

Stewartstown Borough Council
Meeting Minutes
Monday, February 6th, 2023

Members present

Pamela Almony
Donna Bloom
Polly Kreiss
Kimberly Carl
Bill Gemmill
Roy Burkins
Dave Elwell

Others present

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

Visitors

Kenton Kurtz
Jason Roberts
John Barnette

1. The meeting was called to order at 7:00p.m. followed by the pledge to the flag.
2. **Public Comment/Visitors**—no one was present to address Council.
3. **Engineer's Report**—Jason Brenneman reported:
 - **Diamondmaps**—Jason provided a printout of the current map of the water/sewer system. Sewer work is almost complete; water will be finalized next. Jason mentioned that part of the work regarding a Capital Improvement Plan Council was interested in creating is already complete in Diamondmaps. Jason's office has the roads & storm sewer work together & if Council wishes, he can continue working on a Plan that will enable them to pursue grants.
 - **56/58 South Main Street Storm Sewer**—a sinkhole was discovered beside the driveway of 56 S. Main after the property owner had stepped into it & fallen. Back in 2017, these same residents were having stormwater issues towards the back of their properties. At that time, the Borough & both residents (56 & 58) had signed an agreement for the Borough to fix that certain section of pipe & agree to maintain that portion of it. This newly developed sinkhole is not in the same area as the pipe fixed in 2017 (approx. 20' away) & involves a preexisting pipe that Ira & Jason B. believe may have collapsed. When the resident fell, they contacted the Borough, knowing they had previously repaired the other stormwater pipe. Ira explained the 2017 issue took place behind the property, right on the line between 56 & 58 S. Main. A sinkhole had formed & Manifold Excavating, along with Borough staff, replaced the old rusted corrugated pipe. The new sinkhole is very near the back of the house of 56 S. Main. Atty. Sharnetzka said the 2017 agreement states the stormwater pipe would run from the street ROW out, but that's not what was done because the repair was done completely in the back of the property of 56 & 58 S. Main. Ira said the pipe goes toward Main Street & extends under the driveway of 56 S. Main, so staff did not want to touch that part. The homeowners were aware of how much pipe was replaced in 2017, with the majority of the new pipe being on 58 S. Main. Atty. Sharnetzka strongly suggests any necessary repair be conducted with an agreement in place that will release the Borough from responsibility. Jason & Ira have mentioned many times the condition of stormwater infrastructure in the Borough & the need to address areas such as this. Discussions had been held previously regarding videoing the storm sewer system also, which hasn't been done yet. Jason said in new developments, the Borough is responsible for the piping & inlets within the street ROW; outside the ROW is the homeowner's responsibility (or the HOA). In the old section of town, there is no such agreement. Jason suspects that when PENNDOT installed the inlet, the pipe would discharge 10' behind the curb rather than running the whole way down. When the

houses were then built, the pipe may have been extended underneath the ground to build the house, shed, etc. If the Borough wants to help out a resident (materials/labor), Jason agrees with having an agreement in place, but from that point forward, he believes the homeowner should maintain/own the pipe behind the ROW. Mr. Gemmill doesn't agree that a homeowner should be responsible for all stormwater coming off the street that just happens to end up on their property. Atty. Sharnetzka said Delta Borough created a Stormwater Authority in which money is collected as a fee, tax, etc. in the event an expensive repair is needed to their aging infrastructure. Mr. Elwell agrees with creating a stormwater management fund so the entire burden isn't on a homeowner who would have no way to anticipate a repair like this. Mr. Burkins stated he was required to replace pipes & inlets that had collapsed on his property & that was not from his water, but from runoff of other properties.

Jason & Craig stated that PA Law requires a property owner to convey upstream runoff coming onto their property.

Now that the mapping & streets are within Diamondmaps, Jason suggests moving forward with videoing the aging infrastructure.

After more discussion, Mrs. Bloom made a motion to video the pipe at 56 S. Main & to authorize Jason to obtain a quote for the pipe repair & also a separate driveway repair quote; Mr. Burkins seconded. Atty. Sharnetzka said the existing agreement (from 2017) allows the Borough to come onto the property at 56 S. Main to do maintenance, & all we would be doing right now is videoing the pipe. All were in favor; motion carried.

4. **General Business**

- **Approval of Meeting Minutes**—Mr. Elwell made a motion to approve the January 3rd, 2023 Meeting Minutes; Ms. Kreiss seconded. All were in favor; motion carried.
- **Approval of Financial Statements**
 - **General Funds**—Mrs. Bloom made a motion to approve General Fund bills dated Dec. 31st, 2022 thru Feb 2nd, 2023, totaling \$144,560.60; Ms. Kreiss seconded. All were in favor; motion carried.
 - **Sewer Funds**—Mrs. Bloom made a motion to approve Sewer Fund bills dated Dec. 31st, 2022 thru Feb 2nd, 2023, totaling \$63,078.30; Mr. Burkins seconded. All were in favor; motion carried.
 - **Water Funds**—Ms. Kreiss made a motion to approve Water Fund bills dated Dec. 31st, 2022 thru Feb 2nd, 2023, totaling \$26,939.61; Mr. Elwell seconded. All were in favor; motion carried.

5. **Solicitor's Report**—Mr. Sharnetzka reported CGA is again sponsoring Municipal Night at the Ballpark on May 12th, 2023. Council & Borough staff are invited.

6. **President/Vice President's Report**—Ms. Almony/Mr. Burkins reported:

- **Reappointment of Terrell Turner to the Planning Commission**—Mr. Burkins made a motion to reappoint Terrell for a 5-year term; Ms. Almony seconded. All were in favor; motion carried.
- **Approval of SRPD's 2023 Budget**—Mr. Burkins made a motion to approve Southern Regional Police Department's 2023 Budget; Mrs. Bloom seconded. All were in favor; motion carried.
- **PENNDOT approval of street markings/painted crosswalks**—markings for the streets, such as "25mph" were previously discussed & PENNDOT stated they need a written request from the Borough stating they (Borough) will purchase, install & maintain the proposed pavement markings, along with simple drawings of what they'll look like, the size & where they'll be placed. Any pavement markings must meet the design criteria that had been emailed to Ms. Almony last year. When she emailed to ask PENNDOT whether this criteria included crosswalks, she received no reply.

Crosswalks in certain locations of town were also discussed & the PENNDOT rep Mrs. Bloom spoke to, said the Borough could install them as long as the Borough maintained them. Borough staff received a request from the Postmaster to place one from the corner of Mill & N. Main crossing over Main to the area of overflow post office parking. With speeding being a problem in many places, Main Street being one, crosswalk signage, blinking lights, etc. was discussed. Atty. Sharnetzka said PENNDOT approval should be in writing, along with them stating no additional signage, lights, etc. is required. Mr. Gemmill is concerned that it may cause problems with the VFW (or if the property would be sold) because a crosswalk would invite post office patrons to continually park in their lot; however, most post office traffic is typically done on off-hours of VFW business. Jason Brenneman mentioned the necessity to bring ADA ramps into compliance with State law wherever crosswalks are installed. Mrs. Bloom was told all work on ADA ramps must be done by PENNDOT, not the Borough. Ms. Almony had only spoken to PENNDOT regarding the “25mph” street markings, not crosswalks. To clear up confusion & in an effort to get accurate information, Ms. Almony & Mrs. Bloom will work to get PENNDOT approval in writing. In the meantime, Council decided on the following locations for the “25mph” markings:

- Rt. 851 East before Bailey Drive (near the intersection of Mill/Hill Streets)
- N. Main Street/Memory Lane
- S. Main Street (near 67 S. Main, heading north)
- S. Main Street (near 24 S. Main)
- College Avenue/Heather Drive (coming **into** town)
- Ballast & N. Main (if possible, due to Ballast Lane being a township road)

Council discussed installing other road markings, such as “Slow” in certain areas of town in an effort to slow down speeders. Ms. Almony will review & try to obtain that pricing prior to the March meeting.

Mrs. Carl made a motion to authorize spending up to \$2,000 to order the 25mph street markers in the above six (6) locations according to PENNDOT criteria; Mrs. Bloom seconded. All were in favor; motion carried.

The next Borough newsletter will provide information about the street markings in order to notify residents.

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

- Approval for Fire Police is needed for the following events for Fawn Grove Borough—
 - Kennard Dale 2023 graduation—exact date TBD
 - Olde Tyme Days Parking & Parade—June 23-25th, 2023
 - Great American Train Robbery Dinner/Dance—September 22nd. 2023
 - 10th Annual York Fire Muster—September 24th, 2023

Mr. Burkins made a motion to approve Fire Police for the above events; Mrs. Carl seconded. All were in favor; motion carried.

8. **Sewer/Water Supervisor Report**—Ira Walker, Jr. submitted his report. All expenses will go before the Sewer & Water Authority for approval.

9. **Mayor/Police Report**—Mayor Barnette reported:

- In January, the Mayor met with Stewartstown UMC Food Pantry which is a great program for families in need. Distribution is every other Saturday from 9:30am-1:30pm with the next dates being February 18th, March 4th & March 18th. Appointments are strongly encouraged.
- She was the guest speaker at the recent meeting of Cub Scout Pack #156 which was very fun & full of eager-to-learn boys. Their discussion involved energy issues in the community.
- SRPD Commission—Two meetings have been held since Stewartstown’s January Council meeting.
 - A contingent offer was made for the new hire of a current Baltimore City officer, who is going through his testing & physical.

- More discussion was held regarding Glen Rock Borough & a new attorney has been hired to specifically handle all Commission/Glen Rock matters, going forward. According to their Mayor, Glen Rock Borough doesn't want to leave the Commission, but due to costs, they may be forced to do so. No updates have been heard since the Commission sent a letter to Glen Rock, as SRPD's attorney (Peter Ruth) is waiting to hear from the newly hired attorney who will deal with GRB.

10. **Committee Discussion/Other Business**

- **Economic Development**

- Mrs. Carl explained at their last meeting, the Committee made a list of all local storefronts & business complexes that are empty, etc., & how to help business owners fill those spaces. Currently, there are 8-9 vacant Commercial properties in the Borough. A petition was suggested in which residents would participate with the type of businesses they would like to see in town.
- It would be helpful for the Committee to have their own page on the Borough website where meeting dates, events, committee members, meeting minutes, etc. could be posted to make residents & business owners aware.
- There are many of the same types of businesses within the community & there are a lot of gaps that could possibly be filled by new/other types of businesses coming to town. A snapshot of what the Borough has vs. what the Borough needs would be helpful.
- Requests of the ED Committee:
 - To have their own page on the Borough website.
 - To obtain reports, such as ESRI or Claritas reports. Claritas reports cost \$89/each, while ESRI reports cost \$50/each. Some of those the Committee is interested in obtaining are Restaurant, Demographic & Retail reports. Mrs. Carl feels having this documentation & research may also bolster the Borough's chances of getting grant funding.
 - A budget of \$400 to obtain the above reports is being requested.
- Council responses:
 - Mrs. Bloom said she would rather put this money towards sidewalk, road & stormwater repairs that are needed. She feels business owners are going to want to bring their business into thriving communities & Stewartstown doesn't have that. In addition, the Borough has a parking shortage which deters businesses from coming/staying; however, most of the vacant Commercial properties mentioned previously have ample parking.
 - Ms. Almony believes a Demographics study/report would be done at the time a grant application is completed.
 - Why would it be the Borough's responsibility to tell business owners what should go into their vacant building? Mrs. Carl said that's not what the Committee is doing; they're simply giving them the data & showing them the Borough is an economic-friendly community for any type of business/investor.
 - Mr. Elwell said \$400 is a good (inexpensive) way to gauge Council's awareness of what grant & municipal funds would be available. Realistically the data of the reports is good for 2-3 years. We don't want to become a Chamber of Commerce, but this would just inform us of the gaps in Borough businesses.
- Outcome of requests for website page & reports:
 - Mrs. Carl would like to do some more research on the reports before coming back to Council in March. She will work to get a formal letter from both

organizations so Council would know what we would be receiving for our money.

- Borough staff will find out involved costs (if any) of adding a website “tab” for Economic Development Committee news/information & report back in March.

- **Streets & Roads/Stormwater**

- Revised Sidewalk Ordinance 2021-04 was before Council over a year ago but it hadn’t gone to a vote. Is Council interested in reviewing it again? Mr. Elwell had reviewed it & believes the biggest changes were that the potential penalty was increased (up to \$600/day), and parking aprons were removed. He feels parking aprons are essentially part of the sidewalk & frequently used by private property owners who have them. Those homeowners would have a greater responsibility regarding their parking aprons, but that’s not addressed in the revised Ordinance. He believes the municipality has a responsibility to maintain safe rights-of-way and if Council approves the Ordinance, then it needs to be enforced. He believes it needs more review & work.

With no other Council comments regarding the revised Ordinance, Mrs. Bloom suggested tabling it because an agreement probably won’t be reached. She would like to seek grant funding for possibly stormwater, streets & sidewalks.

11. **Adjournment**—With no further business before Council, Mr. Burkins made a motion to adjourn the meeting @ 8:40p.m. Mr. Gemmill seconded. All were in favor; motion carried.

Respectfully submitted by:

Stacy Myers, Recording Secretary