

Stewartstown Borough Council Meeting Minutes
Monday, March 2nd, 2026

Members present

Pamela Almony
Roy Burkins
Donna Bloom
Kimberly Carl
Jason Roberts
David Elwell
Kenton Kurtz

Others present

Mayor Brittany Barnette
Craig Sharnetzka, Solicitor
Jason Brenneman, Engineer
Ira Walker, Jr., Sewer & Water
Stacy Myers, Recording Secretary

Visitors

Linda Miller
Erica Rearich
Louise & Paul Roscosky
Kevin Brunicke

1. The meeting was called to order @ 6:30pm followed by the pledge to the flag. *Tonight's meeting is also being held online via Microsoft Teams.
2. **General Business**
 - **Approval of Meeting Minutes**—Mr. Elwell made a motion to approve the February 2nd, 2026 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 bills & payroll (\$3,641.97) dated January 29th thru February 25th, 2026, totaling \$85,756.97. Mr. Burkins seconded. All were in favor; motion carried.
 - **Sewer Funds**—Mrs. Bloom made a motion to approve Sewer bills & payroll (\$18,836.75) dated January 29th thru February 25th, 2026, totaling \$65,840.36. Mr. Burkins seconded. All were in favor; motion carried.
 - **Water Funds**—Mrs. Bloom made a motion to approve Water bills & payroll (\$25,166.95) dated January 29th thru February 25th, 2026, totaling \$94,241.22. Mr. Burkins seconded. All were in favor; motion carried.
3. **Public Comment/Visitors**—no one was present to address Council.
4. **Solicitor's Report**—Atty. Sharnetzka reported:
 - **Ordinance 2026-03, Prohibiting Parking on Portions of Kings Way**—The draft was before Council for review. One correction is needed: 1st paragraph references "Shrewsbury Borough Council & West Forrest Avenue". This ordinance prohibits no stopping, standing or parking on the West side of Kings Way at all times. Ms. Almony made a motion to advertise Ordinance 2026-03 with the correction noted above. Mr. Roberts seconded. All were in favor; motion carried.
 - **Snow Emergency Ordinance 2005-05**—As a follow-up to last month's discussion, Atty. Sharnetzka reviewed the ordinance & found no specific language prohibiting basketball hoops to be in the street right-of-way during a Snow Emergency. Phase 1 prohibits parking on all Borough streets, but no other "obstructions" are noted. There had been a complaint about a basketball hoop on Redspire Lane that prohibited the plow from clearing snow in the street during the recent Snow Emergency. A letter was sent to the homeowner, and staff will follow up to see that it was moved. The Ordinance can be revised to include such obstructions, but being that it doesn't happen often, rather than spending the money to advertise & revise the Ordinance, staff can send letters as these things occur.
 - **Former theater lot, 3 S. Main Street**—Bid Specifications have been sent to Council for review prior to advertising. The lot, currently owned by the Borough, will be advertised to receive public bids. Ms. Almony made a motion to advertise for bids which will be due to the Borough Office by 3pm, Monday, April 6th. Mr. Elwell seconded. All were in favor; motion carried. Borough Council will open any received bids the night of their meeting. The acceptance of bids will also be posted on the Borough website & Facebook page.

5. **Engineer's Report**—Jason Brenneman reported:

• **2026 Streets**

- E. Pennsylvania Avenue—Final design work is being completed & the PennDOT permit has been received. The cluster mailbox placement has been finalized. Jason's goal is to get bid documents together for the April (possibly May) meeting. That will be for curb, sidewalk, sanitary sewer & storm sewer work. Once a contract is awarded, a timeframe will be discussed for future work (street paving).
- Truck restriction study—Jason is waiting for PennDOT approval for the placement of the no-truck turning signs before getting the list to Ira/staff.
- Kings Way signage—Jason to provide a sign list to Ira/staff.
- Repaving of High Street—Measurements were taken today & Jason should have bid documents together for the April meeting so this can be a summer project. Paving will be from Mill Street to Charles Avenue (to Township portion of High Street). No striping on High Street is proposed at the time of paving, but this may be considered afterwards as there's currently nothing to delineate parking, driving, etc.

- **Cloverfield**—Developer asked Jason & Ira to conduct a walkthrough to create a punchlist of sewer & water items, but it will also include curbs, sidewalks, & streets, as the development should soon be complete. The topcoat of those streets should be done this summer also.

- **Ogden Investments**—We've received the first & final bond reduction request from the George Street Townhome developer in the amount of \$13,781.90. The public surety bond was for the sewer cleanout caps, the lot markers, the streetlight, a few trees & sidewalk that were added. Ira & Jason have visited the property. Jason concurs with the request for the reduction.
Ms. Almony made a motion to approve the \$13,781.90 surety bond reduction; Mrs. Bloom seconded. All were in favor; motion carried.

6. **Sewer/Water Supervisor Report**—Ira Walker, Jr. presented his report. All expenses will go before the Sewer & Water Authority for action. Of note, sewer & water staff have previously participated in Southeastern School District's Career Day for the 5th & 6th graders. It will be held on Friday, March 20th this year & Ira would like to send Jonny Perry & Keith Trahan to give a presentation.

Ms. Almony made a motion to allow staff to participate in the Career Day on March 20th from 8:30-11:30am. Mr. Kurtz seconded. All were in favor; motion carried.

7. **President/Vice-President's Report**—Ms. Almony/Mr. Burkins reported:

- **Wellspan EAP/Quest Employee & Council Trainings**—The Personnel Committee & staff have selected the following trainings, believing they will be beneficial to all who attend. Ms. Almony urged Council members to attend as well. Staff has Wellspan EAP (Employee Assistance Program) at their disposal for a variety of benefits as part of their healthcare program.

- **March 20th, noon-1pm**—It's a Zoo Out There—Personality Profiles. This coincides with the staff potluck that will be held from 11am-noon.
- **June 19th, noon-1pm**—Positive Coworker Relationships
- **September 18th, noon-1pm**—Conflict Management Styles
- **December 18th, noon-1pm**—Emotional and Mental Well-Being

Workshop costs (after the 1st free one on 3/20) are \$195/hr. + \$75/hr. travel fee. There is 1 facilitator who will teach the trainings, and she will be traveling from Harrisburg. Total cost should not exceed \$1,500 for the four seminars. Mr. Elwell said the intent of trainings is to improve organizational health & culture of the employees but also to help facilitate the communication and relationship between staff & Council.

Mr. Roberts made a motion to move forward with planning the above training seminars, not to exceed \$1,500 for the four (4) workshops. Ms. Almony seconded. All were in favor; motion carried.

- **Manager & Supervisor/Council Training—April 24th, noon-1pm**—Developing a Positive Work Environmental and Team (this will involve Ira & Stacy)
- **Pothole discussion**—Complaints were received from an E. PA Avenue resident about a few large potholes. Marsteller Driveway Services quoted \$2,350 to repair that, as well as a couple on High Street. Mr. Kurtz made a motion to approve the \$2,350 quote from Marsteller. Mr. Roberts seconded. All were in favor; motion carried.

8. **Treasurer's Report**—Stacy Myers reported:

- **Fire Police request**—Mr. Burkins made a motion to approve the Fawn Grove Borough request. Ms. Almony seconded. All were in favor; motion carried.

- **York County Boroughs Association Quarterly Dinner**—Thursday, March 26th, 6:30pm at The Valley Tavern. Let Stacy or Jillian know by March 19th if you wish to attend.
 - **Salt Contract**—COSTARS Salt Contract is due by March 15th. Hopewell Township asked if we wanted to be included in their contract (for them to purchase our salt) or purchase on our own. Per our Salt Agreement with Hopewell, it states that once our salt surplus is depleted, the Township will order for us and bill us at the same rate as we would buy it. Council is amenable to continue as the agreement states. Stacy will make the Township aware of this.
9. **Mayor/Police Report**—Mayor Barnette reported:
- Police Commission Meeting was held in February. A new School Resource Officer is onboard, effective March 1st, as one of the current SRO's is retiring. The plan is to get the new SRO trained while school is still in session, and he will be sworn in this Wednesday.
 - Next Police Commission Meeting will be held Wednesday, March 4th.
 - A recent hit & run was reported on Lee Street. Two young girls were riding their bicycles & seemed to get into an argument, causing one girl to fall into the vehicle's path. The vehicle's side mirror hit her, but no major injuries were reported. The driver didn't stop and this is still being investigated.
 - Ira & Stacy reported a recent fire call from a faulty smoke detector in the one upstairs apartment at the Borough Office. The faulty detector was found in the tenant's bedroom. All of the detectors in the Borough Office hadn't been cleaned in years, as they should be, at least, every other year. Pye Barker came to service all the detectors in the building. Council agreed that total replacement of all the building's detectors should be in the 2027 budget.
10. **Committee Discussion/Other Business**—Mr. Roberts reported of an East Hopewell Township resident willing to collect electronics at a local site & haul to the electronic recycling drop location for free. A wooden crate will be sat at the Wastewater Treatment Plant, 3750 Stewartstown Rd. on certain weekdays (twice/week during certain times) so staff can monitor what's being dropped off. Council is agreeable to set this up as a convenience to residents.
Mrs. Carl made a motion to allow the crate to be sat out for electronic recycling collection at the WWTP. Mrs. Bloom seconded. All were in favor; motion carried.
11. **Adjournment**—With no further business before Council, Mr. Kurtz made a motion to adjourn the meeting @ 7:49pm. Ms. Almony seconded. Motion carried, meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary