

**Stewartstown Borough Council
Meeting Minutes
Monday, July 1st, 2019**

Members

Gordon Wisnom, Sr.
Kenton Kurtz
Polly Kreiss
Donna Bloom
Bill Gemmill
Roy Burkins

Others

Jason Brenneman, Engineer
Mayor Robert Herzberger
Ira Walker, Jr., Water/Sewer
Stacy Myers, Recording Sec'y

Visitors

Pam Almony
Sam Gemmill
Officer Jeff Carey & wife
Joe Miller & wife

Ken Anderson
Mark Raulie
Peggy 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 June 3rd, 2019 Meeting Minutes; Mrs. Bloom seconded. All were in favor; motion carried.
 - Approval of Financial Statements
 - **General Funds**—Mrs. Bloom made a motion to approve General Fund bills dated June 1st thru June 27th, totaling \$19,329.20; Mr. Kurtz seconded. All were in favor; motion carried.
 - **Sewer Funds**—Mr. Kurtz made a motion to approve Sewer Fund bills dated June 1st thru June 27th, totaling \$35,389.28; Mrs. Bloom seconded. All were in favor; motion carried.
 - **Water Funds**—Mr. Burkins made a motion to approve Water Fund bills dated June 1st thru June 27th, totaling \$29,816.64; Mr. Gemmill seconded. All were in favor; motion carried.
3. **VISITORS AND PUBLIC COMMENT**—The following was brought before Council:
 - Officer Jeffery Carey from Southern Regional Police Department was present to promote an upcoming event, sponsored by Southern Regional Police. “National Night Out”, which honors all first responders, will take place on Tuesday, August 6th from 6-9pm at the Hopewell Area Fairgrounds (16 College Ave). This is the first year this annual event will be held in Stewartstown, so they are hoping for a good turnout. Officer Carey had flyers to distribute & stated the flyers will be posted at businesses around town. The event helps to bring awareness to crime & drug prevention, strengthens neighborhood spirit, as well as police community relations. The event will offer meet & greet with SRPD Officers, a Bounce House, food trucks, games, bicycle safety checks, drug prevention information & more! This is a no-cost event for the whole community. Council thanked Officer Carey for attending tonight to bring this information.
 - Peggy Raulie thanked Officer Carey & SRPD for their recent speed checks on Mill Street, stating she believes police presence has cut down on speeding in that area.
 - Ken Anderson of 22 South Main Street, was present to discuss his idea of erecting a clock & clock tower in front of his residence, being that it is one of Stewartstown’s historic buildings. He would like it to be a type of landmark for visitors & suggested a height of 15’ tall; however, he wanted to check for any objection from Council about that size. Council was

amenable to the idea, but suggested Mr. Anderson check with the Zoning Officer on any size restriction or permit needed.

- Dr. Joe Miller, a dentist at Dr. William's office at 36 North Main, was present to ask about the street banner that was recently put up at College Ave/South Main advertising Stonebridge Dental (Shrewsbury). Dr. Miller asked why the banner was put up, as he doesn't recall businesses hanging advertising banners in town previously. Did Stonebridge have to pay to have the banner hung? Mr. Walker said the banner was hung by Dorn Electric, so if there was any cost to Stonebridge, they would've paid Dorn. Stonebridge went through the proper channels of filling out a Banner Permit application at the Borough Office; however, there is no Ordinance designating rules for street banners, so office staff issued the permit being unaware that the banner would be a business banner. Council plans to discuss this issue & set certain criteria for hanging street banners, going forward.
Of note, Dr. Miller stated he recently purchased Dr. Stinson's old office space on Springwood Avenue and once Dr. Williams retires, the dental office will be moved from North Main to Springwood (January 2020).

- Discussion was held on street banners. Mrs. Bloom made a motion to limit banner permits to nonprofit organizations only; Mr. Burkins seconded. There is currently no Ordinance outlining restrictions for street banners. Typically, nonprofit organizations (churches, Eureka Fire, etc.) are the most common organizations to hang them, either at Main & Charles or Main & College. The recent banner advertising Stonebridge Dental has sparked Council's discussion to limit the banner permits to strictly nonprofits or those benefiting the town in some way. Whether or not an Ordinance should be enacted to this affect was discussed, but Council would like to hold this discussion at their August 5th meeting when Solicitor Sharnetzka will be present. Previous motion died for lack of vote because the matter was tabled till August 5th.

4. **SOLICITOR'S REPORT**—Craig Sharnetzka is on vacation. His report was submitted to Council:

- A letter was sent to the County Solicitor regarding the ADA/handicap ramp issue. This issue is pending a response letter from the County.
- Movie theater—if property does not sell by end of September 2019, it will go to public auction.
- New refuse contract specifications were previously presented for Council's review. Advertising of these specs will be acted on at Council's August 5th meeting.
- He spoke to Wade Portner regarding Phase II of the Cloverfield development. Craig stated an Amendment should be in place for Phase II and bonding also needs to be in place. Final approval of the Plan should not be given without these items. More on this later.
- Mr. Wisnom stated he spoke to Wade Portner regarding inspections of the new homes in the Cloverfield development. Mr. Portner is sometimes called out for inspections when the developer is not ready or prepared for the inspection, causing Mr. Portner to make additional visits to inspect the same item/property. He believes the Borough should be charging Keystone (developer) when this occurs. Any reinspection fees incurred & charged by New Freedom Borough should be passed on to Keystone Custom Homes. This will be discussed with the Solicitor at Council's August meeting.

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

- Ecker Avenue project—a preconstruction meeting was held on 6/27/19. Jason had reviewed the area with Josh Kopp from PennDOT and Stewart & Tate. It was decided that pavement fabric can be installed in more areas than previously thought, rather than planning so much base repair. Approx. 800 sq. yds. of base repair were previously planned; that has been cut down to 250 sq. yds, which will save the Borough approx. \$30,000 on this project. The

original proposed cost of the project was \$106,000 and will now be in the \$70,000-range. Stewart & Tate plans to begin this project mid-July.

Of note, there are many weeds in the street & along the curb that Stewart & Tate have asked to be sprayed. Council asked Jason to contact Grossman Lawn Service about this.

- W. Pennsylvania Storm Sewer project—Clearview Excavating hopes to begin this job early July. They are working diligently to finish the Church Street sewer relocation first.
 - Rt. 851/College Avenue sinkholes—Borough Office received a call from PennDOT regarding sinkholes along College Avenue; one of which, they thought resulted from a failed storm sewer. Jason & Ira had looked at the area today and do not believe either sinkhole occurred from a failed storm sewer. Jason reviewed the water maps & found the water line is 8-10' away from one sinkhole and approx. 3' away from the other. He spoke to PennDOT to let them know this. PennDOT will dig up the road to investigate & report their findings.
6. **SEWER AND WATER SUPERVISOR REPORT**—Ira Walker, Jr. submitted his report which will be on file with these Meeting Minutes. The following were before Council for action:
- Ross Lenington was at Well #6 (Trout Lane) to evaluate an issue with the pump/motor at a cost of \$390. Ms. Kreiss made a motion to approve this expense; Mr. Kurtz seconded. All were in favor; motion carried.
 - Upgrade of the system from 3G to 4G, done by Controls Systems 21 at a cost of \$1,959.02. Mrs. Bloom made a motion to approve this expense; Ms. Kreiss seconded. All were in favor; motion carried.
 - Supplies purchased from LB Water (blue paint, a blow off assembly, fire hydrant wrenches & blow off valve wrenches) at a cost of \$1,811.68. Mr. Gemmill made a motion to approve this expense; Mr. Burkins seconded. All were in favor; motion carried.
 - Field technician from Control Systems 21 responded to servicing the SCADA system when it was found it was accidentally disabled during Verizon phone upgrade at a cost of \$636.58. Mr. Kurtz made a motion to approve this expense; Ms. Kreiss seconded. All were in favor; motion carried.
 - A bad blow off valve was replaced at the end of Runningboard Road. Manifold Excavating assisted in the dig/replacement at a cost of \$675. Mr. Burkins made a motion to approve this expense; Ms. Kreiss seconded. All were in favor; motion carried.
 - Four float switches were replaced by Control Systems 21 at Sewer #6 for a cost of \$857.50. Mrs. Bloom made a motion to approve this expense; Mr. Burkins seconded. All were in favor; motion carried.
 - New meter head for the York Water meter was purchased from LB Water at a cost of \$1,890. Mrs. Bloom made a motion to approve this expense; Mr. Burkins seconded. All were in favor; motion carried.
 - Ack pak that was damaged several months ago was repaired by Control Systems 21 at a cost of \$378. Mr. Burkins made a motion to approve this expense; Mrs. Bloom seconded. All were in favor; motion carried. Of note, an insurance claim was submitted for the damage.
 - Three hose assemblies were ordered from Aqua Aerobics for the SBR tanks for a cost of \$983.73. Ms. Kreiss made a motion to approve this expense; Mrs. Bloom seconded. All were in favor; motion carried.
7. **MAYOR'S/POLICE REPORT**—Mayor Herzberger reported:
- In June, two employees submitted their resignations from Southern Regional. One was the part time Community Services Officer; the other was a recently hired full time Officer.
 - K-9 unit is in the works—a car has been obtained at a cost cheaper (\$16,000) than previously budgeted (\$45,000) and a vest has been donated.
8. **BUILDING/TENANT REPORT**—Attorney Sharnetzka had recently sent a letter to Jeanie Olson, stating she is still responsible for the rent of the office at 6 N. Main, Ste. B, although she had moved her accounting business out of that space end of June. At Mrs. Olson's request in

August 2018, the Borough extended her lease to July 2021. Discussion on whether the Borough can move forward with advertising the vacant office space will be held at the August 5th Council meeting when Attorney Sharnetzka will be present.

9. **Council recessed to Executive Session @ 8:00p.m.** to discuss employee matters.
10. **Council reconvened @ 8:10p.m.** No decision or action was taken.
11. **Adjournment**—Mr. Burkins made a motion to adjourn the meeting @ 8:10p.m. Motion carried; meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary