

Stewartstown Borough Council Meeting Minutes
Monday, March 3rd, 2025

Members present

Pamela Almony
Roy Burkins
Donna Bloom
David Elwell
Kimberly Carl
Joshua Butler

Others present

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

Visitors

Eric Johnston
Ann Yost
Erica Rearich

Kevin Brunicke
Peggy Roscosky

Linda Miller
Mark & Peggy Raulie

1. The meeting was called to order @ 7:00pm followed by the pledge to the flag.
2. **General Business**
 - **Approval of Meeting Minutes**—Mrs. Bloom made a motion to approve the February 3rd, 2025 Meeting Minutes; Mr. Butler seconded. All were in favor; motion carried.
 - **Approval of Financial Statements**
 - **General Funds**—Mrs. Bloom made a motion to approve General Fund bills dated Jan 25th thru Feb 27th, 2025, totaling \$221,532.86. Mr. Burkins seconded. All were in favor; motion carried.
 - **Sewer Funds**—Mrs. Bloom made a motion to approve Sewer Fund bills dated Jan 25th thru Feb 27th, 2025, totaling \$47,948.16. Mr. Burkins seconded. All were in favor; motion carried.
 - **Water Funds**—Mrs. Bloom made a motion to approve Water Fund bills dated Jan 25th thru Feb 27th, 2025, totaling \$57,132.45. Mr. Burkins seconded. All were in favor; motion carried.
3. **Visitors & Public Comment**—the following addressed Council:
 - Eric Johnston, Johnston & Associates was present on behalf of Jordan Ilyes & the plan for 13 Mill Street. There are a few items that Eric & Jordan have been discussing with Borough staff & Engineer. Jordan had gone before the Zoning Hearing Board and was successful at both the October 2024 ZH and February 2025's ZH. At the February Planning Commission, Jordan also obtained a recommendation of approval for conditional plan approval for 13 Mill Street & also 5 Waivers that had been presented. Engineer Jason Brenneman & York County Planning Commission submitted their comments, most of which have been addressed & satisfied. Those outstanding are mostly administrative in nature.

Eric said the Developer's Agreement that was created when Jordan started this process, proposed widening of Bronson Avenue to 24', but Jordan is requesting Council reconsider that to a widening of 18'. Bronson Avenue is 18' wide where it meets Rt. 851, but then it narrows as it goes to the dead end. Jordan has met with all the Bronson Avenue residents who didn't want the road widened to 24', as it would encroach upon their properties. They are satisfied with 18'. A traffic consultant completed a study for Bronson and has proposed no parking along the road also. All residents, except one have off-street parking available, and the resident who does not (12 Bronson), Jordan has planned to work out a type of off-street parking pad (at his expense) for them.

Jason Brenneman said the Planning Commission recommended a widening of 20', thinking 18' is too narrow; however, many borough roads are only 18' wide. Jason doesn't have a problem with this change in the Agreement, should Council approve it.Other items were discussed:
 - No parking on that portion of Mill Street either.
 - The intersections at Mill/Rt. 851 & Bronson/Rt. 851 both meet the Ordinance requirements for clear sight distances.

- Jason Brenneman's main concern at this time is how many water & sewer EDU's will be required & how many Jordan will be billed for. That is being discussed with the Sewer & Water Authority.
- Curb & sidewalks are being proposed along Mill Street; however, because this will be such a huge expense, Jordan would like the opportunity to pursue grant programs to help fund this. He is requesting that Council allow him time to do that & to not require curb & sidewalks immediately. Extensive discussion was held on sidewalks & grants. Jordan will post surety for this project, as required, but is requesting time (1-2 years after project) in which to install the sidewalks along Mill. Council is agreeable to offer a time delay on sidewalk installation.

Jason discussed the comments & Waiver requests listed in his letter to the Borough, dated February 11th, 2025, none of which Jason has a problem with Council granting.

- Sec. 203--Waiver of a Preliminary Plan—applicant has requested to submit a Final Plan only.
- Sec. 703--Waiver to widen Bronson Avenue—discussed above
- Sec. 704--Waiver of Existing Streets—applicant is requesting to not dedicate additional ROW for Mill Street (additional 5' would be required by Ordinance).
- Sec. 705--Waiver for Cul-de-sac Streets—applicant is requesting a waiver for the diameter of paving and ROW for Bronson Avenue.
- Sec. 721--Waiver of Sidewalks—applicant is requesting a waiver of sidewalks along Bronson Avenue & Mill Street.
- Sec. 722--Waiver of Street Trees—applicant is requesting a waiver of required street trees along Bronson & Mill.
- Per the Subdivision & Land Development Ordinance, public surety will be submitted prior to final plan approval & recording of the plan.
- Will recreation fees be required for each unit that Jordan is proposing? Atty. Sharnetzka said yes, all new residential properties in the Borough must pay a Rec fee.
- Temporary grading easement for a Bronson Avenue resident. That should be in place before the final plan is recorded.
- Some other minor comments from YCPC are outstanding, mostly administrative.

Mr. Burkins made a motion of conditional approval subject to all outstanding & unaddressed comments & conditions of James R. Holley's letter dated 2/17/2025 & York County Planning Commission's letter dated 9/17/2024 being met & satisfied, in addition to the Developer's Agreement being revised to allow Bronson Avenue to be widened to 18' instead of 24' and to prohibit parking along Bronson Avenue. Mrs. Bloom seconded. All were in favor; motion carried. Mrs. Bloom made a motion to grant the above six (6) noted Waivers; Mr. Butler seconded. All were in favor; motion carried. Borough staff will send a letter to the developer outlining Council's action on the plan within 10 days, per MPC requirements.

4. **Engineer's Report**—Jason Brenneman reported the following:

- **2025 Street List**

- Still researching stormwater improvement work for the \$23,000 budgeted. Let Jason know if something comes up.
- LSA Grant design work has started & all survey work is done.
- CDBG Grant—only 9 of 42 surveys have been returned for the E. PA Ave. project. YCPC said all need to be returned in order to be eligible to receive these funds. There's no deadline to receive them, so if Council wants to plan to go door-to-door in order to gather the necessary information, that can be done. Curb, sidewalk & street work will be planned for 2026. Stormwater & sanitary sewer is planned for this year. Council requested Jason create a rendering of E. PA Ave. in order to give residents an idea of the proposed improvements & the finished product. This will be on April's agenda for more discussion.

- **Storm Inlet/Pipe Inspection Proposal**—waiting for Columbia Gas to complete their cross-bore work & then will see what's outstanding.

5. **Solicitor's Report**—Atty. Sharnetzka said Council should award the bid for the Stewartstown Fairgrounds Park Playground project. Ann Yost from YSM Architects was present to discuss the 3 bids that were received:

- SLC Excavating, LLC—base bid of \$529,516
- Horst Excavating Co.—base bid of \$540,350.89
- York Excavating Co., LLC—base bid of \$618,146

Ann stated the PA Department of Conservation & Natural Resources (DCNR) grant was for \$200,000. HARP committed to putting \$200,000 towards the project as a grant match. Rick Kerns (HARP Director) applied for & was awarded an additional \$40,000 in grant funds from the York County Open Space Program. The DCNR grant was applied for in 2023 & was awarded in 2024. So, HARP has \$440,000 to work with for the playground improvements.

Ann also built four (4) Deducts into the contract as alternates that could either be approved/accepted by HARP or not.

Deduct Alternate #1 was for a T-ball field. Deduct Alternate #2 was for a Rebound wall for Soccer & Lacrosse. Deduct Alternate #3 was for Picnic Tables. Deduct Alternate #4 was for a Decorative Metal Fence.

Ann was happy with the 3 base bids received. Lowest responsible bidder was SLC Excavating, LLC who Ann has worked with a lot and does really nice work.

Mr. Burkins made a motion to award the Stewartstown Fairgrounds Park Playground Project to SLC Excavating LLC with a base bid of \$529,516; Mrs. Bloom seconded. All were in favor; motion carried.

6. **Sewer & Water Supervisor Report**—Ira Walker, Jr. submitted his report, and all expenses will be acted upon by the Sewer & Water Authority.

7. **President/Vice-President Report**—Ms. Almony and/or Mr. Burkins reported:

- **Resolution 2025-01**—to appoint Stacy Myers as Borough Secretary/Treasurer. Ms. Almony made a motion to adopt Resolution 2025-01; Mr. Burkins seconded. All were in favor; motion carried.
- **Right-to-Know Officer**—Ms. Almony made a motion to appoint Stacy Myers as the Borough's Right-to-Know Officer; Mr. Burkins seconded. All were in favor; motion carried.
- **Resignation letter from Harry Nizer**—Mrs. Bloom made a motion to accept Harry Nizer's letter of resignation from the Borough Planning Commission; Mr. Burkins seconded. All were in favor; motion carried.
- **Wellspan's Quest EAP (Employee Assistance Program)**—this program, already offered to the Borough employees, will allow our first responders access to the program, should they need counseling, etc. Ms. Almony made a motion to approve offering the Wellspan Quest EAP to Eureka first responders. Mrs. Bloom seconded. All were in favor; motion carried.
This would include 3 free visits for each person, after which, visits would get billed to the person's insurance.

- **No Parking signs needed at High & Mill Streets?** Discussion was held on a potentially dangerous intersection if/when the resident(s) at 21 & 23 High Street park too close to the Stop sign, which doesn't allow a motorist turning onto High (from Mill) enough space to navigate safely. Stacy spoke to Chief Boddington who said State law prohibits cars from parking within 30' of an intersection, so SRPD can enforce this if cars are parked there, even without a No Parking sign. Staff will mail a letter to the property owner(s) warning them signs may be installed if vehicles continue to park too close to the intersection.

Mr. Burkins made a motion to purchase one sign "no parking from here to corner" to be placed at 21/23 High Street; Mrs. Bloom seconded. All were in favor; motion carried.

- **Postmaster letter regarding trucks turning onto Mill Street.** Recently, a tractor trailer hit the telephone pole on the corner; however, the pole is still standing. We would need to add a "tonnage" or "length" restriction onto the "No Truck Traffic" sign in that area. In these situations, the Police cannot enforce what they do not witness. The tractor trailers, unfortunately, don't pay attention to the No Truck Traffic signs because their GPS takes them on certain roads & they're unfamiliar with the

area. Discussion was held on possible solutions & more discussion can take place at the April meeting.

8. **Treasurer's Report**—Stacy Myers reported the next York County Boroughs Association dinner meeting will be held on March 27th. If any Council wishes to attend, please let her know by March 20th.
9. **Mayor/Police Report**—Mayor Barnette reported:
 - Southern Regional has finalized their 2025 Budget. Stewartstown Borough's increase is not as high as originally expected (5.86% rather than 7% or \$473,563/year).
 - Glen Rock went over budget for 2024, and they will be billed for that overage, which they're aware of & have agreed to pay.
 - Three license plate readers have been installed along the Rt. 83 corridor, & they have picked up 3 violators within two weeks. The current contract for the devices is for two years & the vendor will maintain the system & repair/replace them if damaged.
 - The two recently hired officers are doing very well.
 - Civil Service Commission will hopefully get set up soon.
 - Officer Duarte's recent funeral service was a very sobering experience. He was a great officer for West York Borough & there was an overwhelming turnout for his services. It makes us very thankful for our officers who risk their lives every day.
 - Mason Dixon Library—Mayor Barnette gave an update on a recent meeting with York County Library System's board members; however, there is still no determination for the future of MDL, whether it will become a branch or stay a member. No financial comparisons between branch vs. member were offered by the board either. If MDL becomes a branch, the library board is dissolved. As a member, MDL currently receives state & county funds which are funneled through YCL, who determines who gets how much of those funds. In addition, directors of branch libraries do not need to hold a master's degree. MDL Director Carol Stampler holds a master's degree in library science. If MDL becomes independent, they will lose access to the library system, the interchangeable resources, HR benefits, & other resources. There are still a lot of unknowns & unanswered questions. Interestingly enough, YCL's President, Robert Lambert is also President of the York/Adams District for Libraries that oversees the York County Library System. As more is learned about this, Mayor Barnette or MDL will pass it along.
10. **Executive Session**—Ms. Almony made a motion to recess to Executive Session @ 9:10pm to discuss personnel matters. Mr. Butler seconded. Motion carried, meeting recessed.
11. **Reconvene**—Ms. Almony made a motion to reconvene the meeting @ 9:40pm. Mr. Burkins seconded. Motion carried, meeting reconvened. No action was taken in Executive Session.
 - Ms. Almony made a motion to increase Stacy Myers' pay rate to \$37.50/hr. to compensate for the Secretary/Treasurer position. Mrs. Bloom seconded. All were in favor; motion carried.
 - Mr. Elwell made a motion to advertise for a Secretary/Billing Clerk position; Mr. Burkins seconded. All were in favor; motion carried.
 - Mr. Burkins made a motion to advertise for a Sewer & Water Laborer position; Mr. Elwell seconded. All were in favor; motion carried.
 - Mr. Burkins made a motion to pay the increased Shift Differential time on the next pay period for the occasions when Sewer/Water staff worked on frozen pipes at two properties recently. Mrs. Bloom seconded. All were in favor; motion carried.
12. **Adjournment**—With no further business before Council, Mr. Elwell made a motion to adjourn the meeting @ 9:41pm. Motion carried, meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary

