

Stewartstown Borough Council
Meeting Minutes
Tuesday, September 5th, 2023

Members present

Pam Almony
Roy Burkins
Polly Kreiss
Kim Carl
Dave Elwell
Bill Gemmill

Others present

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

Visitors

Linda Miller
Erica Rearich
Jason Roberts

1. The meeting was called to order @ 7:00p.m. followed by the pledge to the flag.
2. **Public Comment/Visitors**—no one present to address Council.
3. **General Business**
 - **Approval of Meeting Minutes**—Mr. Elwell made a motion to approve the August 10th, 2023 Meeting Minutes; Ms. Kreiss seconded. All were in favor; motion carried.
 - **Approval of Financial Statements**
 - **General Funds**—Mr. Burkins made a motion to approve General Fund bills dated August 4th thru September 1st, 2023, totaling \$74,690.63; Mr. Elwell seconded. All were in favor; motion carried.
 - **Sewer Funds**—Mr. Elwell made a motion to approve Sewer Fund bills dated August 4th thru September 1st, 2023, totaling \$193,847.02; Mr. Burkins seconded. All were in favor; motion carried.
 - **Water Funds**—Mr. Burkins made a motion to approve Water Fund bills dated August 4th thru September 1st, 2023, totaling \$76,824.23; Ms. Kreiss seconded. All were in favor; motion carried.
4. **Engineer's Report**—Jason Brenneman reported:
 - **56/58 S. Main Street Storm Sewer**—the line replacement work should be complete this week. Jason expects the contractor invoice to be submitted by the October Council meeting.
 - **Street Work**—an LSA grant application will be submitted for work on East Pennsylvania Avenue. Work will include stormwater inlet & pipe replacement, sanitary storm sewer manholes, mains & laterals, and surface road work. Jason provided an estimate/grant amount of \$975,660. Resolution 2023-01 has been provided for grant paperwork submission. During Council discussion, Jason said he will double-check some of the material costs, so he requested Council's approval of the Resolution be contingent on his providing the correct amount.

Mr. Burkins made a motion to adopt Resolution 2023-01 subject to Jason providing the final construction amount; Ms. Almony seconded. All were in favor; motion carried.
 - **Mill Street Railroad Crossing**—Don Marsteller completed the work around the tracks. Mr. Gemmill obtained a price of \$8,000 for Marsteller to complete the area from the tracks up to Rt. 851. Work would include milling out the "bad" area, pre-fill the area with blacktop, mill the start/stop joints, then pave with 2" of 9.5mm blacktop. Marsteller can complete this job this year, probably within the next few weeks. Jason wants to confirm Marsteller will dig down in the "bad" area at least 12" prior to compacting with 8" of stone (& 3" of base paving + 2" of the wear course). If it's not going to be repaired this way, Jason doesn't suggest doing it.

Mr. Gemmill made a motion to move forward with Don Marsteller's proposal of \$8,000 to get the job completed as soon as possible, contingent on Jason's recommendation of the complete repair. Mr. Burkins seconded.

Since the Borough would use Liquid Fuels money for this job, Jason will confirm with PENNDOT whether or not a project number must be obtained prior to starting.

All were in favor of above motion, motion carried.

- **13 Mill Street**—last week, Jordan Ilyes' provided a concept plan of the proposed work for the site in an effort to get the text amendment prepared, as well as a Developer's Agreement. Jordan, his attorney, Jason & Craig have a conference call scheduled for this Friday, 9/8 when this will be discussed. Jason foresees Jordan possibly attending Council's October meeting with an update.
5. **Solicitor's Report**—Atty. Sharnetzka was not present tonight but had submitted a memo of his agenda items.
 - SRPD Agreement with Glen Rock—Mr. Burkins expects this to be discussed more at Wednesday's Police Commission meeting.
 - Ilyes' Proposed Text Amendment—Jason provided update on this.
 6. **Sewer & Water Supervisor's Report**—Ira Walker, Jr. provided a report on new items for this past month. All expenses will be voted on by the Sewer & Water Authority.
 7. **President/Vice President's Report**—Ms. Almony/Mr. Burkins reported:
 - Tyler Robinson passed his collections exam on July 27th. Ms. Almony made a motion to approve his \$1/hr. pay increase, per Employee Handbook. Mr. Gemmill seconded. All were in favor; motion carried.
 - Ms. Almony requested financials be completed by the Thursday prior to the Council meetings so that agendas can be available to Council early on Fridays before the meetings.
 - Discussion was held on an email from a Westminster resident who expressed concern for inaccessible sidewalks from Westminster to the library, Dollar General & her doctor's office building. This resident is in a motorized wheelchair which makes access to all of these places dangerous, and Ms. Almony explained Rt. 851 is a State road. She explained the likelihood of the Borough being able to install sidewalks along there is probably slim. Mr. Elwell has spoken to this resident who said she doesn't like to try & navigate over sidewalks within the Borough, so in turn, she can't get to Rite-Aid to pick up prescriptions either. There are, however, sidewalks from Westminster up to Rite-Aid. Ms. Almony has seen this resident riding her wheelchair in the street, which is very dangerous.
Mr. Elwell mentioned Act 69 in the PA Borough Code that "when the Board of Supervisors establishes that any part of any road or highway is dangerous to the traveling public & the danger could be lessened by construction of a sidewalk, curb or footpath, the Supervisors may construct a sidewalk, curb or footpath along the dangerous portion of the road/highway at the township expense". Atty. Sharnetzka may be able to add insight to this next month. Jason Brenneman stated the Borough can install sidewalks along a State road if the right-of-way is wide enough. There is an extensive list of grants available through York County Planning Commission; that list can be reviewed. CDBG grant money can also be used for sidewalks. Safety is a valid concern for a grant. Some of the areas in question can be researched & Council can discuss this further. The Sidewalk Ordinance had been reviewed awhile back, but Council didn't move to update it at that time. Ira Walker, Jr. suggested requiring a walking path or sidewalk at the time of the 13 Mill Street site development. Jason said this could possibly be mentioned in this Friday's conference call with the developer. In the meantime, Ms. Almony will respond to the Westminster resident to let her know this issue is being discussed.

8. **Treasurer's Report**—Stacy Myers reported:
- **Dorn Electric's proposals for replacing the Christmas lights & wiring**—4 separate job proposals were received (for the 4 steps involved with the job). Being that it's all for the same project, however, the Borough would need to put it out for bid, since the 4 proposals total just over \$30,000. Jason Brenneman said wage rates apply to anything over \$25,000, so the \$30,000 job could turn into a \$50,000 job. If Dorn could go through COSTARS for the materials, it may bring down the cost considerably & wouldn't need to be put out for bid. As a first step, Jason will contact Dorn to see whether or not they're COSTARS-approved. More on this later.
 - **Approval for Fire Police** is needed for the Stewartstown Main Street 5K, Saturday, September 30th. Ms. Almony made a motion to approve the Fire Police for this event; Mr. Gemmill seconded. All were in favor; motion carried.
 - **York County Borough's Association Dinner/Meeting** is scheduled for Thursday, September 28th at the Stewartstown American Legion. Council wishing to attend, let Missy or Stacy know by Thursday, September 21st.
9. **Mayor/Police Report**—Mayor Brittany Barnette reported:
- SRPD Police Commission Meeting will be held tomorrow, September 6th.
 - She spoke to Robin Shearer at the Friends & Neighbors of Pennsylvania regarding Steve, the homeless man who's been seen around town at Rutter's, Saubel's & other places. Residents have been concerned about his well-being and possibly his intentions. Robin Shearer & some staff have been in contact with Steve, who actually doesn't want help. Some residents have given him food, a sleeping bag, clothing, etc. Some have called SRPD, but Steve hasn't done anything wrong. If there's no criminal activity, the Police don't want to receive calls about it. In addition, items shouldn't be dropped off or left for Steve. This can be a hinderance rather than a help. There is a hotline where people can leave a message about their concerns, 717-699-8445. York County Coalition on Homelessness can also be of help. Both entities will continue to follow up with Steve for his wellbeing.
10. **Adjournment**—With no further business before Council, Mr. Burkins made a motion to adjourn the meeting @ 8:22pm. Mr. Elwell seconded. Motion carried, meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary