

Highspire Borough Council Minutes

July 16, 2019

Council President Sutch called the Highspire Borough Council meeting to order at 7:02 p.m. The prayer was offered by Member Matesevac 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	

Mayor:	Brenda Hoerner
Borough Manager:	Mark Stonbraker
Administrative Assistant:	Leslie Givler
Code Enforcement Officer:	Terence Watts
Sewer Authority Chairman:	Von Hess
MS4 Coordinator:	Cody Lyons
Borough Solicitor:	Adam Zei
Borough Engineer:	Rob Lauriello

Public Works Superintendent, Randy Kreider, was absent.

Motion moved by Member Anderson, seconded by Member Roman to approve Highspire Borough Council Resolution 21-2019 recognizing Junior Firefighter Anthony J. Stains for his compassion and humanitarian efforts to assist a member of the community who was in cardiac arrest and his subsequent actions to summon emergency personnel to the scene. Motion approved unanimously.

Mayor Hoerner presented Anthony J. Stains with Resolution 21-2019 and a Certificate of Recognition from the Citizens Fire Company. Frank Egritz, Fire Department Chief, presented Mr. Stains with a plaque.

Minutes

President Sutch presented the meeting minutes from the June 18, 2019 Council meeting and asked for questions regarding them. Hearing none, a motion to accept the minutes was made by Member Anderson and seconded by Member Roman. Motion approved unanimously.

Financial Reports

President Sutch presented the Treasurer's Report and Financial Statements for the month of June 2019 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 Keith. Motion approved unanimously.

Mayor's Report

Mayor Hoerner reported that she attended the following meetings: 07/03 Library program with about 9 kids; 07/05 performed a wedding ceremony; and 07/14 Highspire Hope Community Event with Transformation Church. She also noted that she attended meetings for National Night Out to be held on August 6, 2019 and that she continued practices for the concert on August 17, 2019. Mayor Hoerner asked for approval to post a National Night Out sign at Eisenhower Boulevard and in front of the Borough Building.

Police Department Report

Mark Stonbraker, Public Safety Director, noted that he attended the following meetings: 06/19 Emergency Citizens Fire Company Board Meeting; 06/28 Bucket Drive at Second Street and Eisenhower Boulevard; and 07/01 Citizens Fire Company Board meeting, Relief meeting and Company meeting. Events of Interest: Buckle-Up PA is asking the Borough to complete the "In-Kind" contribution hours in July rather than November of this year; On Thursday, June 27, 2019 Officer Sallada along with Officer Krypto and another handler and dog, searched the area of the Reservoir Park Nature Trail for a missing person. The dogs did pick up a scent and followed it out to Lumber and

Second Street; On Friday, June 28, 2019 the citizens Fire Company Bucket drive netted in \$1,500.00 in donations and the next bucket drive is scheduled for Friday, July 31, 2019; National Night Out is scheduled for August 6, 2019 and on September 20, 2019 TMI is scheduled to go permanently off-line.

President Sutch presented the Police Department Report for the month of July 2019 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 Treasurer's report for the month of June 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 Anderson. Motion approved unanimously.

South Central Emergency Medical Services Report

President Sutch presented the South Central Emergency Medical Services Report for the month of June 2019 and asked if there were any questions regarding it. Hearing none she noted that it could be filed.

Citizen's Comments

None

Correspondence

A check from North Central Highway Safety Network, Inc., in the amount of \$1,389.79 which is reimbursement for officer's hours enforcing the Buckle-Up PA May 2019 Mobilization.

A thank-you card from the Skarupsky family thanking the Borough for the flower arrangement.

Letter to Representative Patty Kim requesting her support for the DCED/CFA Greenways, Trails and Recreation Program Application to replace the old picnic pavilion with a new Watershed Education Center and picnic pavilion.

Letter to Senator Mike Folmer requesting his support for the DCED/CFA Greenways, Trails and Recreation Program Application to replace the old picnic pavilion with a new Watershed Education Center and picnic pavilion.

Letter from Mark Shugars informing the Borough that he is resigning from his position as Operator Trainee for the Highspire Waste Water Treatment Plant.

Memorandum from RETTEW concerning 2019-2020 LSMG & CDBG application options.

Letter to Mrs. Roxanne Julian, 231 Penn Street concerning fire damage to the residence and insurance proceeds.

Email from Ronald Hicks, Secretary Treasurer for Teamster Local 776 concerning our request to move the position of MS4/Highspire Supervisor to the bargaining unit.

Copies of the GASB and Actuarial Valuation reports from R.J. Hall for the Uniform and Non-Uniform Pension Plans.

A letter from Dauphin County Conservation District (DCCD) thanking us for our participation in the Low Volume Road Maintenance program and a check in the amount of \$12,625.36, which will be placed in the DCED PLGIT account to pay E.K. Services.

A letter and easement request application from AMTRAK in reference to facilities installed on, under and across Amtrak property located in Highspire.

A notice from Sunoco Pipeline LP informing the Borough that their application for Consumptive Use for Horizontal Directional Drilling for the Mariner East 2 Pipeline.

A letter from PA Department of Agriculture in reference to municipal compliance to the Spotted Lanternfly Quarantine.

Committee Reports

Public Facilities – Member Matesevac discussed findings around the borough of properties that need to be cleaned. She also noted that the planters are doing well.

Sanitation Committee – Member Keith had nothing to report.

Events Committee – President Sutch had nothing to report.

Finance/Administration – Member Thatcher had nothing to report.

Personnel – Member Roman requested an executive session to discuss a personnel matter.

Community Development – Member Hoch had nothing to report.

Public Safety Committee – Member Anderson reported that he attended the Fire Department Company meeting on July 1, 2019 and on June 19, 2019 he attended the Fire Company Emergency Board meeting. He also noted that on July 23, 2019 is the Dauphin-Lebanon Boroughs' Association meeting and on August 14, 2019 is the Pennsylvania Pipeline Safety Program.

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: 06/20 CapCOG managers meeting at Lower Paxton Township; 06/24 Highspire Codes Enforcement Officer, Terry Watts and Manager Stonbraker met with Kevin Sidella from PROCHAMPS; and 07/08 Von Hess, Randy Kreider and Manager Stonbraker met with Attorneys Adam Zie and Tony Luido concerning the scheduled July 11, 2019 mediation with Lower Swatara Township. Events of Interest: 07/03 Comcast installed new telephones and high speed internet; 07/17 Pennsylvania 811 will be hosting a board meeting at the OMNI Bedford Springs Resort in Bedford, PA; 07/17 2019 CapCOG auction; 07/23 Dauphin-Lebanon Boroughs' Association will be held at 6:00 p.m. at the Perkins Restaurant on Linglestown Road off I-81; and 08/07 and 08/08 the PA Municipal Legal Update will be held at the Sheraton Harrisburg-Hershey.

Terence Watts, Code Enforcement Officer, reported that he attended the COG meeting on July 15, 2019. He noted that there was discussion regarding Cumberland County who proposed a resolution that would require the pipeline companies to hold annual community meetings so that the public could ask questions and voice any of their concerns.

Randy Kreider, Public Works Superintendent, was absent.

Von Hess, Sewer Authority Chairman, reported that work is complete on the two (2) manhole rehab projects that were sinking on Center and Bank Alley. He also noted that all of the lines under Route 230 have been televised and he discussed the findings.

Cody Lyons, MS4 Coordinator, reported that there is a five (5) year permit for stormwater and with the permit he is required to submit an annual report to DEP each year. He stated that the year ended on June 30, 2019 and the deadline to submit the report is September 30, 2019. He also noted that on July 14, 2019 he was in contact with the Rugby team that helped to prepare for street sweeping. He stated that he asked if the team could help paint some of the buildings in Highspire. He reported that the garage and dugout at the park have been painted.

