

Highspire Borough Council Minutes

April 18, 2017

Council President Sutch called the Highspire Borough Council meeting to order at 7:00 p.m. The prayer was offered by Member Roman 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
	Dorothy Matesevac	
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:	Jeremy Smith	
Junior Council Member:	Kaia Alexis Scott	

Minutes

President Sutch presented the meeting minutes from the March 21, 2017 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 Anderson. Motion approved unanimously.

Financial Reports

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

Mayor's Report

Mayor Hoerner noted that she attended the following meetings and events: 3/22 attended the Intergovernmental meeting held at Steelton-Highspire School – the next meeting will be held Wednesday, June 28, 2017; 3/30 lunch with Representative Patty Kim. Mayor Hoerner stated that Representative Kim will be attending the Arbor Day Ceremony on April 30, 2017; 4/1 Breakfast with the Easter Bunny and Easter Egg Hunt – she thanked everyone involved; 4/1 attended a political fundraiser; 4/3 Steelton-Highspire School Board meeting; 4/4 attended a program at the Steelton-Highspire School representing the Borough for Mayor and County Recognition Day for National Service; which, recognized volunteers serving through RSVP of the Capital Region – discussed followed regarding the program; 4/4 Prep work for the TMI Drill; 4/6 Commissioners' Address on the State of the County; 4/10 along with Councilman Georgann Thompson, she met with Natasha Woods from the schoolboard as a breakout session after the intergovernmental meeting where they discussed a plan for an afterschool program to be held in Highspire and 4/11 TMI Drill. Mayor Hoerner thanked everyone for their participation in the TMI drill and all of the preparation that went into the drill.

Police Department Report

President Sutch presented the Police Department Report for the month of March 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 Department Reports for the month of March and asked if there were any questions regarding it. Hearing none, a motion to accept the reports was made by Member Roman and seconded by Member Matesevac. Motion approved unanimously.

President Sutch asked Brian Seace, Fire Department Chief, if the application was submitted to PennDot for the fire company to hold a Boot Drive in Highspire. Fire Department Chief Seace noted that PennDot returned the application requesting additional information.

President Sutch asked if Servpro was contacted regarding the First Responder 5K Run and Walk fundraiser which benefits the local Red Cross. Chief Seace stated that he would contact Servpro regarding the fundraiser. Discussion followed.

South Central Emergency Medical Services Report

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

Citizen's Comments

None

Correspondence

A meeting of the Dauphin-Lebanon County Borough's Association to be held on Tuesday, April 25, 2017, at the City Line Diner, 3302 Derry Street, Harrisburg, PA 17111. RSVP by April 21, 2017.

A letter from Exelon Generation announcing the Harrisburg Senators Baseball Game for Emergency workers on April 21, 2017 at 7:00 p.m. Please RSVP as described in the letter by April 14, 2017.

A letter from the Dauphin County Planning Commission notifying the Borough of the 45 day review period for the 2017 Draft Update to the Dauphin County Comprehensive Plan.

A letter from the Dauphin County Bureau of Registration and Elections issuing sample ballots for the May 16, 2017, Primary Election. Ballot posted just inside the front entrance of the Borough Building.

Committee Reports

Public Facilities – Member Matesevac asked about the pod that is sitting along Second Street near Dollar General. Manager McHale noted that the resident is moving and contacted the Borough to ask for permission to have the pod in front of her house. He noted that the pod will be removed within 10 days. Member Matesevac stated she met with Superintendent Kreider on Thursday, April 13, 2017 regarding the removal of the pine trees at the Market Street square. She noted that Shull's Tree Service will be removing the trees. She stated that ornamental trees will be planted to replace the trees that are removed. Superintendent Kreider stated that he will be meeting with Ed Shull on Thursday, April 20, 2017 to get a quote for the tree removal. Member Matesevac noted that the road crew prepared the planters and the flowers will be planted after Mother's Day. She also asked if any Members had anything to be brought up at the HATS meeting. Discussion on road conditions followed.

Sanitation Committee – Member Thompson had nothing to report.

Events Committee – President Sutch noted that the Events Committee has events scheduled for each month up until December 31, 2017. She noted the following upcoming events: May 7th - Bingo, June 4th - Ice Cream Social to be held at Memorial Park, and September 23rd is the Car Show at Memorial Park. She stated that the Events Committee meetings will now be held the second Wednesday of the month instead of the second Thursday at 7:00 p.m. President Sutch also noted that the Committee will be purchasing equipment for the playground and an 8 foot sign to be placed along the fence at Memorial Park.

Finance/Administration – Member Thatcher had nothing to report but asked if there was an ordinance in the Borough regarding bee keeping. Manager McHale stated that this is allowed. He also asked about dogs barking in the Borough. Manager McHale stated that the police department should be called so they can confirm the dog barking and write up a report.

Personnel – Member Roman thanked everyone for their participation in the TMI Drill on April 11, 2017.

Community Development – Member Hoch asked when and where the Arbor Day ceremony was being held. Mayor Hoerner noted that it is scheduled on Sunday, April 30, 2017 at 4:00 p.m. at Memorial Park.

Public Safety Committee – Member Anderson thanked everyone for their participation in the TMI training and drill. He noted that he attended the State of County address and was pleased with the participation from Highspire Borough.

Junior Council Member – Junior Council Member Scott noted that the Junior class is having an event for Mother's Day at the Steelton-Highspire High School cafeteria on May 6, 2017 from 10:00 a.m. – 2:00 p.m.

Staff Activity Reports

Manager McHale stated that on May 3, 2017 at 6:30 p.m. a meeting of the Stormwater Fee Study Committee is scheduled. He also noted that on March 30, 2017 the computer servicer experienced a bought of ransom ware and he has been working on getting the computers up and running properly. He noted that he contacted the insurance company for reimbursement for expenses to repair this problem. Discussion followed.

Code Enforcement Officer, Terence Watts, noted that the author of the Right to Know Act will be at the next COG meeting on Monday, May 15, 2017. He encouraged members to attend.

Randy Kreider, Public Works Superintendent, noted that he received a draft report of the last reporting period for MS4 for review from Rettew. Borough Engineer, Jeremy Smith noted that the report is due May 31, 2017. Superintendent Kreider stated that the swings at the Charles Street Park have been removed due to broken brackets and he noted that the poles may also need to be replaced. Manager McHale added that the engineers from Lower Swatara Township were at the Waste Water Treatment Plant last week and they plan to do a walkthrough of the plant on Wednesday, April 19, 2017.

Von Hess, Sewer Authority Chairman, discussed the Pennsylvania Municipal Authority Spring Workshop he and Randy Kreider attended.

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

Solicitor's Report

Solicitor Carter noted that the agreement with Royalton Borough regarding the speed timing sign is in draft form and has been submitted to Royalton's solicitor for his review and he is waiting on comments from the solicitor. Mike Anderson asked if there was anything new with the school district issues. Solicitor Carter noted that there was a hearing last week by phone. Discussion regarding the hearing followed.

Engineer's Report

Jeremy Smith, Borough Engineer, noted that he attended the kickoff meeting for the stormwater rate study fee and the next meeting is set for May 3, 2017 at 6:30 p.m. He stated that the borough is working on finalizing a list of committee members. He noted that he, along with Rob Lauriello, met with the consultant for the owner of 601 Second Street regarding a potential land development project at the site. He noted that after the review he doesn't feel they will be following through with the project do to the constraints of the stormwater management costs.

Old Business

None

New Business

Motion moved by Member Thompson, seconded by Member Thatcher to approve and accept the Police Entry Level Eligibility List 2017, as certified by the Highspire Civil Service Commission at their last meeting on March 23, 2017. Motion approved unanimously.

Motion moved by Member Hoch, seconded by Member Anderson to approve Borough Ordinance 611 of 2017, authorizing an intergovernmental agreement between the Highspire Borough Council and the Royalton Borough Council to share in the purchase, use and maintenance of a speed timing sign. Motion approved unanimously.

Motion moved by Member Hoch, seconded by Member Anderson to accept the resignation of Mary Souders from her position of Administrative Assistant and authorize staff to begin the process of filling the potion. Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Hoch to approve Resolution #10-2017, revising and updating the schedule of fees for the Borough of Office of Code Enforcement. Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Thompson to direct staff to release the April 2017 contribution to the Highspire Fire Department as indicated in the 2017 General Fund Budget. Motion approved unanimously.

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

With no other action to be taken, President Sutch asked for a motion to adjourn the meeting. Motion moved by Member Roman, seconded by Member Anderson to adjourn the meeting at 8:04 p.m.

Respectfully submitted,



Deanna Proctor
Assistant Borough Secretary