

## Highspire Borough Council Minutes

February 19, 2019

Council President Sutch called the Highspire Borough Council meeting to order at 7:00 p.m. The prayer was offered by President Sutch 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	Christina Keith

Borough Manager:	Mark Stonbraker
Code Enforcement Officer:	Terence Watts
Public Works Superintendent:	Randy Kreider
MS4 Coordinator:	Cody Lyons
Borough Solicitor:	Adam Zie
Borough Engineer:	Rob Lauriello

Member Matesevac was absent.

### Minutes

President Sutch presented the meeting minutes from the January 15, 2019 Council meeting and asked for questions regarding them. Hearing none, a motion to accept the minutes was made by Member Keith and seconded by Member Thatcher. Motion approved unanimously.

### Financial Reports

President Sutch presented the Treasurer's Report and Financial Statements for the month of January 2019 and asked if there were any questions regarding them. Hearing none, a motion to accept the report was made by Member Roman and seconded by Member Anderson. Motion approved unanimously.

### Mayor's Report

Mayor Hoerner noted that she attended the following meetings and events: 01/16 3<sup>rd</sup> Grade mentoring; 01/17 telephone call with Kyle Kondracki of the Senators, Saturday, April 20, 2019 at 1:00 p.m. will be Highspire Community Day; 01/18 called a State of Emergency ahead of potential heavy snowfall to begin Saturday, January 19, 2019 at noon; 01/22 attended the Dauphin Lebanon Boroughs Association meeting along with Councilmen Anderson and Thatcher and Manager Stonbraker; 01/23 3<sup>rd</sup> Grade mentoring; 01/23 met with Jim Figlozzi who is part of the Kickball League of Pennsylvania; 01/23 attended the Steelton-Highspire School District School Board meeting; 01/24 met with Anna Showers, RN and nursing student, to discuss pulling together a health fair for the community; 02/13 met with Hannah Killian from Dauphin Library System; 02/13 Steelton-Highspire School Board Planning meeting; 02/14 3<sup>rd</sup> Grade mentoring; and 02/15 lunch with Representative Patty Kim. She also noted that the school board seats are up for election, Sgt. Canfield has signed up for the community National Night Out, and on October 19, 2019 Inspire Highspire Health Fair.

### Police Department Report

Mark Stonbraker, Public Safety Director, noted that he attended the following meetings: 01/16 attended the Dauphin County Chief's Association monthly meeting; 01/28 attended the Citizen's Fire Company Board of Directors meeting; 02/4 to 02/06 attended the C.O.P.S. (Concerns of Police Survivors) Traumas of Law Enforcement training at the Hershey Lodge along with Sgt. Canfield; 01/10 and 02/07 attended Police Department monthly staff meetings; and 02/12 attended the Steelton-Highspire Joint School Resources meeting. Events of interest: 03/14 6:00 p.m. there will be a TMI training at Highspire Borough in the council meeting room; and 05/07 TMI drill has been scheduled.

President Sutch presented the Police Department Report for the month of January 2019 and asked if there were any questions regarding it. Hearing none she noted that it could be filed.

### **Fire Department Reports**

Shirley Sundry noted that Paint Night was rescheduled for March 30, 2019 at 2:00 p.m. She also noted that the Events Committee will be having an event at the fire house starting at noon on Saturday, February 23, 2019. She stated that the roast beef dinner will be held on Sunday, March 10, 2019. Ms. Sundry discussed an incident with one of the engines. Discussion followed.

President Sutch presented the Fire Chief's Report and Treasurer's report for the month of January 2019 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 Anderson. Motion approved unanimously.

### **South Central Emergency Medical Services Report**

President Sutch presented the South Central Emergency Medical Services Report for the month of December 2018 and January 2019 and asked if there were any questions regarding it. Hearing none she noted that it could be filed.

### **Citizen's Comments**

None

### **Correspondence**

Certified letter was sent to Holly Martz, Deputy Director, Dauphin County Office of Tax Claim Bureau informing them that Highspire Borough Council opposes being included in the 30-day grace interest free period.

A letter was sent to Mr. Michael Anderson, owner and CEO of Anderson mechanical thanking him for the donation of a heated tent during the New Year's Eve celebration in Memorial Park.

A letter from PA Rural Water Association informing us that the Board Nominating Committee is seeking applications for two positions on the Board of Directors, specifically a system member from any Pennsylvania County. Elections will be held during the Annual Business meeting, Tuesday, March 26, 2019. All nomination applications must be received by the end of business day, Monday, March 11, 2019.

A letter from Bob Christoff, Dauphin County Conservation District, providing a disc containing a summary of Chapter 102/NPDES permitting program activities for 2018, municipal MS4 contacts as well as documents and resources for MS4 programs.

A letter from the Pennsylvania Department of Environmental Protection informing the Borough that the application for the Growing Greener Grant was not selected for funding.

Another letter from Hempt Brothers, Inc. advising that they will be resuming construction on SR300 PA 283 on or after March 4, 2019 following the winter shutdown.

### **Committee Reports**

Public Facilities – Member Matesevac was absent.

Sanitation Committee – Member Keith had nothing to report.

Events Committee – President Sutch noted that the Events Committee is holding a Soup and Salad on Saturday, February 23, 2019 from noon until sold out.

Finance/Administration – Member Thatcher had nothing to report and noted that he has noticed a positive change with the trash pickup.

Personnel – Member Roman thanked everyone for cleaning up the roads during the snow storms.

Community Development – Member Hoch noted that she attended the reorganization dinner for the COG on January 21, 2019 along with Terence Watts.

Public Safety Committee – Member Anderson reported that he attended the following meetings: 01/22 attended the Dauphin – Lebanon County Borough's Association meeting; 01/28 attended the Fire Department Board of Directors meeting; and 02/02 attended the Fire Department Banquet along with Member Thatcher; 02/18 attended a COG meeting along with Terence Watts. Member Anderson reminded members that on March 14, 2019 at 6:00 p.m. will be the TMI training and on May 7, 2019 is the TMI drill. He discussed an article in the Borough News Magazine that had ideas for National Night Out. He also stated that the Scouts came to his church and discussed the possibility of coming to the fire department for a tour. He also noted that there was a meeting with fire department to look at a 2004 engine.

Safety Committee – Submitted a written report of the meeting minutes in Council's packets.

Junior Council Member – No Junior Council Member at this time.

### **Staff Activity Reports**

Mark Stonbraker, Borough Manager, reported that he attended the following meetings: 01/22 Attended the Dauphin-Lebanon Boroughs' Association meeting along with members of council; 01/23 Met with members of the Highspire First Church of God to discuss their response to an active shooter event and possible future training; 01/24 Manager Stonbraker along with the Highspire Public Works, the Highspire Authority, Rettew, and PADEP met at Memorial Park to discuss the Burd Run Stream Bank Restoration Project; 01/25 Along with Randy Kreider met with Ron Hicks from the Teamsters to discuss and work out some management and personnel issues; and 02/08 Staff meeting for borough personnel. Events of interest: The 2010 Ford Crown Victoria was transferred to the new owner on January 25, 2019; the next meetings for HATS Technical and Coordinating Committees are scheduled as follows: Technical Committee – Friday, February 8, 2019 at 9:00 a.m. and Coordinating Committee – Friday, February 22, 2019 at 9:00 a.m. and the CapCOG is asking municipal politicians to attend a meeting at the Hampton Township Fire Department, Good Hope Station, 1200 Good Hope Road, Mechanicsburg on February 18, 2019 at 6:30 p.m. for a presentation and to discuss enrollment issues with volunteer fire companies.

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

Motion moved by Member Roman, seconded by Member Anderson to approve Highspire Borough Council Resolution 13-2019 extending the agreement between Highspire Borough and Steelton Borough dated April 19, 2016 and appointing Aaron Curry to the position of Assistant Zoning Officer and Assistant Code Enforcement Officer of Highspire. Motion approved unanimously.

Mayor Hoerner swore in Aaron Curry, Assistant Zoning Officer and Assistant Code Enforcement Officer of Highspire. Terence Watts, Code Enforcement Officer, introduced Aaron Curry.

Randy Kreider, Public Works Superintendent, noted that work on Poplar Street has been on hold do to the weather.

Von Hess, Sewer Authority Chairman, discussed a new project to reset a manhole at center alley that sunk and to replace a manhole in Cow Town along with a couple of sections of pipe. He noted that the bids came in and the lowest bid was for \$38,400 from Farhat Excavating.

Cody Lyons, MS4 Coordinator, noted that he attended a stormwater seminar on January 24 and 25, 2019 and is now certified.

President Sutch presented the Staff Activity Reports for the month of January 2019 and asked for a motion to accept them. Motion moved by Member Anderson seconded by Member Keith. Motion approved unanimously.

### **Solicitor's Report**

Solicitor Zie stated that he had nothing to report. He requested an executive session to discuss a litigation matter.

### **Engineer's Report**

Rob Lauriello, Borough Engineer, reported that initial work started on Poplar Street and the first pay application was submitted. He noted that the first draw needed to be done by March 1, 2019 so it could be sent to the County so they can begin there process. He stated that he attended a meeting regarding the repaving of Route 230. He noted that PennDOT will replace the ADA accessible ramps along Route 230 and they are going to restore the crosswalks. He stated that this will be advertised in September 2019 and work will begin in the Spring of 2020. Discussion followed.

### **Old Business**

None

### **New Business**

Motion moved by Member Thatcher, seconded by Member Roman to approve Highspire Borough Council Resolution 12-2019 approving the actions of Mayor Hoerner which include the Proclamation of Snow Emergency on January 19, 2019. Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Anderson to approve Highspire Borough Council Resolution 14-2019, adopting the Dauphin County Emergency Operations Plan as approved by the Dauphin County Commissioners on January 16m 2019. Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Anderson to direct staff to release the February 2019 contribution to the Highspire Citizens Fire Department as indicated in the 2019 General Fund Budget. Amount to be paid to the Company \$2,000.00. Motion approved unanimously.

Motion moved by Member Thatcher, seconded by Member Keith to approve repairs to Steel Avenue Bridge over Burd Run in the amount of \$11,500.00. Repairs are needed to stabilize and address scouring in and around the bridge abutments and streambanks. Funds to be paid out of the Flood Control and Jury Street PLGIT accounts. Motion approved unanimously.

Motion moved by Member Keith, seconded by Member Roman to approve Highspire Borough Council Resolution 15-2019 establishing a procedure authorizing the Borough Manager or Borough Secretary to sell or dispose of surplus property having a value of less than two thousand dollars. Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Thatcher to approve payment application No. 1 from E.K. Services, Inc. requesting payment for services performed in accordance with the Dauphin Local Share Municipal Grant (LSMG) Agreement No. 2018-15 administered by the Pennsylvania Department of Community and Economic Development (DCED) and the Low Volume Road Grant (LVRG) Agreement No. C010-10-04-2018-043-01 administered by Dauphin County Conservation District. The application amount is \$4,288.50 and represents the initial payment for this project (\$1,021.50 is to be paid from the LSMG funds by DCED and \$3,267.00 is to be paid from the DCED PLGIT account. Motion approved unanimously.

Motion moved by Member Anderson, seconded by Member Keith to approve payroll and bills. Motion approved unanimously.

Executive Session: 8:03 p.m.  
Reconvene: 8:39 p.m.

With no other action to be taken, President Sutch adjourned the meeting at 8:40 p.m.

Respectfully submitted,



Deanna Proctor  
Assistant Borough Secretary