

Stewartstown Borough Council
Meeting Minutes
Monday, May 4th, 2020

Members present

Gordon Wisnom, Sr.
Kenton Kurtz
Polly Kreiss
Donna Bloom
Roy Burkins
Mike Ellinger
Bill Gemmill

Others present

Mayor Robert Herzberger
Ira Walker, Jr., Sewer/Water
Stacy Myers, Recording Sec'y

1. The meeting was called to order @ 7:00p.m., followed by the pledge to the flag.
2. **Public Comment/Visitors**—none
3. **General Business**
 - Approval of March 2nd, 2020 Meeting Minutes—Mr. Kurtz made a motion to approve the March 2nd Meeting Minutes; Ms. Kreiss seconded. All were in favor; motion carried. There was no April Borough Council meeting due to the COVID-19 pandemic.
 - Approval of Financial Statements
 - **General Funds**—Mrs. Bloom made a motion to approve General Fund bills & payroll from February 29th thru May 1st, totaling \$148,083.16. Mr. Burkins seconded. All were in favor; motion carried.
 - **Sewer Funds**—Mrs. Bloom made a motion to approve Sewer Fund bills & payroll from February 29th thru May 1st, totaling \$133,799.20. Mr. Burkins seconded. All were in favor; motion carried.
 - **Water Funds**—Mr. Burkins made a motion to approve Water Fund bills & payroll from February 29th thru May 1st, totaling \$95,665.00. Mrs. Bloom seconded. All were in favor; motion carried.
4. **Solicitor's Report**—Craig Sharnetzka submitted his report via email, as follows:
 - **Old movie theater, 3 South Main**—Mr. Neal has appealed the Chapter 7 conversion & filed an objection to the hearing scheduled on his own “Motion to Suspend Proceedings”. A hearing is scheduled for May 19th, 2020 at 9:30a.m. The Trustee is working with Mr. Neal to find a realtor for the theater.
 - **Volunteer Tax Credit Ordinance & Resolution**—Mr. Sharnetzka sent a draft to Council & office staff for review. The legal notice of a public hearing & intent to adopt this Ordinance must be advertised 30 days prior to the adoption. This does not need to be adopted till end of the year to be effective.
 - **Borough Real Estate Taxes**—Act 15 of 2020 allows the Borough to waive/forgive late fees & penalties on taxes, if paid by December 31st, 2020. **Resolution 2020-001**, forgiving the late fee/penalty has been drafted & is before Council for action.
Mr. Burkins made a motion to pass Resolution 2020-001 to forgive late fees & penalties for real estate taxes, provided payment is received by December 31st, 2020. Mr. Kurtz seconded. All were in favor; motion carried.
 - **State of Emergency & Expenses**—all expenses incurred due to responding to COVID-19 should be documented by office staff. These would include, cleaning the meeting room, cleaning the office more frequently, purchasing supplies, purchasing equipment regarding the pandemic (computer equipment for virtual meetings), etc., and including actions taken to protect the residents.
 - **New Labor Poster Families First Coronavirus Relief Act**—this notice needs to be posted in the office and emailed/mailed to anyone not physically in the workplace.

5. **Engineer's Report**—Jason Brenneman submitted his report via email, as follows:
 - **College Avenue Storm Sewer & water line cavity project**—Clearview Excavating plans to begin very soon.
 - **7 North Sycamore Lane**—the property owner called (on 4/27/20) with a concern about their neighbor's runoff. Jason visited the property on 4/28 and determined it is a groundwater issue, not a public stormwater problem. It is between property owners, not a Borough issue.
 - **Televising storm sewer lines**—as a follow-up to previous discussion about budgeting for televising storm sewer lines, Jason obtained a verbal estimate from a contractor doing similar work in another municipality. The price was \$2,100/day for 400 feet of line, which comes to approx. \$5/foot. A better price could be obtained for more streets/longer area to televise. There are approximately 13 miles of streets in the Borough that could contain storm sewer which could total \$70,000 to \$178,000 to televise all the pipe runs. Council can keep this in mind for future budgeting purposes & also for necessary maintenance on any bad storm sewer lines. Any input, questions or concerns regarding this, can be directed to Jason.
6. **Sewer/Water Supervisor Report**—Borough Council accepted the report as presented by Ira Walker, Jr. Of note, Anthony Lewis (Sewer Operator) submitted his resignation, effective May 15th, 2020, as he has taken another job in Spring Grove. Mrs. Bloom made a motion to accept Mr. Lewis' resignation; Ms. Kreiss seconded. All were in favor; motion carried. Mrs. Bloom suggested an exit interview be held with Mr. Lewis before May 15th. This request will be made to Mr. Lewis.
7. **Mayor Herzberger's Report**—as Council discussion was held regarding the purchase of 1 or 2 more solar speed signs, Mayor Herzberger recommended avoiding any unnecessary expenditures at this time, due to a possible revenue shortfall in the coming months because of the coronavirus impact on residents & tax money.
8. **Treasurer's Report**—nothing additional to report other than informational correspondence included in Council's meeting packets.
9. **Other business**—the following was discussed:
 - Mr. Gemmill requested the Zoning Officer visit 43 Church Street. The property owners recently created a second driveway in their yard in order to park closer to their front door. This was done without obtaining a Zoning Permit from the office. Office staff will contact the Zoning Officer.
 - Mr. Burkins requested a letter be sent to the new owners of 24 W. Pennsylvania Avenue. They own dogs which are frequently "running at large" without leashes. Office staff will mail a letter, along with a copy of the Nuisance Ordinance 2010-4, which outlines (Section 6) that household pets are prohibited to run at large within the Borough. Since the residents are new, they may not be aware of this Ordinance.
 - Council agreed that a new Borough/Authority Engineer would be sought, once business & meetings return to a normal order.
10. **Adjournment**—With no further business before Council, Mr. Burkins made a motion to adjourn the meeting @ 7:26p.m. Ms. Kreiss seconded. All were in favor; motion carried. Meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary