

**Stewartstown Borough Council**  
**Meeting Minutes**  
**Tuesday, January 3<sup>rd</sup>, 2022**

**Members present**

Pamela Almony  
Donna Bloom  
Polly Kreiss  
Kimberly Carl  
Roy Burkins  
David Elwell

**Others present**

Mayor Brittany Barnette  
Craig Sharnetzka, Solicitor  
Jason Brenneman, Engineer  
Stacy Myers, Recording Sec'y

**Visitors**

Linda Miller  
Jason Roberts

Jason Cole  
Robert Hersey

John Barnette

1. The meeting was called to order @ 7:00p.m. followed by the pledge to the flag.
2. **Engineer's Report**—Jason Brenneman reported:
  - **26 W. Pennsylvania Storm Sewer work**—Clearview Excavating submitted a price of \$10,700 for the labor & materials to install 120 LF of stormwater pipe, including the excavation, fittings, stone, rip rap & stabilization materials. They confirmed they could complete the work in the spring when they can stabilize the grass seed, etc. Mr. Burkins said the property owner had previously excavated the area near the inlet when he moved there. He doesn't want this to result in a "who's responsible to maintain the area" situation. Jason said the Borough does have a 20' ROW there & is responsible to divert the stormwater away from the street, so it doesn't result in flooding a resident's property. Jason was aware the property owner was trying to open up the swale a bit behind his property to direct the water, as this area had been a problem for many years. If the swale fills up with cinders, road debris, etc., it's the Borough's responsibility to clean that out. Atty. Sharnetzka said the work that will be done here is within the Borough's ROW & will mitigate the need for the Borough to continue to maintain the stormwater runoff in that area.  
Mr. Elwell made a motion to authorize Clearview Excavating to complete this work for \$10,700; Mrs. Bloom seconded. All were in favor; motion carried.
  - **Chantlear Court**—FYI, the Authority had approved the proposal from Clearview Excavating that will repair the settlement issue in that area.
  - **Stoltzfus Plan Review**—no update
  - **Hotel Land Development Plan**—Atty. Sharnetzka said the developers are currently working to get the bond in place
3. **Public Comment/Visitors**—Jason Cole (213 Throttle Ct.) was present to give a recap of the Inaugural Stewartstown 5K & to obtain tentative approval for a 2023 event.
  - The 2022 event had 197 registrants participating which Jason expects even more for 2023.
  - 2022 sponsors included local businesses such as Messina's, Hopewell Cleaning & Carroll Fuel. Jason is hoping to increase the number of sponsors for 2023 which will in turn, increase the amount of money available to donate. The 2022 event raised \$4,200 in profit which was split between Stewartstown Elementary PTA & Eureka Volunteer Fire Department. In 2023, Jason plans to add Animal Rescue, Inc. as a

beneficiary of donations and hopes the list of beneficiaries would continue to grow in future years of this event.

- A budget of the 2022 event was provided which showed the net income was \$21.36/runner (197 participants).
- Post-race surveys provided input for the 2023 event & suggested a simpler racecourse that extends the whole way down Main Street, a new shirt design, participation medals for all participants & more volunteers/cheering along the course. So far, Jason has created a new logo, t-shirt & medal for the 2023 event and he hopes to increase interest in town so there are more cheerleaders along the course for the participants.
- Proposed date for the 2023 event is Saturday, September 16<sup>th</sup>, 2023. Council agreed to Jason moving forward with the event preparation, as he will also secure the PennDOT permit for street closure & Fire Police for the day.

#### 4. **General Business**

- **Approval of Meeting Minutes**—Mrs. Bloom made a motion to approve the December 5<sup>th</sup>, 2022 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 December 2<sup>nd</sup> to December 30<sup>th</sup>, 2022, totaling \$18,114.50; Mrs. Bloom seconded. All were in favor; motion carried.
  - **Sewer Funds**—Mrs. Bloom made a motion to approve Sewer Fund bills dated December 2<sup>nd</sup> to December 30<sup>th</sup>, 2022, totaling \$100,620.39; Ms. Kreiss seconded. All were in favor; motion carried.
  - **Water Funds**—Mrs. Bloom made a motion to approve Water Fund bills dated December 2<sup>nd</sup> to December 30<sup>th</sup>, 2022, totaling \$64,832.66; Mr. Burkins seconded. All were in favor; motion carried.

#### 5. **Solicitor's Report**—Mr. Sharnetzka gave the following updates on bidding thresholds which increased for 2023:

- Purchases/contracts below \$12,200 do not require bidding or quotations (previously \$11,800)
- Purchases/contracts between \$12,200-\$22,500 require three (3) written or telephone quotes (previous range was \$11,800-\$21,900)
- Purchases/contracts over \$22,500 require formal bidding (previously \$21,900)

#### 6. **President/Vice-President Report**—Mrs. Almony & Mr. Burkins:

- Sewer/Water employees will be getting their own email addresses (at no additional cost). This will be easier than all using one email address.

#### 7. **Treasurer's Report**—Stacy Myers reported:

- The two (2) DCED grant applications (for the new water tower & WWTP upgrades) were submitted mid-December. If awarded, funding can be expected July 2023.
- A Resolution for the Fee Schedule will be prepared for February's meeting & Council action. The costs for a Zoning Hearing have increased quite significantly. Atty. Sharnetzka stated there are certain fees that cannot be passed along to the applicant. He will supply the information to Stacy who will determine whether or not the ZH fee needs to be increased.

- The week before Christmas, Stacy met with M & T reps, where they presented their proposal for the Borough's transfer of accounts from Santander to M & T. The Borough will see less fees than we're currently paying with Santander & the switch will hopefully be early 2023.
8. **Sewer/Water Supervisor Report**—Ira Walker, Jr. was not present tonight, but his report was distributed and if anyone has questions or concerns, they should contact Ira.
  9. **Mayor's/Police Report**—Mayor Barnette reported:
    - Stewartstown Lions Club recently celebrated 90 years & at their recent meeting, awarded Dorn Electric with the Melvin Jones Award which is the highest form of recognition and embodies humanitarian ideas consistent with the nature and purpose of the Lions Club.
- Police Report:**
- Although there's no decision regarding Glen Rock Borough's membership, Southern Regional Police Commission voted to recommend Glen Rock follow the process of the current IGA which includes:
    - Holding a town hall meeting—Glen Rock's Council (& their Solicitor) believe their monthly meetings would satisfy the requirement for a town hall meeting.
    - Issuing a formal withdraw letter—negotiations for the new agreement would follow this.
    - Glen Rock's Solicitor is also advising them the current IGA would allow them to withdraw at the end of 2023, although this has not been confirmed by SRPD Commission Solicitor.
  - Mayor Sharkey (New Freedom) stated future IGA meetings are on hold for now.
  - Next SRPD Commission meeting will be held Wednesday, January 4<sup>th</sup>, 2023
10. **Committee Discussion/Other Business**—
    - Economic Development Committee will meet Monday, January 9<sup>th</sup>, 2023 @ 7pm in the Meeting Room (Borough Office).
    - Streets & Roads Committee—Mrs. Almony will get with Borough staff regarding placement of the "25mph" road markings. Staff must send a letter to PennDOT to make them aware of the placement once it's decided.  
Mrs. Bloom stated PennDOT gave verbal permission to paint the Borough crosswalks & she will get that in writing before moving forward.
  11. **Adjournment**—With no further business before Council, Ms. Kreiss made a motion to adjourn @ 7:44pm; Mr. Elwell seconded. All were in favor; motion carried.

Respectfully submitted by:

Stacy Myers, Recording Secretary