin Meck, passed unanimously</i>		
ENGINEER	-Stiffler, McGraw & Associates	<i>motion by Durban Metzler, seconded by Neil Gartland, passed unanimously</i>		
BUILDING CODE INSPECTORS:	-MDIA			
	-PMCA	<i>motion by Durban Metzler, seconded by Neil Gartland, passed unanimously</i>		
INDEPENDENT AUDITOR for fiscal year ending 12/31/2020		-Ritchey, Ritchey & Koontz		

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RECEIVER OF TAXES FOR LST: -Blair County Tax Collection Bureau
motion by Ed Bennett, seconded by Durban Metzler, passed unanimously

Appointments to the following **BOARDS** were made and approved on the following motions:

ZONING HEARING BOARD:
Mark Fluke (3 yr ending 1/2024) *motion by Charles Kensinger, seconded by Durban Metzler, passed unanimously*

PLANNING COMMISSION:
Linda Smith (4 yr ending 1/2025) *motion by Charles Kensinger, seconded by Darin Meck, passed unanimously*

MUNICIPAL AUTHORITY:
Walter D. Foor (5 yr ending 1/2026) *motion by Durban Metzler, seconded by Neil Gartland, passed unanimously*

VACANCY BOARD:
Vacancy since Jan 2016

*The following **COMMITTEES** were appointed:*

PENSION COMMITTEE -Rich Brantner, Jr., Durban Metzler, Jane Staily

EMP. MED. REIMB. COM. -Rich Brantner, Jr., & Rob Dickson

EMPLOYEE BENEFITS & REGS MANUAL -Rich Brantner, Jr., Jane Staily & Linda Smith

REVITALIZATION COMMITTEE -Rich Brantner, Jr., and Linda Smith

RECYCLING COMMITTEE -Linda Smith and Neil Gartland

COMMUNITY DEVELOPMENT COM. -Durban Metzler, Rich Brantner, Jr., Linda Smith

POLICE PERSONNEL REVIEW COMMITTEE-Rob Dickson, Durban Metzler & Ed Bennett

COMMITTEE FOR TROOPER LANDON WEAVER MEMORIAL
-Kerry Hoover, Rich Brantner(Sr.), Rich Brantner, Jr.,
Jonathan & Megan Zimmerman

GOVERNMENT ADVISORY COMMITTEE MEMBER: Richard A. Brantner, Sr.
motion by Ed Bennett, seconded by Linda Smith, passed unanimously

*A motion was made by Neil Gartland, seconded by Durban Metzler, approving to maintain the following **DEPOSITORIES** at First National Bank. The motion passed unanimously:*

- GENERAL FUND CHECKING
- GENERAL FUND RESERVE
- PAYROLL FUND
- EQUIPMENT FUND
- RECYCLING FUND
- TPR LANDON WEAVER MEMORIAL

*A motion was made by Ed Bennett, seconded by Darin Meck, approving to maintain the following **DEPOSITORIES** at PLGIT. The motion passed unanimously:*

- BUILDING MAINTENANCE
- HIGHWAY FUND
- REVITALIZATION PROJECCT
- CHRISTMAS LIGHT FUND
- MEDICAL CARE REIMB PLAN
- POLICE PISTOL RANGE FUND

The MINUTES of the regular meeting of November 2, 2020, were approved on a motion by Linda Smith, seconded by Ed Bennett. The motion passed unanimously.

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The MINUTES of the Special meeting of November 12, 2020, were approved on a motion by Durban Metzler, seconded by Linda Smith. The motion passed unanimously.

The MINUTES of the regular meeting of December 7, 2020, were approved on a motion by Linda Smith, seconded by Charles Kensinger. The motion passed unanimously.

The FINANCIAL AND TREASURER'S REPORTS were presented for December 2020 as prepared by Treasurer Jane Staily.

The LIST OF BILLS for December 2020 check nos. 10191-10218 in the amount of \$270,521.65 (including a Transfer of W. Gene Henry's donation of \$214,533.00 and \$50,000 to the Reserve Fund) was approved on a motion by Linda Smith, seconded by Neil Gartland. The motion passed unanimously.

MAYOR RICHARD BRANTNER (SR.) presented his report at written. He reminded council that tomorrow will be four years since Trooper Landon Weaver died. A recent donation of \$1,100.00 was received from Tame Your Mane Hair Salon for the memorial fund.

Chief Kerry Hoover presented the POLICE REPORT. December was not a real busy month for the department. The NEW POLICE CAR was received and placed into service this week. A few PARADES of vehicles were organized before Christmas to honor employees and residents of both Homewood and Morrisons Cove Home. The IN-CAR CAMERAS have arrived and are scheduled for installation. Chief Hoover THANKED council for appointing him again for 2021.

Manager Rich Brantner, Jr. reported:

DEC 15: Bettway installed CAMERAS at the outside entrances on both the police side and the municipal office side of the municipal building

DEC 16 was notified that someone hit a FIRE HYDRANT and broke it off on Silvery Lane of Homewood

DEC 16 & 17: we got about 10-12 inches of SNOW keeping the guys busy – thanked Justin Davis for his assistance with the snow

DEC 17: cleaned up SNOW at town center which makes it easier for pedestrians and cars/trucks to get around

DEC 18: President Rob Dickson signed the paper work for the 310 E. ALLEGHENY STREET PROPERTY donated to the borough by W. Gene Henry

DEC 23: had a WATER LEAK at 104 E. Penn Street

DEC 30: had a WATER LEAK at 306 E. Allegheny Street

ATTORNEY MIKE GIEG had nothing to report. He thanked council for retaining their firm for 2021.

The WATERSHED TOPIC was tabled again until next month when more information is received.

Minutes of the December 14, 2020 meeting of the **MARTINSBURG VOLUNTEER FIRE COMPANY** were included in the council agendas. Manager Richard Brantner reported that the fire company bought the apartments beside the fire hall and plan to demolish them in the next month or two to expand the fire station. All of the apartment residents have moved out.

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*The meeting **ADJOURNED** at 7:40 p.m. on a motion by Ed Bennett, seconded by Durban Metzler. The motion passed unanimously.*

Respectfully submitted,

M. Jane Staily
Borough Secretary