

Stewartstown Borough Council
Meeting Minutes
Monday, August 5th, 2019

Members

Kenton Kurtz
Polly Kreiss
Donna Bloom
Roy Burkins
Mike Ellinger

Others

Jason Brenneman, Engineer
Craig Sharnetzka, Solicitor
Ira Walker, Jr., Water/Sewer
Stacy Myers, Recording Sec'y

Visitors

Janet McElwain
Rudy Kocman
Mark Raulie

1. The meeting was called to order @ 7:00p.m. Everyone participated in the pledge to the flag.
2. **GENERAL BUSINESS**
 - Approval of Meeting Minutes—Mr. Burkins made a motion to approve the July 1st, 2019 Meeting Minutes; Ms. Kreiss seconded. All were in favor; motion carried.
 - Approval of Financial Statements
 - **General Funds**—Ms. Kreiss made a motion to approve General Fund bills dated June 28th to August 2nd, totaling \$152,929.00; Mrs. Bloom seconded. All were in favor; motion carried.
 - **Sewer Funds**—Mrs. Bloom made a motion to approve Sewer Fund bills dated June 28th to August 2nd, totaling \$174,411.38; Mr. Burkins seconded. All were in favor; motion carried.
 - **Water Funds**—Mrs. Bloom made a motion to approve Water Fund bills dated June 28th to August 2nd, totaling \$72,886.82; Ms. Kreiss seconded. All were in favor; motion carried.
3. **VISITORS/PUBLIC COMMENT**—the following were present to address Council:
 - Rudy Kocman of Kocman Insurance presented the 2019/2020 Proposal for insurance coverage for the following areas:
 - Commercial coverage—covering 20 locations (approx. 24 buildings)
 - General Liability—Water Company & employee benefits fall under this.
 - Commercial Automobile—all Borough/Authority vehicles
 - Inland Marine—tools, equipment, pipeline & miscellaneous property
 - Additional coverage under Inland Marine—Property Floater covers street signs, fire alarm boxes, fire hydrants & similar equipment
 - Computer Floater—covers hardware, software & similar items
 - Workers Compensation—protection for employment related injuries
 - Linebacker—covers Public Official liability, zoning claims & Council decisions
 - Umbrella coverage—additional coverage of general liability, auto liability & workers compensation
 - Cyber liability—protects against cyber attacks
 - Of note, the 2018/2019 Annual Premium minus the PSAB dividend totaled \$64,980; the 2019/2020 Annual Premium minus the PSAB dividend totals \$65,733
 - Rudy Kocman presented Council with this year's dividend check of \$1,394.44 and stated Kocman Insurance is enjoying their 20th year with Stewartstown Borough
 - Janet McElwain was present to thank the Borough for their 2019 contribution of \$2,000 to Mason Dixon Library. She gave a brief report on library events & financial information:

- Over 57,000 patrons visited Mason Dixon Library in 2018
- Mason Dixon held hundreds of programs in 2018, many geared towards children.
- No Holiday Home Tour was held in 2018 due to lack of participation. Instead, Designer Handbag Bingo was held to raise money for the library. It's unsure whether there will be a 2019 Holiday Home Tour, but another Handbag Bingo is being planned & hopefully it will be as successful as last year. Many profits from the fundraisers are used for Capital expenses.
- County Aid was down slightly in 2018; 2019 funds have not yet been received.
- Please keep Mason Dixon Library in mind when planning the 2020 Budget!

4. **SOLICITOR'S REPORT**—Craig Sharnetzka reported the following:

- **Street Banner discussion**—there is a provision in the Borough's Zoning Ordinance that allows for "bunting, pennants and similar objects" to be hung 14 days prior to an event and be removed within 7 days after the event (not to exceed 30 days total). Council agreed to allow only nonprofit organizations from surrounding municipalities to hang their banners at either Main Street/College or Main Street/Charles. Those municipalities would include Crossroads Borough, Hopewell Township, & East Hopewell Township. Nonprofits from other areas may be considered but must come before Borough Council (if time allows) for approval. Mr. Ellinger made a motion to limit the banner permits to only nonprofit organizations in the above-named municipalities or others, if Council approval is given; Mrs. Bloom seconded. All were in favor; motion carried.

Mr. Burkins made a motion to approve the banner advertising Dogs' Day in the Park/Mutt Strutt event for August 24th (benefits Animal Rescue, Inc., New Freedom). Mrs. Bloom seconded. All were in favor; motion carried.

- **Reinspection fees charged**—Section 510-G of the Municipal Planning Code allows municipalities to charge reinspection fees when the Zoning Officer must revisit a property where he/she has already conducted an inspection (for the same type of inspection). The Borough will follow their Fee Schedule and charge, when necessary.
- **Olson Accounting office space**—since moving out of the 6 N. Main Street space before the lease expired, Olson Accounting continued to pay the office rent as part of the lease agreement. Council would like to advertise the office space for lease and, when/if a new tenant is obtained, agrees to let Olson Accounting out of the lease, which would have ran until 12/31/2020. Craig will email Jeanie Olson to see if she agrees with this.
- **Bids for refuse contract**—the current Trash contract with Penn Waste expires 10/31/2019. Bid specs for the new contract are similar to the current one with two collections/week, including one recycling collection & one large/bulk item allowed/week; however, this contract will allow a breakdown of 1-year, 2-year, 3-year, 4-year & 5-year bids. There will also be a recycling cart (toter on wheels) option for those residents who would like a larger recycling container. A toter for trash will still be available & billed through the trash contractor for residents who are interested. Mr. Burkins made a motion to advertise for bids for the new trash contract on August 14th & 21st; Mr. Ellinger seconded. All were in favor; motion carried. Bid opening will be at Council's September 3rd (Tuesday) meeting.
- **Movie theater**—nothing new to report. The theater is listed for sale; if not sold by September 30th, it will go to Public Auction.
- **ADA ramp**—Craig has not received a reply from his letter to the County regarding this.

5. **ENGINEER'S REPORT**—Jason Brenneman reported the following:

- **Ecker Avenue**—projected start date is mid-to-late August
- **W. PA Storm Sewer**—currently in progress; should be completed by August 16th
- **Rt. 851/College Ave sinkholes**—PennDOT had poured water into the sinkholes to see where it traveled & to determine if it was a storm sewer issue. A PennDOT permit is needed to replace a corrugated metal pipe in need of replacement and to patch another pipe where the

water is entering through the joints. Jason will obtain the necessary PennDOT permit & stated phone quotes should be adequate since he doesn't believe the pipe replacement will be too expensive. Ira told Jason of another sinkhole at 20 Mill Street; Jason will look at that one & report back.

- **Bronson Avenue sewer line replacement**—projected start date is mid-to-late August. The sewer line will be replaced before the overlay of the street is done.
 - **Cloverfield Development/Phase 2**—Council was advised not to sign the plans for Phase 2 until the Developer's Agreement & Letter of Credit has been received from Keystone. Of note, Keystone has submitted payment for water & sewer tapping fees and Recreation fees for all 41 homes of Phase 2.
6. **SEWER & WATER SUPERVISOR REPORT**—Ira Walker, Jr. submitted his report, which will be on file with these Meeting Minutes. Council acted on the following expenses:
- Control Systems 21 invoice for repairs at Well #5 J2 at a cost of \$925.75. Mrs. Bloom made a motion to approve this expense; Ms. Kreiss seconded. All were in favor; motion carried.
 - Order placed with EJ USA for 4 manhole risers, 1 water valve box riser & 3 sewer valve box lids at a cost of \$712.31. Mrs. Bloom made a motion to approve this expense; Mr. Burkins seconded. All were in favor; motion carried.
 - Safety equipment (face shields, special gloves, etc.) ordered from USA Bluebook at a cost of \$374.90. Mrs. Bloom made a motion to approve this expense; Ms. Kreiss seconded. All were in favor; motion carried.
 - Of note, Mr. Walker presents his expenses & report to both Borough Council **and** Authority members, but since the water & sewer expenses are paid from the Authority's money, Craig Sharnetzka said the Authority members **can** approve all the expenses related to sewer & water.
7. **MAYOR'S/POLICE REPORT**—In Mayor Herzberger's absence tonight, Roy Burkins reported:
- The next Police Commission meeting will be held Wednesday, August 7, 2019 @ 7p.m. He stated New Freedom Borough is obtaining a quote to possibly merge with Southwestern Police Department.
 - August 6th, 2019 is National Night Out—Southern Regional Police Department will be at the Hopewell Area Recreation fairgrounds from 6-9pm. This annual event generates support for our Police, while increasing awareness about crime, drug prevention & fire safety. Games, food & entertainment will be available.
8. **TREASURER'S REPORT**—Dave Stampler submitted a request to serve on the Zoning Hearing Board. Mr. Ellinger made a motion to appoint Dave Stampler to the Zoning Hearing Board for a term ending 12/31/2020; Mr. Burkins seconded. All were in favor; motion carried.
9. **PRESIDENT/VICE-PRESIDENT REPORT**—Mr. Kurtz had the following requests for Fire Police. Mr. Burkins made a motion to approve the Fire Police attending the following two events; Mr. Ellinger seconded. All were in favor; motion carried.
- September 2nd—Goodwill Fire Company—Labor Day Car Cruise & Vendor Show
 - September 7th—Barrens Soccer Club—Opening Day of soccer at Stewartstown Fairgrounds (16 College Ave.); festivities begin 9am
10. **Adjournment**—With no further business before Council, Mr. Ellinger made a motion to adjourn the meeting @ 8:20p.m. Motion carried; meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary