**Stewartstown Borough Council**

**Meeting Minutes**

**Monday, February 3rd, 2020**

**Members present Others present**

Gordon Wisnom, Sr. Craig Sharnetzka, Solicitor

Kenton Kurtz Jason Brenneman, Engineer

Polly Kreiss Mayor Robert Herzberger

Donna Bloom Ira Walker, Jr., Sewer/Water

Roy Burkins Stacy Myers, Recording Sec’y

**Visitors**

Pam Almony

Katie Elwell

1. The meeting was called to order @ 7:00p.m, followed by the pledge to the flag.
2. **General Business**

* Approval of Meeting Minutes—Mr. Burkins made a motion to approve the January 6th, 2020 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 Fund bills & payroll dated 1/7/2020 through 1/31/2020, totaling $103,476.42; Ms. Kreiss seconded. All were in favor; motion carried.
  + **Sewer Funds—**Mr. Kurtz made a motion to approve Sewer Fund bills & payroll dated 1/7/2020 through 1/31/2020, totaling $37,014.15; Mr. Burkins seconded. All were in favor; motion carried.
  + **Water Funds—**Mr. Burkins made a motion to approve Water Fund bills & payroll dated 1/7/2020 through 1/31/2020, totaling $33,736.13; Mrs. Bloom seconded. All were in favor; motion carried.

1. **Public Comment/Visitors**

* Katie Elwell & her children were present to see how a local government meeting is conducted, as part of the Patriot Program her children participate in at school.
* Expected visitors Katie Mooneyhan & Larry Kunkle were not present. Ms. Mooneyhan expressed interest in serving on the Planning Commission. Staff will contact her to see if she’s still interested & can attend a Borough Council meeting.

Larry Kunkle inquired about parking on both sides of Kings Way & the difficulty it poses for snow plowing. Streets & Roads Committee will contact Larry.

1. **Solicitor’s Report**—Craig Sharnetzka gave a brief update on the movie theater, 3 N. Main Street. The bankruptcy is still ongoing & the appeal is pending. There was a delay due to the trustee that had been appointed having a conflict, so another trustee has been appointed in Harrisburg. The next hearing date is February 24th. More details to come.
2. **Engineer’s Report**—Jason Brennman reported the following:

* **Rt. 851/College Avenue work**—previous discussion was held on the culvert replacement taking place the same time the sinkhole/cavity repair is done. The metal pipe in the culvert is rusted out on the bottom & needs replaced. Jason stated the PennDOT permit is almost complete. He presented a detour traffic plan for Council’s review, as College Avenue is a State road & Council will need to approve the street & detour traffic plan to submit with the PennDOT permit. Discussion on the detour was held; Council suggested a separate detour for truck traffic, for safety reasons. Signage will be necessary for the detour; Jason said signs will be posted, as well as news stations (and newspapers) will be notified.

Jason estimates timeframe for completion of this project to be approx. 3 days; however, this is only an estimate due to unknown details of the cavity/sinkhole repair.

Two permits are necessary for this project; 1 in the Authority’s name (as owner of the water line) and 1 in the Borough’s name.

Mr. Kurtz made a motion to approve the completion of the culvert repair to include a traffic detour & possibly a separate truck detour route; Mrs. Bloom seconded. All were in favor; motion carried.

Mrs. Bloom made a motion to authorize President Wisnom to sign #950AA to submit for the PennDOT permit; Mr. Burkins seconded. All were in favor; motion carried.

* **Stormsewer discussion**—Jason had spoken to Brian at Shrewsbury Borough about televising the lines. Brian was amenable to using his camera, although he stated it may be difficult to get his camera through, depending on the condition of the pipes.

Jason & Ira suggested splitting the system up into four quadrants for the televising, estimating the NW & SW sections of town to be the oldest and to start in those areas first.

This is not a pressing issue to complete, but Council doesn’t want to wait until a problem arises (such as College Avenue) to do something. They suggested Jason gather quotes from contractors specific to this type of work & report back; he suspects the project will need bid. He can also investigate obtaining a grant for this project; however, he said these are typically very competitive & the municipality must show they’re fixing erosion problems and/or helping the Chesapeake Bay problem.

Another helpful item for this project will be to have an updated map of the stormsewer system. Jason said, depending on MS-4 requirements, this may be necessary to have in the future anyway.

1. **Sewer/Water Supervisor Report**—Ira Walker, Jr. submitted his report, which will be on file with these Meeting Minutes. Expenses have been approved by the Sewer & Water Authority.
2. **Mayor’s/Police Report**—Mayor Herzberger reported:

* The Police Commission conducted their Reorganization work at the January meeting, introducing some new people to the committee.
* Finance Committee has reviewed the reserve accounts and has decided to try and use the reserve account money to fund capital expenditures while using members contributions to fund operating expenses. Money going into the capital reserve fund will be primarily health care rebates that we’ve been receiving.
* He attended York Adams Tax Bureau meeting last week. A couple points of interest:
  + In 2019, YATB charged a collection fee of 1.75% (reduced from 2% from previous years. Beginning 2020, this collection fee was reduced to 1.36%
  + May 6th—information seminar will be held from 10am-noon (approximately)—anyone is welcome to attend to learn of YATB’s tax processing.

1. **Treasurer’s Report**—Stacy Myers reported:

* **Ordinance 2020-001**—recognizing our pension plan with PMRS (Pennsylvania Municipal Retirement System)—Mrs. Bloom made a motion to approve the Ordinance; Mr. Kurtz seconded. All were in favor; motion carried.
* **Fire Police requests for Fawn Grove Borough 2020 events**—Mr. Kurtz made a motion to approve the requests; Mr. Burkins seconded. All were in favor; motion carried.
* **Several “FYI” items/paperwork** was in Council’s packets.

1. **Council recessed to Executive Session** @ 7:40p.m.Council recessed @ 7:55p.m. No action was taken. Mr. Kurtz made a motion to accept Logan Wise’s resignation; Ms. Kreiss seconded. All were in favor; motion carried.
2. **Adjournment—**Mr. Kurtz made a motion to adjourn the meeting @ 7:56p.m. Motion carried; meeting adjourned.

Respectfully submitted by: Stacy Myers, Recording Secretary