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

3. Sharpsburg Sports Hall of Fall Induction
    a. There were four new inductees to the Sharpsburg Sports Hall of Fame: Greg Domian, Matthew V. Rudzki, Alan Susi, and the Sharpsburg Baseball/Softball Association. Congratulations!

4. Christine DeRunk explained the Consent Agenda Items
    a. Motion to amend agenda to include Junior Council interview – Jaso 1st, Mason 2nd, unanimously passed

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

6. Registered Public Comments (3-minute limit)
    a. Bonnie DeMotte re: Second Harvest Market and Reserving Parking Spaces
    b. Junior Council Interviews – Grace Cooper
    Motion to appoint Grace Cooper to Jr. Council - Jaso 1st, Mason 2nd , unanimously passed

7. Reports
    a. Reports from Commissions
        i. Mallory Helbling gave the Parks and Recreation update – November 22 4-7 pm Light Up Night, events for all ages. The special holiday committee meeting on 11/3/25 at 6 pm – anyone can attend. They will soon be voting for the Bicentennial logo contest.

    b. Adrianne Laing gave the President's Report – council had an executive session on September 25th regarding personnel and property
    c. Mayor's Report – Kayla Portis Swearing in of Julia Granita to Parks and Recreation Commission

    d. Public Safety – Karen Pastor and Jonathan Jaso
        i. Chief Stelitano gave the police report – 321 calls for service in September, 11 traffic stops, 4 citations – 7 warnings, 8 arrests (8 adult, 0 juvenile), 0 DUI
        ii. Mary Bauer's Social Worker Report - 88 interactions for September, 39% were via 911 dispatch, 64% of interactions were non-dispatched services. Areas of concern: mental health, grief & loss, domestic violence, and protective services for adults & children.

iii. Pastor gave the Fire Department Report- 57 total calls in September, 20 calls in Sharpsburg. They put together 800 bags of goodies for Halloween; doors will be open from 6-8 pm.
iv. EMS Report – no report provided for September

e. Communications Committee – Corey Ochai and Roman Mason
   i. Ochai announced that on November 1st from 9am-12pm Sharpsburg will host its Tree Planting Day. Trees will be planted along N. Canal, by the new basketball court, and near the Granada along Main Street. Ochai asked if anyone can share resources to help those who may need assistance due to the government shut down; he will post on borough's Facebook page.

f. Zoning/Planning/Code – David Breingan and Sarah Ishman
   i. Sara Ishman stated that they would provide the police department with a TLDR since there have been some recent updates to code over the past couple years.

g. Asset Management – Jonathan Jaso and Karen Pastor
   i. Mark Marshall gave the Public Works report - they continue with the typical daily activities such as mowing of borough properties, cold patching, machine maintenance, and setting up for community events. The following is a list of finished projects: painting of parking spaces, sidewalk restoration on Main Street, and installation of curb on Spring Way
   ii. Engineer's Report – LSSE report included in packet

h. Finance – Sarah Ishman and David Breingan
   i. Budget Reports – Sara Ishman thanked Christine for her dedication and time spent on the budget; there will be an in-depth discussion of the budget at the November 13th workshop meeting.
   ii. Treasurer's Report from Carleen Kusar is included in the packet

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

j. Christine DeRunk gave the Manager's Report – 2026 Budget
   i. No proposed tax increase
   ii. $200,000.00 for paving
   iii. Funding will be available for bicentennial
   iv. No local sewer rate increase

There will be a full discussion regarding the budget at the November 13th workshop meeting.

8. Consent Agenda – motion
   i. Payment of bills through September 30, 2025
   ii. Adopt minutes from September 25 and October 9 meetings
   iii. Approval to suspend parking meter fees beginning Friday, December 19 and ending Sunday, January 5

iv. RAAC Scope Amendment to include the District Connector Road preliminary engineering
v. Resolution 25-15 For LSA Grant in the amount of $657,336 with no local match for streetscaping 13th Street
vi. Resolution 25-16 for LSA Grant in the amount of $340,869.25 for Heinz Memorial Park Improvements with a local match of $60,153
vii. Resolution 25-17 for Act 152 Demolition funds in the amount of $32,000
viii. Resolution 25-18 for Act 152 demolition funds certifying the conditions are met for demolition
ix. Resolution 25-19 for Act 20 establishing reasonable attorney's costs for collection of delinquent real estate taxes
x. Acceptance of revised agreement with Keystone Collections shifting the cost of delinquent real estate collections to the property owner
xi. Acceptance of changes to the management relationship with CS McKee
xii. Resolution 25-20 adding credit cards for Historical Commission (Donna Bishop) and Parks and Recreation Commission (Mallory Helbling), each with $1,000 credit limit for community activities associated with Commissions
xiii. Award the Clean Air Act Fund grant to Energy Independent Solutions (EIS) in an amount not to exceed $1M to build a microgrid no smaller than 171.96kW with battery storage capacity no smaller than 180,000kWh/yr
xiv. Approval for Borough Manager to work with EIS to see grant funds to offset engineering costs associated with the microgrid
xv. Resolution 25-21 authorizing the Borough Manager to execute administrative documents related to the grant agreement for the microgrid
xvi. Advertise the draft 2026 budget for public comment

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

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

10. Adjourn 7:43 pm

Respectfully submitted,

Christine DeRunk

The next Council workshop meeting will be at 6:30pm on November 13, 2025
The next Council business meeting will be at 6:30pm on November 20, 2025.
Reminder that this is the third Thursday due to Thanksgiving.