**Stewartstown Borough Council**

**Meeting Minutes**

**Monday, March 5th, 2018**

**Members Others**

Gordon Wisnom, Sr. Craig Sharnetzka, Solicitor

Kenton Kurtz Jason Brenneman, Engineer

Roy Burkins Ira Walker, Jr., Sewer & Water

Bill Gemmill Stacy Myers, Recording Sec’y

Donna Bloom Mayor Robert Herzberger

Polly Kreiss (arrived @ 7:02p.m.)

**Visitors**

Mark Raulie Suellen Kneller

Earl Long Alan Dikes

Lt. Nicole Palmer

1. The meeting was called to order @ 7:00p.m. All present participated in the pledge to the flag.
2. **GENERAL BUSINESS**

* Mr. Kurtz made a motion to approve the February 5th, 2018 Meeting Minutes; Mrs. Bloom seconded. All were in favor; motion carried.
* Financial Statements
  + Mr. Burkins made a motion to approve the General Fund bills paid February 6th through March 2nd, totaling $135,932.32; Mrs. Bloom seconded. All were in favor; motion carried.
  + Mr. Kurtz made a motion to approve the Sewer Fund bills paid February 6th through March 2nd, totaling $60,862.36; Mrs. Bloom seconded. All were in favor; motion carried.
  + Mr. Burkins made a motion to approve the Water Fund bills paid February 6th through March 2nd, totaling $15,122.59; Mr. Kurtz seconded. All were in favor; motion carried.

1. **PUBLIC COMMENT**

* Suellen Kneller & Alan Dikes from HARP were present to request the Borough’s support for a grant through DCNR (Department of Conservation and Natural Resources) to develop their administrative polices, update their procedures & refine some projects. The $10,000 grant will help them accomplish that. They will need no money from the Borough, but the grant application must be funneled through the municipality. Borough staff will assist them with information, if necessary. Mrs. Bloom made a motion authorizing Hopewell Area Recreation to use Stewartstown Borough as their grant applicant; Mr. Kurtz seconded. All were in favor; motion carried.
* Lt. Nicole Palmer from Pennsylvania State Police was present to answer any questions Council may have regarding PSP coverage. Lt. Palmer reported there are currently 73 personnel at their station, with 54 troopers, 9 Detectives, 2 Supervisors, 2 Sergeants & herself. They are a full-service police department with access to a lab in Harrisburg, a crime lab, undercover units, one motorcycle officer, and much more. They do not have a School Resource Officer in the department but will do school checks, if necessary. If a municipality does not have their own police force, State Police can cover the area. North Hopewell-Winterstown & Wrightsville Borough are two municipalities that depend on State Police when they (local PD’s) are off duty **or** when they need backup.

PSP performs investigations, they report to vehicular accidents, smashed mailbox incidents, harassment charges, etc. They also assist several departments with investigations & aid local departments as backup, when necessary.

They are now intertwined with Lancaster County; as Troop J (Loganville, **formerly** Troop H) has now joined together. Nothing has changed for Troop J except who they answer to; their CIC (Criminal Investigative Commander) is now in Lancaster. State Police cover Chester, Lancaster & York counties and Troop J patrols Rt. 83 North, but only up to the turnpike, not past that.

Lt. Palmer stated the Captain wants to put more troopers on the road per shift, so the units do what needs to be done. Typically, there are 7 officers per shift but with new schedules being created, there may be 15 per shift. They are assigned “zones” or areas of patrol; however, in problem areas (or where drug or criminal activity is more prevalent) the troopers perform “saturation details”. There is a greater police presence & patrol in these areas to deter criminal activity. “Zone checks” are dispatched on each shift and a new records management system automatically dispatches units to “problem areas” to patrol speeding, motorists running Stop signs, house checks for residents on vacation, etc. And after 10pm, there are 2 troopers per patrol car.

The troopers do **not** enforce local municipality Ordinances as local police departments do.

Stewartstown Borough must decide about police services by July 1st, 2018 to be in effect January 2019.

1. **SOLICITOR’S REPORT**—Craig Sharnetzka reported:

* Traffic fine monies disbursed to Shrewsbury Borough in error will be reimbursed to Stewartstown Borough. Due to a coding error in the State system, some municipalities were underpaid, some were overpaid. The coding system error has since been corrected. Stewartstown is due to receive $5,127.66 from Shrewsbury Borough and Mr. Wisnom suggested this money be used to upgrade road signs with the new PENNDOT-required material. Mr. Burkins made a motion that the $5,127.66 be used to replace mainly street signs and any others around town as it becomes necessary. Discussion was held on how many signs would be replaced & how much it would cost. Motion died for lack of a second.
* Rutter’s liquor license—no decision on the appeal was received yet.
* Dollar General Store—the bond is still being held. The contractor and developer are unsure who should pay for the engineering/legal fee expenses incurred by Stewartstown Borough. Craig told them the bond will not be released until payment is received.

1. **ENGINEER’S REPORT**—Jason Brenneman reported:

* Meeting with Dan Kincaid (73 High Street) scheduled for Wed, March 7th about the work that needs done to control flooding from stormwater.
* Falkler-Wilson--revised Subdivision Plan has been received. Shaw Surveying addressed some of the comments, not all of them; however, no work is being delayed because of this.
* DCED grant application was submitted on February 28th, 2018.

1. **SEWER/WATER SUPERVISOR REPORT**—Ira Walker, Jr submitted his report, which will be on file with these Meeting Minutes. The Sewer & Water Authority approved the following expenses for this month:

* Annual preventative maintenance on the spectrophotometer—Hach Company for $440
* Lab supplies with USA Bluebook for $502.95.
* Lab supplies with Hach Company for $578.65.
* New weed eater from True Value for $179.
* New chain (supplies acid from the hopper) from Schwing Bioset for $145.68.
* Recent issue where staff could not read water tower level on SCADA system. There was some overflow on Tank 1 as it is automated & couldn’t shut off. Control Systems 21 visited & replaced an input/program card; however, due to the recent power outage the program was wiped clean. This was since corrected & put back into service by Saturday, March 3rd.
* Recent sewer issue where the UV channel transducer was not communicating with the sampler. Control Systems 21 assisted in getting it back into operation.

1. **Executive Session**—Council recessed to Executive Session @ 7:50p.m. to discuss litigation. Council reconvened @ 8:31p.m. No decisions were made.
2. **MAYOR’S REPORT**—Mayor Herzberger reported:

* Sunday, March 11th, 2018—art show will be held at Mason Dixon Library, 2:00p.m.
* Wednesday, March 7th, 2018—Police Commission Meeting

1. **PRESIDENT’S REPORT**—Mr. Wisnom reported:

* Correspondence received from Mason Dixon Library stating their County Aid has been reduced by $300,000. This is just an “FYI” to keep in mind at budget time.
* Fire Police requests received from Dallastown Borough, Felton Borough & Springfield Township. Mr. Kurtz made a motion to approve all 3 requests; Mrs. Bloom seconded. All were in favor; motion carried.
* York County Boroughs Association 2018 1st Quarter dinner meeting—Council should let Borough Office staff know by March 10th if they would like to attend.
* Eureka Member Appreciation Dinner—Council should let Borough Office staff know by March 12th if they would like to attend.

1. **VICE PRESIDENT’S REPORT**—Mr. Kurtz reported on NIMS Compliance training. Mrs. Bloom, Ms. Kreiss, Mr. Burkins & Mr. Kurtz should look into any required training. There is a website where more information can be learned about this. Of note, Guy Hook is the current EMA Director of Stewartstown Borough; however, if Guy no longer wishes to serve, Council should appoint someone else.
2. **ADMINISTRATION**—

* Stacy Myers reported Liquid Fuels disbursement of $63,979.71 has been received. Our current balance is $107,063.19. Keep this in mind as any road projects being planned for 2018 should get underway soon.
* Mr. Gemmill stated a quote was received from D.E. Gemmill for the directional traffic signs and painted arrows for the roundabout at Bailey Springs. Quote was $1,387 for painting, $450 for the signs & $1,640 for sign installation. Ira had already ordered & received the signs and Borough staff can install them.

1. **Adjournment**—With no further business before Council, Mr. Kurtz made a motion to adjourn @ 8:48p.m. Motion carried; meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary