Sharpsburg Borough Council Meeting Minutes
March 26, 2026
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, Sara Ishman, Chief Stelitano

3. Christine DeRunk explained the Consent Agenda Items
    a. Motion to remove EAC from consent agenda – Jaso 1st, Ishman 2nd, unanimously passed
    b. Motion to renumber IMPC 26-02 to 26-01 – Jaso 1st, Ishman 2nd, unanimously passed

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

5. Registered Public Comments (3-minute limit)
    a. Sara Mariacher gave the library report – We had about a 3% increase in February of 2026 versus February 2025. Pokémon Club is on the second Saturday in April, and our next Hometown History series is on Monday, April 6th at 6pm. It is the History of Heartwood Acres with the Allegheny County Park Rangers. The Chilli Cook Off will be held on April 18th at Roots of Faith.

6. Reports
    a. Reports from Commissions
        i. Mallory Helbling gave the Parks and Recreation update – Ms. Helbing shared the two winners of the logo contest with council members; they will publicly announce as soon as they touch base with the winners. They will be meeting with the Rotary regarding Funnel Cake Friday and partnering for Pride & Juneteenth. Planning continues for the Music Festival, and a Bicentennial video was requested. Mallory asked If anyone would be willing to participate for a sound clip in the video if they proceeded forward.

    b. Adrianne Laing gave the President's Report – Ms. Laing had nothing to report but asked Ms. DeRunk is she has updates on bids for the trash contracts. Ms. DeRunk currently did not have an update on the bids.

    c. Kayla Portis gave the Mayor's Report
        i. Mayor Portis congratulated Officer Sciulli on his retirement and for 30 years of his service. She presented him with a Proclamation on March 12th.
        ii. Council hosted a DPW appreciation lunch on March 12th

d. Junior Council Report - Grace Cooper
    i. No report this month

e. Public Safety – Karen Pastor and Jonathan Jaso
    i. Chief Stelitano gave the police report – 302 calls for service in December, 12 traffic stops, 5 citations – 6 warnings, 7 arrests (7 adult, 0 juvenile), 0 DUI. Chief Stelitano thanked Officer Sciulli for all his years of service and asked council to consider replacing him at some point.
    ii. Mary Bauer's Social Worker Report – 121 interactions for the month of February, 26% were via 911 dispatch, 74% of interactions were non-dispatched services. Areas of concern: mental health, elderly specific concerns (elderly abuse, exploitation, medical), domestic violence (assaults, PFA's, etc.). The following are some community engagements and training: Ms. Bauer attended a career presentation at Slippery Rock University and presented on the career of Police Social Work, attended a Suicide & Law Enforcement training in Hampton Township, and attended the Sharpsburg non-profit alliance meeting continue cultivation working partnership between PSW, PD, and local businesses/non-profit organizations.
    iii. Karen Pastor gave the Fire Department Report- 53 total calls in February, 13 calls in Sharpsburg. Good Friday Fish Fry April 3rd from 11:00 am to 7 pm at Camp Guyasuta. Take out and delivery available.
    iv. Jaso gave the EMS report – there were 58 EMS calls in Sharpsburg during the month of January and the response times improved.

f. Communications Committee – Corey Ochai and Roman Mason
    i. Mr. Ochai announced his resignation and wants to direct his energy toward his family. Mr. Ochai stated how much he loves this town and is proud of everyone here! He is very thankful and everyone has shown him how to be a better person.

g. Zoning/Planning/Code – David Breingan and Sarah Ishman
    i. Mr. Breingan gave updates on legislative priorities: Sharpsburg was a countywide trendsetter because today our county executive signed into law a county-wide anti-retaliation ordinance for renters, which is the 1st and only ordinance in Allegheny County. In 2026, they will focus on code updates, an Environmental Advisory Committee, regulating short term rentals, and will tackle legislation as it arises.
    ii. Ms. Ishman thanked the Historic Commission for the framed Sharpsburg artifacts that are hanging on the wall in chambers.

h. Asset Management – Jonathan Jaso and Karen Pastor
    i. Mark Marshall gave the Public Works report - some of their finished projects include rebuilding brooms for street sweeper, replaced 7 signs that were damaged during the high winds, and rotted poles and stumps have been removed at Kennedy Park. Emergency response projects: 4 call outs due to snow and ice, broken manholes on 6th

street, sink hole on 21st Street caused by Peoples Gas Company, water leak at library, and restoration of picnic table a James Sharp Landing.

ii. Engineer's Report from LSSE report included in packet

i. Finance – Sarah Ishman and David Breingan
   i. Budget Reports – Mr. Breingan stated that Sharpsburg has not collected property taxes yet, so revenue is down. He inquired about some of the expenditures which included $180,000.00 for the engineers – this was for the CCTV work which is part of PennVest and the $54,000.00 spent on emergency funds. Breingan said this was storm related; however, this is less than 2% of the budget. Breingan wanted to know the full cost of the snowstorm and its effects on the budget. He asked about some of the costs for dumpster-related services and Ms. DeRunk said there were some invoices that they did not receive for 2025 that were for the port -a johns for the parks. The payroll service is having technical issues with the way some of the employee wages and social security are being auto dumped into appropriate categories in the payroll journal. They are working with the third party on this issue, so the journal entry adjustments are properly accounted for.
   ii. Treasurer's Report from Carleen Kusar is included in the packet

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

k. Manager's Report – Christine DeRunk
   i. Resiliency Grid – Redefining and engineering the grid design for the DPW building
   ii. Streetscape Project – (sidewalks between 19th & 21st Street) bid specs are finished, hoping to be able to be awarded at the April or May meeting.
   iii. Active Transportation Plan – RFQ was released on March 19th. RFQ's for the plan are available - Please let Ms. DeRunk know if anyone would like to read it, will be awarded in May.
   iv. Allegheny Shores – Ongoing PA SITES money was not awarded to R47.
   v. STMP – Meeting scheduled with the consultant to review handbook Any comments that council provides related the handbook will be needed by Monday morning.
   vi. Allegheny Shores PENNDOT – Ongoing meetings with PennDOT & Federal Highway. Grant agreement was submitted this week at which point we should be able to set up reimbursement agreement with PennDOT because of the money awarded to borough.
   vii. Allegheny County Economic Development – two grants have been submitted, one for support of Parks & Recs Music Festival and drone show and the other was for a nature themed beautification project for the business district. The Borough should find out within the next month whether those grants will be funded.
   viii. Day-to-Day – Bid specs for trash & recycling are underway – we should have complete set for haulers in 2-4 weeks. The goal is to get the best

service for what Sharpsburg needs. The typical day-to-day items include work associated with grants on the engineer's report, meeting with and supporting staff, emails, scheduling ZHB, Planning Commission, Right-to-Know Requests, working with parks and rec., etc.

7. Consent Agenda – motion
    a. Motion to approve the following business:
        i. Payment of bills through February 28, 2026
        ii. Adopt minutes from February 26 and March 12 meetings
        iii. Advertise Ordinance 26-01 establishing the Environmental Advisory Committee
        iv. Advertise Ordinance 26-02 regarding 2024 IPMC exceptions
        v. Resolution 26-01 Opting into CDBG Program for 2027-2029
        vi. Approval to sign the Auditor engagement letter to perform the 2025 annual audit
        vii. Approval of purchase of Ford F350 to replace 2009 F350 for $50,078.70
        viii. Approval of use of Kennedy Park on May 28, 2026 from 10am to 2pm for WISCA graduation
        ix. Approval for Borough to host a block party with Roots of Faith on Aug 27, 2026 with a budget not to exceed $300.

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

8. Other Reports
        i. Zoning/Building – see monthly BIU report
        ii. Inspection Report from Code Officer, Andrea McCord, is included in packet

9. Adjourn 7:59 pm

Respectfully submitted,

Christine DeRunk

The next workshop meeting will be on April 9, 2026 at 6:30pm.
The next business meeting will be on April 23, 2026 at 6:30pm.

There will be a special intermunicipal liquor license transfer hearing on April 9, 2026 at 6:10pm.