

Stewartstown Borough Sewer & Water Authority Meeting Minutes
Wednesday, May 20th, 2026

Members present: Jason Roberts, Lisa Mohan, Linda Miller, Kevin Brunicke, Nathan Cook, Joyce Ryer, Jack Cunning
Others present: Engineer Jason Brenneman, Solicitor John Baranski, Engineer Jason Lytle, Sewer & Water Supervisor Ira Walker, Jr., Recording Secretary Stacy Myers

1. The meeting was called to order @ 6:30pm.
2. **Engineer's Report**—Jason Brenneman submitted his report & reported:
 - **Columbia Cross Bore**—Columbia Gas videoed our sewer & storm sewer lines to confirm no cross bores existed. As part of that work, the videos can be provided to the Authority. If the Authority wants the videos, an NDA (Nondisclosure Agreement) needs to be executed. Jason & Ira reported Hydromax USA (the contractor who completed the work for Columbia Gas) found 1 or 2 cross bores which the cable company has corrected. Staff was able to view the sewer main on the videos but not the sewer laterals. Both Jason & Ira believe they can be useful so they would like to keep them. John reviewed & concurs with the agreement. Mrs. Mohan made a motion to authorize Chairman Roberts to sign the Nondisclosure Agreement between the Authority, Columbia Gas and Hydromax USA. Mr. Cook seconded. All were in favor; motion carried.
 - **York Water capacity**—Jason, Ira, Jason R & John met with PA Rural Water recently to discuss what could be done in order for developers to pay for additional water capacity. One option is to update the tapping fee study and increase the fees citing, 1) inflation and 2) adding a potential upgrade from York Water. For York Water to upgrade us from our current 300/gallons per minute (GPM) to approx. 400/GPM will cost roughly \$2million. Adding inflation & the potential YW proposal to our current tapping fee of \$2,940/unit, would allow a potential \$4,400/unit. This would help with any new development/new connections, but only during that connection period. There's a lot that goes into a tapping fee study, but Jason suggested a workshop be scheduled between himself, Ira, Jason R, John and any other Authority members who would like to attend. The current tapping fee study allows 65/gallons per day (GPD) per person when, Jason said, this number is probably more like 90/GPD per person. The current study also stated the original water system served 1,000 units. When Well #6 went online, it provided another 200 units. When York Water came online (early 2,000s), it added 2,400 units. Ira reminded everyone, we are still in a drought despite recent rainstorms. We're currently in a deficit of 9-10". Our wells used to sustain our water usage & York Water supplemented that. It is now switched with the wells now supplementing our York Water consumption. A workshop to discuss the tapping fee study is planned for Wednesday, May 27th @ 1pm at the Borough Office.
 - **Grant opportunities**—Discussing projects with Ira to submit for the LSA Statewide Grant which is due by end of November 2026. More than one project can be submitted; it's just a separate application fee (\$100 each) and Jason's time for each. Ira suggested a Vac Truck which costs approx. \$300,000-\$350,000. He said the Borough can submit for grant money also towards the Vac Truck, as it could also be used for stormwater. The Borough can apply for the LSA Countywide as well as the LSA Statewide. The typical Countywide grant award is \$100,000-\$150,000. There are some Statewide grant projects of approx. \$1million, but it depends how much money is available. Jason should know by the August meeting if the Board wishes to apply for any other projects. It won't be awarded for one year, so it shouldn't be for projects that MUST be done.
 - **Cedar/Scarborough Water Project**—DeTraglia is coming onsite next Tuesday, May 26th. He agreed to do all the work (digging down to the sewer line) to see the issue/cause of the road depression. The Authority is supplying the stone & blacktop. Hopewell Township reps will be onsite, as well as Ira, Jason B, & Jason R.
3. **General Business**
 - **Approval of Meeting Minutes**—Mrs. Miller made a motion to approve the April 15th, 2026 Meeting Minutes. Atty. Baranski stated the date for the Crislip & Engel hearings will be May 22nd, 2026, not May 12th as reported at the April meeting. This will be corrected. Mr. Cook seconded. Motion carried with Mrs. Mohan abstaining since she was not present at the April meeting.
 - **Consent Agenda**—It was the consensus of the Board to approve the following:
 - **Water**—Water bills & payroll (\$34,459.84) dated April 14th thru May 19th, 2026, totaling \$157,490.53

- **Sewer**—Sewer bills & payroll (\$26,303.97) dated April 14th thru May 19th, 2026, totaling \$161,159.20
4. **Visitors/Public Comment**—No one was present to address the Board
 5. **Solicitor's Report**—Atty. Baranski reported:
 - **USALCO**—From last month's discussion, USALCO accepted the Authority's signed agreement with the proposal of \$19,659 in order to settle the matter of the April 2024 chemical spill. Stacy will cut the check for John to take with him tonight & he will send it to USALCO's solicitor.
 - **Saubel's**—All correspondence that was requested from Kinsley Properties has been sent.
 - **Proposed Tapping Fee recalculation & adoption**—John is working with Jason B to determine the best way to fund capital improvements to the water system, namely improvements to the York Water connection to allow more flow. Discussions were held on a possible tapping fee increase for new construction, which requires a tapping fee calculation to be performed (by James R. Holley's office). A workshop is planned for May 27th at the Borough Office to decide how best to proceed.
 - **2025 Audit**—John submitted the requested letter to the auditors that included disclosure of the USALCO dispute.
 - **Columbia Gas License, Release & Non-Disclosure Agreement**—Discussed during Engineer's Report.
 - **19045 Barrens Rd. South (Crislip) & 4614 Bridgeview Rd (Engel)**—Hearings scheduled for May 22nd regarding their connection to public water.
 - **Private wells**—Per the Board's request, John will research & email information regarding forcing those to be capped due to public health concerns.
 6. **Sewer & Water Supervisor Report**—Ira Walker, Jr. submitted his report & the following expenses for action:
 - Shrewsbury Borough assisted with their sewer camera to video a portion of sanitary sewer main on Scarborough Fare at a cost of \$320
 - Pipe Data View Services used their vac truck for two jobs: 1) to hydro-excavate a water main at High Street/Memory Lane to replace a 4" water main valve, and 2) to remove grease/debris from (5) wet wells at our collections stations. Total cost was \$2,245
 - Miscellaneous safety supplies were purchased from G & S Safety Products at a cost of \$127.51
 - We purchased a total of 49.3 tons of #4 ballast stone from York Building Products (for the back lot at the WWTP) at a cost of \$1,231.75
 - We rented a large roller from Zahn Contracting to compact the stone @ the WWTP for a cost of \$575
 - Miller and Sons invoiced us for use of their large capacity tanker, 4 hours @ \$1,000
 - Hydra-Numatic Sales assisted with a pump issue at Sewer #4 at a cost of \$802.89
 - Miscellaneous items for the John Deere backhoe were purchased from Baer's Repairs at a cost of \$319.79
 - Our annual membership dues with American Water Works were paid, \$462
 - Miscellaneous parts for the sewer collection stations were purchased from Hydra-Numatic Sales at a cost of \$3,537.69
 - Miscellaneous parts/tubing for the chemical feed pumps were purchased from LRM at a cost of \$2,525
 - We borrowed two (2) large metal plates from Zahn Contracting to use during the 4" water main valve replacement at High Street/Memory Lane, cost \$260
 - New pulleys/belts were purchased for the Toro Zero-Turn mower at a cost of \$276.62
 - Zahn Contracting assisted with locating the sewer force main line for Sewer #1 at a cost of \$400

Mrs. Miller made a motion to approve the above expenses. Mrs. Mohan seconded. All were in favor; motion carried.
 7. **GMB Engineering Report**—Jason Lytle reported:
 - **Task 009—Operational Support**
 - **Landfill Pretreatment**—Next steps are to 1) review the leachate flows/concentration and loading with Landfill reps, and 2) waiting on the permit review from DEP to see if anything else is needed
 - **Pumping Station Odor/H2S mitigation**—The May Service Report was received today from Quorum. They recently added some sites & inoculation tablets. Jason will follow up with them for understanding of what's going on in the system now that the weather is getting warmer.
 - **Bioset Operation/Service**—Schwing is agreeable to the Acid Feeder Purchase Order for \$23,485.49 which included a deduct of \$6,000 for the parts credit and a service call credit for installation. One other service call credit is remaining.
 - **Water Booster Pump**—The Constant Pressure Pump & Installation will be coordinated with a contractor for the Bailey Springs Pumpstation.

- **Ozone Disinfection Pilot**—This plan was approved by DEP, and an onsite meeting was held with the supplier for delivery/installation; date TBD. The work with the electrician for power supply of the unit has been completed.
 - **Task 04B—Control Building & Dewatering System Construction**—Jason submitted a Change Order to increase the hours/services for GMB Engineering that were being held and had accumulated since August 2025 (expecting the project/all items to be completed by then but it went longer). CO was \$26,000 but Jason will reduce to \$20,000. Mrs. Mohan made a motion to approve the Change Order of \$20,000. Mr. Cook seconded. All were in favor; motion carried.
 - **Task 005—Treatment Improvements Design**—DEP approved the Categorical Exclusion. The PENNVEST application submission is in progress. Coordination with the Township for Building Permit Submittal to come.
 - **Task 007—PFAS Preliminary Planning/Design**—on hold
 - **Task 010—Bailey Springs Pumpstation**—Submittal for the pump has been approved. Delivery schedule is approx. 28-34 weeks. Next step is to coordinate COSTARS contractor and also with the Railroad for access and to cross the Force Main under the railroad tracks. Coordination of the Design Elements are either in progress or have been completed.
8. **Treasurer’s Report**—Stacy Myers reported:
- **Hopewell Station Family Restaurant**—At the time the new owners purchased the restaurant in October 2024, they were made aware that water usage would be monitored and, if usage exceeded their one water EDU and one sewer EDU, they would be required to purchase more EDUs. A history of the restaurant’s usage was distributed to the Board showing an average of 711/GPD (gallons per day) used. Each EDU is calculated to handle 230/GPD. Per that usage since October 2024, two additional water and two additional sewer EDUs would be needed. Mrs. Mohan made a motion to authorize Atty. Baranski to send a letter to the restaurant owners with the requirement to purchase those additional EDUs. Mrs. Ryer seconded. All were in favor; motion carried.
 - **4639 Bridgeview Road**—While reading meters recently, it was discovered this property used 85,000 gallons since the last monthly reading was obtained. The resident has a water line that feeds from his basement to his garage out back and evidently the valve to that line was left on. He requested the account be “finalized” now so he can pay it now so these 85,000 gallons don’t throw his “normal” usage into the highest billing tier for water and sewer which will reflect on his July water & August sewer bills. His typical usage is 12,000-13,000 gallons/quarter. Although it’s very unfortunate this happened, the Authority hasn’t made exceptions for this type of thing in the past. Stacy will notify the homeowner tomorrow.
 - **13 Mill Street/Jordan Ilyes**—Although there is no water or sewer connected right now, it’s not capped off, so technically, someone could begin to use water and sewer at that property. Board consensus was that minimum water and sewer billings will continue.
9. **Chairman’s Report**—no report
10. **Adjournment**—With no further business before the Board, Mrs. Mohan made a motion to adjourn the meeting @ 7:42pm. Mrs. Miller seconded. Motion carried, meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary