

Stewartstown Borough Council Meeting Minutes
Tuesday, September 3rd, 2024

Members present

Donna Bloom
Kimberly Carl
Roy Burkins
Joshua Butler
Dave Elwell
Jason Roberts

Others present

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

Visitors

Rick Kerns
Linda Miller
Kevin Smith
Josuf Stike
Bill Amberman

1. The meeting was called to order @ 7:00pm. followed by the pledge to the flag.
2. **Solicitor's Report**—Atty. Sharnetzka reported:
 - **Snow & Ice Removal Contract bids**—no bids were received for the opening tonight, so we can rebid the contract for the October 7th meeting. Mrs. Bloom made a motion to rebid the Snow & Ice Removal Contract for opening at the October 7th, 2024 Council Meeting; Mrs. Carl seconded. All were in favor; motion carried.
 - **Parking Area Agreement with 10 Mill Street (Caliber Collision)**—the agreement has been forwarded to Caliber to share with their owner/landlord. No response has been received yet.
 - **Authority's Industrial Wastewater Discharge Regulations**—the Sewer & Water Authority has revised their Industrial Wastewater Discharge regulations & their Solicitor contacted Craig stating the Borough may need to pass an Ordinance noting those revisions. The Authority adopts Resolutions, not Ordinances, but Craig isn't sure an Ordinance is necessary. He believes the Authority could adopt the new regulations on their own, but he will work with Borough staff to confirm.
 - **HR Consultation Proposal**—to be acted on by Council later. Craig is in favor of this, as the Personnel Committee had discussed it with him. He believes the proposal is fair & would help Council to achieve faster results than they would otherwise. CGA has used this same consulting firm with good results.
 - **Met-Ed/Comcast**—the Borough was contacted by an engineering firm conducting work in preparation of Comcast's installation of their cables/wiring. The firm stated some of Stewartstown's wires/cables needed to be raised to a specific height; however, the one they're referring to is a fire alarm cable, that may not be necessary anymore. Eureka personnel stated this was probably used years ago and would now be obsolete. Craig & Borough staff will continue to research this and possibly reach out to this engineering firm for more discussion. Mr. Elwell also mentioned several poles in town where Met-Ed has installed new poles, but they leave the stub of the old pole still in the ground. We may need to readdress our contractual relationship with Met-Ed, as a previous agreement with them regarding our Christmas lights is now null & void. Met-Ed's poles are their responsibility, and they no longer allow private lines to be installed on them. There are few different issues we're dealing with, so Craig will work with Borough staff to get some answers & resolutions.
3. **General Business**
 - **Approval of Meeting Minutes**—Mr. Elwell made a motion to approve the August 5th, 2024 Meeting Minutes; Mr. Roberts seconded. All were in favor; motion carried.

- **Approval of Financial Statements**

- **General Funds**—Mrs. Bloom made a motion to approve General Fund bills dated August 2nd thru August 29th, 2024, totaling \$80,192.04. Mr. Roberts seconded. All were in favor; motion carried.
- **Sewer Funds**—Mrs. Bloom made a motion to approve Sewer Fund bills dated August 2nd thru August 29th, 2024, totaling \$139,654.84. Mr. Roberts seconded. All were in favor; motion carried.
- **Water Funds**—Mrs. Bloom made a motion to approve Water Fund bills dated August 2nd thru August 29th, 2024, totaling \$65,106.22. Mr. Roberts seconded. All were in favor; motion carried.

4. **Visitors/Public Comment**—the following addressed Council:

- **Rick Kerns, Park & Recreation Director of HARP** presented the 2025 Budget & a breakdown of their programs, expenses, revenue, etc. The HARP Board is requesting an increase in the quarterly contributions given by Stewartstown Borough. All 4 municipalities which created HARP (East Hopewell, Stewartstown, Hopewell & Crossroads) contribute based on their population (from the 2020 Census). Stewartstown’s quarterly contribution has remained the same since 2018 at \$4,492/qtr. The proposed increase totals \$15,000 (from the 4 municipalities). The budget outlined the increase from each of those 4, with Stewartstown’s going from \$19,100/yr. to \$22,785/yr. Mrs. Carl said the Census allocation should apply to the municipality’s allocation and, if so, Crossroads Borough’s contribution should be slightly above what HARP’s spreadsheet notes. Hopewell Township & Stewartstown Borough’s contribution allocation should be slightly lower than what the spreadsheet notes. Rick will pass this information along to the Board.

The request for an increase is mainly due to the increased cost of everything. The COVID pandemic hit HARP really hard & until recently, the additional programming that Rick has brought to HARP has covered increased expenses. Some of those programs include Flag Football (approx. 200 kids), Pre-School Sports (approx. 50 kids), Summer Playground (over 100 kids), & more. New programs this year included Open Play Days (homeschooled kids), Sandlot Baseball, and some adult sports programs. HARP offered some free events also such as MLB Hit ‘n’ Run, Youth/Teen Egg Hunts & Santa Run in the Park.

Rick explained, HARP is in year 3 of the grant that paid for his position as Director. Year #1 paid his salary in full, year #2 paid 35% of his salary (\$45,000) and year #3 (current) paid \$30,000. In 2023, Rick created nearly \$30,000 in revenue from programs/events.

Borough Council said they will discuss HARP’s contribution (& the increase) further during budget time. They commended Rick on what he has done for HARP & the community, and also stated the increase request isn’t out of the question to sustain those programs. Council also suggested he (or someone from HARP’s Board) attend a School Board meeting regarding After-School Programs for children, as this could be a great opportunity to get others involved. That is HARP’s plan, mainly visiting Fawn & Delta Elementary to see about offering transportation through the school, as legal transportation can be an issue for some after-school programs.

- **Kevin Smith was present to introduce the Kindness Week Worldwide Movement** and to explain how we can bring that to our community, as Stewartstown Borough is his hometown. After an incident involving a Good Samaritan woman in April 2023, it made a more meaningful difference in, not only Kevin’s life, but others too, as the story spread. It inspired Kevin to create the non-profit Kindness Worldwide in November 2023 with a vision to create a culture of kindness in communities throughout the world.

Kindness Week Worldwide is the signature initiative which will be recognized November 9th thru 16th, 2024. Last November, several communities in York & Adams County celebrated Kindness Week. Some York County Police departments issued “Kindness Citations” as a means of changing the community’s view of Policing. Schools, college, merchants, etc. were recognizing acts of kindness & distributing “See the Good, Be the Good” cards & materials.

Kevin said there are at least 10 communities celebrating this year's Kindness Week & he urged Stewartstown to get involved as well. A blood drive could be held, which is an easy, inexpensive way to "do good". There are free tool kits on the Kindness Worldwide website that can be used for community ideas. Borough Council was amenable to pass a Proclamation in support & recognition of this week. Kevin stated the Proclamation was also adopted by Pennsylvania's Governor; however, he said more action comes at the local level. The higher up the ladder, the less action that takes place, typically, as it's more symbolic at that level. Communities get things done.

Borough Council thanked Kevin for attending tonight & giving them the presentation. They will do what they can, and they invited him to attend the SYPD Police Commission meeting on September 4th (New Freedom) as the Mayors of 4 municipalities attend, as well as some Council members & Police Officers.

5. **Engineer's Report**—Jason Brenneman reported:

- **Bailey Suites Hotel**—submitted their 2nd & final surety reduction request. Some of the punch list items need to be cleaned up yet, but Jason concurs with the bond reduction request. Jason & Craig discussed the need for a Maintenance Bond (typically for 15% of the original bond amount) to be posted for two years by the developer, but neither he nor Craig think that is necessary, as this is private property and an agreement is in place for the stormwater pipes onsite, as well as an easement for the sewer system.

Mr. Elwell made a motion to conditionally approve the final bond reduction in the amount of \$9,122.19 (bringing it to \$0) contingent on Jason's satisfaction of the outstanding items being addressed by the developer and to waive the requirement of a Maintenance Bond being posted.

Mrs. Bloom seconded. All were in favor; motion carried.

- **13 Mill Street**—the Land Development Plan for Jordan Ilyes' property was submitted approx. two weeks ago, which Jason reviewed in part. In reviewing the Zoning Ordinance, Jason stated the biggest hurdle is that, because of much of the building being destroyed by the fire, it may change some things with the LDP. Before the fire, the building was non-conforming due to its height (& a few other things). The ZO specifically states that, should a non-conforming building be burnt to a certain degree, it must be built back in conformance with the Ordinance. The Text Amendment that was revised by Council previously this year allowed the residential (apartments) use in the Industrial Zone assuming no major changes were made to the outside. The fire changes things, so Jason would like to schedule a meeting in the next couple weeks for discussion between Jordan, his engineer, the Borough's Zoning Officer, Craig, Jason & some Borough staff. Borough Council can't waive the requirement of the Zoning Ordinance; only the Zoning Hearing Board can grant a Variance or Special Exception. More will be reported on this, as it develops.
- **Stormwater/Inlet inspection**—project is ongoing.
- **2025 Road Projects**—Jason will do some research & make some recommendations for next year/budget discussions.

6. **Sewer/Water Supervisor Report**—Ira Walker, Jr. submitted his report to Council. Nothing additional to discuss.

7. **President/Vice-President Report**—Mr. Burkins reported on discussions of the Consolidated Committee regarding a possible fire millage increase for the municipalities served by Eureka & EMS services. The increase being proposed is less than 1mil, but the last increase was in 2016, and the funds have to basically double to cover costs. Eureka holds fundraisers, has received grant money & COVID-relief funds, although it's still not enough to cover costs for replacing equipment, fire trucks, ambulances, etc., which can be extremely costly. Mr. Burkins said Eureka was built in 1984, so being 40 years old, there are many things needing to be replaced and/or updated. This increase should've been budgeted & planned several years ago, and the committee is trying to plan it so it's not such a huge hit all at once for the municipalities & its residents. Mr. Butler suggested the committee create an adequate tiered increase, so we're not "playing catch up". Mr. Burkins agrees & will suggest this to the committee.

September 17th, 2024 is the next Consolidated Meeting when the milage increase will be voted on. Council can attend, if they wish.

8. **Treasurer's Report**—Stacy Myers reported:
 - York County Borough's Association Meeting will be held Thursday, September 26th @ 6:30pm at the Red Lion Community Center. Council wishing to attend should RSVP to either Stacy or Missy by Friday, September 20th.
 - ONSOLVE Annual Renewal—this is the auto-dialing notification system, formerly known as Code Red. The contract is due for renewal in November. Annual cost is \$3,504.37, but a 3-year term is listed on the proposal. Council tabled action on the renewal, as they had questions regarding whether or not we could renew for just 1 year as opposed to 3 years. Mrs. Carl also would like to research whether there are other similar systems available at a lesser cost. She & Mr. Elwell offered to research this for the October meeting.
9. **Mayor's/Police Report**—Mayor Barnette was not present tonight.
10. **Executive Session**—Mrs. Carl made a motion to recess to Executive Session @ 8:45pm to discuss a personnel issue. Mrs. Bloom seconded. Motion carried.
Mrs. Bloom made a motion to reconvene the meeting @ 9:26pm; Mr. Roberts seconded. All were in favor; motion carried. No decisions were made in Executive Session.
11. **Committee/Other Council Business**—the Personnel Committee had submitted a proposal from B. Sheehan Consulting to conduct HR consultation with the Personnel Committee & staff. Atty. Sharnetzka reported earlier that his firm had used Ms. Sheehan's consulting services before. He recommended the Borough hire her, stating he believes they will get favorable results as well. Mrs. Bloom made a motion to hire B. Sheehan Consulting at a rate of \$95/hr. for up to 65 hrs. (per her proposal), not to exceed \$6,500; Mr. Butler seconded. All were in favor; motion carried.
12. **Adjournment**—With no further business before Council, Mrs. Carl made a motion to adjourn @ 9:28pm. Mrs. Bloom seconded. Motion carried, meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary