Stewartstown Borough Council Meeting Minutes
Monday, October 5th, 2026

Members present
Pamela Almony
Donna Bloom
Kimberly Carl
Roy Burkins
David Elwell
Kenton Kurtz

Others present
Mayor Brittany Barnette
Engineer Jason Brenneman
Ira Walker, Jr., Sewer/Water Supvr.
Stacy Myers, Recording Sec'y

Visitors
Linda Miller
Louise Roscosky
Rick Kerns
Joe Zahn
Steph Bryan

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. All those present paused to recognize the passing of William Amberman, Sr., a longstanding member of Eureka Volunteer Fire Company and a former member of the Stewartstown Borough Sewer & Water Authority. A memorial service for Mr. Amberman will be held at Eureka on Saturday, November 7th, from 1-4pm.
2. **General Business**
   - **Approval of Meeting Minutes—**Mrs. Bloom made a motion to approve the September 8th, 2026 Meeting Minutes. Mrs. Carl seconded. All were in favor; motion carried.
   - **Approval of Financial Statements**
     - **General Funds—**Mrs. Bloom made a motion to approve General Fund bills & payroll ($6,404.10) dated September 4th thru October 1st, 2026, totaling $288,034.62. Mr. Burkins seconded. All were in favor; motion carried.
     - **Sewer Funds—**Mrs. Bloom made a motion to approve Sewer Fund bills & payroll ($23,546.78) dated September 4th thru October 1st, 2026, totaling $66,613.96. Mr. Burkins seconded. All were in favor; motion carried.
     - **Water Funds—**Mrs. Bloom made a motion to approve Water Fund bills & payroll ($21,279.47) dated September 4th thru October 1st, 2026, totaling $97,473.86. Mr. Burkins seconded. All were in favor; motion carried.
3. **Public Comment/Visitors**—The following visitors were present to address Council:
   - **Rick Kerns, Park & Recreation Director** @ HARP was present to give an update of what's happening at HARP. HARP will soon offer a Youth Open Volleyball Program and is currently operating a Homeschool Sports Program. Spring baseball events include those for preschoolers & middle school aged children.
     Moving into 2027, free events will include Youth & Teen Egg Hunts, but Rick reported that financial assistance is available for families in need. Adult programs will include a Summer Parents' Night Out & indoor Pickleball.
     HARP is in the process of securing funding (through DCNR & LSA grants) for Phase 2 of their Master Plan which will include developing the south side of the park (farmland acquired behind the park) with a parking lot and baseball/soccer field. The current Camelot Court will be turned into two basketball courts & a skate park (eventually).
     Of note, an AED (Automatic External Defibrillator) and an AED box was acquired through grant funds so that will soon be installed for public use in the event of an emergency.
     Rick also reported that Robert (Bobby) Holmes submitted his resignation from the Recreation Board, effective 12/31/2026, so Stewartstown Borough will want to appoint a new representative for that vacancy.
     Rick thanked the Borough for all of their past & future support to HARP and their activities.
   - **Joe Zahn (Zahn Contracting)** was present to inquire about the Borough's interest in renewing the Snow/Ice Removal Contract with him and also asked if there were any concerns with his services last season. Council & Borough staff were very satisfied with the services last season and are agreeable to once again working with Zahn Contracting for the 2026-2027 season.
     Mr. Burkins asked whether speed humps present a problem with the snowplows? Joe said it will slow the trucks down, but it really shouldn't matter. In the event of a heavier snow, where heavier equipment is

required, it may cause damage to the humps. Council is proposing lower-grade speed humps, so Joe said they shouldn't be a problem.

4. **Solicitor's Report**—Atty. Sharnetzka wasn't present tonight, but these items will be discussed in November:
   - **Armstrong Cable Franchise Agreement**
   - **Updated Resolution establishing a schedule of Attorney's fees for collection of delinquent accounts**
   - **Proposed Representation Letter**
5. **Engineer's Report**—Jason Brenneman reported:
   - **2026 Streets**
     - **E. Pennsylvania Avenue—**Contractor started on 7/27/2026. Most of the utility work has been completed. Some curb has been staked out today; the rest should be completed this week, followed by curb prep & pouring curb this week into next. Sidewalk & street work will follow. There's four weeks left in paving season, so weather permitting, that should be done by end of October.
       Payment Application #2 was presented in the amount of $250,831.88.
       Ms. Almony made a motion to approve the payment of $250,831.88 to Shiloh Paving & Excavating. Mr. Elwell seconded. All were in favor; motion carried.
     - **High Street**—Shiloh Paving plans to pave this street and E. Pennsylvania at the same time. High Street will be paid with Liquid Fuels money, so the paving deadline is October 31st. The preconstruction meeting with Shiloh will hopefully be planned within the next week or two to discuss High Street, Memory Lane & the intersection of Charles/High.
       Jason predicts the timeline for this project will be milling & base repair (one day) and paving (one day to 1½ days). The contractor will handle notifying the residents, but the work shouldn't be a terrible disruption to traffic.
     - **Church Street Traffic Management & Speed Humps—** No costs were obtained for the speed humps as we're waiting for information from the Church Street Traffic Management Plan. After conducting a study, LTAPS responded that they do not believe speeding on High Street is a problem; however, Council believes it is a problem. The results of the speed study were reviewed/discussed. Jason estimates the cost for speed humps around $5,000 each with a suggested placement of more than one speed hump per street at approx. 200-400' apart.
       Mr. Elwell clarified that the High Street paving project (and the 2-3 speed humps as a part of it) was budgeted in previous years but Council held off until the Cloverfield development was complete.
       The placement for three (3) speed humps on High Street were discussed: 1 at the crest of High Street, 1 in between Ovelton & Fulton Avenues and if possible, a third closer to Mill Street, but at the time of the precon meeting, this can be discussed & planned.
       As a follow-up to last month's discussion, Camelot Ct., Church Street & E. Pennsylvania Avenue are slated for traffic studies with LTAPS in preparation of possible speed humps. Consideration will be given to Poplar Springs Blvd, Broadway, Ballast Lane (Borough portion), Memory Lane, Charles Ave., & S. Hill Street, as these were mentioned before in complaints of excessive speeding.
       Mrs. Bloom made a motion to approve the purchase of 2-3 speed humps for High Street at the time of the High Street Paving Project, at a cost not to exceed $18,000. Mr. Burkins seconded. All were in favor; motion carried. Liquid Fuels money can be used for this expense.
     - **Church Street Sign & Painting—**total of approx. $2,100
       - Total of 10 chevron signs (spaced 80' apart) @ $50/each=$500
       - Two turn signs @ $90/each=$180
       - 12 posts @ $50/each=$600
       - Pavement markings—two "Slow" speed curve arrows @ $400/each=$800

       It was decided to wait until Spring when temporary speed humps (borrowed from Shrewsbury Borough) can be installed on Church Street to gauge whether they deter speeding, at which time, the above signage wouldn't be necessary.
     - **Winters Avenue Disrepair/Resident Concern—**Winters Avenue repair/paving is on the street list, but we were holding off because of HARP's proposed Master Plan and development. A previous cost estimate was $33,000 & this work could be moved up to priority status for repair. Jason is not sure it would require a full depth reclamation; however, it may be cheaper to do FDR if there is another street to repair at the same time as Winters.
   - **Storm Inlet/Pipe Inspection—**A broken inlet top on S. Kennard Dale & Jasmine Lane was forwarded to Jason for review. He said this isn't a priority, but he can obtain a price for the November meeting.

- **CDBG Grant applications**—YCPC released the next 3-round cycle of grant applications, but we do not have any low-to-moderate income areas within the Borough, so in order to qualify for the grants, an income survey would need to be done.

6. **Sewer & Water Supervisor Report**—Ira Walker, Jr. presented his report. All expenses will go before the Sewer & Water Authority for approval.
7. **President/Vice-President Report—**Ms. Almony & Mr. Burkins reported:
   - **Traffic Logix quote**—A quote of $5,656.56 was obtained for two (2) solar speed signs at $2,828.28 each as this was discussed as a possible speed remedy for Church Street; however, Council will hold off on this and pursue the plan listed above with the temporary speed humps (and possible signage) in the Spring.
   - **Enforcing Ordinances/Complaint Form—**Discussion on this will be held at the November meeting when Atty. Sharnetzka is present.
   - **Invoice from K & M Flooring—**The cost for the flooring replacement in Apt. C was approved last month; however, the invoice included flooring in the bathroom that had not been replaced, so Mr. Burkins will call K & M tomorrow for a revised invoice.
   - **Friday, November 13th—**Staff will enjoy a Thanksgiving potluck from noon-1pm. Council/Mayor are welcome to attend also. A signup sheet will be circulated closer to time.
   - **Friday, December 18th—**EAP Program seminar on "Stress Management" will be held at the Borough Office from noon-1pm. This will be the last seminar as the Wellspan EAP Program is being eliminated at EOY.
   - **Amy Dehoff** contacted Ms. Almony about the possibility of seeking grants for beautifying the Borough. She had done the same with some other municipalities and is willing to write the grant if a committee (of a few Council members) are willing to meet to discuss details. Mrs. Carl offered to contact Amy as she would like to set up an Economic Development Committee meeting soon as well.
   - **Eureka Volunteer Fire Department** plans to seek LSA grant funds to upgrade their building which was built in the early 80's. Some updates have been completed such as the boiler replacement, A/C system & some other minor repairs. Ira Walker, Jr. said the bathrooms (upstairs & downstairs) do not currently meet ADA requirements, so those upgrades, as well as exterior painting, kitchen upgrades, floor & door replacement on the Social Hall are some of what's planned for the grant funds. The grant funds must funnel through the municipality as Eureka is a nonprofit, so Ira asked for Council approval to do so. Eureka has a grant writer and although they can request up to $1million, they'd rather not do that. A resolution will be presented for Council approval to be sent with the grant application.
     Mr. Bloom made a motion to authorize Eureka Volunteer Fire Department to go through Stewartstown Borough for their LSA grant fund application. Mrs. Carl seconded. All were in favor; motion carried.
8. **Treasurer's Report**—Stacy Myers reported:
   - **Klugh Animal Control Contract for 2027**—The contract allows the ACO to take dogs to the SPCA, if found running at large in the Borough. The contract includes the mileage rate for each call, overtime rates for the ACO, and holiday rates as well as Sunday rates. A $400 retainer is requested with the signed agreement.
     Ms. Almony made a motion to authorize signing the contract & paying the $400 retainer. Mr. Elwell seconded. All were in favor; motion carried.
   - **HARP Rec Board resignation—**Ms. Almony made a motion to approve Robert Holmes' resignation from the Rec Board as the Stewartstown Borough representative. Mr. Kurtz seconded. All were in favor; motion carried.
9. **Mayor/Police Report**—Mayor Barnette reported:
   - Next Police Commission Meeting will be held Wednesday, October 7th.
   - The most recent monthly incident report was discussed (covering July 12th-August 8th) showing traffic citations, traffic enforcements, and written repair/work orders for Stewartstown Borough. Mr. Kurtz asked if speeding incidents can be broken out or separated from other traffic incidents. Mayor Barnette will ask about this. A more current report will be distributed at the October 7th meeting.
   - Police issues such as speeding & illegal parking in the Borough were discussed. Council would like to see more police presence in the Borough. Mayor Barnette will request Chief Boddington attend the November Council meeting for discussion on these issues.
   - Incidences at Bailey Hotel were discussed. Because the hotel is zoned as a commercial use rather than residential, the Borough's Disruptive Conduct Ordinance isn't able to be enforced as it is at a residential rental unit (3 Police calls to the same residence within an 18-month period & landlord should remove the tenant(s) from property). Hotel management is notified by SRPD when an incident occurs, as management does not want the police to continue to come to the property.

- Mrs. Bloom mentioned that, in speaking to Officer Grove, he invited any Council member who wishes to ride along during an officer's shift, to reach out to SRPD.

10. **Agenda revision**—At this time, Mr. Elwell made a motion to revise tonight's agenda in order to discuss proposed rental increases for 2027. Ms. Almony seconded. All were in favor; motion carried.
11. **Committee Discussion/Other business**—Mr. Elwell stated that the Budget Committee had met to discuss proposed rent increase for 2027 for the Borough's rental units, specifically Apt. C & Suite B (Tax Office):
    - **Apt. C**—former tenants were evicted end of July. Some renovations were necessary, such as new carpet & a new refrigerator. The apartment will also be painted prior to renting again. Committee recommended the rent be set at $900/month, once available for rent.
    - **Suite B/Susquehanna Tax Office**—Committee recommended increasing this rent from $650/month to $800/month, effective January 1st, 2027.
    - **Apt**. **D—**Same tenant since June 2024, very responsible, quiet and clean—no increase is proposed.

    Mr. Elwell made a motion to set the rent for Apartment C at $900/month for this 2-bedroom, 1 bath unit, and to stipulate no pets in the lease. Mrs. Bloom seconded. All were in favor; motion carried.
    Mr. Elwell made a motion to increase Suite B/Tax Office's rent to $800/month, effective January 1st, 2027. Mr. Burkins seconded. All were in favor; motion carried. Stacy will send a letter notifying the tenants about this.
    Mr. Elwell revised his first motion to state an updated, more stringent lease should be written to include a no pets rule as well as language prohibiting subletting the apartment without Council approval. The revised lease should be reviewed by Atty. Sharnetzka prior to use. Mrs. Bloom seconded. All were in favor; motion carried.
12. **Adjournment**—With no further business before Council, Mr. Kurtz made a motion to adjourn the meeting @ 8:20pm. Motion carried, meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary