

**Stewartstown Borough Council  
Reorganization Meeting Minutes  
Monday, January 6<sup>th</sup>, 2020**

**Members present**

Gordon Wisnom, Sr.  
Kenton Kurtz  
Polly Kreiss  
Donna Bloom  
Roy Burkins  
Bill Gemmill (arrived @ 7:02p.m.)

**Others present**

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

**Visitors**

Pam Almony  
Josh Myers, Shaw Surveying  
Sam Gemmill  
Ned from Freedom Fitness Gym

1. The meeting was called to order @ 7:00p.m. by Mayor Robert Herzberger. Everyone participated in the pledge to the flag.
2. **Reorganization of Council**—
  - The following reelected Borough Council members read the Oath of Office and were sworn in by Mayor Herzberger:
    - Paulette (Polly) Kreiss
    - Donna Bloom
    - Roy Burkins
  - Mayor Herzberger accepted nominations for the office of:
    - President—Mrs. Bloom nominated Gordon Wisnom, Sr. as Council President. All were in favor.
    - Vice President—Mrs. Bloom nominated Kenton Kurtz as Vice President. All were in favor.
  - At this time, Mayor Herzberger turned over the gavel to President Gordon Wisnom, Sr.
1. **Engineer's Report**—Jason Brenneman reported on the Falkler/Wilson Subdivision Plan. Josh Myers from Shaw Surveying was present, representing the Falkler's (owners of the property). A public improvement estimate, or surety estimate for the water & sewer work had previously been discussed. Some of the public improvements are to be installed & owned by the Sewer & Water Authority which will include a small length (20-30') of sewer pipe, a manhole & a water main on Mill Street. This work could be handled with a building permit, but since it will belong to the Authority, it should be discussed with them. Josh Myers is working on the estimate for that work. This work will also require a PennDOT permit; however, this permit will only be good for one year (with a possible 1-year extension). Depending on the timeframe, Jason said if there is no one interested in buying the lot, the permit would expire & cause more delays. Not certain of the timeframe, Jason spoke to Josh to see if the permit cost could be included with the Bond, so the Authority could draw on that Bond, if necessary. Josh stated the last two items necessary on this project are the surety and the HOP (Highway Occupancy Permit from PennDOT). Josh is requesting the following tonight from Council:
  - Approval of Exhibit A's for water & sewer extension (for one EDU) required to serve lot #1.
  - Approval of the waiver for the preliminary plan requirement S.303.
  - Conditional approval of the Subdivision Plan with the following six (6) conditions:
    - Remove all stormwater details from the plan.

- Add existing/proposed water line size to the plan.
  - Change the 12" PVC to 8" PVC for the gravity sewer.
  - Signatures
  - Approval by Authority of Exhibit A's for water & sewer.
  - Surety & HOP if deemed required at this point.
- Josh Myers had gotten the revised plans to Jason today & Jason said the outstanding comments are minor. Council can conditionally approve the plan and once the Authority approves everything & the surety is in place, Council can sign the plan and it can be recorded.  
This lot would sit with the surety in place, with Falkler putting up the letter of credit for the surety. If the lot should sell, the letter of credit would transfer to the new owner. This letter of credit would not lapse without notice to the Borough.
  - Mr. Burkins made a motion to conditionally approve the plan & approve the waiver of the preliminary plan with the above six (6) conditions. Mrs. Bloom seconded.  
Attorney Sharnetzka suggested condition #6 be revised to read "the applicant will provide the surety to the Authority in the amount as approved by the Authority Engineer and in a form acceptable to the Authority Solicitor". Mr. Burkins & Mrs. Bloom approved this revision and kept their motions in place. All were in favor; motion carried.
  - Jason also reminded Council to keep stormsewer issues on the radar for future repair. There are a lot of metal lines in the Borough & these may need replaced very soon. He can put together a list of areas to be televised in preparation of replacement or Council can pick & choose different sections, if they wish.  
Council is amenable to Jason creating an estimate on televising the lines for discussion or replacement later. The replacement can be built into the 2021 Budget, but the televising can be done now to see what areas may be worse than others. This will be added to the February meeting agenda for further discussion.
  - Jason Brenneman left the meeting @ 7:25p.m.
2. **General Business**
- Approval of Meeting Minutes—Mr. Kurtz made a motion to approve the December 2<sup>nd</sup>, 2019 Meeting Minutes; Mrs. Bloom seconded. All were in favor; motion carried.
  - Approval of Financial Statements
    - **General Funds**—Ms. Kreiss made a motion to approve General Fund bills & payroll dated 11/29/2019 thru 1/6/2020 totaling \$31,403.21; Mrs. Bloom seconded. All were in favor; motion carried.
    - **Sewer Funds**—Mrs. Bloom made a motion to approve Sewer Fund bills & payroll dated 11/29/2019 thru 1/6/2020 totaling \$48,483.85; Mr. Burkins seconded. All were in favor; motion carried.
    - **Water Funds**—Mrs. Bloom made a motion to approve Water Fund bills & payroll dated 11/29/2019 thru 1/6/2020 totaling \$54,993.91; Mr. Burkins seconded. All were in favor; motion carried.
3. **Public Comment/Visitors**—The following were present to address Council:
- Pam Almony suggested additional signage on the Stop Sign at the Mill Street/High Street corner. She has witnessed many vehicles failing to stop at the sign (as they approach from Main Street) & vehicles traveling up Mill Street (toward Main Street) do not need to stop. Many times, she has seen near-accidents and suggested another sign be added underneath the Stop Sign stating "oncoming traffic does not stop" or something similar to make motorists aware. Council agreed & thought this was a good idea. Mr. Wisnom requested the Streets & Road Committee handle this.
  - Ned (last name unknown) is part of a new gym, Freedom Fitness, planning to open soon in the Bailey Springs Plaza. The gym needs to obtain a permit before moving in, but they

were uncertain of the process to do so. Borough staff said Ned should come to the Borough Office to get the proper paperwork in order to obtain the Use & Occupancy Permit for that space.

4. **Solicitor's Report**—Craig Sharnetzka reported the following:
  - Public bid thresholds have increased from \$20,600 to \$21,000. The threshold for phone quotes (3 are necessary) increased from \$10,900 to \$11,300.
  - Movie theater—the old case has been converted from Chapter 13 bankruptcy to Chapter 7. Bill Neal has appealed this case, which delays everything. More information should be known by Council's February meeting.
  - Cloverfield Phase 2 Plan and the Subdivision & Land Development Agreement have now been recorded.
  - January 29<sup>th</sup>, 2020 from 3:30-5:00p.m.—CGA Law Firm will hold a seminar for newly elected officials or anyone wishing to attend.
5. **Sewer/Water Supervisor Report**—Ira Walker, Jr. submitted his report which will be on file with these Meeting Minutes. The Sewer & Water Authority has approved this month's expenses, but the following additional items were discussed:
  - The boiler/heating system at the Sewer Plant is aging. Spangler & Boyer and Aero Energy did a walk-through recently to discuss replacement. It may be a costly project. Mr. Gemmill said he can't imagine a heating system in the plant would cost \$100,000. We should be able to get an analysis of what a new system would cost to compare to current costs, repairs, maintenance, etc. Mr. Gemmill said we won't save a lot of money by switching from heating oil to propane gas. The Sewer & Water Authority has requested 3 consulting engineers conduct an evaluation of the Sewer Plant to determine what recommendations, repairs and/or replacements the Authority may need to prepare for. Whichever consultant is chosen should be able to do the analysis Mr. Gemmill suggested.
  - There appears to be discolored water discharging into the street from 70 Cemetery Avenue. This home has an on-lot septic system & Ira is concerned there is a problem with their system. Since Ethan Poe is no longer a Sewage Enforcement Officer, Ira suggested contacting Keith Hunnings from South Penn Code Consultants to replace Ethan. Mr. Burkins made a motion to appoint Keith Hunnings as the Borough's SEO; Mr. Kurtz seconded. All were in favor; motion carried. Ira will discuss the issue at 70 Cemetery with Mr. Hunnings.
6. **Mayor Herzberger's Report**—the following committee nominations were held:
  - Police Commission—Mr. Wisnom made a motion that the Stewartstown Borough representatives on the Police Commission remain the same which is Mayor Herzberger, Roy Burkins and Kenton Kurtz (as an alternate); Mr. Gemmill seconded. All were in favor; motion carried.
  - York Adams Tax Bureau Board of Directors and Tax Collecting Committee—Mayor Herzberger is the current representative on these committees with Mr. Kurtz as an alternate. Mayor Herzberger typically attends most meetings & will continue to do so. Mr. Kurtz said he will serve as an alternate.
7. **President/Vice-President Report**—Mr. Kurtz would like to schedule a tour of the York County Solid Waste Authority plant. If anyone is interested in going along, let him know.
8. **Adjournment**—With no further business before Council, Mr. Burkins made a motion to adjourn the meeting @ 7:59p.m. Motion carried; meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary

