

## Highspire Borough Council Minutes

July 17, 2018

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

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

Mayor Hoerner presented the 2018 Business of the Year award to Tim Hughes with T.C. Hughes Buildings and the 2018 Citizen of the Year award to Mark Stonbraker. She also presented Mr. Stonbraker with his retired police badge with the Highspire Police Department. Mayor Hoerner swore in Brad Canfield with his rank as Sergeant and pinned on his new Sergeant stripes.

### **Minutes**

President Sutch presented the meeting minutes from the June 19, 2018 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 Matesevac. Motion approved unanimously.

### **Financial Reports**

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

### **Mayor's Report**

Mayor Hoerner noted that she performed a wedding ceremony on June 28, 2018. She informed Council that on August 18, 2018 from 10:00 a.m. – noon the Highspire United Methodist Church will be having a community back to school event. She also stated that she is still searching for a new Junior Council Member candidate. Mayor Hoerner noted that she will be attending the Pennsylvania Mayor's Association Conference in Lancaster from July 19 – July 22, 2018.

### **Police Department Report**

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

### **Fire Department Reports**

Shirley Sundy stated that a Chicken BBQ is scheduled for Saturday, July 28, 2018 starting at 11:00 a.m.

President Sutch presented the Fire Chief's Report and Treasurer's report for the month of June 2018 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 and asked if there were any questions regarding it. Hearing none she noted that it could be filed.

### **Citizen's Comments**

Maryann Gerhart, 413 Eshelman Street, Highspire, and other concerned residents stated that Gary McGoyne, 419 Eshelman Street, Highspire, was attacked at 10:30 a.m. by three (3) men outside of his home on Cherry Alley by Hanover Street. She asked if there had been other incidents like this and if so, what was being done to protect residents in the Borough. Mr. McGoyne explained the attack to Council Members. Chief McHale noted that he did discuss this with the Mayor and there wasn't a police report on file. Chief McHale stepped out of the meeting and escorted Mr. McGoyne to the Police Department to file a report. Discussion followed during this time to discuss options to make residents feel safer in the Borough.

### **Correspondence**

A meeting of the Dauphin-Lebanon County Borough's Association to be held on Tuesday, July 24, 2018, at the Perkins Family restaurant, 7833 Linglestown Road, Harrisburg, PA 17112. RSVP by July 20, 2018.

### **Committee Reports**

Public Facilities – Member Matesevac noted that she attended the HATS meeting on June 29, 2018. She stated the Borough of Highspire was still on course to have Rt. 230 repaved in 2019. Discussion followed.

Sanitation Committee – Member Thompson had nothing to report.

Events Committee – President Sutch had nothing to report. Member Roman reminded members that the Car Show will be held on September 22, 2018.

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 noted that he has yet to hear back from SUEZ regarding the safety standards that SUEZ performs on the water system for hydrants in the Borough. He also discussed the violence in the Borough. He noted that the Borough's Neighborhood Watch has temporarily disbanded due to lack of volunteers and discussed other options with Members.

Member Anderson stated that he reached out to PPL Electric to switch lights to LED lights. He noted that by switching to LED lights this could reduce the cost by \$4.00 a month per light. He stated that he asked PPL Electric what the cost would be to install other lights in specific areas and he is waiting to hear back from PPL. President Sutch asked who would be responsible to pay for the electric bill. John McHale, Borough Manager, noted that if it is in the right-of-way and if the borough approves it, the borough would pay the bill and if it is on a homeowner's property then the homeowner would be responsible for the bill. John McHale also discussed the crime in the Borough and what can be done and stated that we need to restart the Neighborhood Watch. Discussion followed.

Junior Council Member – No Junior Council Member at this time.

### **Staff Activity Reports**

John McHale, Borough Manager, noted that a conditional offer was made to John Perry for the part-time Police Officer position. He stated that he is still working on filling the part-time Laborer position for the Highway Department. He noted that the applicant they were going to hire did not pass the background check and that he is looking into another applicant that applied for the position. Manager McHale stated that there is information in Council's packet regarding the agreement with Steelton. He stated that Steelton reissued the agreement on July 6, 2018 extending the October 16, 2015 agreement. He noted that Steelton wrote a new agreement only updating the date to say one year extending instead of the actual year. John asked Deanna Proctor to discuss the approval of purchasing two (2) credit card readers through Muncipay so residents would be able to make payments online and using a credit/debit card.

Deanna Proctor, Assistant Borough Secretary, asked for a motion to approve the purchase of two (2) credit card readers at a cost of \$85.00 per reader through Muncipay. She explained that residents would be able to make payments online and in the office using their credit/debit cards. Discussion followed.

Motion moved by Member Anderson, seconded by Member Roman to approve the purchase of two (2) credit card readers at a cost of \$85.00 per reader through Muncipay to accept credit card payments online and in the office. Motion approved unanimously.

Terence Watts, Code Enforcement Officer, had nothing to report.

Randy Kreider, Public Works Superintendent, had nothing to report.

Cody Lyons, MS4 Coordinator, had nothing to report.

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

President Sutch presented the Staff Activity Reports for the month of June 2018 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 requested an Executive Session.

### **Engineer's Report**

Rob Lauriello, Borough Engineer, noted that the bids were received for the Poplar Street milling and overlay project. He reminded Members that the Borough received \$57,200 from the Local Share Municipal Grant. He stated that the base bid for Poplar Street came in at \$54,395 and in addition to the base bid the Borough also bid out some stormwater work. He noted that Randy Kreider is pursuing the Low Volume Road Grant for the stormwater work and the estimate for stormwater is \$33,500. He stated that a bid came in for \$57,388 which is higher than the grant application. Mr. Lauriello noted that Jeremy Smith with Rettew called the Conservation District and the Borough's application is on hold since all the money from June has been allotted. He stated that the Conservation District is waiting to see what funding they will receive with the next round and that the Borough is the only application on the table at this time. He stated that the Conservation District should find out in mid-August how much money they will receive. Mr. Lauriello suggested that the Borough award the base bid to E.K. Services for Poplar Street in the amount of \$54,395 with the ability to increase the grant application request and if that money comes in the Borough can do a change order with E.K. Services to do the stormwater work. He suggested not awarding the stormwater at this time and award it at a future council meeting if the grant application is approved for the full amount of the stormwater work. President Sutch asked what happens to the rest of the money from the \$57,200 grant. Mr. Lauriello replied that the County is going to want the borough to spend that money and stated that Rettew will put the money to good use.

Motion moved by Member Thatcher, seconded by Member Anderson to award the base bid in the amount of \$54,395.00 to E.K. Services, Inc. for the milling, overlay, and base repair of Poplar Street between Lumber Street and Iron Avenue. Motion approved unanimously.

### **Old Business**

None

### **New Business**

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

Motion moved by Member Roman, seconded by Member Hoch to approve entering a new agreement between Steelton Borough and Highspire Borough as of July, 16, 2018, allowing Highspire Code Enforcement Officer to assist Steelton Borough with zoning and code enforcement services for one year unless extended, to include an updated fee schedule for services. Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Thatcher to authorize staff to issue a check in the amount of \$1,275.38, from the General Fund to the Liquid Fuels account as instructed in the Liquid Fuels Examination Report for January 1, 2017 – December 31, 2017, for a retroactive payment made outside of the allowable time period for street lighting. Motion approved unanimously.

Motion moved by Member Anderson, seconded by Member Matesevac to direct staff to release the July 2018 contribution to the Highspire Fire Department as indicated in the 2018 General Fund Budget. Amount to be paid to the Company \$1,730.72, and \$269.28 retained to cover the cost of Grant development expenses. Motion approved unanimously.

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

Executive Session: 8:10 p.m.  
Reconvene: 9:07 p.m.

With no other business to discuss President Sutch adjourned the meeting at 9:08 p.m.

Respectfully submitted,



Deanna Proctor  
Assistant Borough Secretary