

Highspire Borough Council Minutes

March 19, 2019

Council President Sutch called the Highspire Borough Council meeting to order at 7:00 p.m. The prayer was offered by Member Thatcher 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
	Dorothy Matesevac	

Borough Manager:	Mark Stonbraker
Assistant Borough Secretary:	Deanna Proctor
Code Enforcement Officer:	Terence Watts
MS4 Coordinator:	Cody Lyons
Borough Solicitor:	Dave DeLuce
Borough Engineer:	Sam Meckley

Public Works Superintendent, Randy Kreider, was absent.

Motion moved by Member Anderson, seconded by Member Matesevac to approve a Proclamation declaring March 19, 2019 as "Louis Dalmaso Day" in the Borough of Highspire. Motion approved unanimously.

Mayor Hoerner presented the Proclamation to Louis Dalmaso.

Motion moved by Member Anderson, seconded by Member Roman to approve Highspire Borough Council Resolution 16-2019 recognizing Firefighters Samuel A. Rittner III, Kyle M. Sultzaberger and Michael J. Cleland for their life saving actions and Firefighters Derek A. Miller, Shane M. Bair and Tylar M. Schwartz, Jr. for their actions during a dispatched call for an Automatic External Defibrillator (AED) response. Motion approved unanimously.

Mayor Hoerner and Manger Mark Stonbraker presented certificates to each of the firefighters.

Minutes

President Sutch presented the meeting minutes from the February 19, 2019 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 Keith. Motion approved unanimously.

Financial Reports

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

Mayor's Report

Mayor Hoerner noted that she attended the following meetings and events: 02/27 3rd Grade Mentoring, Steelton-Highspire Steering Committee with Department of Education and Steelton-Highspire High School 2019 Class Fundraiser at Friendly's; 03/01 Met with new pastor at the Hispanic church; 03/05 Steelton-Highspire Steering Committee with Department of Education; 03/06 3rd Grade Mentoring; 03/07 Elementary School Literacy Night and Central Penn Business School to hear two 9th grade students do readings and display art work; 03/12 Meeting regarding the Inspire Highspire Health Fair; 03/13 3rd Grade Mentoring and Steelton-Highspire School Board Planning meeting; 03/14 TMI Training; 03/15 Steelton-Highspire musical "Murder at Crimson House" and 03/19 Planted seeds at Steelton-Highspire High School with Rick Sayles. Mayor Hoerner also reported that Ms. Romanosky would like to have a "Saturday in the Park" to have the Community Band perform in mid-August. She also noted that the elementary band would be performing at the Ice Cream Social in June. Mayor Hoerner discussed a cleanup event that will be held in the Borough on Tuesday, April 16, 2019. She also noted that Jay Patrick will have a hot air balloon at this year's National Night Out.

Police Department Report

Mark Stonbraker, Public Safety Director, noted that he attended the following meetings: 02/25 Dauphin County Safe Schools meeting at the Middletown Area High School; 02/27 met with members of the Highspire First Church of God, along with Office Reager, to further discuss active assault training for the church; 02/28 attended a meeting with the MPOETC Curriculum Committee at their offices on Bretz Drive; 03/06 staff meeting for all full-time police personnel and 03/12 attended the Steelton-Highspire School District Joint Resource meeting. Events of Interest: 02/08 a search warrant was executed at 19 Jury Street, Apt. B resulting in the arrest of two individuals on multiple drug charges; 02/16 a saturation detail was conducted with Middletown Police Department which resulted in 2 capias warrants, a burglary criminal complaint warrant and a traffic warrant being served as well as the issuance of three traffic citations; 02/22 a traffic detail in the areas of Penn Street, Broad Street, Lumber Street and White House Lane resulted in 14 traffic contacts, 12 summary traffic citations and 2 verbal warnings; 03/06 Hoffman Ford advised that they will be replacing the motor in #1735 due to a warranty issue that they were not able to resolve; 03/07 PSP SHIELD executed an anticipatory search warrant at 526 Willow Street, Apt. 9; 03/14 TMI drill training at Highspire Borough; 03/15 Officer Santiago conducted a speed enforcement detail from 7:00 a.m. – 2:00 p.m.; 03/23 Citizens Fire Company will be having their chicken BBQ at 11:00 a.m.; and 03/30 Citizens Fire Company will be hosting Paint Night at 2:00 p.m. Mark Stonbraker also reported that Officer Andrew Johnson submitted and has been accepted for the Bigs in Blue program. He noted that the paperwork has been signed for the Buckle Up PA Enforcement and Education project grant which will cover the cost of seat belt enforcement details until September 30, 2020. He informed Members that the TMI drill has been scheduled for May 7, 2019 and National Night Out is scheduled for August 6, 2019.

President Sutch presented the Police Department Report for the month of February 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 the fire department will be having a chicken BBQ on Saturday, March 23, 2019 starting at 11:00 a.m. and the fire department will be hosting a Paint Night on March 30, 2019 at 2:00 p.m.

President Sutch presented the Fire Chief's Report and Treasurer's report for the month of February 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 Matesevac. Motion approved unanimously.

South Central Emergency Medical Services Report

No report for South Central Emergency Medical Services.

Citizen's Comments

None

Correspondence

Received the signed contract with Advanced Disposal on February 22, 2019 for the removal, transportation and disposal of de-watered biosolids from the Waste Water Treatment Plant.

Received the Verizon Franchise Fee Schedule / Report for the 4th quarter of 2018 on February 22, 2019 informing the borough we will receive \$4,538.64.

Received notification on February 27, 2019 from the Pennsylvania Department of Transportation that the Liquid Fuels Tax Fund payment will be paid early March in the amount of \$79,666.26.

On February 27, 2019 Highspire Borough Assistant Secretary, Deanna Proctor, sent a letter to Independent Settlement in response to their email concerning the outstanding sewer balance payoff amount owed for 421 Eshelman Street in the amount of \$5,625.35.

Received two letters on February 28, 2019 from the Pennsylvania State Police which provided information on Act 79 PFA which is the new PFA law which will go into effect on April 10, 2019 and the new web address for the Pennsylvania Police Pursuit Reporting System (PPRS).

Received a letter on March 5, 2019 from Londonderry Township Board of Supervisors requesting assistance for the Special Fire Police 11th Annual Stars and Stripes Salute on Saturday, June 29, 2019.

Received a notice on March 15, 2019 from the Humane Society of Harrisburg Area of the new security alarm code for the officers who drop off stray animals.

Letters of appreciation were given to all Public Works employees who were responsible for keeping the streets clear of snow and ice during this winter seasons storms and declared snow emergencies.

“Notice of Intent to Enter” letters were mailed to property owners and tenants who might be impacted by Steel Avenue bridge scouring repair project.

Received a letter dated March 18, 2019 from Mr. Robert B. Myers, 35 Race Street, expressing interest in becoming an alternate member on the Highspire Zoning Hearing Board.

Committee Reports

Public Facilities – Member Matesevac reported that Randy Kreider attended the HATS meeting in February in her absence.

Sanitation Committee – Member Keith had nothing to report.

Events Committee – President Sutch noted that the committee will be holding a bake sale at Sharp Shoppers in Middletown. She also discussed the Ice Cream Social that will be held on June 8, 2019 with a rain date of June 9, 2019. President Sutch informed Members that the Events Committee will move their meeting time to 6:00 p.m.

Finance/Administration – Member Thatcher had nothing to report.

Personnel – Member Roman complimented all Borough employees for the work that they do.

Community Development – Member Hoch had nothing to report.

Public Safety Committee – Member Anderson reported that he attended the TMI training on March 14, 2019.

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: 02/26 Met with Robert Manbeck, the Public Affairs Manager for SUEZ PA Operations, along with Randy Kreider and discussed some maintenance issues the Borough is having; 03/11 Staff meeting; and 3/13 Met with Andy Warntz, the Municipal Sales Manager for Republic Services, to discuss any problems the borough is having with trash service as well as the new recycling requirements. Events of Interest: 03/11 Two bids were received for the surplus 2007 Police Crown Victoria. Manager Stonbraker reported that Jorge Gonzalez provided the winning bid of \$699.00 and arrangements will be made to transfer the vehicle to him once the check clears; 04/02 – 04/04 He noted that along with Randy Kreider and Cody Lyons he will be attending the 16th Biennial Workshop on Flood Protection: Ensuring Project Readiness in State College; 04/13 Easter Egg Hunt at 11:30 a.m. at Memorial Park; 04/08 Weaver Glass and Building Specialties, Inc. plan on installing the new windows for the Police Department; the next HATS meetings are as follows: Technical Committee – Friday, April 12, 2019 at 9:00 a.m. and Coordinating Committee – Friday, April 26, 2019 at 9:00 a.m.; the next Dauphin-Lebanon Borough’s Association meeting will be held at 6:00 p.m. on Tuesday, April 23, 2019 at Perkins Restaurant on Linglestown Road off I-81 and the 2019 CapCOG auction is scheduled for Wednesday, July 17, 2019.

Terence Watts, Code Enforcement Officer, had nothing to report. Members discussed property maintenance in the Borough.

Randy Kreider, Public Works Superintendent, was absent.

Von Hess, Sewer Authority Chairman, stated that he is working with RETTEW to come up with a plan for the biosolids since the current contract will expire in 3 years. He also noted that there is a preconstruction meeting on March 22, 2019 for Bank Alley.

Cody Lyons, MS4 Coordinator, noted that on April 6, 2019 the St. Peters Lutheran Church will be volunteering their time to help with the stormwater swale. He reported that rocks will be placed on the bank to keep dirt from running into the stormwater drains. He also asked for Council's approval to make a Memorial Day flag for Memorial Day using flowers. He stated that the flowers will be placed in front of the Memorial in Memorial Park. Council approved to have the flowers at the memorial. President Sutch asked what the condition was of the trail in Reservoir Park. Mr. Lyons stated that the United Methodist Church has adopted the trail and volunteers will walk the trail every week and pick up trash. Discussion followed.

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

Solicitor's Report

Dave DeLuce, Solicitor, stated that he had nothing to report. He requested an executive session to discuss a legal matter.

Engineer's Report

Sam Meckley, Borough Engineer, discussed the four (4) grants that were awarded to the Borough. He discussed the following; 1. Flood Mitigation Program Grant through the Pennsylvania Department of Economic Development in the amount of \$190,751.00 for the Flood Mitigation Feasibility Study grant with a contract period exacted through June 30, 2021. He noted that work can proceed with three (3) solicited bids submitted to Sandy Orth for review 2. Local Share Municipal grant from DCED and the Low Volume Road grant from the Dauphin County Conservation District for the Poplar Street project. He stated that E.K. Services has been awarded the bid and the total contract price is \$114,033.00. He stated that the total amount is being broken out between the road work and stormwater work and reimbursement is being requested from DCED. He report that the borough has received half of the money for the Low Volume Road grant up front to cover the stormwater work and next week the stormwater related work will start. He noted that Jeremy Smith is the Engineer on this project and will keep the Conservation District in the loop since they will need to be onsite for inspections. 4. Mariner East II grant through DEP for \$205,000.00 for the Burd Run restoration in Memorial Park. The contract still has not come from DEP and minor edits were made. He stated that it is anticipated by the end of the month.

Old Business

None

New Business

Motion moved by Member Thatcher, seconded by Member Keith to approve Highspire Borough Council Resolution 17-2019 approving the actions of Mayor Hoerner which includes the proclamation of Snow Emergency on March 3, 2019. Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Anderson to approve a Proclamation declaring April 2019 as "Pennsylvania 811 Safe Digging Month" in the Borough of Highspire. Motion approved unanimously.

Motion moved by Member Matesevac, seconded by Member Anderson to direct staff to release the March 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 Matesevac, seconded by Member Thatcher to approve construction of four (4) handicap ramps at the following intersections in the borough; two (2) at Race Street, One (1) at Wilson Avenue and on (1) at Hanover Street. PennDOT will be responsible for construction of the ramps during the Rt-230 resurfacing project scheduled for 2019-2020 and will cost approximately \$6,000.00 each. The cost is to be covered by a loan through the Dauphin County Infrastructure Bank. Motion approved unanimously. Amendment to motion. Motion moved by Member Hoch, seconded by Member Anderson to accept the Tier 1 loan; which is a 10 year loan, in the amount of \$24,000.00 with equal payments each year. Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Keith to approve construction of a stormwater swale between Eisenhower Boulevard and Race Street by the Public Works Department. The project is expected to cost \$654.00 which will be paid out of the Members 1st Storm Sewer Fund. Motion approved unanimously.

Motion moved by Member Keith, seconded by Member Thatcher to approve construction of an American Flower Flag in Memorial Park by the Public Works Department. The project is expected to cost \$108.00 which will be paid out of the 2019 General Fund budget (Culture – Recreation 452.300) Motion approved unanimously.

Motion moved by Member Keith, seconded by Member Matesevac to deny repairs to the master compressor and master inverter PC board by Zimmerman Services in the amount of \$9,497.00 to be paid out of the General Capital Reserve PLGIT. Motion denied unanimously. Member Anderson and Member Thatcher abstained from this motion.

Motion moved by Member Keith, seconded by Member Hoch to approve the advertisement for the opening of bids for the replacement of the Daikin HVAC (master and slave units) in the older section of the borough building. Motion approved unanimously. Member Anderson and Member Thatcher abstained from this motion.

Motion moved by Member Roman, seconded by Member Thatcher to approve Highspire Borough Council Resolution 18-2019 appointing Robert Myers to a two-year term of office on the Highspire Borough Zoning Hearing Board. Motion approved unanimously.

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

Executive Session: 8:19 p.m.
Reconvene: 8:49 p.m.

With no other action to be taken, President Sutch asked for a motion to adjourn the meeting. A motion was made by Member Anderson, seconded by Member Roman to adjourn the meeting at 8:50 p.m.

Respectfully submitted,

Deanna Proctor
Assistant Borough Secretary