

Stewartstown Borough Council Reorganization Meeting Minutes
Monday, January 5th, 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 (via Teams)
Ira Walker, Jr., Sewer/Water
Stacy Myers, Recording Secretary

Visitors

Linda Miller
Paul & Louise Roscosky
Joyce Ryer
Jared Briggs

1. Mayor Barnette called the meeting to order @ 6:30pm. followed by the pledge to the flag.
2. **Swearing in Newly Elected Officials**--Mayor Barnette issued the Oath of Office to the following newly elected Council members: Kimberly Carl, Kenton Kurtz and David Elwell.
3. **Nomination of Council President and Vice President**--Mayor Barnette called for nominations:
 - Mr. Burkins made a motion to nominate Pamela Almony as Borough Council President. Mrs. Bloom seconded. No other nominations were heard. All were in favor; motion carried.
 - Ms. Almony made a motion to nominate Roy Burkins as Borough Council Vice President. Mrs. Bloom seconded. No other nominations were heard. All were in favor; motion carried.

At this time, Mayor Barnette turned the meeting over to Ms. Almony, who stated tonight's meeting is also being held via Microsoft Teams.
4. **General Business**
 - **Approval of Meeting Minutes**—Mrs. Bloom made a motion to approve the December 1st, 2025 Meeting Minutes. Mr. Elwell seconded. All were in favor; motion carried.
 - **Approval of Financial Statements**
 - **General Funds**—Mrs. Bloom made a motion to approve the General Fund bills & payroll dated November 26th thru December 31st, 2025, totaling \$60,978.82. Mr. Burkins seconded. All were in favor; motion carried.
 - **Sewer Funds**—Mrs. Bloom made a motion to approve the Sewer Fund bills & payroll dated November 26th thru December 31st, 2025, totaling \$79,136.91. Mr. Burkins seconded. All were in favor; motion carried.
 - **Water Funds**—Mrs. Bloom made a motion to approve the Water Fund bills & payroll dated November 26th thru December 31st, 2025, totaling \$111,305.59. Mr. Burkins seconded. All were in favor; motion carried.
5. **Public Comment/Visitors**—No one was present to address Council. Mrs. Carl stated there's a lot of discussion taking place on social media regarding the sewer & water rate increase, effective January 1st, 2026. Although it's a Water & Sewer Authority issue and residents are welcome to attend those monthly meetings (3rd Wednesday @ 6:30pm), Mrs. Carl thought it may be helpful to hear from Jason Roberts who serves as Chairman of the Sewer & Water Authority as well as Ira Walker, Jr. (Sewer & Water Supervisor) on some issues that drive those rate increases. A letter was mailed to all water customers early December listing those reasons as well. Mr. Roberts stated that approx. 50% of Stewartstown's water is obtained through York Water and those costs continue to increase. The rest of the town's water is obtained through the Authority's wells, and the Authority engineer, as well as staff are researching the availability & feasibility of additional well sites. Should a new well be discovered, however, funding is necessary to bring it onto the system. The last well cost over \$1billion in expenses, treatment costs, etc. Chemical costs have increased exponentially. Mr. Roberts reported that some PA residents have seen a 64% increase in their water bills and the lowest increase he's seen in PA was 20%. One of false claims being posted on social media is that the rate increase was driven by new developments coming onto our water & sewer system. That's not necessarily true, as those developers are financially responsible for certain items (pump stations, generators, etc.) to bring that development online. Something unknown to many residents are the strict guidelines and standards that a water system faces from Pennsylvania Department of Environmental

Protection as well as the Environmental Protection Agency. There is recurring testing and reporting that is required. Stewartstown staff strives to locate “unaccounted water” (leaks) where water is not getting used or billed but rather wasted. While some water systems see 30-40% water loss, Stewartstown is down to approx. 13-14% unaccounted water. Some of the new water meters that have been recently installed are “smart” meters in that they “ping” back to reporting software which enables staff to detect leaks. Staff can then go to that location, listen onsite and determine whether or not a repair is necessary. Repairs cost money, aging water pipes and infrastructure cost money as well for upkeep and/or replacement. The Authority recently replaced water service lines and water main on Scarborough Fare, Cedar Lane and Harmony Court. This project was done earlier than expected, but staff wanted to complete it prior to Hopewell Township repaving the roads to avoid digging up a new road in order to replace the water lines at a future time. That project alone cost nearly \$400,000.

Ira explained that all meters in the system have now been replaced with the new Kamstrup meters. Coordinating software and replacement parts on the previous style meters was becoming obsolete. The new meter has no moving parts that, unlike the previous style, slows down over time, causing restriction.

Mr. Roberts stated prior to the 2026 rate increase, there was a small water increase in 2025 (approx. 10%) but sewer rates were not increased for a few years. Water rates weren’t increased for several years prior to 2025. Staff, the Authority board and engineers work with a tight budget and strive to minimize increases, wherever possible, as the Authority board, as well as some Stewartstown staff are sewer & water customers themselves.

