Sharpsburg Borough Council Meeting Minutes
January 23, 2025
6:30pm
Borough Council Chambers

1. President Laing welcomed the audience and called the meeting to order

2. Pledge of Allegiance and Roll Call: Karen Pastor (excused), Sara Ishman, Roman Mason, Corey Ochai, Jonathan Jaso, Adrianne Laing, Dave Breingan, Mayor Portis, Chief Stelitano

3. Christine DeRunk explained the Consent Agenda Items
    a. Motion to amend Consent Agenda to include library use of Chambers on February 22, 2025 – Mason 1st, Jaso 2nd, unanimously passed

4. Public Comments on agenda-related items (3-minute limit)
    a. Clark Wiggins inquired about the hiring of a DPW foreman, a Code Officer, and future Kennedy Park improvements.

5. Registered Public Comments (3-minute limit)
    a. Sara Mariacher gave the Sharpsburg Library Update

6. Reports
    a. Reports from Commissions
        i. Mallory Helbling gave the Parks and Recreation update – she is the new chairperson. It is their priority to keep parks safe and clean. Making baseball field regulations size is up for discussion
        ii. Donna Bishop gave the Historical Commission update – addressed the following matters: preparing for bicentennial, work on a 3rd annual Sports Hall of Fame, and discussion for a museum where Sharpsburg history & artifacts can be displayed

    b. Adrianne Laing gave the President's Report - There were two executive sessions regarding property & personal. Laing announced surveys for 19th & Upstreet project are on the Borough website and will be distributed at senior centers.

    c. Kayla Portis gave the Mayor's Report – Mayor Portis thanked DPW for taking excellent care of the roads this winter and those interested in the VFW Flea Market should contact Chaz Smith.

    d. Public Safety – Karen Pastor and Jonathan Jaso
        i. Chief Stelitano's Police Report – 279 calls for service in December, 5 arrests, 4 traffic stops, 1 citation, 0 DUI
        ii. Mary Bauer's Social Worker End of Year Report was included in the packet; 1,074 interactions for 2024, (30% were 911 dispatched services, 70% were non-911 services) Compared to 2023, there was a 60% increase in interactions (647 total interactions in 2023)

iii. Jaso gave the Fire Department Report - No numbers this month, Cash Bash is sold out, kudos to Mary Bauer for the Warming Center on January 20th, 21st, & 22nd at the municipal building
iv. Jaso gave the EMS Report – 61 calls in Sharpsburg, response time within safety limits

e. Communications Committee – Corey Ochai and Roman Mason
    i. Ochai reported there were 20,000 views last month on the Borough's Facebook page, which has shown to be a true digital asset to the community.

f. David Breingan and Sarah Ishman provided the Zoning/Planning/Code Report
    i. No new ordinances
    ii. See Borough website to check out the 19th- 21st improvements and survey for those interested

g. Asset Management – Jonathan Jaso and Karen Pastor
    i. Dominic Magnelli gave the Public Work Report – with only two guys on crew they are continuing to de-ice the roads, fill potholes, fix damaged signage, and keep up with road maintenance due to the gas contractors along with the other daily needs
    ii. Engineer's Report- LSSE report included in packet
    iii. Motion to purchase T2 system with two handheld devices for electronic parking meter implementation: Jaso 1st, Ishman 2nd, unanimously passed

h. Sarah Ishman and David Breingan gave the Finance Report
    i. Budget Reports – Borough is in a much stronger position due to accomplishments over past few years.
    ii. Breingan thanked Christine and the Borough departments for being conscientious to help stay within budget and for obtaining a lower fee for the Borough loan.
    iii. Treasurer's Report from Carleen Kusar is included in the packet

i. Solicitor's Report – Matt Kalina
    i. Nothing for public comment

j. Manager's Report – Christine DeRunk
    i. Employee Assistance Program-free, confidential program for Borough employees to use for health & wellness, financial & legal services, counseling, and work life services
    ii. PNG will begin work on 19th & Main on February 2, 2025 – this is not the Borough's project
    iii. Ms. DeRunk gave a big thank you to Dom and Frank for all their efforts and dedication.
    iv. Interest rate for the Borough loan with Huntington Bank is 4.67%

7. Consent Agenda – motion
    a. Motion to approve the following business:
        i. Payment of bills through December 31, 2024

ii. Adopt minutes from December 19, 2024 meeting
iii. Accept resignation of John Scovern from DPW
iv. Accept resignation of Dave Komora from Code Enforcement
v. Resolution 25-01 Policy and Procedure for Consultant Selection for RAISE grant
vi. Purchase of code enforcement software CodeEnforce for $3,000
vii. Resolution 25-02 updating fee scheduled to include fees for usage permits ($60) and zoning ($35 plus $3.50 per each $1,000 of project cost)
viii. Advertise Ordinance 25-01 to take a loan in the amount of $185,390
ix. Continue contract with Laura Guralnick for TIF/TRID analysis for another 40 hours ($5,600)
x. Award CDBG50 ADA Ramps Base Bid and Add Alt. 1 & 2 to Pampena Landscaping & Construction in amount of $44,335.00
xi. Award CDBG50 Catch Basin Replacements to Pampena Landscaping & Construction in amount of $48,240.00
xii. Award CDBG50 Kennedy Park Project Base Bid and Add Alt 1 to Ron Gillette, Inc. in amount of $71,201.55.
xiii. Library use of Chambers for chili cookoff, February 22, 2025

Motion to approve the above listed business items – Jaso 1st, Mason 2nd, unanimously passed

8. Other Reports
    i. Zoning/Building – see monthly BIU report
    ii. Inspection Report – included in packet

9. Adjourn 7:23 pm

Respectfully submitted,

Christine DeRunk
Borough Manager

The next Council workshop meeting will be at 6:30pm on February 13, 2025
The next Council business meeting will at 6:30pm on February 27, 2025.