

**MARTINSBURG BOROUGH COUNCIL MINUTES
DECEMBER 4, 2023**

The regular meeting of the Martinsburg Borough Council was held on Monday, December 4, 2023 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: Mayor Richard A. Brantner, President P. Robert Dickson, Vice-President Durban Metzler, Pro-tem Charles E. Kensinger, Councilwoman Janet E. Blattenberger, Councilman James C. Dell and Councilman Darin B. Meck (*Ed Bennett was absent*)

In addition to council, present were Manager Richard Brantner, Jr., Secretary/Treasurer Jane Staily, Chief Kerry Hoover, Attorney Nathan Karn, Representative Jim Gregory, Neil Gartland, Sandy Weyandt, Amy Hockenberry and Anna Miller of the Morrisons Cove Herald

AMY HOCKENBERRY was present and was introduced to council as the new full-time borough office clerk.

REPRESENTATIVE JIM GREGORY was present. He mentioned that he tries to attend council meetings as much as he can. A copy of the monthly agenda is sent to his office each month. He has been working with Borough Manager Rich Brantner, Jr. on getting the state to repave the town intersection. They have been in contact with PennDOT in hopes to try to get it done this spring. Representative Jim Gregory announced that he recently hired Rick Boston who was the photographer for the Morrisons Cove Herald.

The MINUTES of the meeting of November 6, 2023 were approved on a motion by Janet Blattenberger, seconded by James Dell. The motion passed unanimously.

The **FINANCIAL AND TREASURER'S REPORTS** for November 2023 were prepared and presented by Secretary/Treasurer Jane Staily.

The LIST OF BILLS for November 2023, check nos. 11206-11231 in the amount of \$65,311.40 (including a transfer of \$45,000 to the Reserve Fund) was approved on a motion by Janet Blattenberger, seconded by Charles Kensinger. The motion passed unanimously.

MAYOR RICHARD BRANTNER presented his report as written.

Mayor Richard Brantner presented **DURBAN METZLER** with a proclamation acknowledging him for his fourteen years on council from January 2010 through January 2024.

Chief Kerry Hoover presented the **POLICE REPORT** as written. Chief Hoover reminded council that the police policy manuals still need renewed. Three copies of the manual are in the municipal office. The Martinsburg Borough Police Department will be teaming up once again with another police department, the fire company and EMS to do a Christmas Cruise with Santa driving their emergency vehicles through town and the local retirement communities tentatively on the evening of Tuesday, December 19, 2023. This event started during covid in 2020. Chief will be advertising the event on the borough's Face Book site once the date is confirmed.

[Representative Jim Gregory left approximately 7:15 p.m.]

BOROUGH MANAGER Rich Brantner reported:

NOV 9 – attended a training class at the Altoona Water Authority office that DEP put on regarding procedures for water sampling of **PFAS** – all public water facilities will need to sample new year

NOV 15 –**SRBC** came in and did an inspection of our four wells

MARTINSBURG BOROUGH COUNCIL MINUTES
DECEMBER 4, 2023 – PAGE 2

NOV 16 – the insurance company came in and we did a walk around at the **WASTEWATER TREATMENT PLANT** and the **WATER TANK**

NOV 22 – the borough crew had the **STREET SWEEPER** out picking up leaves

NOV 29 – was **RENEE GUNNETT'S** last day of work

DEC 4 – Mingle Construction and T. L. Long Excavating started excavating for the new **ZIMMERMANS DENTISTRY** building on Penn Street

The December **ORDINANCE REVIEW** was for Snow Emergency Ordinance Nos. 489 and 521. Ordinance No. 489 designated specific streets for snow emergency and Ordinance No. 521 added a portion of N. Market Street to the list.

Durban Metzler reported that Linda Smith from the Revitalization Committee is recommending council consider planting a pine tree on the corner lot of E. Allegheny and S. Walnut Street for an annual **CHRISTMAS TREE** lighting ceremony each year. It was noted that Gene Henry's intention of buying that lot for the borough was to keep it open so the view of the municipal building he built and donated to the borough would be visible from the main road. Charles Kensinger suggested that maybe a temporary tree could be erected on the lot each year. Currently there is no electricity on that lot.

Durban Metzler as head of the **COMMUNITY DEVELOPMENT COMMITTEE** is recommending to council to maybe be more proactive in the future. He felt if more was done earlier maybe the town grocery store could possibly be saved.

Janet Blattenberger felt a **DRIVE THROUGH RESTAURANT** was really needed here in town. It was mentioned that most restaurants do already offer free curb delivery service for customers to remain in their vehicles.

Attorney Nathan Karn advised that roll call votes are required for **TAX ORDINANCES**.

*Council on a motion by Charles Kensinger, seconded by Janet Blattenberger, adopted **ORDINANCE NO. 2023-646 2024 PER CAPITA TAX** to maintain the rate of \$5.00. Roll Call vote was as follows: 6 Yays from Rob Dickson, Durban Metzler, Charles Kensinger, Janet Blattenberger, James Dell and Darin Meck (Ed Bennett was absent); 0 Nays. The motion passed unanimously.*

*Council on a motion by Janet Blattenberger, seconded by Charles Kensinger, adopted **ORDINANCE NO. 2023-647 2024 EARNED INCOME TAX** to maintain the rate of ½ of 1 percent. Roll Call vote was as follows: 6 Yays from Rob Dickson, Durban Metzler, Charles Kensinger, Janet Blattenberger, James Dell and Darin Meck (Ed Bennett was absent); 0 Nays. The motion passed unanimously.*

*Council on a motion by Janet Blattenberger, seconded by Durban Metzler, adopted **ORDINANCE NO. 2023-648 2024 LOCAL SERVICES TAX** to maintain the rate of \$52. Roll Call vote was as follows: 6 Yays from Rob Dickson, Durban Metzler, Charles Kensinger, Janet Blattenberger, James Dell and Darin Meck (Ed Bennett was absent); 0 Nays. The motion passed unanimously.*

*Council on a motion by Charles Kensinger, seconded by Janet Blattenberger, adopted **RESOLUTION NO. 2023-1204-01 FOR THE 2024 REAL ESTATE TAX** to maintain the rate of 1.967 mills. The motion passed unanimously.*

MARTINSBURG BOROUGH COUNCIL MINUTES
 DECEMBER 4, 2023 – PAGE 3

*Council on a motion by Janet Blattenberger, seconded by Charles Kensinger, adopted the **2024 BUDGET** which requires **NO** real estate tax increase as advertised for the required 10-day public inspection period. The motion passed unanimously. period. The motion passed unanimously.*

FUND	EST'D BEG BALANCE JAN 1, 2024	REV	EXP	EST'D END BALANCE DEC 31, 2024
GENERAL OPERATING FUND	240087	1009380	1009380	240087
HIWAY LIQUID FUELS	237470	66264	90450	213284
EQUIPMENT - FNB	157727	41600	9062	190265
MEDICAL CARE REIMBURSEMENT	7229	2500	3500	6229
CHRISTMAS LIGHT FUND	1691	555	0	2246
REVITALIZATION PROJECT	1004	40	0	1044
BUILDING MAINTENANCE FUND	64469	7200	0	71669
POLICE PISTOL RANGE FUND	10190	600	0	10790
LANDON WEAVER MEMORIAL FUND	1560	0	0	1560
RECYCLING CENTER	4433	11350	10450	5333
AMERICAN RESCUE PLAN	61544	0	10478	51066
	787404	1139489	1133320	793573

The **2024-2025 HUSTON TOWNSHIP POLICE AGREEMENT** has been agreed to by both the Martinsburg Borough Council and the Huston Township Supervisors. The agreement just needs executed. The agreement must specify the authorized officers that of which we currently only have three.

Manager Rich Brantner, Jr. recommended that council consider increasing the cost of the compost fee for 2024. Besides the employees’ time it costs thousands of dollars to have someone come in and push the compost piles back and to haul it out. *Council on a motion by Durban Metzler, seconded by Darin Meck approved to increase the cost of the **COMPOST KEYS** from \$20 to \$30. The motion passed with 5 yays and 1 nay from Janet Blattenberger.*

*Council on a motion by James Dell, seconded by Durban Metzler, authorized the **EXONERATION** of eighty-nine individuals for the **2023-24 PER CAPITA TAX**. The motion passed unanimously.*

Manager Rich Brantner, Jr. reported that the **FIRE COMPANY** has been very busy this past month.

An **EXECUTIVE SESSION** will be held after the adjournment for informational purposes.

*The meeting **ADJOURNED** at 8:00 p.m. on a motion by Darin Meck, seconded by James Dell. The motion passed unanimously.*

Respectfully submitted,

M. Jane Staily
Borough Secretary