

Stewartstown Borough Council
Meeting Minutes
Monday, January 4th, 2021

Members present

Donna Bloom
Polly Kreiss
Pam Almony
Roy Burkins
Bill Gemmill
Gordon Wisnom, Sr.

Others present

Mayor Kenton Kurtz
Craig Sharnetzka, Solicitor
Jason Brenneman, Engineer
Ira Walker, Jr., Sewer/Water
Stacy Myers, Recording Sec'y

Visitors—Jason Roberts

1. The meeting was called to order @ 7:00p.m. followed by the pledge to the flag.
2. **Swearing in new Council member**—Mayor Kurtz swore in Pamela Almony as the newest Borough Council member, filling Mike Ellinger's vacancy.
3. **Public Comment/Visitors**—no one to address Council
4. **General Business**
 - **Approval of Meeting Minutes**—Ms. Kreiss made a motion to approve the December 7th, 2020 Meeting Minutes; Mrs. Bloom seconded. All were in favor; motion carried.
 - **Approval of Financial Statements**
 - **General Funds**—Mr. Burkins made a motion to approve General Fund bills dated December 4th thru December 31st, totaling \$39,392.31; Ms. Kreiss seconded. All were in favor; motion carried.
 - **Sewer Funds**—Mrs. Bloom made a motion to approve Sewer Fund bills dated December 4th thru December 31st, totaling \$113,977.48; Mr. Burkins seconded. All were in favor; motion carried.
 - **Water Funds**—Mrs. Bloom made a motion to approve Water Fund bills dated December 4th thru December 31st, totaling \$33,090.49; Mr. Burkins seconded. All were in favor; motion carried.
5. **Engineer's Report**—Jason Brenneman reported the following:
 - Liquid Fuels work for 2021
 - George Street work from W. PA Avenue to end (Shawnee Dr) –while the contractor was installing sewer & water service for the lot, it was discovered that there is very little pavement in that area, possibly 3” maximum outside the sewer trench that JA Myers just completed. Typically, prior to paving the street, milling is done along the curb line, but if we mill 1-1½” in this area, it will leave very little pavement. It can be done but it depends on how much money the Borough wants to spend to end up with a satisfactory street. Jason said the other option is to do base repair on the entire road. Outside the sewer trench, completed by JA Myers, is 8’ of road on the right side & all the street cuts are on the left. We could remove 12” of material from outside that sewer trench, install new stone base, new base paving, followed up new topcoat. This option will be more expensive.
Jason spoke to Fitz & Smith & will meet with them onsite this week to discuss an approximate cost for base repair for the approximate 800’ long area. John Huenke owns a property on the left (going downhill) & Jason will verify what John is required to overlay because his water service line will run the entire width of the street. The Borough would be responsible for the base repair.

With no definite construction timeline of the proposed Huenke townhomes, Mr. Wisnom recommended waiting until that was over because the contractor will be tearing up the street anyway.

Jason said John Huenke will be responsible to overlay the frontage of his property from water service to water service. We can ask him to install the permanent base paving but maybe not right away. Mr. Gemmill suggested we gather different options until the permanent road repair. Jason said the base should be done now because if water would get into the subbase/stone, it can create more problems.

Once JA Myers completes the last sewer lateral, they will install temporary hot mix (2") in the trenches & a proper stone base will be installed. But the repair of the area outside those trenches is what needs to be resolved. The sewer trench is approx. 3' wide & the water trench is approx. 3' wide then all the sections of street in between won't be to the correct (better) depth. The Borough's specification requirement is 5" of pavement.

We can't delay the contractor from fixing their trenches, come Spring, so Jason suggests getting an approximate cost from Fitz & Smith for the base repair on the entire street. Council agrees that we want to do the street correctly & allow the contractor to do what is required & end up with a good quality street.

- Any other roads that Council wishes to repair, Jason recommends bidding early this year. Council should decide by March for a bid opening in May to move forward.
 - The intern who was working at C.S. Davidson recently has completed mapping the Borough's entire stormwater system, inlets, etc. Jason will provide Council with a written report in the near future.
6. **Solicitor's Report**—Craig Sharnetzka reported the following:
- Two draft Ordinances were previously provided to Council for review. One was for Street Excavation & the other for Sidewalk Maintenance. These can be acted on as Council wishes.
 - Wiggins property/43 Church Street—Craig drove by today & stated it looks a lot better. The vehicle was removed, piles of items that were in the driveway are now gone. The residents may have moved some items behind the house. It's not perfect, but it is a definite improvement. Council requested CGA to send a 2nd letter, but not to take official action yet. They want to reiterate what needs to be improved so the conditions on the property don't get worse again.
 - Movie theater—no update as the trustee is still waiting for the appeal. The trustee is still in charge of the estate. Craig has been pressuring the trustee on either moving forward to the next bidder or rebid entirely. Council requested CGA send notice to force the appeal or move to the next bidder.
 - Recreation fee for the proposed Bailey Hotel/Suites—Craig has reviewed & found the Borough's Ordinance calls that "inhabitants" of all new construction within the Borough are required to pay the Rec fees; however, the SALDO (Subdivision and Land Development Ordinance) talks about "future inhabitants of a development or subdivision". Craig doesn't believe the Borough can force a hotel to pay the Rec fees as they don't meet the requirements.
 - 2021 Bidding Threshold has increased to a bidding minimum of \$21,300. Telephonic bid quote minimum is now \$11,500. Of note, current prevailing wage is \$100,000 for road work & \$25,000 for all work.
 - Ms. Almony mentioned the new tenants at 61 N. Main Street parked a car in their front yard & covered it with a tarp. It's unknown if the vehicle has current tags & registration, but Mr. Sharnetzka will review the Nuisance Ordinance to see if this is a violation. A letter can be sent to the property owner about moving the vehicle.
 - Concerning a fireworks ordinance, Mayor Kurtz believes Shrewsbury passed one that is more enforceable for Police. It's difficult to restrict people celebrating July 4th and/or New Year's Eve with fireworks, but there have been complaints about it over the past few years.

After checking with Shrewsbury, Mrs. Bloom said Shrewsbury didn't create a specific Ordinance for fireworks. They simply updated their Noise Ordinance to prohibit fireworks after 10pm. They will send a copy to Stewartstown Council members & if we want to create something to include fireworks restrictions, we can.

7. **Sewer/Water Supervisor Report**—Mr. Ira Walker, Jr. submitted his report. All expenses have been or will be presented to the Authority for approval.
8. **President/Vice-President Report**—Mr. Wisnom reported the following:
 - Dean Phillips (newest employee in Water/Sewer) has given notice he will work through March 2021, possibly later if needed, after which he wants to pursue his music career.
 - The Personnel Committee would like to hire Keith Trahan at \$20/hr. He doesn't currently have experience in the water & sewer field, but is willing to learn, as needed. Mr. Burkins made a motion to hire Keith Trahan at \$20/hr; Ms. Almony seconded. All were in favor; motion carried.
 - The Personnel Committee is still looking for a potential employee who is licensed in water & sewer.
 - Mr. Wisnom plans to reassign committees, so if any Council member would like to serve on a specific one, let him know.
 - Snow plowing/salt discussion was held. There were several complaints (to Council members and the Borough Office) about the plowing after the most recent snowstorm. Many roads were not plowed completely or satisfactorily. Mr. Wisnom will discuss this with Larry Kunkle, the current contract holder. The Snow Removal Contract expires at the end of 2021, so bids for a new one will be discussed.
9. **Mayor's/Police Report**—no report
10. **Treasurer's Report**—no report
11. **Adjournment**—With no further business before Council, Mr. Wisnom made a motion to adjourn the meeting @ 8:07pm. Motion carried, meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary