**Stewartstown Borough Council**

 **Meeting Minutes**

 **Monday, January 7th, 2019**

**Members Others**

Donna Bloom Craig Sharnetzka, Solicitor

Roy Burkins Jason Brenneman, Engineer

Polly Kreiss Ira Walker, Jr., Sewer/Water

Mike Ellinger Mayor Robert Herzberger

Kenton Kurtz Stacy Myers, Recording Sec’y

Bill Gemmill

Gordon Wisnom, Sr.

**Visitors**

Earl Long

Mark Raulie

Charlie Wierman

1. The meeting was called to order @ 7:00p.m. Everyone present participated in the pledge to the flag.
2. **GENERAL BUSINESS**
* Approval of Meeting Minutes—Mr. Kurtz made a motion to approve the December 3rd, 2018 Meeting Minutes; Ms. Kreiss seconded. All were in favor; motion carried.
* Approval of Financial Statements
	+ **General Fund**—Ms. Kreiss made a motion to pay General Fund bills dated December 1st thru January 4th, totaling $31,349.72. Mr. Burkins seconded. All were in favor; motion carried.
	+ **Sewer Fund**—Mrs. Bloom made a motion to pay Sewer Fund bills dated December 1st thru January 4th, totaling $257,289.72. Mr. Burkins seconded. All were in favor; motion carried.
	+ **Water Fund**—Ms. Kreiss made a motion to pay Water Fund bills dated December 1st thru January 4th, totaling $31,263.62. Mr. Kurtz seconded. All were in favor; motion carried.
1. **PUBLIC COMMENT/VISITORS**—Charlie Wierman was present to discuss the cleanup on his High Street & Main Street properties. After the Borough Office received a few complaints about the accumulation of junked appliances at both his High Street & Main Street (rear) properties, a Nuisance Ordinance violation letter was sent to him in December. His deadline for cleanup was January 7th, 2019. Mr. Wierman stated he removed all junked appliances at his High Street business except for a unit where he stores cinders for icy weather. At that property, he erected a lattice-type fence to keep other discarded items behind to block the view of passers-by. Council stated no further penalties or action will be taken since he has complied with the Nuisance Ordinance and no other complaints have been received. Going forward, if the Borough Office receives additional complaints about his properties, another violation notice would be sent, and the process would begin again.
2. **SOLICITOR’S REPORT**—Craig Sharnetzka reported:
* **Easement Agreement** for Donald Wilson regarding the Storm Sewer project on West Pennsylvania Avenue has been created and needs the signature of Mr. Wilson, who owns properties at 28 W. Pennsylvania, where the project will take place.
* **Ramsey movie theater**—he distributed a memo regarding options to address dangerous buildings/structures. Council can review the options, one of which is to obtain a structural engineer to inspect the entire building at 3 South Main and submit a report of its condition. Council members would like to move forward with this option because the building has become such an eyesore and residents are concerned it is unsafe. Mrs. Bloom made a motion to proceed in obtaining a structural engineer to inspect Ramsey Movie Theater and an engineer outside the area is preferred (who is not familiar with Mr. Neal and can give an unbiased review); Mr. Gemmill seconded. All were in favor; motion carried. Mr. Sharnetzka stated he can arrange access to the property for the engineer.
* **Bidding thresholds for 2019**—project requirements are as follows:
	+ $20,600 & over—bids are required
	+ $11,100-$20,599—quotes must be obtained
	+ Under $11,100—no quotes or bids are required
1. **ENGINEER’S REPORT**—Jason Brenneman reported:
* **Easement Agreement** for W. Pennsylvania Avenue project—as Craig reported, a signature is needed from Donald Wilson, property owner of 28 W. Pennsylvania Avenue. Jason plans to have bid documents ready at the March meeting. The work will begin late April-early May.
* **Ecker Avenue repaving**
	+ There is a large tree beside the culvert that will probably need to be removed (by the Borough) before the culvert is installed. Manifold Excavating would like to wait till Spring to do the culvert installation because of the nearby gas line. Gas will need to be shut off & they do not want nearby residents to go without heat while the project is going on.
	+ After the culvert installation, the repaving project will be bid. Paperwork is already completed from last year; Jason suggested bidding in May/June.
* **Spiral screen was received last week at the Sewer Plant—**still awaiting permit from DEP to install. Tom Metz (from Kristin Phillips-Hill’s office) was contacted for help in speeding up the DEP process since communication has been back & forth since August. Mr. Metz will hopefully push his DEP liaison to get the permitting done more quickly.
1. **SEWER/WATER SUPERVISOR REPORT**—Ira Walker, Jr. submitted his report which will be on file with these Meeting Minutes. Council approved the following expense:
* Technician labor for PSI (Pumping Solutions, Inc) for Sewer Station #11, at a cost of $3,345. Mrs. Bloom made a motion to approve this expense; Mr. Burkins seconded. All were in favor; motion carried.
* Of note, Mr. Walker reported he is now trained to operate the belt press at the Sewer Plant.
1. **MAYOR/POLICE REPORT**—Mayor Herzberger had reported, as stated before, Glen Rock had bulked at the 2019 Budget because they weren’t satisfied with the amount they would be paying. Chief Boddington was requesting 15 ¼ officers (this includes 2 School Resource Officers). The Finance Committee met & were able to take just one officer out & still maintain 24/7 coverage. The accountant was also able to find some other savings within the budget; i.e. insurance, worker’s compensation, and the 2019 budget was able to be reduced by $152,000 from what was originally proposed ($2.3million). The difference was spread out through all members/municipalities.

Stewartstown Borough’s costs will be closer to $345,000/year than the previous $371,000 amount, without having an adverse effect on our coverage. The members may see more reductions over time.

All costs are based on incidents. The consultant that reviewed the data had reported a difference of 260 incidents in 2016 between Stewartstown & Glen Rock Boroughs. Once good data was obtained & gathered, the difference between Stewartstown & Glen Rock in 2017 was 25 incidents, and 23 incidents in 2018. Mayor Herzberger believes that 2016 figure of 260 incidents was not correct.

Currently, Glen Rock agreed to buy up to 7 ½ PPU’s and the Mayor believes they may be agreeable to staying with Southern Regional right now.

The earliest that any member/municipality can drop out would be the end of 2020.

Of note, the Mayor stated, according to social media, there is an increase of drug activity at & around the Rutter’s (W Pennsylvania Ave) and he has asked Chief Boddington to increase patrols in that area. Mr. Wisnom reported that, early in the morning, there is more police presence in Rutter’s. Residents should be vigilant & report any suspicious activity they observe or suspect. Mayor Herzberger said Rutter’s employees have been helpful & proactive with this situation.

1. **TREASURER’S REPORT**—Stacy Myers reported the Local Government Committee meeting of the proposed York County Stormwater Authority will be held on Wednesday, January 23rd @ 7pm, here in the Stewartstown Borough meeting room. York County Planning Commission were requesting a few Council members from each municipality be present. Donna Bloom, Polly Kreiss, Kenton Kurtz & Mayor Herzberger plan to attend.
2. **PRESIDENT/VICE-PRESIDENT REPORT**—Mr. Wisnom requested an Executive Session to discuss personnel issues. Council recessed to Executive Session @ 7:50p.m. Council reconvened @ 8:40p.m. No decisions were made.

Mr. Kurtz made a motion to hire Vincent Catalano as a Sewer Plant employee; Mrs. Bloom seconded. All were in favor; motion carried. Mr. Catalano will give a 2-week notice to his present employer and most likely, begin work at the Sewer Plant by end of January.

1. **ADJOURNMENT**—with no further business before the Council, Mr. Ellinger made a motion to adjourn the meeting @ 8:41p.m. Mr. Burkins seconded. Motion carried; meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary