

## Highspire Borough Council Minutes

June 19, 2018

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

Assistant Borough Secretary:	Deanna Proctor
Code Enforcement Officer:	Terence Watts
Public Works Superintendent:	Randy Krieder
Sewer Authority Chairman:	Von Hess
MS4 Coordinator:	Cody Lyons
Borough Solicitor:	Brian Carter
Borough Engineer:	Rob Lauriello

Mayor Brenda Hoerner, Borough Manager, John McHale and Junior Council Member, Kaia Alexis Scott were absent.

Motion moved by Member Anderson, seconded by Member Roman to amend the agenda to add an item of new business related to switching the Borough's credit card from Citizen's Bank to Members 1<sup>st</sup>. Motion approved unanimously.

### **Minutes**

President Sutch presented the meeting minutes from the May 16, 2018 Council meeting and asked for questions regarding them. Hearing none, a motion to accept the minutes was made by Member Thatcher and seconded by Member Roman. Motion approved unanimously.

### **Financial Reports**

President Sutch presented the Treasurer's Report and Financial Statements for the month of May 2018 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**

President Sutch presented Mayor Hoerner's report for the month of May 2018 and noted that a copy is in Council's packet.

### **Police Department Report**

President Sutch presented the Police Department Report for the month of May 2018 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 next Fire Company meeting is scheduled for July 2, 2018 at 7:00 p.m. and the fire company will be honoring Frank Egritz, Fire Chief. She also noted that a Chicken BBQ will be held on Saturday, June 23, 2018 starting at 11:00 a.m.

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

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

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

### **Citizen's Comments**

None

### **Correspondence**

Harrisburg Area Transportation Study Meetings for June, Technical Committee, Friday, June 8, 2018 – 9:00 a.m./  
**CHANGE** – Coordinating Committee Friday, June 29, 2018 – 9:00 a.m.

A letter from the Dauphin County Bureau of Registration and Elections letting the municipalities know that the U.S. Department of Justice recently informed the Bureau that they were to conduct an assessment of polling places in Dauphin County for ADA compliance. This assessment will be occurring over the next two months.

A letter from the Turnpike Commission as a reminder regarding encroachments and incursions onto Commission Property by neighboring land owners.

President Sutch noted that she spoke to Gerald Feaser, Director with the Dauphin County Bureau of Registration and Elections regarding combining the two (2) voting precincts in Highspire to one (1) precinct. President Sutch noted that the precinct would be located at the fire house only. She noted that Mr. Feaser asked for a copy of the resolution; however, a resolution was not done but there was a motion made at the April 18, 2018 meeting approving the combining of the two (2) precincts. She stated that the minutes were emailed to Gerald Feaser and he accepted the minutes and does not require a resolution. President Sutch also noted that a committee meeting will need to be held in order to accept the Borough pulling out as a precinct in Highspire.

### **Committee Reports**

Public Facilities – Member Matesevac asked Council to keep an eye on the properties throughout the borough regarding the high grass. She also stated that she was informed by Cody Lyons, MS4 Coordinator, that the planters are being watered.

Sanitation Committee – Member Thompson had nothing to report.

Events Committee – President Sutch noted that the Committee is busy preparing for the Car Show in September. She also discussed the tree lighting and the possibility of moving the location of the tree lighting since Citizen's Bank will soon be closing. Discussion followed.

Finance/Administration – Member Thatcher had nothing to report.

Personnel – Member Roman had nothing to report.

Community Development – Member Hoch had nothing to report.

Public Safety Committee – Member Anderson had nothing to report.

Junior Council Member – Junior Council Member Scott was absent.

### **Staff Activity Reports**

Deanna Proctor, Assistant Borough Secretary, noted that other than the Borough Manager's written report, she had nothing to report.

Terence Watts, Code Enforcement Officer, noted that he attended the COG meeting on June 18, 2018. He discussed a flyer he handed out to Council from Penn Waste regarding recycling. He also stated that the COG Picnic will be held on September 17, 2018 and the COG Auction will be held on July 18, 2018.

Randy Kreider, Public Works Superintendent, asked Council if there would be any objection to moving the street sweeping held in May to the first or second week of June. He noted that by June all the pollen has fallen. Council had no objections to moving the street sweeping dates to June.

Cody Lyons, MS4 Coordinator, noted that he placed stones around the Highspire sign to prevent weeds from growing up.

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

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

### **Solicitor's Report**

Solicitor Carter noted that he didn't have any concerns with sending out the Penn Waste flyer regarding recycling to residents. He noted that he would like to review the contract with Republics to make sure it is ok.

Solicitor Carter requested an Executive Session to discuss a litigation matter and legal advice on another matter.

### **Engineer's Report**

Rob Lauriello, Borough Engineer, noted that based on the feedback from the last council meeting, he is proceeding with the Poplar Street bid with the funds from the Local Share Municipal Grant. He stated that the bids will be ready for review at next month's council meeting. He noted that Randy Krieder, Public Works Superintendent, submitted the application for the Low Volume Road Grant to cover a portion of that cost.

Engineer Lauriello, noted that the grant application for the Mariner II Pipeline is due June 20, 2018 and there is a signature page that will need to be signed. He also noted that he had meetings with Senator Folmer and Representative Kim to garnish their support for the Flood Mitigation Study. He stated that both are in full support of the project and he has already received letters from Senator Folmer who also forwarded it to Senator Scarnati for further consideration.

Engineer Lauriello, stated that he has a meeting with Sandy Orth, Grand Administrator with DCED, on June 27, 2018. He noted that this is moving forward and the application was submitted at the end of May. He also stated that the CDBG funds, which would have been a match for funding from the County, did not come through and this will have to be addressed in the future.

### **Old Business**

None

### **New Business**

Motion moved by Member Roman, seconded by Member Anderson to approve Borough Council Resolution #13-2018, formally approving the Lease Purchase agreement between Leasing 2 and the Borough to purchase two Police Utility Vehicles. Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Thatcher to approve advertising Borough Ordinance 615 of 2018, to establish a handicapped parking space at 244 Penn Street, Highspire, PA. Motion approved unanimously.

Motion moved by Member Thatcher, seconded by Member Roman to accept the 2018 Highspire Civil Service Eligibility List for the position of Sergeant as approved by the Commission on June 15, 2018. Motion approved unanimously.

Motion moved by Member Matesevac, seconded by Member Anderson to promote Bradley Canfield to the rank of Sergeant of the Highspire Police Department. Motion approved unanimously.

Motion moved by Member Matesevac, seconded by Member Roman to direct staff to release the June 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 Roman, seconded by Member Anderson to authorize John McHale to obtain a credit card from Members 1<sup>st</sup> to replace the current credit card from Citizen's Bank, at the same credit limit, and have John McHale's name on the new credit card. Motion approved unanimously.

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

Executive Session: 7:25 p.m.  
Reconvene: 8:14 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 Thatcher to adjourn the meeting at 8:15 p.m.

Respectfully submitted,



Deanna Proctor  
Assistant Borough Secretary