

**Stewartstown Borough Council Meeting Agenda**  
**Monday, December 5<sup>th</sup>, 2022**  
**7:00p.m.**  
**REVISED, Tuesday, December 06, 2022**

1. **7:00p.m.**—Call to Order, followed by the Pledge of Allegiance
2. **Motion to amend tonight's agenda to include:**
  - **An Executive Session at the end of the meeting to discuss personnel matters**
  - **To add dollar amounts to Resolution #2022-11 & #2022-12**
3. **Public Comment/Visitors**
4. **Engineer's Report**—Jason Brenneman—
  - **Discussion on Mill Street repair/possible paving**
  - **COVID-19 ARPA H2O PA Water, Sanitary & Storm Grant**
    - Adopt resolution – possibility of recessing the meeting and reconvening once prices area received in order to add price to resolution.
  - **2023 Street Work**
    - Does Borough want to move forward with High Street inlet replacement? Estimated \$10,000 - \$12,000 for labor and materials.
    - 26 W. PA Ave Storm Sewer...working on getting an estimate from contractor
  - **Chantilear Ct. settling issues**
    - Reported to the Authority and they agreed to take full responsibility of repair.
  - **Stoltzfus Plan Review**--No update
  - **Hotel Land Development Plan**--No update
5. **General Business**
  - Approval of November 7<sup>th</sup>, 2022 Meeting Minutes (*motion*)
  - Approval of Financial Statements (*motion*)
    - **General Funds**—bills dated Nov 4<sup>th</sup> thru Dec 1<sup>st</sup>, 2022, totaling \$24,358.14
    - **Sewer Funds**—bills dated Nov 4<sup>th</sup> thru Dec 1<sup>st</sup>, 2022, totaling \$144,216.21
    - **Water Funds**—bills dated Nov 4<sup>th</sup> thru Dec 1<sup>st</sup>, 2022, totaling \$80,098.23
6. **Solicitor's Report**—Craig Sharnetzka
  - **15 Springwood Ave., Cantwell**
  - **Ordinance No. 2022-01**, Amending and Restating the Volunteer Service Credit Program
  - **Ordinance No. 2022-02**, Implementing Act 57, and Re-imposing the Real Estate Tax Rate
  - **Resolution No. 2022-13**, Authorizing the Transfer of the Borough's Bank Accounts
7. **President's/Vice-President's Report**—Ms. Almony/Mr. Burkins
  - **Glen Rock letter to SRPD Police Commission**—Council's thoughts/discussion regarding Glen Rock's letter of intention
  - **Christmas gifts for employees (Saubel's gift cards)**—*motion to approve \$100 gift cards for 7 employees*
  - **Pursue Grant Writer**—discussion
  - **Resolution 2022-05**—to appoint Stacy Myers as Borough Treasurer (*motion to adopt*)
  - **Resolution 2022-06**—to appoint Melissa Matthews as Borough Secretary (*motion to adopt*)
  - **Resolution 2022-07**—to appoint Baker, Tilly as independent auditors for the 2022 Borough Audit. (*motion to adopt*)
  - **Resolution 2022-08**—to provide a municipal pension plan through Pennsylvania Municipal Retirement System (*motion to adopt*)
8. **Treasurer's Report**—Stacy Myers

- **Letter of Resignation**—Pam Almony from the Planning Commission, effective immediately (*motion to accept*)
  - **Letter of Resignation**—Gordon Wisnom, Sr. as liaison of Eureka Consolidated & as EMS Representative for Stewartstown Borough, effective 12/31/2022 (*motion to accept*)
  - **Appointment of Dawn Gillispie** to the vacancy on the Borough Planning Commission (*motion to appoint*)
  - **Approval for Opening Day Baseball Parade**—HARP would like to hold a parade along Main Street for Saturday, April 22<sup>nd</sup>, 2023 (rain date Sun, April 29<sup>th</sup>), beginning at 9am. Youth baseball & softball teams to participate. Rick (from HARP) will submit the PennDOT Parade Permit Application & requests Fire Police for the event. (*motion to approve parade and Fire Police request*)
  - **Resolution 2022-10**—to authorize the application for PENNVEST loan funds in the amount of \$2,527,000 for the upgrades and improvements to the Stewartstown Borough Wastewater Treatment Plant. (*motion to adopt*)
  - **Resolution 2022-11**—to authorize the application for DCED grant funds for the construction of a new water tank (*motion to adopt*)
  - **Resolution 2022-12**—to authorize the application for DCED grant funds for the upgrade/improvements to the Stewartstown WWTP (*motion to adopt*)
  - **Letter of Responsibility**—need a motion authorizing Council President Almony to sign the document to be sent as part of the PENNVEST application for loan funds. (*motion*)
  - **Invoice Cloud/new billing & bill pay software**—motion to enter into agreement with Invoice Cloud & authorize Stacy Myers to sign the Statement of Work (*motion*)
  - **Reappointment of Authority members/terms expiring 12/31/2022--motion to reappoint the following members for 5-year terms (until 12/31/2028):**
    - Nathan Cook
    - Kenton Kurtz
    - Thomas Casteel
  - **Approval of 2023 General Budget**—*motion to adopt*
9. **Sewer/Water Supervisor Report--NEW ITEMS**—Ira Walker, Jr.
10. **Mayor's/Police Report**—Mayor Barnette
11. **Committee Discussion**
- **Street & Roads** (Donna Bloom)—
    - Dorn Electric's proposal for electrical upgrade (for Christmas lights)
    - Update on crosswalks & pavement markings per PennDOT
12. **Recess tonight's meeting** (if necessary) to reconvene \_\_\_\_\_ @ \_\_\_\_\_ to adopt Resolution 2022-11 & Resolution 2022-12 regarding DCED grant funds for the Wastewater Treatment Plant upgrades. (*motion to recess*) \*\*Verify we'll have a Council quorum at the reconvened meeting.
13. **Adjournment** (if not necessary to recess meeting)--