Sharpsburg Borough Council Meeting Minutes
September 25, 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, Roman Mason, Corey Ochai, Jonathan Jaso, Adrianne Laing, Dave Breingan, Mayor Portis -excused, Sara Ishman, Chief Stelitano

3. Christine DeRunk explained the Consent Agenda Items

4. Public Comments on agenda-related items (3-minute limit)
    a. No public comments

5. Registered Public Comments (3-minute limit)
    a. Vicky Alexander re: weeds, rats, mice and garbage
    b. Library Report – no report this month

6. Reports
    a. Reports from Commissions
        i. Mallory Helbling gave the Parks and Recreation update – plan to wrap up the planning for the holidays on the October 6th meeting, had a good amount of logos submitted for the bicentennial, and the initial planning for the Open Streets will be presented to council soon
        ii. Donna Bishop gave the Historical Commission report – they moved items stored at the municipal building to a storage facility and have begun cataloging items, asking for items to be shared or donated that would be useful for the bicentennial

    b. Adrianne Laing gave the President's Report – council had an executive session on August 28th regarding personnel and property; they will have to stay tonight for another executive session

    c. Mayor's Report – Kayla Portis (no report)

    d. Public Safety – Karen Pastor and Jonathan Jaso
        i. Chief Stelitano gave the police report – 393 calls for service in September, 19 traffic stops, 10 citations – 9 warnings, 7 arrests (6 adult, 1juvenile), 1 DUI
        ii. Mary Bauer's Social Worker Report - 72 interactions for August, 49% were via 911 dispatch, 51% of interactions were non-dispatched services
        iii. Pastor gave the Fire Department Report- 45 total calls in August, 10 calls in Sharpsburg. Shaler, Etna, and SAVES fire departments received at grant from FEMA in the amount of $989,240.00 for recruitment and retention which will be split between the departments.

iv. Jaso gave the EMS Report for August – 73 calls for Sharpsburg in August. Mr. Jaso sated that the response times were fantastic as they were below the 7-minute mark. On October 22nd from 10am to 12pm Parkview EMS will host a Meet and Greet in Chambers

e. Communications Committee – Corey Ochai and Roman Mason
   i. No report this month

f. Zoning/Planning/Code – David Breingan and Sarah Ishman
   i. Motion to adopt Ordinance 25-06 related to junk cars - Ishman 1st, Breingan 2nd, unanimously passed
   ii. Motion to adopt Ordinance 25-07 making rental inspection program a three-year inspection cycle - Pastor1st, Breingan 2nd, unanimously passed
   iii. Mr. Breingan said the Tree Planting Event will be held November1, 2025 from 9 am -12 noon

g. Asset Management – Jonathan Jaso and Karen Pastor
   i. Mark Marshall gave the Public Works report
   ii. Engineer's Report – LSSE report included in packet

h. Finance – Sarah Ishman and David Breingan
   i. Budget Reports – Mr. Breingan stated that the budget reports are shared in advanced and the real estate taxes a looking good. There will be more to report on the finances during the October 9th workshop meeting.
   ii. Treasurer's Report from Carleen Kusar is included in the packet
   iii. State Aid ($100,806.98) and Fire Relief Funds ($18,463.52) received

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

j. Manager's Report – Christine DeRunk
   i. Resiliency Grid – We got one quote and are working through how to narrow the scope since the quote if for about $200,000 more than the grant amount.
   ii. PENNVEST – CCTV work that can be completed has been completed. There are some areas that could not be cameraed since the manholes can't be opened without digging them open. We are working through how/when to finish that part of the contract. The data has been supplied to folks at PENNVEST to have the initial meeting so that we can apply in early 2026.
   iii. Allegheny Shores -Lots of ongoing meetings and coordination with PennDOTand FHWA
   iv. Comprehensive Stormwater Management Plan – The consultants tentatively will be here for the Oct. 9 meeting to talk about potential changes to our stormwater ordinance.
   v. Anti-Displacement/Housing Preservation Work- working with consultants on development of deliverables related to community outreach and a potential rehab program

vi. Active Transportation Plan – The RFP is nearly written and will need legal review and County input before it can be released. Once we get the proposals back, we can award at a business meeting.
vii. Allegheny Shores/PennDOT- HOP'S have been issued and now are working on putting together the bid specs for approval by PennDOT.
viii. FEMA – Ms. DeRunk submitted the requested paperwork to FEMA to close out the CAV. Awaiting a response to see if the paperwork is sufficient to close the files.
ix. Day-to-Day – preparing for budget season, updating the five-year capital plan and gathering necessary information from insurance companies, etc. Working on a draft budget.

7. Consent Agenda – motion
    a. Motion to approve the following business:
        i. Payment of bills through August 31, 2025
        ii. Adopt minutes from August 28 meeting
        iii. Acknowledgement and acceptance of MMO for police pension in the amount of $52,743 for 2026 budget
        iv. Acknowledgement and acceptance of MMO for non-uniform pension in the amount of $15,410 for the 2026 budget
        v. Ratify hiring of Andréa McCord for the position of Code Enforcement Officer/Rental Inspector at rate of $28.50/hour
        vi. Approval to name Julia Granita to Parks and Recreation Commission
        vii. Approval of plans for the Halloween Parade

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

8. Other Reports
        i. Zoning/Building – see monthly BIU report

9. Adjourn 7:29 pm

Respectfully submitted,

Christine DeRunk

The next Council workshop meeting will be at 6:30pm on October 9, 2025
The next Council business meeting will be at 6:30pm on October 23, 2025.