

**MARTINSBURG BOROUGH COUNCIL MINUTES**  
**DECEMBER 5, 2016**

The regular meeting of the Martinsburg Borough Council was held on Monday, December 5, 2016 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:** President Connie S. Lamborn, Vice-President Douglas D. Smith, Pro-Tem Durban D. Metzler, Councilman Edward L. Bennett, Councilwoman Janet E. Blattenberger, Councilman P. Robert Dickson and Councilwoman Linda K. Smith (*Mayor Rex Hartman was excused*)

In addition to the council, present were Manager Randy Stoltz, Borough Secretary/Treasurer Jane Staily, Rich Brantner, Chief Kerry Hoover, Sgt. Justin Davis, Attorney Chris Jancula, Attorney Mike Gieg, and Brian Hess of the Morrisons Cove Herald.

President Connie Lamborn announced that there will be an **EXECUTIVE SESSION** to discuss legal matters towards the end of the meeting before adjournment this evening.

*The **MINUTES** of the regular meeting of November 7, 2016, were approved on a motion by Janet Blattenberger, seconded by Ed Bennett. The motion passed unanimously.*

The **FINANCIAL AND TREASURER'S REPORTS** were presented for November 2016, as prepared by Treasurer Jane Staily.

*The **LIST OF BILLS** for November 2016 check nos. 8598-8625 in the amount of \$90,904.83 was approved on a motion by Janet Blattenberger, seconded by Linda Smith. The motion passed unanimously.*

Chief Hoover presented the **POLICE REPORT** as written. Chief Hoover is still working with other police chiefs on the in-car computer grant – the probability of a grant is looking very good. Allegheny and Logan Townships are testing out the computers. Our department has the GPS units but they are no good without the computer. November was an extremely busy month. On November 15 the State Police conducted the Clean Audit of our department which is done every 2 or 3 years. Some of the regulations have changed in record keeping and will require some of the employees to be finger printed.

Manager Randy Stoltz reported that as of December 2 the **COMMUNITY FUND** donations currently stand at \$33,572 which is 82% of the \$41,000 goal. January 10, 2017, will be the **CHRISTMAS TREE** pickup date – live trees should be out at the curb by 8:00 a.m. for pickup or residents can drop them off at the borough garage

Borough Secretary/Treasurer Jane Staily attended the **REASSESSMENT CERTIFICATION MEETING** at the Blair County Courthouse on Friday, December 2. Martinsburg Borough's Break-Even Real Estate Tax Millage for 2017 will be 1.871 mills on a tax base of \$107,045,300. This will be equivalent to the 2016 Real Estate Tax millage of 20.5 on the tax base of \$9,773,835. Both millages would bring in \$200,300 if all tax payers paid their bills at the face amount.

President Connie Lamborn inquired about the recent **RIGHT-TO-KNOW REQUEST**. Jane Staily responded that the request was sent to Signature Solutions and a bill was mailed out for the cost of the copies and postage at a rate of \$.25 per copy.

Linda Smith reported that the **REVITALIZATION COMMITTEE** put the Christmas decorations of pine branches and wreaths up at the square.

**MARTINSBURG BOROUGH COUNCIL MINUTES  
DECEMBER 5, 2016 – PAGE 2**

Attorney Chris Jancula reported that Attorney Matt Gieg spoke with a few of the other municipal solicitors on the **MUTUAL AID AGREEMENT** but they are still not prepared to finalize it yet.

*Council on a motion by Janet Blattenberger, seconded by Doug Smith, approved to advertise the **2017 BOROUGH COUNCIL MEETING DATES** as follows. The motion passed unanimously.*

JAN 3 - TUE	APR 3	JUL 10- <sup>2nd</sup> Mon	OCT 2
FEB 6	MAY 1	AUG 7	NOV 6
MAR 6	JUN 5	SEP 5 - TUE	DEC 4

***2017 EMPLOYEE PAY RAISES** were approved at 1.5% as recommended by the Personnel Committee on a motion by Doug Smith, seconded by Durban Metzler. The motion passed unanimously.*

*Council on a motion by Janet Blattenberger, seconded by Doug Smith, adopted **ORDINANCE NO. 2016-606 Real Estate Tax** to maintain the 2016 rate for 2017 but since the reassessment there is a need to reduce the millage from 20.5 mills to 1.871 mills to generate the same income. (See page 1 – the Reassessment Certification Meeting). The motion passed unanimously.*

*Council on a motion by Janet Blattenberger, seconded by Rob Dickson, adopted **ORDINANCE NO. 2016-607 PER CAPITA TAX** to maintain the 2016 rate at \$5.00 for 2017. The motion passed unanimously.*

*Council on a motion by Durban Metzler, seconded by Ed Bennett, adopted **ORDINANCE NO. 2016-608 EARNED INCOME TAX** to maintain the 2016 rate of 5-mills for 2017. The motion passed unanimously.*

*Council on a motion by Janet Blattenberger, seconded by Linda Smith, adopted the **2017 BUDGET** as advertised for the required 10-day public inspection period. There will be no millage increase. The motion passed unanimously.*

FUND	ESTD BEGINNING BAL JAN 1 2017	REV	EXP	ESTD YR END BAL DEC 31, 2017
GEN OPR	123465	752500	752500	123465
HIWAY	116881	58911	70300	105492
VIDEO PROD	2958	510	250	3218
EQUIP - FNB	106704	24870	20500	111074
MED CARE REIMB	8635	1550	3500	6685
CHRISTMAS LIGHT	682	0	0	682
REVITALIZATION	662	0	604	58
BLDG MAINT	32162	5010	0	37172
POLICE PISTOL RANGE	318	0	0	318
RECYCLING	7993	6680	5500	9173
<b>TOTALS:</b>	<b>400460</b>	<b>850031</b>	<b>853154</b>	<b>397337</b>

Martinsburg Borough Tax Collector Jane Staily presented council with a list of 2016-17 Per Capita Tax payers that meet the guidelines for **EXONERATION/EXEMPTION** from paying the tax. *Council on a motion by Janet Blattenberger, seconded by Rob Dickson, authorized to **EXONERATE/EXEMPT** 52 tax payers from paying the **2016-2017 PER CAPITA TAX** of \$5.00 per person. The motion passed unanimously. A second list will be prepared in the spring.*

**MARTINSBURG BOROUGH COUNCIL MINUTES  
DECEMBER 5, 2016 – PAGE 3**

Council held an **EXECUTIVE SESSION** to discuss legal matters from 7:25-8:57 p.m.

*Council on a motion by Janet Blattenberger, seconded by Durban Metzler, voted to sign an agreement with SA Acquisition Property XX111, LLC, contingent upon the approval of the borough solicitor, to allow the Borough of Martinsburg to conduct a Phase 1, Phase 2 and **HAZARDOUS MATERIALS STUDY**. The motion passed unanimously.*

*Council on a motion by Doug Smith, seconded by Linda Smith, voted to apply for an **INDUSTRIAL SITE REUSE GRANT** to be applied for with the help of Pat Miller and the ABCD Corporation to be used to pay for the Phase 1, Phase 2 and Hazardous Materials study. This is a 75% grant and 25% out of pocket program. The motion passed unanimously.*

*The meeting **ADJOURNED** at 9:00 p.m. on a motion by Janet Blattenberger, seconded by Doug Smith. The motion passed unanimously.*

Respectfully submitted,

M. Jane Staily  
Borough Secretary