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

Solicitor's Report

Adam Zei, Solicitor, followed-up on the audit letter that was sent to Boyer and Ritter concerning the litigation with Lower Swatara Township and the Sewer Municipal Authority which he will discuss in the executive session. He noted that the letter was part of the yearly audit process that has since been completed and the letter was to inform Boyer and Ritter of the fact that there is litigation happening. He also stated that the mediation for the litigation with Lower Swatara Township was held on July 11, 2019 and he will have a report in executive session.

Engineer's Report

Rob Lauriello, Borough Engineer, reported that there are funds left over from the Poplar Street project for a little over \$3,700.00. He stated that he has been in contact with the County to request that the funds be reallocated for the Steel Alley Bridge where the bridge inspection shows that work is needed on the guide rail. He noted that he will follow up if council approves this. Mr. Lauriello noted that the window to apply for the 2019 - 2020 Local Share Municipal Grant is now. He noted that RETTEW provided a memo in July on some recommendations and will use last year's application and resubmit it. He suggested that the borough move forward with the application. He stated that a meeting with the County is scheduled for July 23, 2019 at 1:30 p.m. and he will need authorization from council to proceed with the grant application. He also noted that the Borough is eligible for the CDBG grant.

Motion moved by Member Anderson, seconded by Member Keith to authorize RETTEW to proceed with the LSMG grant application. Motion approved unanimously.

Old Business

Motion moved by Member Anderson, seconded by Member Thatcher to reject the HVAC System Improvements bid from Garden Spot Mechanical, Inc. in the amount of \$85,000.00. Motion approved unanimously.

Motion moved by Member Matesevac, seconded by Member Keith to reject the HVAC System Improvements bid from Spotts Brothers, Inc. in the amount of \$112,700.00. Motion approved unanimously.

New Business

Motion moved by Member Matesevac, seconded by Member Anderson to approve Highspire Borough Council Resolution 22-2019 authorizing the Council President and the Borough Manager to sign the Five-year Winter Municipal Agreement covering the years 2019-2024 between the PennDOT and the Borough of Highspire. Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Thatcher to approve Ordinance No. 618 of 2019 amending Chapter 15 of the codified Ordinances establishing a no-parking area on the south side of Cherry Avenue between 433 Cherry Avenue and Hammaker Street. Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Keith to accept the Daikin HVAC system repair bid from Anderson mechanical in the amount of \$5,561.00. Motion approved unanimously.

Motion moved by Member Thatcher, seconded by Member Roman to approve payment application No. 4 from E.K. Services, Inc. requesting payment for services performed in accordance with the Dauphin County Local Share Municipal Grant (LSMG) Agreement No. 2018-15 administered by the Pennsylvania Department of Community and Economic Development (DCED) and the Low Volume Road Grant (LVRG) Agreement No. C010-10-04-2018-043-01 administered by Dauphin County Conservation District. The application amount is \$10,352.40, of which \$5,641.51 is to be paid from the LSMG funds by DCED and \$4,710.89 is to be paid from the LVRG funds by Highspire Borough. Motion approved unanimously.

Motion moved by Member Keith, seconded by Member Anderson to participate in the 2019 COG Auction, to be held on July 17, 2019 and to approve for sale at the list of surplus equipment. Motion approved unanimously.

Motion moved by Member Keith, seconded by Member Roman to approve Side Letter – 4 pertaining to Article 19 of the collective bargaining agreement between the Borough of Highspire and Teamsters Union Local 776 adding the position of MS4/Highway Supervisor to the bargaining unit. Member Hoch voted no. Motion approved.

Motion moved by Member Matesevac, seconded by Member Anderson to direct staff to release the July 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 Thatcher, seconded by Member Anderson to approve the request of Friendship Auto Sales (Hicham Cheddani), Financial Security – Reduction #1 (RETTEW project No. 039352035), for a reduction of financial security in the amount of \$45,704.00.

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

President Sutch requested an executive session.

Executive Session: 7:48 p.m.
Reconvene: 8:21 p.m.

With no other action to be taken, President Sutch adjourned the meeting at 8:21 p.m.

Respectfully submitted,



Deanna Proctor
Assistant Borough Secretary