

Highspire Borough Council Minutes

August 21, 2018

Council President Sutch called the Highspire Borough Council meeting to order at 7:07 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	Michael Anderson
	Carolee Roman	Tyler Thatcher
	Marie Hoch	
	Dorothy Matesevac	

Borough Manager:	John McHale / Mark Stonbraker
Administrative Assistant:	Leslie Givler
Code Enforcement Officer:	Terence Watts
Public Works Superintendent:	Randy Kreider
MS4 Coordinator:	Cody Lyons
Borough Solicitor:	Brian Carter
Borough Engineer:	Rob Lauriello

Council Member Thompson and Sewer Authority Chairman Hess were absent.

Minutes

President Sutch presented the meeting minutes from the July 17, August 7 and August 14, 2018 Council meetings and asked for questions regarding them. Hearing none, a motion to accept the minutes was made by Member Matesevac and seconded by Member Anderson. Motion approved unanimously.

Financial Reports

President Sutch presented the Treasurer's Report and Financial Statements for the month of July 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 Thatcher. Motion approved unanimously.

Mayor's Report

Mayor Hoerner noted that she attended the following meetings and events: 7/19 – 7/22 The PA State Mayor's Association in Lancaster, PA; 7/30 She welcomed the coaches and kids to the Borough park for the start of the SHU Soccer Camp; 8/5 Attended the wrap-up picnic for the SHU Soccer Camp and helped to hand out awards and trophies; 8/8 Met with Jess Hoover, Outreach Chair, at the Highspire First Church of God about the Community Back to School event; 8/12 Stopped by Memorial Park, where the new Transformation Church had a community event, to introduce herself; 8/18 Attended the Community Back to School event and 8/20 Met with five (5) first year medical students so they could get to know Highspire and factors affecting health in the community. Mayor Hoerner noted that there is a vacant seat on the School Board. She also noted that the Borough of Steelton and the Prince of Peace Parish will be holding their 2nd Annual Ecumenical Prayer Service honoring all emergency first responders on Sunday, September 9, 2018 at 2:00 p.m. at the Prince of Peace Parish.

Police Department Report

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

Fire Department Reports

President Sutch noted that the fire chief was unable to attend the meeting because he had to welcome new people into the fire company and Shirley Sundy was out of town. She noted that the fire company has a Chicken BBQ scheduled for Saturday, August 25, 2018 starting at 11:00 a.m.

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

Citizen's Comments

Carl Thompson and Jody Witmer, 607 - 623 Second Street, stated that they want to petition Council for permit parking since there have been ongoing issues with the garage next door, Best Auto, parking cars at their business. Mr. Thompson and Ms. Witmer discussed parking and safety issues with Council. Manager McHale noted that a study would need to be done to have a justifiable reason to change parking. Discussion followed. Manager McHale suggested that she write him a letter describing the issues with the parking and the area.

Jake Wilsbach, Highspire Boating Association, asked about the Stormwater Management Fee. Manager McHale stated that the fee is due to mandates by EPA and to comply with EPA/ DEP regulations, every property owner in the Borough receives this bill. He explained why the fee is paid.

Correspondence

A meeting of the Dauphin-Lebanon County Borough's Association to be held on Tuesday, August 28, 2018, at the Perkins Family restaurant, 7833 Linglestown Road, Harrisburg, PA 17112. RSVP by August 24, 2018.

A notice from Republic Services notifying the Borough of new guidelines for materials being accepted for recycling.

Harrisburg Area Transportation Study Meetings for September, Technical Committee, Friday, September 7, 2018 – 9:00 a.m. / Coordinating Committee Friday, September 21, 2018 – 9:00 a.m.

Committee Reports

Public Facilities – Member Matesevac noted the planters are looking good. She stated that there have been complaints regarding trash pick-up. She noted that the trash in Member Roman's alley was not picked up. Member Roman noted that she called Republic Services. President Sutch asked that residents/council members notify the Borough with any complaints regarding Republic Services. Member Hoch also had a complaint about Republic Services not picking up her recycling. Solicitor Carter asked if the borough has been using the fine listed in the 2016 bid documents fine structure. Manager McHale replied that the Borough has not instituted the fines. Discussion followed.

Sanitation Committee – Member Thompson was absent.

Events Committee – President Sutch noted that the Car Show will be held on September 22, 2018. She stated that she will talk with Superintendent Kreider about the placement of the signs.

Finance/Administration – Member Thatcher had nothing to report.

Personnel – Member Roman noted that a new part-time police officer, John Perry, was hired. She stated that the committee is still advertising to hire a part-time laborer for the highway department.

Community Development – Member Hoch had nothing to report.

Public Safety Committee – Member Anderson noted that the fire department is down a fire engine since it broke down. He also noted that he is attending the August 28, 2018 Dauphin-Lebanon Borough Association meeting. He stated that he attended the August 16, 2018 Fire Department Board meeting. Member Anderson discussed the street lights. Tyler Thatcher discussed the figures given by PPL Electric.

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

Staff Activity Reports

John McHale, Borough Manager, discussed item b. on the agenda regarding the purchase of a brine system to produce and apply a liquid salt solution to the streets and roads to minimize ice. Superintendent Kreider discussed how the brine system works. Manager McHale also discussed item c. regarding PPL replacing the current street lights with LED lights. He noted that items f. – k. were added to the agenda.

Terence Watts, Code Enforcement Officer, had nothing to report. President Sutch asked where Steelton was with hiring their Code Official since Mr. Watts has been assisting them. Mr. Watts replied that it should take two (2) weeks before Steelton gets the results of the BCO training. President Sutch also asked if Royaltown hired a Codes Officer. Discussion followed.

Randy Kreider, Public Works Superintendent, reapplied for the Low Volume Road Grant for the full amount of the stormwater project. He noted that the money was allotted to the county by the state and a meeting will be set up in the next week or two to review application. Member Thatcher asked how much extra money we needed. Engineer Lauriello noted that a bid of \$57,000 came in and the grant request was for \$33,000. He also noted that the roads are covered by the Local Share Municipal Grant but MS4 was not. Superintendent Kreider asked if council had any questions regarding the items on the agenda. Member Thatcher asked about the brine system. Superintendent Kreider and MS4 Coordinator Lyons explained how the system works.

Cody Lyons, MS4 Coordinator, noted that there are two MS4 permit requirements; which are public education and public involvement. He noted that he has scheduled a Stream Bank Clean Up for September 9, 2018 and posted flyers asking residents to volunteer to help with the cleanup.

Von Hess, Sewer Authority Chairman, was absent.

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

Solicitor's Report

Solicitor Carter noted that he has been following up on trash issues and stated that the current contract with Republic Services expires on December 31, 2018. He noted that he has been working on putting the bid documents together to get them out. He asked for a motion for the approval from Council to publicize and make available bid documents relating to receiving proposals for collection and transportation of municipal solid waste commencing January 1, 2019 with company documents subject to solicitor approval.

Motion moved by Member Anderson, seconded by Member Roman to publicize and make available bid documents relating to receiving proposals for collection and transportation of municipal solid waste commencing January 1, 2019 with company documents subject to solicitor approval. Motion approved unanimously.

President Sutch asked what the Borough can do if Republic Services comes in as the lowest bidder and the Borough doesn't want to go with Republic Services. Solicitor Carter noted that under Pennsylvania law the Borough has to award it to the lowest responsible bidder. He noted that if the Borough has documentation to show that they are not responsible, the Borough can choose the next lowest responsible bidder. Discussion followed.

Engineer's Report

Rob Lauriello, Borough Engineer, updated Council on the Poplar Street milling and overlay project. He noted that a notice of award was sent to EK Services and he is waiting to receive the signed contract to proceed.

Old Business

None

New Business

Motion moved by Member Thatcher, seconded by Member Roman to authorize the Public Works Superintendent to sell, directly or at auction, any nutrient credits as authorized under the Pennsylvania Nutrient Trading Program. Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Matesevac to approve the purchase of a brine system to produce and apply liquid salt solution to the streets and roads to minimize ice and snow buildup from Turbo Technologies, Inc. at a cost of \$4,021.08 to be purchased through the Highway Aid Fund. Motion approved unanimously.

Motion moved by Member Thatcher, seconded by Member Roman to approve Council Resolution #14-2018, approving an agreement between the Borough and PPL to replace current street lights with LED lights and authorize the Council President to sign the agreement, subject to review and approval of the Borough Solicitor. Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Anderson to direct staff to release the August 2018 contribution to the Highspire Fire Department as indicated in the 2018 General Fund Budget. Motion approved unanimously.

Motion moved by Member Matesevac, seconded by Member Anderson to accept the resignation of Nick Belfer from his position as a member of the Highspire Authority as he is moving out of the Borough. Motion approved unanimously.

Motion moved by Member Matesevac, seconded by Member Anderson to approve a pay increase for Cody Lyons of \$2,000.00, based on his employment offer and his favorable job review. Motion approved unanimously.

Motion moved by Member Matesevac, seconded by Member Roman to approve Council Resolution 15-2018, appointing Mark Stonbraker as Borough Manager/Secretary. Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Thatcher to approve Council Resolution 16-2018, appointing Mark Stonbraker as Chief Administrative Officer for the Police and Non-Uniformed Employee Pension Plans. Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Anderson to approve Council Resolution 17-2018, appointing Mark Stonbraker as Treasurer for the Borough of Highspire. Motion approved unanimously.

Motion moved by Member Anderson, seconded by Member Roman to approve Council Resolution 18-2018, appointing Mark Stonbraker as Public Safety Director and Chief of Police for the Borough of Highspire. Motion approved unanimously.

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

With no other business to discuss President Sutch asked for a motion to adjourn the meeting. Motion moved by Member Matesevac, seconded by Member Thatcher to adjourn the meeting at 8:35 p.m.

Respectfully submitted,



Deanna Proctor
Assistant Borough Secretary