

**Stewartstown Borough Council Meeting Minutes**  
**Monday, May 6<sup>th</sup>, 2024**

**Members present**

Pam Almony  
Donna Bloom  
Kim Carl  
Roy Burkins  
Jason Roberts  
Joshua Butler

**Others present**

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

**Visitors**

Linda Miller  
David Gibbs

Polly Kreiss  
Randy & Lynn Weaver

Cindy Seibel, Delta Star  
Paul & Louise Roscosky

1. The meeting was called to order @ 7:00p.m. followed by the pledge to the flag.
2. **General Business**
  - **Approval of Meeting Minutes**—Mr. Roberts made a motion to approve the April 1<sup>st</sup>, 2024 Meeting Minutes; Mrs. Carl seconded. All were in favor; motion carried.
  - **Approval of Financial Statements**
    - **General Fund**—Mr. Burkins made a motion to approve General Fund bills dated March 29<sup>th</sup> thru May 3<sup>rd</sup>, 2024, totaling \$128,165.38. Mr. Roberts seconded. All were in favor; motion carried.
    - **Sewer Fund**—Mr. Burkins made a motion to approve Sewer Fund bills dated March 29<sup>th</sup> thru May 3<sup>rd</sup>, 2024, totaling \$98,953.03. Mr. Roberts seconded. All were in favor; motion carried.
    - **Water Fund**—Mrs. Bloom made a motion to approve Water Fund bills dated March 29<sup>th</sup> thru May 3<sup>rd</sup>, 2024, totaling \$67,919.23. Mr. Burkins seconded. All were in favor; motion carried.
3. **Public Comment/Visitors**

Randy & Lynn Weaver (8 College) and David Gibbs (10 College) were present to discuss the crematorium at Hartenstein's Funeral Home (19 S. Main/corner of College Ave), which was added in 2019. The Weaver's had lodged a complaint about the noise from the crematory when it first opened. (Of note, Borough staff had made all permitting paperwork available to Mr. Weaver at that time). The Weaver's, as well as Mr. Gibbs wondered how it got approved by the Borough. When the crematory is running, they can hear it in their homes, even with their windows closed. Mr. Gibbs doesn't have a problem with the building, but the crematory itself is an industrial piece of equipment, so he doesn't understand how it could be allowed in a residential zone. There's no barrier for the sound to be absorbed or redirected away from neighboring properties. Ms. Almony & Atty. Sharnetzka said, per Section 502 J.1 of the Borough's Zoning Ordinance, the Zoning Officer took the stance that the crematory is "a use customarily incidental to the permitted use (funeral home)" and he considered the crematorium an accessory use to the existing funeral home. That's how it got approved to be installed.

Ms. Almony spoke to Hartenstein's about the cremation process. Staff said the crematory is not used every day. They try to hold the decedents to do a few at one time. That way the crematory may be in operation for several hours at a time, but not every day. They typically operate it in the morning and are done by 1pm. They estimate they conduct approx. 150 cremations per year. Following up on Weaver's recent complaint, the Borough's Zoning Officer had visited the property while the crematory was in operation and stated it couldn't be heard above passing traffic. The Weaver's & Mr. Gibbs welcomed anyone to their houses while it was in operation to hear how loud it is. They also referenced the Borough's Nuisance Ordinance regarding noise. Council reiterated the ZO did not believe it constituted a violation of the Nuisance Ordinance.

More discussion took place on whether or not noise-shielding equipment could be installed, and/or having someone who measures noise levels visit while the crematory is in operation. Ms. Almony said the crematory/funeral home follows state laws instituted by Department of Environmental Protection and Environmental Protection Agency for inspections, smoke/omissions, etc. They are **required** to keep a logbook of dates & times when the crematory is operated.

Council suggested the Weaver's & Mr. Gibbs keep a record of dates & times when the crematory is running, in addition to noting how long it runs each time. That record can then be compared to Hartenstein's records. The neighbors are open to a discussion with Hartenstein's as well, if necessary. But as far as the Borough is concerned, their Zoning Officer followed the Zoning Ordinance requirements. If Weaver's or Gibbs want to pursue the noise issue and have someone come to measure the noise level at their homes, it would be at their cost.

4. **Engineer's Report**—Jason Brenneman wasn't present tonight, but submitted the following:

- **Street Work**

- **Free Street**—Borough staff found a list of permits from 2003 that included two issued to Gordon's Service, one for a pole building and one for a 16'x25' addition, which Jason believes is the building encroaching over the right-of-way line of Free Street. We can move forward with painting the yellow line, denoting the ROW line, but Council suggested notice be sent to Caliber Collision prior to the work being started. Caliber has been parking vehicles within that right-of-way, which is not permitted. Two quotes were received for the line painting, one from Ross Painting for \$820 and one from D.E. Gemmill for \$975. Mrs. Bloom made a motion to accept Ross's quote for \$820; Mr. Roberts seconded. All were in favor; motion carried. Borough staff will send a letter of notice to Caliber Collision.
- **George Street paving**—this work was awarded to Fitz & Smith last month, but a Change Order for three ADA ramps (2 at Shawnee and 1 at W. Pennsylvania) has been submitted for approval tonight. Jason also has the contract documents to be signed by the Council President.

Ms. Almony made a motion to approve the Change Order for the ADA ramps in the amount of \$20,250, and to authorize signing of the contract documents. Mrs. Bloom seconded. All were in favor; motion carried.

- **Storm Inlet/Pipe Inspection proposal**—discussed last month, Jason's office had reviewed a storm sewer map that includes the approx. 350 inlets in the Borough. Where the pen cam could not accommodate, it will be necessary to pull grates off to view deeper inlets. Jason estimates a cost of \$8,000-\$10,000 to view, inspect, and document all the inlets. The Authority had given their approval for Borough staff to use their equipment, where necessary. Mrs. Bloom made a motion to move forward with this work. Mr. Burkins seconded. All were in favor; motion carried. Council discussed using the American Rescue Plan Act funds for this project.

Mrs. Bloom amended her motion to move forward with this work and to fund the project with the ARPA funds. Mr. Burkins amended his second to the same. All were in favor; motion carried.

5. **Solicitor's Report**—Atty. Sharnetzka reported:

- **Ordinance 2024-05—LERTA Ordinance** involving a tax assistance program for revitalization of deteriorating properties in the Industrial and/or Commercial zones. This ordinance has a term of 10 years. No public comment was heard. Mrs. Carl made a motion to adopt Ordinance 2024-05; Mrs. Bloom seconded. All were in favor; motion carried.

- **Ordinance 2024-06—Intergovernmental Cooperation Agreement for Police Services—** allows Stewartstown Borough to enter into an intergovernmental agreement with New Freedom & Shrewsbury to contract for Police services.  
Mrs. Carl made a motion to adopt Ordinance 2024-06; Mr. Roberts seconded. All were in favor; motion carried.
  - **Corrective Deed for Recreation Parcels—**Last year, Hopewell Area Rec & Parks (HARP) applied for a DCNR grant for which the Borough had to be the applicant. Grant money will be used for playground improvements & must funnel through the Borough. This involves a parcel of land not owned by the Borough, but land that the Borough leases from Stewartstown Presbyterian Church. The lease had to be updated & a lease agreement was created. After reviewing the deed & associated documents, DCNR said the deeds should've had (as a grant requirement) restrictive covenant language included, to restrict the Borough (or any future user) to use the property for anything other than recreation. The deed was forwarded to Council for their review, but before that restrictive language is added, Craig would like to get further information and/or proof that this is required on the deed.  
Ms. Almony made a motion authorizing Craig and/or Stacy to contact DCNR requesting the requirements from the initial grant (from 1982/1983). Mrs. Carl seconded. All were in favor; motion carried.
6. **Sewer & Water Supervisor Report**—Ira Walker, Jr. submitted his report. All expenses will be submitted to the Authority for review/approval. Ira discussed a few items from his report:
- Meter Replacement Program is going well & we're nearing the end of replacing those in the "old" part of Stewartstown, after which, the focus will be replacing the meters in the newer part of our system.
  - April 25<sup>th</sup> was Bring Your Kids to Work day, which Felicia's, Tyler's & Keith's kids participated in & thoroughly enjoyed. Thank you to Council for authorizing this!
  - During a bulk shipment of alum on April 25<sup>th</sup>, the driver overflowed the tank which is located inside the main building. Our staff was able to shut off the valve & review the Safety Data Sheet to start containing & stabilizing the spill. DEP, CHEMTREC & the chemical company were called, and the chemical company has taken responsibility for the spill & hired a Hazmat cleanup company. Authority members were made aware & discussions are ongoing with involved parties.
  - Furniture Factory fire (13 Mill St.) April 27<sup>th</sup>—the Fire Department as well as the water system and its components handled this massive fire with flying colors! Many thanks to all responders & the outpouring of community support that was received.  
Council discussed some fundraising events to raise money for Eureka, as well as a luncheon or dinner to commend all the first responders on their efforts of April 27<sup>th</sup>.  
On a side note, Mr. Burkins mentioned that as of 2026, the radios currently used by emergency personnel will be obsolete. The cost to replace them will be approx. \$460,000.
7. **President/Vice-President Report**—Ms. Almony reported:
- **Kudos to all the 1<sup>st</sup> responders who were present on April 27<sup>th</sup>!** We truly appreciate your efforts!
  - **Southern Regional Police Commission/IGA Final draft**—final draft was submitted for Council review. This has been a long time coming; thank you to all who were involved in getting this completed!  
Mr. Burkins made a motion to accept the Intergovernmental Agreement between Stewartstown, New Freedom & Shrewsbury. Mr. Roberts seconded. All were in favor; motion carried.
  - **Street Calming Handbook**—in response to many speeding complaints in town, she has been researching various options from this handbook, distributed by PENNDOT. Other copies are available, should anyone want one.

8. **Treasurer's Report**—Stacy Myers reported:
  - Fire Police requests—Ms. Almony made a motion to approve the following Fire Police requests. Mr. Burkins seconded. All were in favor; motion carried.
    - Glen Rock Borough—Susquehannock High School graduation (May 23), Arts & Brew Fest (June 1), Tree Lighting (Dec. 1), Glen Rock Carolers (Dec. 24-25)
    - Allegro Winery 5K Run—Sunday, July 21<sup>st</sup> @ 9am (benefits Central PA Food Bank)
  - 2024 Liquid Fuels Allocation has been received in the amount of \$60,852.90.
  - A quarterly update of bank balances has been distributed to Council.
9. **Mayor/Police Report**—Mayor Barnette reported:
  - Lion's Club will hold their Chicken BBQ, Saturday, May 11<sup>th</sup> from 10:30am-2pm, \$12/each.
  - A huge **Thank You** to everyone involved during the April 27<sup>th</sup> fire at 13 Mill Street (Fire, EMS, Police, Stewartstown water staff, etc.). Chief Boddington also sends his commendations! There were at least 40 departments onsite, and everyone is extremely grateful! The cause of the fire is still under investigation.
  - Southern Regional Police Commission meeting was held Wed, May 1<sup>st</sup>. A few notes from that:
    - Vehicle thefts have occurred in New Freedom Borough—this is not being done by anyone local. The thieves come to quiet, safe neighborhoods where residents may leave their cars unlocked. They hotwire the vehicles & take them over the PA state line. Southern Regional recovered 2 of the 5 vehicles recently stolen. The main takeaway from this is LOCK YOUR VEHICLES!
    - Average rate of cases being cleared is 35-40% and Southern Regional is around 70%.
    - Recent theft at CVS (by a NJ female)—warrant has been issued for her arrest & SRPD is handling that.
10. **Executive Session**—Council recessed to Executive Session at 8:39pm to discuss a personnel matter. Council reconvened @ 9:00pm. No decisions were made.
11. **Adjournment**—With no further business before Council, Mr. Burkins made a motion to adjourn the meeting @ 9:01pm. Mr. Roberts seconded. Motion carried, meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary