

**MARTINSBURG BOROUGH COUNCIL MINUTES
MAY 6, 2013**

The regular meeting of the Martinsburg Borough Council was held on Monday, May 6, 2013, 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, Vice President Doreen K. Easley, Councilman Edward L. Bennett, Councilman Shawn D. Daughenbaugh, Councilwoman Linda K. Smith, and Councilman Daniel R. Smouse

In addition to the council, present were Manager Randy Stoltz, Secretary Jane Staily, Chief Kerry Hoover, Attorney Frederick Gieg, Jr., Attorney Matt Gieg, Attorney Chris Jancula, Rich Brantner, Alan Stewart and David Pike of Sweetland Engineering, Jim Young of Morrisons Cove Home, and Jr. Councilman Aaron Kreider

Alan Stewart of Sweetland Engineering was present in representation of **THE VILLAGE AT MORRIONS COVE** along with Dave Pike and Jim Young. Alan Stewart gave council an overview of the upcoming phases to be built at the Village regarding the admin/office building. He presented formal plans of the project. The admin/office building will be built in two phases and will be an attractive building that will blend in well with the development. The first phase in 2013 will be the initial construction, fourteen parking stalls, and a majority of the plantings will be put in. The second phase in 2018 will be to construct the drive way. The gravel and temporary lighting will go away and four additional light poles will be installed. Neighbor Joe Amick will be protected from the extra lighting with a row of trees. Manager Stoltz had looked over the large plans and did not see anything of concern. The municipal authority has already taken over the utility lines. There are about 18 houses and a restaurant already using our water and sewer service. Alan Stewart was asking council to approve the final plans. Attorney Gieg recommended that the Village at Morrisons Cove get everything signed and notarized, finish the engineer storm water plan, and receive the NPDES Permit. Once everything is in final form council could then act on it as soon as their next meeting. Al Stewart would not need to attend for the approval. No action was taken on it this evening.

*The **MINUTES** of the regular meeting of April 1, 2013, were approved on a motion by Linda Smith, seconded by Ed Bennett. The motion passed unanimously.*

The **FINANCIAL AND TREASURER'S REPORTS** were presented for April 2013 as prepared by Treasurer Jane Staily.

*The **LIST OF BILLS** for April 2013 check nos. 6965-7012 in the amount of \$66,763.24 was approved on a motion by Doreen Easley, seconded by Shawn Daughenbaugh. The motion passed unanimously.*

Chief Hoover presented his **POLICE REPORT** as written. The **DRUG DOGS** were taken through the Central High School building while everyone in the building was in lockdown until they were finished. There were several hits but no drugs or drug paraphernalia were found. Several interviews were done last week for new part-time patrolmen. **BEN SHANHOLTZ** from Williamsburg was the recommended candidate for hire. He already works for the Williamsburg police department. *Council on a motion by Dan Smouse, seconded by Ed Bennett, approved to hire Ben Shanholtz as a part-time patrolman for the Martinsburg Police Department. The motion passed unanimously.*

MARTINSBURG BOROUGH COUNCIL MINUTES
MAY 6, 2013 – PAGE 2

Manager Randy Stoltz presented his report. On April 4 the borough hosted a Blair County public meeting for residents who live in the southern end of Blair County to ask questions concerning the **HAZARDOUS MITIGATION PLAN** – no one came to discuss the plan;

attended the North Woodbury Township meeting on April 9 to explain the municipal authority's plans to install a new water line along Cross Cove Road and **CENTRAL HIGH ROAD**; met with two PennDOT representatives and Jessica Sheets on April 12 to discuss the grants obtained for the street **SCAPE SIDEWALK PROJECTS** – they set November 2013 for Final Design for the sidewalks – the project is to be bid out on February 6, 2014 – bids to be awarded March 13, 2014 – Notice to Proceed to be issued on June 9, 2014; met with a representative from the **INSURANCE SERVICES OFFICE** on April 16 to evaluate our water system – they primarily look at fire hydrants and the pressure and volume of water – they then compile all of this information with fire company response times and other factors to determine an ISO number which is used by insurance companies who sell fire insurance; the main shut off valve to the **MEMORIAL PARK** was replaced on April 18 by Rich and Brian; Manager Stoltz and Secretary Staily met with April Ressler of the **TEETER GROUP** to review and update the borough property insurance – also discussed the workers compensation insurance and how the new affordable health care act will affect us regarding the fire company coverage – since our renewal runs from June to June we will have the same coverage as before for one more year – this will give us time to get quotes from companies who write coverage for fire companies since many will be dropping the coverage for fire companies – Manager Stoltz questioned the population count that the underwriter was using for our fire company - he felt it was too high – they checked it out and discovered they were using too high of a number – the savings was \$700 this year on our premium – population served is 6,417; met with John Lundstead from DEP on April 25 to get the specifics needed to apply for a grant to recoup money for the **RECYCLING CENTER**; and replaced the service line from the water main to **BRIDENBAUGH'S MARKET** on April 30.

The Borough received a check in the amount of \$2,500 from the **MONSANTO FUND** as a grant awarded to the Martinsburg Volunteer Fire Company. The borough endorsed the check and turned it over to the fire company.

Attorney Frederick Gieg, Jr. reported that he prepared the **INTER-MUNICIPAL RECYCLING AGREEMENT** for the grant application. *Council on a motion by Linda Smith, seconded by Ed Bennett, authorized to execute the Inter-municipal Agreement prepared for the recycling grant application. The motion passed unanimously.*

After researching the subject, Attorney Gieg reported that it is the duty of the borough's elected auditors to perform an audit of the **ELECTED TAX COLLECTOR** rather than hiring an outside accounting firm.

Attorney Matt Gieg reported on his research of the required **PENNDOT ROAD CLOSING PERMIT** necessary to hold certain events. According to Chief Hoover the PennDOT permit use to be about one page long; the new required permit is lengthy and must be obtained months in advance of the event. A map and liability insurance policy is now required as part of the permitting process. The upcoming **FOX'S CRUISE-IN EVENT** is scheduled in less than the 8-weeks necessary to obtain the permit so Attorney Matt Gieg will contact Mr. Osbourne of PennDOT to discuss the compliance issue and timing of the new permit changes for this event. There should be plenty of time to apply for the permit for the annual **AGRICULTURAL**

PARADE.

*Council on a motion by Ed Bennett, seconded by Linda Smith, approved of the **FOX'S CRUISE-IN EVENT** to be held on June 2, 2013. The motion passed unanimously.*

*Council on a motion by Dan Smouse, seconded by Shawn Daughenbaugh, approved of the **AGRICULTURAL PARADE** scheduled for July 2, 2013. The motion passed unanimously.* The date of the Christmas parade was not yet known for an approval to be made. Letters informing them of council's approval of the events will be sent.

Linda Smith reported on the **REVITALIZATION COMMITTEE**. Kelly Bassler is scheduled to bring in some probation students on May 14 to clean the borough sidewalks. The borough will provide trucks for the clean-up. Dale Mellott is planning to help put the flower pots out on May 23.

Dan Smouse reported that the deteriorated storm drain concrete casting in front of the **EMS BUILDING** was replaced by the borough on April 15th.

The next **COMPREHENSIVE PLAN MEETING** is scheduled for Thursday, May 9th at 7:00 p.m. at the borough building.

*Council on a motion by Doreen Easley, seconded by Shawn Daughenbaugh, adopted Resolution No. 2013-0506-01 authorizing the execution of an agreement with the Pennsylvania Department of Transportation for acceptance of **SAFETEA-LU FUNDS**. The motion passed unanimously.* The resolution will combine the State and Federal grant monies totaling \$248,841 to be spent on sidewalks.

*Council on a motion by Linda Smith, seconded by Doreen Easley, authorized to execute the **TRANSPORTATION ENHANCEMENT REIMBURSEMENT AGREEMENT**. The motion passed unanimously.*

*Council on a motion by Doreen Easley, seconded by Dan Smouse, authorized to execute the Executive Transportation Enhancement Grant – **LOBBYING CERTIFICATION FORM**. The motion passed unanimously.*

Manager Randy Stoltz reported that a **RECYCLING ORDINANCE** is required to obtain the \$20,000 recycling grant. Our current burning ordinance meets the qualifications for the grant requiring what can be burned. John Lundstead of DEP wants our ordinance to state that trash haulers will offer curbside recycling. A draft of what he would like it to say was to be sent out but has not yet been received. The grant can actually be applied for stating that the ordinance is "pending" until it can be adopted in their recommended form. No action was taken since the draft ordinance was not received. The topic will be placed on the agenda for next month under old business.

A request was received from Anna Klepser of the VFW Ladies Auxiliary for the borough to adopt a **PROCLAMATION FOR LOYALTY DAY**. It was the consensus of the council to permit Mayor Rex Hartman to execute the Proclamation for Loyalty Day proclaiming May 1st of each year as Loyalty Day for American citizens to publicly reaffirm their loyalty to the United States.

Site maps for the **VILLAGE AT MORRISONS COVE** admin/office buildings were received.

PMRS formally approved the **PENSION ORDINANCE** No. 2013-593 Non Uniform and 2013-594 Uniform as amendments to our plans at their March meeting.

MARTINSBURG BOROUGH COUNCIL MINUTES
MAY 6, 2013 – PAGE 4

Janice Groskin of the Blair Senior Services informed us that they are planning to move the **SENIOR CENTER** from Nason to the Chilcoat's building site in East Freedom to be combined with Claysburg and Duncansville.

A thank you note was received from the **MARTINSBURG LIBRARY** for the borough's annual allocation of \$3,500.

A memo was received from **SUZANNE MCNALLY** announcing her intent to run as a write-In candidate for borough council. Linda Smith reported that **LUANNE ECKENRODE** was also interested in running as a write-in for the office of borough council.

*The meeting **ADJOURNED** at 8:19 p.m. on a motion by Dan Smouse, seconded by Linda Smith. The motion passed unanimously.*

Respectfully submitted,

M. Jane Staily
Borough Secretary