

Highspire Borough Council Minutes

January 16, 2018

Council President Sutch called the Highspire Borough Council meeting to order at 7:01 p.m. The prayer was offered by Mayor Hoerner then followed by the Pledge of Allegiance.

Roll call was taken:

Council Members Present:	A. Kay Sutch	Michael Anderson
	Carolee Roman	Tyler Thatcher
	Marie Hoch	Georgann Thompson

Mayor:	Brenda Hoerner
Borough Manager:	John McHale
Assistant Borough Secretary:	Deanna Proctor
Code Enforcement Officer:	Terence Watts
Public Works Superintendent:	Randy Kreider
Sewer Authority Chairman:	Von Hess
Borough Solicitor:	Brian Carter
Borough Engineer:	Rob Lauriello

Council Member, Dorothy Matesevac and Junior Council Member Kaia Alexis Scott were absent.

Minutes

President Sutch presented the meeting minutes from the December 19, 2017 Council meeting and asked for questions regarding them. Hearing none, a motion to accept the minutes was made by Member Thatcher and seconded by Member Anderson. Motion approved unanimously.

President Sutch presented the meeting minutes from the January 2, 2018 Council meeting and asked for questions regarding them. Hearing none, a motion to accept the minutes was made by Member Roman and seconded by Member Hoch. Motion approved unanimously.

Financial Reports

President Sutch presented the Treasurer's Report and Financial Statements for the month of December 2017 and asked if there were any questions regarding them. Hearing none, a motion to accept the report was made by Member Hoch and seconded by Member Roman. Motion approved unanimously.

Mayor's Report

Mayor Hoerner noted that she attended the following meetings and events: 12/20 Steelton-Highspire Elementary Christmas Concert and she also met with Ms. Esposito about the Junior Achievement (JA) in Ms. Esposito's 3rd grade class; 01/10 Training for the Junior Achievement; 01/11 Rescheduled School Board Workshop meeting; 01/12 Tried her first CSA box from the Aquaponics program and throughout January she swore in members of the Fire House, Borough Council and Dauphin County Fire Police. She noted that on February 16, 2018 she will start her first of five classes with the Junior Achievement with Ms. Esposito's 3rd grade class.

Police Department Report

President Sutch presented the Police Department Report for the month of December and asked if there were any questions regarding it. Hearing none she noted that it could be filed.

Fire Department Reports

President Sutch presented the Fire Chief's Report and Treasurer's report for the month of December 2017 and asked if there were any questions regarding it. Hearing none, a motion to accept the report was made by Member Roman and seconded by Member Thatcher. Motion approved unanimously.

South Central Emergency Medical Services Report

President Sutch presented the South Central Emergency Medical Services Report for the month of December and asked if there were any questions regarding it. Hearing none she noted that it could be filed.

Citizen's Comments

None

Correspondence

A letter from Sara Schmidt announcing training for Emergency Workers conducted by Exelon Generation (TMI), to be held at the Lancaster County Public Safety Center on Saturday, February 3, 2018. Please RSVP by January 26, 2018, to the number provided in the information, if you plan to attend.

A meeting of the Dauphin-Lebanon County Borough's Association to be held on Tuesday, January 23, 2018, at the Perkins Family Restaurant & Bakery, 7833 Linglestown Road, Harrisburg, PA 17111. RSVP by January 19, 2018.

A letter from Gerald Feaser, Jr., Dauphin County Bureau of Registration and Elections, listing the dates for the 2018 elections; Primary – Tuesday, May 15, 2018 and General Election to be held on Tuesday, November 6, 2018.

A letter from the Dauphin County Tax Claim Bureau announcing that the County Commissioners have again agreed to a 30-Day grace period for unpaid 2017 real property tax.

Harrisburg Area Transportation Study Meetings for February, Technical Committee, Friday, February 9, 2018 – 9:00 a.m. / Coordinating Committee Friday, February 23, 2018 – 9:00 a.m.

A thank you note from Deanna Proctor's family, for the flowers, thoughts and prayers on the passing of her mother.

Committee Reports

Public Facilities – Member Matesevac was absent.

Sanitation Committee – Member Thompson had nothing to report.

Events Committee – President Sutch stated that the Committee held a meeting on January 10, 2018 at 6:30 p.m. to plan for upcoming events in 2018.

Finance/Administration – Member Thatcher noted that there is ongoing discussion regarding the Non-Uniformed contract.

Personnel – Member Roman had nothing to report.

Community Development – Member Hoch had nothing to report.

Public Safety Committee – Member Anderson had nothing to report.

Junior Council Member – Junior Council Member Scott was absent.

Staff Activity Reports

Manager McHale noted that Boyer & Ritter started their audit on January 15, 2018. He stated that Leslie Givler sent a memo to Members requesting a copy of their driver's license. Manager McHale discussed Item F. under New Business that was added to the agenda. He also noted that Rite Aid donated a prescription drug drop off box that will be located under the carport for residents to drop off old prescriptions.

Terence Watts, Code Enforcement Officer, had nothing to report.

Randy Kreider, Public Works Superintendent, noted that the Highway Department has been out salting and preparing for the snow.

Von Hess, Sewer Authority Chairman, noted that the Lumber Street project is complete.

President Sutch presented the Staff Activity Reports for the month of December 2017 and asked for a motion to accept them. Motion moved by Member Roman seconded by Member Anderson. Motion approved unanimously.

Solicitor's Report

Solicitor Carter had nothing to report.

Engineer's Report

Rob Lauriello, Borough Engineer, had nothing to report.

Old Business

None

New Business

Motion moved by Member Roman, seconded by Member Thatcher to approve Ordinance No. 614 of 2018, authorizing the Borough to join with other political subdivisions as a member of the Susquehanna Municipal Trust and forming an intergovernmental agreement for the purpose of joining the Trust and to participate as a member of the Trust. Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Anderson to approve and authorize the Council President to sign the Susquehanna Municipal Trust Agreement upon approval by the Borough Solicitor. Motion approved unanimously.

Motion moved by Member Hoch, seconded by Member Thompson to appoint Michael Anderson, Carolee Roman and Kay Sutch to the Highspire Fire Department Board of Directors as prescribed in the Fire company By-laws. Term effective immediately and expires January 6, 2020. Motion approved unanimously.

Motion moved by Member Thatcher, seconded by Member Hoch to approve Resolution 3-2018 setting employee contributions to the non-uniformed employee pension plan for the 2018 plan year. Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Anderson to approve Resolution 4-2018 setting employee contributions to the police pension plan for the 2018 plan year. Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Thompson to direct staff to release the January 2018 contribution to the Highspire Fire Department as indicated in the 2018 General Fund Budget. Amount to be paid to the Company \$1,500.00, and \$500.00 retained to cover the cost of Grant development expenses. Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Thatcher to approve Council Resolution 5-2018, setting fees to be charged by the Borough's elected Tax Collector. Motion approved unanimously.

Motion moved by Member Anderson, seconded by Member Thompson to approve payroll and bills for January 2018, and the bills paid on or about December 21 – 31, 2017. Motion approved unanimously.

With no other action to be taken, President Sutch asked for a motion to adjourn the meeting. Motion moved by Member Thompson, seconded by Member Thatcher to adjourn the meeting at 7:28 p.m.

Respectfully submitted,



Deanna Proctor
Assistant Borough Secretary