Sharpsburg Borough Council Meeting Minutes
April 23, 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 - excused, Corey Ochai, Jonathan Jaso, Adrianne Laing, Dave Breingan, Mayor Portis, Sara Ishman - excused, Chief Stelitano - excused

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. Jill McConnell gave the library report

6. Interviews to Fill Open Council Seat and Potential Motion to Fill the Vacancy
    a. Bria Richardson – not present
    b. Amber Lapp: Motion to nominate Amber Lapp, Mr. Jaso – yes, Ms. Pastor – yes, Mr. Breingan – yes, Ms. Laing – yes

7. Reports
    a. Reports from Commissions
        i. Mallory Helbling gave the Parks and Recreation update – Ms. Helbing stated that they submitted applications to use borough property for the following: Funnel Cake Friday, Halloween Event, Holiday Event, and the Bicentennial Celebration. Working through the logistics of a 5K that was proposed by a local resident last year with hopes it is held in September or October. They also met with Frontier Kitchen who would like to get involved with local events. Currently, Parks & Recs is looking for volunteers for the summer Music Festival.
        ii. The Historic Commission is asking that Joe Bruo to become our first emeritus member. They are working on labeling Police Department photos to be displayed in Sharpsburg's Police Department. In addition, they will go through their photo collection to display in Council Chambers. They have also been asked to assist with the Heinz Caper script to give it a Bicentennial historic flavor!

    b. Adrianne Laing gave the President's Report – Ms. Laing thanked those who helped with the clean-up for Earth Day.

    c. Kayla Portis gave the Mayor's Report -Ms. Portis welcomed Amber Lapp to the borough as a new council member and thanked those who volunteered for Earth Day cleanup.

d. Junior Council Report - Grace Cooper
    i. No report this month, not present

e. Public Safety – Karen Pastor and Jonathan Jaso
    i. Chief Stelitano gave the police report – 388 calls for service in March, 19 traffic stops - 7 citations, 11 warnings, 1 arrest. Arrests - 5 adults, 0 juvenile), 1 DUI.
    ii. Mary Bauer's Social Worker Report – 94 interactions for the month of Marach, 21% were via 911 dispatch, 79% of interactions were non-dispatched services. Areas of concern: mental health, civil concerns (housing was by far the largest concern, followed by financial concerns), and welfare checks. Community engagements and training: Ms. Bauer hosted a Substance Use and Connections to Treatment training for law enforcement, EMS, and embedded social workers. She also met with Ethos Treatment and worked on collaborative approaches for Sharpsburg residents who may need transportation to treatment and presented on police social work at the Neighborhood Table at Roots of Faith. Ms. Bauer met with District Attorney Stephen Zapala's office regarding attending their Senior Justice Expo in May.
    iii. Karen Pastor gave the Fire Department Report- 53 total calls in March, Received a new gear from a FEMMA grant.
    iv. Jaso gave the EMS report – there were 54 EMS calls in Sharpsburg and the response times improved by 35-40 seconds over February.

f. Communications Committee – Amber Lapp and Roman Mason
    i. Mr. Mason – not present. Nothing to report currently.

g. Zoning/Planning/Code – David Breingan and Sarah Ishman
    i. Mr. Breingan stated that the Environmental Advisory Committee would merge with the Shade Tree Commission once it has passed. Once this occurs, they would work on revising some tree ordinances.
    ii. Mr. Breingan said they will be setting up meetings pertaining to emergencies with the Sharpsburg Towers.

h. Asset Management – Jonathan Jaso and Karen Pastor
    i. Mark Marshall gave the Public Works report - some of their finished projects include Kennedy Park graded and seeded, concrete around pavilion complete, mowers have been maintained (blade sharpening, oil change),Veteran's banners hung, Earth Day cleanup, ball field was slit seeded and chain matted to loosen soil for upcoming season. Upcoming projects: Installation of ADA sidewalks at Kennedy Park, spring fertilization, removal of fence around tot lot, flags on main street/parade route, removal of leaves from library roof, and manhole replacement on 9th Street. Colt and Josh from the DPW department completed flagger certification.
    ii. Engineer's Report from LSSE report included in packet

i. Finance – Sarah Ishman and David Breingan
    i. Budget Reports – Mr. Breingan stated that the engineering costs intend to be reimbursed through PENNVEST and as of now, costs are going up higher than property tax revenue. The coding issues with payroll software are being addressed so the journal entry adjustments are properly accounted for. The Finance Committee is also looking into a 5-year budget projection.
    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 – EIS has been out to the DPW building and are in process of refining the design and engineering. Quarterly report has been filed. Solar panels and inverter have been ordered and received.
    ii. PENNVEST – The Borough was awarded $1.7M in a grant and $9.1M in loans. The recommendation is to NOT accept this package.
    iii. Comprehensive Storm Water Management Plan - A final draft Word document has been received.
    iv. Streetscape Project – (sidewalks between 19th & 21st Street) bid specs are finished, hoping to be able to be awarded at the April or May meeting.
    v. 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, this will be awarded in May.
    vi. Allegheny Shores – Ongoing PA SITES money was not awarded to R47.
    vii. STMP – The handbook should be ready for review by legal during the first week of May.
    viii. Allegheny Shores: General - Various meetings with ALCOSAN, HSWA, etc. Still working with ACED to secure funding for engineering the flyover so we can avoid community disruption by having two HPB projects. RAAC meeting was held on 7/24 when approximately $500,000 was awarded for the preliminary engineering work for the flyer.
    ix. Allegheny Shores - RAISE - Lots of ongoing meetings and coordination with PennDOT and FHWA. Reimbursement Agreements with PennDOT are being worked on for the preliminary engineering. We will still need RAs for the RAISE funded portions of the project.
    x. Allegheny Shores – PennDOT: Bid specs are finished and awaiting HSWA to sign off on the utility form before we can go to bid.
    xi. Comprehensive Plan Update – We did get a quote to update our part of the Comp. Plan. It is approximately $7,000. We could move forward with upcoming data from our section of the Comp Plan if we choose.
    xii. Anti-Displacement/Housing Preservation Work - The TCTA team will be here for the May workshop meeting to discuss the project and to make recommendations.

xiii. Active Transportation Plan – We received four proposals. Consultants will be interviewed in the week of May 4 and a recommendation will be made to Council on whom to award the project. Anticipated award date is May 28 with a completion date that is nine months later.
xiv. 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.
xv. Day-to-Day: Bid specs for trash & recycling are underway. Part-time seasonal DPW laborer position has been posted; a few applications have been received.

8. Consent Agenda – motion
    a. Motion to approve the following business:
        i. Payment of bills through March 31, 2026
        ii. Adopt minutes from March 26 business meeting and April 9 liquor license transfer hearing
        iii. Adopt Ordinance 26-01 re: IPMC 2024 Exceptions
        iv. Advertise Ordinance 26-02 establishing joint Environmental Advisory Council and Shade Tree Commission
        v. Award paving contract to Shields in the amount of $75,232 to pave Penn Street from 9th Street to the dead end and Noble Street from N Canal to the dead end in the amount of $64,333 for a total of $139,565.
        vi. Award Library Courtyard renovation contract to Pampena Landscaping and Construction in the amount of $24,480
        vii. Adopt Resolution 26-04 for request for liquor license transfer for Sharpsburg Six Packs to Go, Inc.
        viii. Adopt Resolution 26-05 authorizing Borough Manager to execute Reimbursement Agreement documents with PennDOT
        ix. Decline PENNVEST award of $1,764,298 in grant and $9,123,913 in loan (cannot accept grant without taking the loan)
        x. Approve amendment to Roots of Faith's application for Pet Clinic on July 10 to include use of the concession stand in partnership with the Rotary Club.
        xi. Approval to spend up to $20,000 for the bicentennial drone show
        xii. Approval of the use of Kennedy Park and James Sharp Landing on Sept 19 for drone show
        xiii. Approval to set Halloween Parade and Fall Event on Oct 24 at Kennedy Park, Main Street, and N Canal
        xiv. Approval of the use of Kennedy Park for Funnel Cake Fridays (approx. 3pm to 9pm)
        xv. Approval for Holidays on Main on November 21st on N Canal and Kennedy Park (approx. 2pm to 8pm including set up and clean up)
        xvi. Approve the recommendation of the Planning Commission to submit the Planning Consistency Letter to Allegheny County as part of the upcoming TIF application

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

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

10. Adjourn 8:24 pm

Respectfully submitted,

Christine DeRunk

The next workshop meeting will be on May 14, 2026 at 6:30pm.
The next business meeting will be on May 28, 2026 at 6:30pm.