6. **Solicitor’s Report**—Atty. Sharnetzka reported the following:

- **Ordinance 2026-01, Prohibiting Discharge of Firearms**—Discussed last month, there were a few revisions that Atty. Sharnetzka had made, and this ordinance has been advertised and is ready for action.

Mr. Elwell made a motion to adopt Ordinance 2026-01. Mrs. Bloom seconded. All were in favor; motion carried.

- **Draft Ordinance 2026-02, Prohibiting Vehicles Over 25’ in Length and 30’ in Length on Certain Borough Roads**—The Borough streets included in this ordinance (25’ restriction) are Memory Lane, Ovelton Avenue, Fulton Avenue, Springwood Avenue and (30’ restriction) on Bailey Drive. A similar ordinance restricting truck traffic on some other Borough streets had been previously adopted. Discussion was held on restrictions on State roads and/or replacing the current restriction signs with larger ones to be more visible, but Jason Brenneman reported that Pennsylvania Act 31 eliminates truck traffic restrictions on all State roads unless a new study is completed by the municipality. PennDOT said those old signs are basically worthless & can be removed.

Mr. Burkins made a motion to advertise Ordinance 2026-02. Mrs. Bloom seconded. All were in favor; motion carried.

Mr. Burkins will talk to SRPD about enforcing these Ordinances and truck signage on these streets, once signs are installed.

- **Resolution 2026-01, Authorize the Tax Collection Agreement and Signature**—Because Stewartstown Borough doesn’t have a duly elected tax collector, the County has agreed to collect real estate taxes, and due to the vacancy at the most recent election, another agreement is necessary. Compensation to the County is the same; the main difference is the term of the agreement. The County wanted a 4-year term, but Atty. Sharnetzka didn’t agree, but ultimately agreed to 4 years with the addition of Paragraph 2 in the agreement which states, *the agreement is for four years, but not withstanding the term, the Borough is subject to the requirements of the Borough Code, and the parties agree to acknowledge that the unexpired 2-year term of the elected office of Tax Collector for Stewartstown, open during the next municipal election, 2026-2027, and if an eligible individual is duly elected and accepts the office, the terms of the agreement shall end.*”

Mrs. Bloom made a motion to adopt Resolution 2026-01 and to approve the Agreement allowing the County of York to collect real estate taxes for Stewartstown Borough. Mrs. Carl seconded. All were in favor; motion carried.

- **2026 Bidding Threshold Increase as follows:**

- Purchases and contracts below \$13,200 require no formal bidding or written/telephonic quotations.
- Purchases and contracts between \$13,200 and \$24,500 require three written/telephonic quotations.
- Purchases and contracts over \$24,500 require formal public bidding.

7. **Engineer’s Report**—Jason Brenneman was present tonight via Microsoft Teams with the following:

- **2026 Streets—**

- **East Pennsylvania project**--Information from the post office was received to allow cluster mailboxes on E. Pennsylvania. A location will need to be decided, but most likely it will be installed near Heather Drive, or between 6 & 8 East Pennsylvania Avenue.

Sanitary sewer design has been completed for this street project. Storm water design is mostly complete. Jason would like to get bid documents together by the March Council meeting.

- **Truck study**—Jason will get this list to Ira in the next week or so for signs/truck restrictions.
- **Kings Way**—Jason hasn't yet received word from LTAPS about a 'no parking' study.

8. **Sewer & Water Supervisor Report**—Ira Walker, Jr. submitted his report which will go to the Sewer & Water Authority for action on those expenses. In addition:
 - Newest employee, Kerry Baum, Jr. passed his sewer collection license exam, along with several other exams taken at the same time. Ms. Almony made a motion to approve a \$2/hr. increase to Kerry for passing his wastewater collection and water distribution exams. Mr. Elwell seconded. All were in favor; motion carried.
 - As reported earlier, all active water meters in the system have now been replaced.
 - Staff (Keith, Tyler & Kerry) has been painting the inside of the main building at the WWTP, as time permits. It looks great & has brightened up the space. Jonny is doing the same thing at Well House #5.
 - Felicia and Ira have been going through maps, books & system drawings to get the sewer laterals added to the Diamond Maps software system.
9. **President/Vice President Report**—Ms. Almony/Mr. Burkins reported:
 - **Thomas Casteel resignation**—Mr. Kurtz made a motion to accept Mr. Casteel's resignation from the Sewer & Water Authority, effective immediately. Mr. Elwell seconded. All were in favor; motion carried.
 - **Joyce Ryer, (54 S. Main) Letter of Interest**—Ms. Almony made a motion to appoint Joyce Ryer to the vacant term on the Sewer & Water Authority, expiring 12/31/2028. Mrs. Carl seconded. All were in favor; motion carried.
 - **Appointment of Borough Engineer**—Ms. Almony made a motion to appoint James R. Holley & Associates as Borough Engineer for the calendar year 2026. Mrs. Bloom seconded. All were in favor; motion carried.
 - **Appointment of Borough Solicitor**—Ms. Almony made a motion to appoint CGA Law Firm/Craig Sharnetzka as Borough Solicitor for the calendar year 2026. Mr. Burkins seconded. All were in favor; motion carried.
 - **Resolution 2026-02**—Mr. Elwell made a motion to adopt Resolution 2026-02 appointing Stacy Myers as Borough Secretary/Treasurer. Mrs. Bloom seconded. All were in favor; motion carried.
 - **Resolution 2026-03**—Mrs. Carl made a motion to adopt Resolution 2026-03 appointing Jillian Murphy as Assistant Secretary. Mrs. Bloom seconded. All were in favor; motion carried.
 - **Klinefelter/4 N. Main Street Ordinance violations**—Does Council want to authorize the zoning officer to send another letter to require cleanup of the property? Ms. Almony suggested having a trash cart dropped at his property and sending the letter stating he must use it and sit it at the curb on trash days. Mr. Burkins made a motion to follow through with this course of action and monitor the situation. Ms. Almony seconded. All were in favor; motion carried.
 - **Saubel's gift card for \$200** was purchased for Guy & Yvonne Hook as Guy served on Borough Council and the Authority for several years and is now in hospice care. Ms. Almony made a motion authorizing the purchase of the card, \$100 from Borough Council (\$100 was authorized from the Authority also). Mr. Kurtz seconded. All were in favor; motion carried.
 - **Purging old tax records, paid invoices, bank statements**—Atty. Sharnetzka said, rather than adopt a Resolution every time old records are destroyed, a policy can be adopted which states "*records older than X number of years can be destroyed*". A policy will be drafted for Council approval at the February meeting.
 - **Quote from REL Concrete for basement concrete work/mold remediation**—Mr. Kurtz made a motion to approve REL Concrete's quote of \$10,500. Ms. Almony seconded. All were in favor; motion carried. After this work is completed, Mr. Burkins suggests purchasing some dehumidifiers for the basement.
10. **Treasurer's Report**—Stacy Myers reported on a CyberSecure enhancement for Security Gateway routers that had been suggested by the Borough's IT person, Mark Caltagirone (Nerd911). The added security would be \$10/month for each router. The Borough has one router; the Authority has two, and this will also be suggested at the January Authority meeting. Mr. Burkins made a motion to approve the \$120/year cost for the additional security. Mrs. Bloom seconded. All were in favor; motion carried.
11. **Mayor's/Police Report**—Mayor Barnette reported:
 - Both a Police Commission meeting and a Budget Continuation meeting were held in December. The final 2026 Budget has been approved with Stewartstown Borough's annual cost for police services being \$529,235 which is lower than the Borough had budgeted. That cost is an 11.76% increase from 2025, although Stewartstown will pay the lowest of the 3 members (New Freedom & Shrewsbury).

- There was a recent hit & run incident in Stewartstown. The driver was caught through the FLOC camera system near Rt. 83. This system has been very helpful to the police in solving crimes. Contrary to comments on social media, Mayor Barnette said the FLOC system does NOT store license plate numbers. Your license plate is public information, since you're driving around with it on your car, and if the system is not looking for your plate number, it's not stored in the system.
 - A vehicle fire at Giant, (end of last year) had destroyed the vehicle and the contents which included a child's car seat. Officer Hanson went to Walmart to purchase a car seat with his own money so the family could get home. This is one example of what SRPD officers do that go unseen. The Shepherd's Fund has since been created by York County Safety Collaborative in which citizens can donate money to be used for officers to purchase gift cards to hand out as they encounter those in need.
 - Speeding of commercial trucks through town seems to be an increasing problem. Joyce Ryer stated she called two companies of these trucks to report the speeding on Main Street. Mayor Barnette spoke to the Chief who said more cars will be sent out to monitor speeding in the Borough. One SRPD officer is certified to make assessments on larger trucks (weight restrictions, safety measures, etc.). Since officers can't monitor speed everywhere at once, it's helpful to know specific times of the day when speeding is noted. This information can then be offered to SRPD.
12. **Committee Discussion/Other business**—A question was submitted tonight on Teams about December's trash bill that covered the service period that was partially for the Penn Waste contract & partially the new contract with Casella. It covered 9/1/25 thru 12/1/2025. It's difficult to split up a service period in the billing software without creating/mailling two separate bills, but staff/Refuse Committee can discuss this to come up with a solution for the next trash billing.
13. **Adjournment**—With no further business before Council, Mr. Kurtz made a motion to adjourn the meeting @ 7:52pm. Mr. Roberts seconded. Motion carried, meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary