

MARTINSBURG BOROUGH COUNCIL MINUTES
MARCH 3, 2014

The regular meeting of the Martinsburg Borough Council was held on Monday, March 3, 2014 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, President Connie S. Lamborn, Vice-President Durban D. Metzler, Pro-Tem Edward L. Bennett, Councilwoman Janet E. Blattenberger, Councilwoman Linda K. Smith (Councilmen Daniel R. Smouse and Shawn D. Daughenbaugh were absent)

In addition to the council, present were Manager Randy Stoltz, Secretary Jane Staily, Chief Kerry Hoover, Rich Brantner, Jr., Patrolman Adam Hauser, Attorney Frederick B. Gieg, Jr., Attorney Chris Jancula, Jr. Councilman Tristan Greenland, Ryan Brown of the Altoona Mirror, and Brian Hess of the Morrisons Cove Herald

The MINUTES of the regular meeting of February 3, 2014, were approved with a minor spelling error on page 2 on a motion by Linda Smith, seconded by Durban Metzler. The motion passed unanimously.

The FINANCIAL AND TREASURER'S REPORTS were presented for February 2014 as prepared by Treasurer Jane Staily.

The LIST OF BILLS for February, 2014 check nos. 7377-7443 in the amount of \$106,640.17 was approved on a motion by Janet Blattenberger, seconded by Durban Metzler. The motion passed unanimously.

Chief Kerry Hoover presented the POLICE REPORT as written. The department now has three trained officer on ARIDE (Advanced Roadside Impaired Driving Enforcement).

Durban Metzler reported that he received a complaint about parking on Wall and Christiana Streets during a SNOW EMERGENCY. Chief Hoover explained that Wall Street is not on the borough's snow emergency route list. All cars on all streets are still encouraged to move off the streets during a snow emergency but only those streets designated as snow emergency routes can be enforced. Council may wish to consider changing the Snow Emergency Ordinance to make it easier to enforce.

Manager Randy Stoltz reported that they plowed 27" of SNOW in February – hauled snow from the square and parking lot several times; made a SWIFTREACH Snow Emergency call on February 13 asking people to remove their cars from the street – thanked all those who moved their cars off the streets; February 11 was the THIRD ANNIVERSARY in this building at 110 South Walnut Street; February 20 was the final (public) committee meeting for our COMPREHENSIVE PLAN – there will be one more public meeting probably in March or April; received 7 new SNOW FLAKE and 1 toy soldier pole Christmas decorations on February 24 giving us a total of 18 snowflakes and 4 snowflake wreaths so far – last year's electric bill was \$531.00 to light the Christmas decorations so if we left the lights on for 30 more days @ \$12.95 per day it would cost us another \$388.50 for a total of \$919; February 26 attended a HERBICIDE TRAINING class in Somerset to get required continuing education hours – someone is required to be certified to spray on public right-of-ways since we spray weeds several times a year along our curb line; March 3 the first draft with changes on the COMMUNITY MAP has been completed by Martinsburg and North Woodbury Township – Martinsburg has most of the information section completed – waiting for good weather to take some pictures; as of

MARTINSBURG BOROUGH COUNCIL MINUTES
MARCH 3, 2014 – PAGE 2

February 3 the **COMMUNITY FUND** has received \$34,335.91 which is 85% of the \$40,250 goal; the **SIDEWALK PROJECT** is scheduled to go out for bid on March 20 – the bids are to be awarded near the end of April; **COMMUNITY CLEAN-UP DAY** is scheduled for Saturday, April 26 from 9:00 a.m. to 2:00 p.m. – invitation flyers will be mailed out the beginning of April.

Secretary Jane Staily reported that the **2013 BOROUGH FINANCIAL AUDIT** was completed by the elected auditors. A copy of their report will be forwarded to Ritchey, Ritchey & Koontz to be file electronically with DCED. The exit conference for the **PENSION AUDIT** by the Auditor General's office was held on February 11. There were no findings. Auditor Stacy Feaster is recommending that council consider adopting a resolution approving the procedures for compliance with the procurement of professional services pursuant to the provisions of **ACT 44 OF 2009**. A copy of the draft ordinance will be forwarded to Attorney Gieg's office for review.

Attorney Frederick Gieg, Jr. reported that the **BLAIR COUNTY AIRPORT AUTHORITY** has received the approval from Lennon, Smith, Souleret Engineering, Inc. for the municipal authority to take over their water and sewer lines. The municipal authority will need to get the easement and ownership of the lines.

Attorney Gieg received Jane Staily's draft ordinance using excerpts from other municipalities and DCED's sample for authorizing the elected **TAX COLLECTOR** to charge for Tax Certifications, Duplicate Bills Fees, Mobile Home Removal Permits and Return Check Fees. These are *not* new fees being implemented but rather a formal municipal authorization to continue charging them. According to the DCED Tax Manual charging these fees without municipal authorization violates the State Ethics Act Section 3(a). Attorney Gieg subscribed to the fact that adopting such authorization is a necessary thing to do. Attorney Gieg will prepare an ordinance for council to review next month.

Durban Metzler commended the borough crew for a great job of keeping the **SNOW REMOVED** from town center during the recent snow storms.

Council accredited the borough crew for keeping the streets on a regular paving maintenance program which keeps our **POTHOLES** down. Manager Stoltz reported that Pennsylvania is probably the worst state for potholes because of its freezing/thawing zone.

Linda Smith reported that the **REVITALIZATION COMMITTEE** will be meeting on Tuesday, March 4th in the afternoon.

The borough crew has been busy keeping the **AMBULANCE BUILDING** plowed out due to all of the recent snow storms.

A nominee is still needed to fill the position on the **VACANCY BOARD**.

No action was taken on the Supplemental Proposal for the **STREETSCAPE ENGINEERING** with GAI as the engineer has not yet gotten back to Manager Stoltz. The grant should cover the cost but Manager Stoltz does not want the engineering figure to be as high as it is proposed. He would rather see more money be spent on the actual construction of the sidewalks.

The **2014 ANNUAL CONFERENCE** of the Pennsylvania State Association of Boroughs' will be held at the Penn State in State College April 6-9.

The next meeting of the **SOUTH CENTRAL COUNTIES BOROUGH'S ASSOCIATION** will be held on Thursday, April 17, 2014 at Roaring Spring Borough.

MARTINSBURG BOROUGH COUNCIL MINUTES
MARCH 3, 2014 – PAGE 3

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

Respectfully submitted,

M. Jane Staily
Borough Secretary