**Stewartstown Borough Council**

 **Meeting Minutes**

 **Monday, June 4th, 2018**

**Members Others**

Gordon Wisnom, Sr. Craig Sharnetzka, Solicitor

Kenton Kurtz Jason Brenneman, Engineer

Bill Gemmill Ira Walker, Jr., Sewer & Water

Roy Burkins Mayor Robert Herzberger

Mike Ellinger Stacy Myers, Recording Sec’y

Donna Bloom (arrived 7:05 p.m.)

Polly Kreiss

**Visitors**

Mark Raulie

Sam Gemmill

1. The meeting was called to order @ 7:00p.m. Everyone participated in the pledge to the flag.
2. **GENERAL BUSINESS**
* Mr. Kurtz made a motion to approve the May 7th, 2018 Meeting Minutes. Ms. Kreiss seconded. All were in favor; motion carried.
* Financial Statements
	+ Mr. Burkins made a motion to approve the General Fund bills paid May 4th through June 1st, totaling $7,965.99; Mr. Ellinger seconded. All were in favor; motion carried.
	+ Mr. Kurtz made a motion to approve the Sewer Fund bills paid May 4th through June 1st, totaling $21,915.24; Mr. Burkins seconded. All were in favor; motion carried.
	+ Mr. Burkins made a motion to approve the Water Fund bills paid May 4th through June 1st, totaling $36,662.44; Mr. Kurtz seconded. All were in favor; motion carried.
1. **PUBLIC COMMENT**—none
2. **SOLICITOR’S REPORT**—Mr. Sharnetzka reported the following:
* **He spoke to Mr. McFarland** (owner of 13 Chantilear Court) after sending a letter that they must stop discharging their sump pump into the public street. The letter stated the resident has the option to move the line under the street & tie into the storm sewer to discharge; however, Mr. McFarland stated he cannot afford to do that at this time. If he routes the discharge hose the other way, the water will run onto his neighbor’s property. Mr. McFarland claims the problem was like this for years, that the contractor built the house in a way that when they excavated, a drain for this water was covered up. Mr. Sharnetzka told him while a remedy for the water is being sought, the discharging into the public street must stop. Council asked Jason to look for options and costs to repair & remedy the situation. Ira stated he believes the cost, years ago, was approx. $3,500-$4,000. Mr. Gemmill advised to pay attention to backflow when trying to repair/reroute the water.
* **Bailey Drive traffic circle**—according to the deed, ½ the circle belongs to Villas at Bailey Springs (the Homeowners Association) and ½ belongs to Bailey Springs Partners. Maintenance of overgrown weeds & grass needs to be done in the circle and the Borough is not responsible for the maintenance of it, even if it is in the right-of-way. The Borough also needs to access their water valve that is in the circle. Mr. Sharnetzka will send a letter to both parties that own it and advise them to maintain it.
* **Penn Waste correspondence**—recycling market is diminishing, mainly due to China’s new restrictions (largest buyer of recycled material). Mr. Sharnetzka believes this may be a sign of increased trash prices the next time the trash contract is bid.
* **CGA Law Firm night at Stadium**—June 22nd at the Revolution game for Council members & Borough employees who are interested.
* **Easement agreements**—He sent the agreements for the High Street residents (Kincaid’s & Barr’s) to Jason & Ira. These have been distributed to the homeowners for their review.
* **Olson Accounting lease**—The lease expires on July 31, 2018. Mrs. Olson said she would like to stay in the 6 N. Main St, Ste. B office if the rent is not increased to $1,000/month. After some discussion, Mr. Kurtz made a motion to keep the rent at $650/month for another year, then increasing it to $700/month as of July 31st, 2019 for the next two years, making a 3-year commitment a requirement. Mr. Ellinger seconded. All were in favor; motion carried. Mr. Sharnetzka will notify Mrs. Olson of this outcome.
1. **ENGINEER’S REPORT**—Jason Brenneman reported the following:
* **The Easement Agreements for the High Street residents**—Mrs. Kincaid (73 High) questioned the agreement because of losing access to a part of their property. Mr. Sharnetzka said the Kincaid’s may contact him, if necessary to discuss their concerns. Once the Agreements are signed, the work can begin.
* **Street work estimates**
	+ Ecker Avenue overlay—estimated costs to be $96,663. Mr. Ellinger made a motion authorizing Jason to prepare this project for bid; Mr. Burkins seconded. All were in favor; motion carried. Until the paperwork & bid packets are prepared, it probably won’t get awarded until August. Construction would begin in September.
	+ Icehouse Drive & Church Street are also in need of some repairs—PennDOT has approved them for maintenance.
* **Dollar General site**—the tree is not thriving in the rain garden area; the wrong type of tree was planted for that wet area. Jason is reporting this as an “FYI” since the Bond has already been released. The planting was done in accordance with the developer’s plan for this site.
* **Storm sewer repair, West Pennsylvania**—storm sewer needs repair at/around the parking lot across from Rutter’s (Burkins). Jason estimates the cost will be approx. $34,000. $63,800 was put in the 2018 Budget for this project.
1. **SEWER/WATER SUPERVISOR REPORT**—Ira Walker, Jr. submitted his report, which will be on file with these Meeting Minutes. Borough Council approved the following items:
* Two fire hydrant repair kits & 18 touchpads were purchased from L/B Water for a cost of $999.10. Mrs. Bloom made a motion to approve this expense; Ms. Kreiss seconded. All were in favor; motion carried.
* Six sets of the buffer kits for the chlorine analyzers were purchased from Control Systems 21 at a cost of $431.67. Ms. Kreiss made a motion to approve this expense; Mrs. Bloom seconded. All were in favor; motion carried.
* Landscaping items (straw & topsoil) were needed for several projects; topsoil from Manifold Excavating at a cost of $220.00. Mrs. Bloom made a motion to approve this expense; Mr. Burkins seconded. All were in favor; motion carried.
* Replacement of a regulator on the air compressor at Wellhouse #4. Part was ordered from Control Systems 21 at a cost of $494.00. Mrs. Bloom made a motion to approve this expense; Ms. Kreiss seconded. All were in favor; motion carried.
* A large tree at the sewer plant was blown down during the May 10th storm. Keystone Tree Service is cutting up & removing the wood, with Borough employee assistance. This cost will be $250.00. Mr. Kurtz made a motion to approve this expense; Mrs. Bloom seconded. All were in favor; motion carried.
* Of note, there was a recent issue at Wellhouse #5. The chlorine analyzer was & is working fine; however, while it was reading the chlorine level, it was not sending the information to the SCADA system correctly. At no time, was there any danger to the drinking water; however, because the levels weren’t getting recorded due to the “hiccup” in the system, DEP will issue a written violation to the Borough (no monetary fine). Control Systems 21 determined it was a software issue and that the SCADA software needs an upgrade, which they will complete as soon as possible.
1. **MAYOR’S REPORT/POLICE**—Mayor Herzberger gave an update on Southern Regional Police. At their recent meeting, New Freedom Borough Council passed a motion to rescind their letter of withdrawal & also committed to a 5-year agreement with SRPD. The letter of withdrawal has not been received by any other municipality, nor Chief Boddington. If all parties have not rescinded their withdrawal letters by June 30th, 2018, Southern Regional must execute a separation agreement with those parties. Shrewsbury Borough & Glen Rock Borough have both said they would rescind their letters of withdrawal. Until these letters are received, Mayor Herzberger suggested Stewartstown Borough Council must decide whether they want to stay with Southern Regional Police Department. The Mayor explained with a PPU system, the cost is based on incidents, but we were never sure of what the incidents were. Using the 2017 Incident Report, Mayor Herzberger calculated costs using the PPU formula + factoring in two School Resource Officers. It was previously stated that South Eastern School District would pay $140,000/yr for a School Resource Officer (Southern School District may be willing to pay the same), but with the Mayor’s calculations per the Incident Report, the yearly costs exceed that & he is fairly certain SESD wouldn’t be willing to pay. However, administration costs are included in the PPU formula calculations & it may not be fair for the school districts to pay admin costs. To make the $140,000 work for the school districts, the municipality members may have to pay some of the admin costs. If we were to keep 24/7 coverage, as the Police Commission would like, Stewartstown’s costs would increase by 12 ½%. To add an SRO into that, costs would increase by 28%. Currently, our costs are going down because the school districts are still covering some of the overhead costs.

Mayor Herzberger suspects that, if all municipalities stay in the contract, as well as both school districts, Chief Boddington will want 12 officers. If we don’t have 12 officers or 24/7 coverage, we could possibly rely on State Police coverage part of the time; however, many Stewartstown Council members are not amenable to that idea. They would like coverage from all the same entity, not shared.

If Stewartstown continues with their plan of withdrawal from SRPD by 12/31/2018, a Separation Agreement must be in place by the end of June 2018. Until the other municipalities meet this month & Police Commission meets (on June 6th), Stewartstown Borough Council is unsure which route to take. Mrs. Bloom made a motion to continue tonight’s meeting until Thursday, June 21st @ 7:30p.m. to make a decision on our membership with Southern Regional. Mr. Burkins seconded. All were in favor; motion carried.

1. **PRESIDENT’S REPORT**—Mr. Wisnom reported:
* Requests for Fire Police have been received for Delta/Peach Bottom, York Township and Springfield Township. Mr. Kurtz made a motion to approve the requests; Ms. Kreiss seconded. All were in favor; motion carried.
* York County Boroughs Association Picnic in the Park Dinner—those interested in attending, let Stacy or Missy know.
1. **VICE-PRESIDENT’S REPORT**—Mr. Kurtz attended the York County Stormwater Solutions Meeting last week, made up of 72 municipalities to determine what to do about stormwater. He said it was an interesting meeting and he will continue to attend as they’re scheduled.
2. **TREASURER’S REPORT**—Stacy Myers reported that Sommer’s Snowball Stand asked if the lines in the crosswalks on West Pennsylvania could be repainted. They are very faded & with increased business at Sommer’s with school soon out, he feels it’s a safety issue. Mr. Burkins said Rutter’s had painted lines across Hill Street & West Pennsylvania when Rutter’s opened their store. It wouldn’t affect Rt. 851, which is a State road. Mr. Sharnetzka advised Council against repainting the lines. We didn’t paint them to begin with and unless we conduct a traffic study, he advises against repainting them. Council asked Jason to look into the cost of a traffic study & report back.
3. **Other business**—Ms. Kreiss reported on the poor condition of 85 Cemetery Avenue. The Borough Office will send a letter since the property is in violation of the Nuisance Ordinance.
4. **Adjournment**—Borough Council recessed their meeting @ 8:40p.m. Council will reconvene on Thursday, June 21st @ 7:30p.m.

Respectfully submitted by:

Stacy Myers, Recording Secretary