

Highspire Borough Council Minutes

May 16, 2018

Council President Sutch called the Highspire Borough Council meeting to order at 7:02 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
Sewer Authority Chairman:	Von Hess
MS4 Coordinator:	Cody Lyons
Borough Solicitor:	Brian Carter
Borough Engineer:	Rob Lauriello
Junior Council Member:	Kaia Alexis Scott

Public Works Superintendent, Randy Kreider, was absent.

Minutes

President Sutch presented the meeting minutes from the April 18, 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 Anderson. Motion approved unanimously.

Financial Reports

President Sutch presented the Treasurer's Report and Financial Statements for the month of April 2018 and asked if there were any questions regarding them. Hearing none, a motion to accept the report was made by Member Thompson and seconded by Member Matesevac. Motion approved unanimously.

Mayor's Report

Mayor Hoerner noted that she attended the following meetings and events: 4/24 Dauphin-Lebanon Boroughs Association Meeting; Continuing to read every other Monday with Ms. Esposito's 3rd grade class; Continuing to mentor 7th and 8th graders and tutoring them in math; 4/29 Arbor Day Celebration, she thanked staff for their participation in setting up this event; 5/4 Attended a 2018 Child Hunger Summit in Port Matilda, PA; 5/6 Attended the Spring concert at the high school; 5/6 Bingo Fundraiser by the Events Committee and 5/16 Elementary school band concert at the Harrisburg Mall. She noted that the Memorial Day ceremony will be held on May 28, 2018 at 10:00 a.m. at Memorial Park. Mayor Hoerner noted that she received concerns from residents over the overgrown yards in the Borough. She noted that the Rugby Pitch repainted the benches along the stream and the storage building and asked Council to take a look at the great job they did. She thanked President Sutch for being available while she was out of town and also noted that she will be on vacation June 17, 2018 – June 24, 2018.

Police Department Report

President Sutch presented the Police Department Report for the month of April 2018 and asked if there were any questions regarding it. Hearing none she noted that it could be filed.

Fire Department Reports

Frank Egresitz, Fire Chief, noted that the Fire Department had an ISO meeting for the fire safety rating. He stated that the safety report will be mailed once completed. He also noted that the department will hold an "Active Shooter" class at the fire department on Thursday, May 17, 2018 and a Rapid Intervention Team (RIT) Class on May 25, 26, and 27, 2018.

President Sutch presented the Fire Chief's Report and Treasurer's report for the month of April 2018 and asked if there were any questions regarding it. Hearing none, a motion to accept the report was made by Member Anderson and seconded by Member Roman. Motion approved unanimously.

South Central Emergency Medical Services Report

President Sutch presented the South Central Emergency Medical Services Report for the month of April 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 Suez notifying the Borough of its intention to seek a rate increase from the PUC.

A thankyou note from Harriet Barnes for the flowers and prayers.

Harrisburg Area Transportation Study Meetings for June - Technical Committee, Friday, June 8, 2018 – 9:00 a.m. / Coordinating Committee Friday, June 22, 2018 – 9:00 a.m.

Committee Reports

Public Facilities – Member Matesevac noted that there are properties around town that the grass has not been cut. She asked that Council please report high grass to the Codes & Zoning Officer, Terence Watts. She also noted that there are many houses that are in bad shape throughout the borough and asked for ideas on how to approach residents in taking care of their properties. Member Matesevac stated that the planters will be ready to plant flowers soon. She asked when the banners would be replaced at the ball field. Cody Lyons, MS4 Coordinator, noted that the banners will be going up next week.

Sanitation Committee – Member Thompson noted that she attended the Dauphin-Lebanon Boroughs Association meeting on April 24, 2018 and the Highspire Sewer Authority meeting on April 19, 2018.

Events Committee – President Sutch noted that she handed out flyers to Council for the upcoming event. She also discussed the purchasing of the playground equipment for the Borough.

Finance/Administration – Member Thatcher noted that he attended the Dauphin-Lebanon Boroughs Association meeting on April 24, 2018; this was his first official meeting as Treasurer. He also wanted to discuss the Local Share Grant and what roads the funds would be used to repair. Mr. Lauriello, Borough Engineer, stated that he needs to meet with Randy Kreider, Public Works Superintendent, to take a look at the roads. Member Thatcher also wanted to discuss the purchase of the new police vehicles. President Sutch noted that the police vehicles were on the agenda under New Business to discuss.

Personnel – Member Roman noted that she spoke to Sue McMurray with the Highspire VFW who asked for volunteers to place the flags at the Market Street memorial, Memorial Park and the Highspire Cemetery on Saturday, May 19, 2018 at 8:00 a.m. She noted that if anyone would like to volunteer to please meet at the Highspire VFW by 8:00 a.m.

Community Development – Member Hoch had nothing to report.

Public Safety Committee – Member Anderson noted that he attended the Dauphin-Lebanon Boroughs Association meeting on April 24, 2018. He noted that Suez is responsible for performing hydrant safety checks and asked if anything has been done regarding hydrant flushing. John McHale stated that he was unsure, but doesn't think it has been done. Member Anderson stated that it was brought to his attention by the Highspire Fire Department Chief, who attended an ISO meeting that a flow test has not been done since 1996. He asked if Suez could be contacted. He also noted that a light is out on a PPL pole on High and Lumber Street. He thanked the road crew for cleaning out the storm drains after the storms all week.

Junior Council Member – Junior Council Member Scott noted that the Senior Prom will be held at the Red Lion Hotel. She also stated that she got accepted to West Chester University.

Staff Activity Reports

Manager McHale noted that enough applications have been received to begin interviewing for the part-time highway position. He suggested that Randy Kreider, Public Works Superintendent; Cody Lyons, MS4 Coordinator and himself hold the interviews and noted that if any members of council wanted to attend they are welcome. Manager McHale stated that Republics Services sent a flyer stating that with the Memorial Day holiday trash would be picked up on Saturday instead of Friday. He also noted that Andrew Johnson started on May 10, 2018 as a full-time police officer. He also stated that DARE Graduation has been rescheduled from May 17, 2018 to May 22, 2018 due to the rain.

Manager McHale discussed item f. under New Business for the purchase of two pieces of replacement playground equipment and item g. a resolution to authorize the submission of a Flood Mitigation Study Grant Application.

Manager McHale noted that he met with Scott Sites from Members 1st Bank regarding opening a Business Visa Account since the Borough no longer has accounts with Citizen's Bank and the bank will be closing in Highspire. He stated that he will need Council to make a motion to approve this; which is item h. under New Business on the agenda. He also added that he is getting a proposal for the Borough to accept Visa and MasterCard as a payment option and the fee would be paid by the residents.

Terence Watts, Code Enforcement Officer, noted that an inspection by the Department of Environment Protection is scheduled next week for Burd Run and Burd Run has been cut, cleared and is ready for inspection. He also stated that the water garden on Race Street has been cut and groomed. He stated that flowers were planted for color. He also noted that he is working with a contractor on an estimate to replace windows at the Borough building, starting with the police department first. Mr. Watts stated that he will be taking the sign down at Memorial Park to install the lights. President Sutch asked if the lights would be on a sensor or will they be on all the time. Mr. Watts stated that he will put a sensor on the sign. Member Hoch suggested using LED bulbs in the sign because the bulbs are more energy efficient.

Cody Lyons, MS4 Coordinator, noted that the Highway Department is finishing out the street sweeping and they are getting ready for the Memorial Day services. He also stated that the Highspire sign on Ann Street is redone and updated.

Von Hess, Sewer Authority Chairman, had nothing to report.

President Sutch presented the Staff Activity Reports for the month of April 2018 and asked for a motion to accept them. Motion moved by Member Anderson seconded by Member Thatcher. Motion approved unanimously.

Solicitor's Report

Solicitor Carter noted that he received the decision from the Commonwealth Courts regarding the Foundation for Elder Care tax assessment appeal. He stated that their decision was that the Foundation for Elder Care is not tax exempt and subject to pay taxes. He noted that there is a possibility that the Foundation for Elder Care may ask that the Commonwealth Courts rehear the case or they could ask the Supreme Court to accept the case. Member Anderson asked if they have to pay the back property taxes. Solicitor Carter stated that, yes; they will have to pay the back property taxes.

Engineer's Report

Rob Lauriello, Borough Engineer, noted that there is a Resolution on the agenda for the CFA Flood Mitigation Study Grant Application. His thoughts on the outreach program were to start by contacting Representative Patty Kim, Senator Folmer, and Sandi Orth with the Department of Community and Economic Development. He feels that it would be appropriate to have John McHale, Steve Gabriel and himself reach out to them to talk about the benefits of the project and to get their support and to see if they have any advice on who the Borough could meet with to try to garnish support. He noted that the grant is due at the end of this month and would like the resolution signed at tonight's council meeting to submit with the application packet.

Mr. Lauriello discussed the Sunoco Mariner II Pipeline project. He noted that the timeline to submit the grant began May 7, 2018 and ends June 20, 2018. He stated that they are encouraging applicants to go through the Growing Greener Plus program through the Department of Environmental Protection and noted that a 15% match is required; which, the stormwater fee could be used for the match. He stated that the funds must be expended by December 31, 2021. He stated that if there were no objections he would continue to move forward with the application. Von Hess asked if the Authority or the Borough would be the applicant. Mr. Lauriello stated that the Borough will be the applicant since the borough still owns the system.

Mr. Lauriello discussed the Local Share Grant funds that were received in the amount of \$57,200. He noted that this amount will cover the estimate for Klugh Street; however, the cost to repave Poplar Street was about \$70,000. He stated that on Poplar Street there is some roadside swale work that's on this project. He noted that the borough may be able to supplement the local share money with the Low Volume Roadway project. He noted that he needs to discuss this with Randy Kreider but if there is a desire by Council to see if the borough would like Poplar Street

on the top of the list, he may be able to make it work. Discussion followed regarding the need for repairs to Klugh Street and Poplar Street. He noted that a decision would need to be made at the June Council meeting.

Old Business

None

New Business

Motion moved by Member Hoch, seconded by Member Thatcher to approve the Local Share Municipal Grant Agreement, Grant No. 2018-15, for Local Share Grant Award for 2017-18, in the amount of \$57,000.00, to be used to rehabilitate roads as part of the Borough's Roadway Rehabilitation Program as described in the Local Share Grant Application. Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Matesevac to approve Borough Council Resolution #11-2018, establishing the Borough's 457(b) Plan for the employees of Highspire Borough and replaces all other resolutions establishing provisions for the Highspire Borough 457(b) Deferred Compensation Plan Document. Motion approved unanimously.

Motion moved by Member Hoch, seconded by Member Roman to approve Engineer Lauriello's recommendation of the approval of the Preliminary/Final Land Development Plan for Friendship Auto at 601 Second Street, Highspire, based on the conditions outlined on the May 2, 2018 letter and the review of the Borough Solicitor. Motion approved unanimously.

Motion moved by Member Matesevac, seconded by Member Thompson to direct staff to release the May 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 Hoch, seconded by Member Roman to approve a lease purchase of two Police Interceptor utility vehicles off the COSTAR pricing described in the proposal submitted by John McHale. Motion approved unanimously.

Motion moved by Member Matesevac, seconded by Member Anderson to approve and authorize staff to purchase two pieces of replacement playground equipment. The Miniature Whirl will be paid out of General Fund line item 452.300, at a cost of \$2,694.51. The Buck-A-Bout-4 Seat will be paid for by the Events Committee at a cost of \$2,976.96. Motion approved unanimously.

Motion moved by Member Thompson, seconded by Member Anderson to approve Council Resolution #12-2018, authorizing the submission of a Flood Mitigation Study Grant Application, a local share match and authorization to allow John McHale to sign all related correspondence. Member Hoch opposed the motion. Motion approved.

Motion moved by Member Roman, seconded by Member Thatcher to authorize staff to open a Members 1st Business Visa account, to make small purchases from vendors and the internet. Motion approved unanimously.

Motion moved by Member Anderson, seconded by Member Roman to approve payroll and bills for April 2018. Motion approved unanimously.

With no other action to be taken, President Sutch asked for a motion to adjourn the meeting. Motion moved by Member Anderson, seconded by Member Matesevac to adjourn the meeting at 8:00 p.m.

Respectfully submitted,



Deanna Proctor
Assistant Borough Secretary