

Highspire Borough Council Minutes

May 17, 2017

Council President Sutch called the Highspire Borough Council meeting to order at 7:04 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	Georgann Thompson
	Carolee Roman	
	Marie Hoch	
	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:	Rob Lauriello	
Junior Council Member:	Kaia Alexis Scott	

Council Members Michael Anderson, Council Member Tyler Thatcher and Junior Council Member Kaia Alexis Scott were absent.

Mayor Hoerner presented the 2017 Citizen of the Year award to Ruth Alexander.

Minutes

President Sutch presented the meeting minutes from the April 18, 2017 Council meeting and asked for questions regarding them. Hearing none, a motion to accept the minutes was made by Member Hoch and seconded by Member Roman. Motion approved unanimously.

Financial Reports

President Sutch presented the Treasurer's Report and Financial Statements for the month of April 2017 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 Roman. Motion approved unanimously.

Mayor's Report

Mayor Hoerner noted that she attended the following meetings and events: 4/25 Dauphin/Lebanon Boroughs Association Meeting; 4/30 Arbor Day Ceremony; 5/7 – 5/10 PSAB Conference held at the Motor Lodge; 5/7 Attended a Spring Concert at the Steelton Highspire High School; 5/12 Attended the Character Night at the Steelton Highspire High School and 5/13 swept sidewalks with the Harrisburg Rugby Football teams. Mayor Hoerner thanked the Highway Department for getting the supplies needed to sweep the sidewalks.

Police Department Report

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

Sam Rittner noted the following events: 5/20 Chicken BBQ and 6/11 Roast Beef Dinner. He also noted that there will be two drivers from the Fire Department to block Lumber Street for the Memorial Day ceremony.

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

Ms. Dengler, Jury Street, noted that there was a lot of dust from the street sweeper.

Jodi Dosh asked what the difference was between a yard sale and a thrift store. He noted that on the 500 block of Second Street a resident was running a business in her front yard and it was causing parking problems. Mr. Dosh stated that she has had at least six "yard sales" since May 7, 2017.

Correspondence

A letter from the PLCB notifying the Borough that the requested Noise exemption has been granted and will next expire April 22, 2022.

Information from the Capital Region COG announcing the date of the Annual COG Auction and terms and conditions. (Council authorized the sale of the 1993 John Deere backhoe in Council Resolution #16-2016.)

The Greater Harrisburg Association of Realtors will be holding a Municipal Officials Breakfast on Thursday, June 8, 2017, at the Radisson Hotel, Camp Hill, PA from 7:45 a.m. to 9:30 a.m. RSVP by June 2, 2017.

The Capital Region COG will hold their Board of Directors meeting on May 15, 2017, at which Craig Staudenmaier will make a presentation on the Right to Know / Open Records Law.

Harrisburg Area Transportation Study meetings for June, Technical Committee, Friday, June 9, 2017 – 9:00 a.m. / Coordination Committee, Friday, June 23, 2017 – 9:00 a.m.

A copy of State House of Representatives HR 16-2017 recognizing May 14 to May 20, 2017 as National Police Week and May 15, 2017 as Peace Officers' Memorial Day in Pennsylvania. Sent to the Borough by Representative Patty Kim.

Committee Reports

Public Facilities – Member Matesevac discussed the HATs meeting that she attended. She noted that she informed the committee of Council's concerns regarding the roads in Highspire. Discussion followed. She noted that the trees on Market Street were removed and there are plans to plant ornamental trees but will wait at least a year to plant. She also noted that the planters will get planted next week.

Sanitation Committee – Member Thompson noted that she was impressed with her visit to the Wastewater Sewer Treatment Plant. She also noted that she attended the Sewer Authority meeting.

Events Committee – President Sutch noted that on June 4th from 4:00 p.m. – 6:00 p.m. the Events Committee will have an Ice Cream Social to be held at Memorial. She reminded Members 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.

Finance/Administration – Member Thatcher was absent.

Personnel – Member Roman stated that interviews for the Administrative Assistant position were held on Monday, May 15, 2017. She noted that five applicants were interviewed and there will be a motion to make a conditional offer to one of the applicants.

Community Development – Member Hoch discussed the COG meeting that she attended. She noted that a guest speaker was there to discuss the Open Records.

Public Safety Committee – Member Anderson was absent.

Junior Council Member – Junior Council Member Scott was absent.

Staff Activity Reports

Manager McHale stated that the Dauphin County Chief's met in May and recommend that this year's Trick or Treat be held on Thursday, October 26, 2017. He also noted that PSAB handed out several awards, at their recent conference, to members of borough council. He noted that the 10 Year Service Awards were given to John McHale, Kay Sutch, Dorothy Matesevac and Mayor John Hoerner, accepted by Mayor Brenda Hoerner on his behalf, and the 20 Year Service Awards were given to Carolee Roman and Marie Hoch.

Code Enforcement Officer, Terence Watts, noted that he sat on a panel for 3 UCC appeal hearings last month. He also noted that a Planning Commission meeting will be held on June 6, 2017 to discuss the property at 601 Second Street. He stated that the owner would like to turn it into a used car sales lot. Mr. Watts discussed the Sunoco Mariner 2 Pipeline Project. He stated that the project has started and will continue for the next 6 months. Discussion followed.

Randy Kreider, Public Works Superintendent, stated that he was made aware, by Jeremy Smith with Rettew, of a program called the Pennsylvania Dirt, Gravel and Low Volume Road Program. He advised Members that he will be attending a two day workshop regarding the program. He noted that DCED funding will be available for roads like Klugh Street and other low traveled roads in the Borough.

Von Hess, Sewer Authority Chairman, noted that he along with Randy Kreider and Christina Keith attended a seminar in South Hanover Township on MS4 presented by DEP. He also stated that work on the Inceptor Project should start on Lumber Street within the next two weeks and should take about three months to complete.

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

Solicitor's Report

Solicitor Carter noted that the agreement with Royalton Borough for the speed device was approved for publication at Royalton's last meeting. He stated that Borough Council will need to sign the agreement at tonight's meeting and the signed agreement will be given to Royalton's solicitor. He also noted that he is waiting to hear back from Kent Patterson regarding the lease agreement for the Authority. Solicitor Carter requested an executive session to discuss litigation matters.

Engineer's Report

Rob Lauriello, Borough Engineer, noted that the kick off meeting for the stormwater fee was held on May 3, 2017 and the next meeting will be held at the Borough building on May 25, 2017 at 6:30 p.m. He also noted that a Jeremy Smith and Randy Kreider did a tour of the Borough a few weeks ago and updated the road condition map. .

Old Business

None

New Business

Discussion by Steve Gabriel on the Flood Mitigation Study Grant Application RETTEW is developing.

Motion moved by Member Thompson, seconded by Member Roman to approve Council Resolution 11-2017, 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. Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Thompson to approve the Local Share Municipal Grant Agreement, Grant No. 2017-19, for Local Share Grant Award for 2015-16, in the amount of \$43,152.00, to be used for the purchase of personal protective equipment for Citizens Fire Company #1. Motion approved unanimously.

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

Motion moved by Member Thompson, seconded by Member Roman to authorize the Personnel Committee to issue a conditional offer of employment to fill the vacant Staff Administrative Assistant position upon review and approval by the Solicitor. Motion approved unanimously.

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

Executive Session: 8:10 p.m.
Reconvene: 9:14 p.m.

With no other action to be taken, President Sutch asked for a motion to adjourn the meeting. Motion moved by Member Matesevac, seconded by Member Roman to adjourn the meeting at 9:15 p.m.

Respectfully submitted,



Deanna Proctor
Assistant Borough Secretary