

Stewartstown Borough Sewer & Water Authority Meeting Minutes
Wednesday, July 15th, 2026

Members present: Kevin Brunicke, Linda Miller, Joyce Ryer, Nathan Cook, Jack Cunning, Jason Roberts (via cell phone)

Others present: Engineer Jason Brenneman, Engineer Jason Lytle, Solicitor John Baranski, Recording Secretary Stacy Myers

1. The meeting was called to order @ 6:30pm.
2. **Engineer's Report**—Jason Brenneman reported:
 - **York Water capacity**—Jason met with Ira to review the SCADA data & usage. He's still reviewing the numbers but believes capacity is available for the proposed developments. This is an ongoing process, but he should have more information at the August meeting. It was mentioned last month about creating a working committee to review all of the SCADA numbers/information & possibly meet with York Water, then bring that information back to the Board at a meeting. Proposed developments (all in Hopewell Township) include:
 - **Bridgeview Lot 3** (an extension of the Bridgeview development)—There are approx. 50 units being proposed and the developer plans to go to Hopewell Township's August 3rd meeting for conditional plan approval. Discussion was held on a well site for this development; however, there's no feasible property on the site to meet DEP requirements for a well. The developer has looped the water line (per Stewartstown's request) and are working on addressing other minor comments. They're also waiting for PennDOT approval also to tie in at Rt. 851, but they could have a start date of early 2027.
 - **Terra Nova Capital** (on Kurtz School Rd.)—Plan is in the very preliminary stages, and developer is unsure whether they want to move forward.
 - **Forest Road development**—Approx. 50 units being proposed, but developer is working through some private improvements. Project may be on hold for now.
 - **Poplar Springs sewer replacement for 2027**—Videos of old pipes are being reviewed. There are some sags in this line & Jason wants to get a full scope of the work before requesting an estimate from Shiloh Paving for a 2027 replacement. May have more information by the August meeting.
 - **Sewer & Water Tapping Fee Study**—Since there are no immediate projects, there's no rush, but Jason will work with Jason Lytle on sewer items/work at WWTP. As soon as this study is complete, the new tapping fees would be in effect for all future development.
3. **General Business**
 - **Approval of Meeting Minutes**—Mrs. Ryer questioned the tapping fee increase (1st bullet point under the Engineer's Report) which states "*tapping fees to increase by \$1,000/EDU (from \$2,900 to \$4,400)*". This was a statement from Jason Brenneman, as he gave an "estimated increase". Minutes will be changed to state "**by \$1,500/EDU**".
Mr. Cook made a motion to approve the June 17th, 2026 Meeting Minutes. Mr. Cunning seconded.
All were in favor; motion carried.
 - **Consent Agenda**—The Board gave their consensus to approve the following expenses:
 - **Water Fund**—Water bills & payroll (\$11,244.48) dated June 16th thru July 8th, 2026, totaling \$84,552.27.
 - **Sewer Fund**—Sewer bills & payroll (\$8,653.66) dated June 16th thru July 8th, 2026, totaling \$48,558.10
4. **Visitors/Public Comment**—No one present to address the Board.
5. **Solicitor's Report**—Atty. Baranski reported:
 - **USALCO**—Settlement check in the amount of \$19,659 was given to their counsel after June's Authority meeting, along with the signed settlement agreement, but the check hasn't been cashed yet, and Stewartstown staff is still receiving statements from them with "amount due". John will contact them.
 - **Hopewell Station Restaurant**—Responded to the letter that John sent regarding the need for them to purchase 2 additional water and 2 additional sewer EDUs. They were amenable to a repayment agreement of monthly payments for a 1-year period.
 - **Debra Cuba**—Requested a payoff amount for her sewer/water lien—calculated payoff amount through July 31st, 2026 is \$3,907.67. Stacy will contact Debra with this information.
 - **Crislip/19045 Barrens Rd. South and Engel/4614 Bridgeview Rd.**—District Magistrate will not let us pursue these as criminal issues, so John must resort to our Rules & Regulations to pursue a civil relief (Injunctive Relief per Section 1602) to connect to public water. That requires letters to be reissued to the

property owners. John has prepared those letters & mailed them to their respective counsel. More on that as it's learned.

6. **Sewer & Water Supervisor Report**—Ira Walker, Jr. was not present tonight but submitted the following expenses for approval:

- We ordered vacuum pump relays from HNS at a cost of \$157.89
- Miscellaneous parts/supplies were purchased from Tractor Supply, Harbor Freight & Home Depot for a total cost of \$586
- Openshaw Plumbing assisted us with pulling the pump at Well #5 R2 to replace the pump, motor & wiring for a total cost of \$1,688.07
- Dorn Electric installed an electric supply including a 200amp breaker for the ozone treatment equipment; cost was \$1,580
- Control Systems 21 invoiced us \$912.75 for the annual SCADA system renewal.
- Reliance Crane & Hoist completed the annual inspection of the two hoisting systems at the WWTP; cost was \$270
- Shrewsbury Borough brought their jetter to flush the sanitary sewer main on N. Main Street; cost \$350
- We hauled 32 loads (288 tons) of biosolids to Harry Dehoff's farm for disposal at a cost of \$8,640
- On 6/30/26, Miller & Sons provided a tank truck for an emergency repair of the sewer force main on Ecker Avenue at a cost of \$500

Mrs. Miller made a motion to authorize the above expenses. Mr. Cook seconded. All were in favor; motion carried.

Ira requested Authority consideration on the following two pressing issues also:

- Replacement of four (4) original windows at the WWTP:
 - Baublitz Properties submitted a quote of \$3,200
 - That's My Guy!! Handyman Services submitted a quote of \$3,350

The main difference in quotes was that Baublitz quoted double sliders (both sides open) and That's My Guy!! quoted single slider (only one side opens). The current windows are from the **original** 1970's plant and are in bad shape.

There probably won't be a big need for the windows to be opened or used often because of the new ventilation & upgrades to the WWTP. Baublitz Properties has completed a lot of projects within the Borough, but the Authority has not had any business dealings with them. With That's My Guy!! being owned/operated by Nathan Cook, Mr. Brunicke made a motion to approve the quote from them for \$3,350. Mrs. Ryer seconded. Motion carried with Mr. Cook abstaining.
 - SCAG mower—discussed last month to purchase from Paules Property Management for \$8,000. Price has been lowered to \$6,800. Discussion was held. Mrs. Ryer personally called the manufacturer to ask about this piece of equipment. The guy she spoke to thought \$8,000 wasn't unreasonable, but a bit high. \$6,800 was very reasonable for the commercial grade zero-turn mower. Mr. Brunicke's hesitation is due to SCAG replacement parts being more expensive than other name brand models. It was reported that Chad Paules thought he could make more selling it outright rather than trading it in. His trade-in offer was around \$4,000-\$5,000.
- Mrs. Ryer made a motion to purchase the SCAG commercial mower for \$6,800. Ira had previously stated he could sell the current Toro mower, so that money can go towards the SCAG purchase.
- Mrs. Ryer amended her motion to purchase the SCAG mower for \$6,800 and sell the Toro mower. Mr. Roberts seconded. All were in favor; motion carried.

7. **GMB Engineering Report**—Jason Lytle reported:

- **Task 003/006/009—Operational Support**
 - **Pumping Station Odor/H2S mitigation**—the June Service Report from Quorum was distributed to the Board. Quorum had changed the site locations & increased the number of inoculations. Scores came through fine in terms of where those were done.
 - **Acid Feeder**—Delivery/installation is pending
 - **Water Booster Pump**—Will coordinate with the contractor on the Pump Station
 - **Ozone Disinfection Pilot**—Electrician for the power supply is complete. Currently waiting on the delivery/installation.
- **Task 005—Treatment Improvements Design**
 - PENNVEST application is pending the Ozone Pilot. Then will coordinate with Architectural, Structural, & Electrical engineers to complete building plans & submit to Hopewell Township for building permit approval.

- **Task 007—PFAS Preliminary Planning & Design**—Currently on hold. Second quarter testing results should be available by the August meeting.
 - **Task 010—Bailey Springs SPS Upgrades**—A tentative manufacturing completion date of mid-November has been received. Shipping confirmation has not been received yet. The site layout is complete. Wet Well concrete rehab & lining is in progress, as well as the Force Main layout, Electrical System upgrades/replacements & Bypass jumping. Can begin to meet with contractors because the shop drawings are in place. More on this next month.
8. **Treasurer's Report**—Stacy Myers reported:
- **Hopewell Station Family Restaurant** owners have requested a repayment plan as they are required to purchase two additional water (\$5,817.44) & two additional sewer (\$9,079.42) EDUs. The owners said a one-year agreement with monthly payments would be more feasible to pay the \$14,896.86. Mr. Cook made a motion to approve offering a one-year Repayment Agreement for Hopewell Station Family Restaurant for the amount of \$14,896.86. Mrs. Ryer seconded. All were in favor; motion carried. Stacy has the agreement drafted and will have two copies signed; one for the restaurant & one for staff files.
 - **Monthly billing update**—After gathering information from a lot of different avenues, the two main hurdles for office staff NOT wanting to move from quarterly to monthly billing is: 1) to separate water and sewer revenue that would be collected together if those services are billed together each month would be burdensome, and 2) to move from a quarterly bill to a monthly bill would result in quite a large bill for some residents. Because one of the goals we wanted to obtain was to catch leaks faster than would be done on a quarterly meter reading schedule, Stacy said our Kamstrup meter rep created a report that will assist in monthly meter reading so that staff will be aware of high (and low) water usage each month. Staff can continue to use that report **without** the need to change any billing method because the report doesn't go through the billing software at all. It will be in addition to any billing software report that staff can use as a resource. Stacy would still like to research moving from the postcard-style bill to a folded, sealed bill in order to be more secure & less likely to be lost in the mail. The cost of the machine to do that will be discussed at budget time.
The Board agreed this seemed like a good idea and, if we can avoid changing the billing method after all of these years, we should do so.
9. **Chairman's Report**—Jason Roberts thanked Stacy for all of her time & research that went into gathering information on the monthly billing issue.
10. **Adjournment**—With no further business before the Board, Mrs. Miller made a motion to adjourn the meeting @ 7:25pm. Motion carried, meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary