

Highspire Borough Council Minutes

September 19, 2017

Council President Sutch called the Highspire Borough Council meeting to order at 7:02 p.m. The prayer was offered by President Sutch then followed by the Pledge of Allegiance.

Roll call was taken:

Council Members Present:	A. Kay Sutch	Michael Anderson
	Carolee Roman	Tyler Thatcher
	Dorothy Matesevac	Georgann Thompson

Mayor:	Brenda Hoerner
Borough Manager:	John McHale
Assistant Borough Secretary:	Deanna Proctor
Code Enforcement Officer:	Terence Watts
Sewer Authority Chairman:	Von Hess
Borough Solicitor:	Brian Carter
Borough Engineer:	Rob Lauriello
Junior Council Member:	Kaia Alexis Scott

Member Hoch and Public Works Superintendent, Randy Kreider, were absent.

Mayor Hoerner swore in part-time police officer, Keegan Wenner.

Minutes

President Sutch presented the meeting minutes from the August 15, 2017 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 August 2017 and asked if there were any questions regarding them. Hearing none, a motion to accept the report was made by Member Thatcher and seconded by Member Anderson. Motion approved unanimously.

Mayor's Report

Mayor Hoerner noted that she attended the following meetings and events: 08/17 Steelton-Highspire School Board meeting; 08/22 Attended the teach orientation to welcome teachers back to school; 08/29 Welcomed students back to school at the Steelton-Highspire High School and Elementary School; 09/09 Attended the Women's Rugby game and was presented with an encased team t-shirt honoring John Hoerner; 09/11 Attended the Steelton-Highspire School Board workshop meeting; 09/14 Attended the Back to School Fair at the Steelton-Highspire High School; 09/16 Attended the Harrisburg Promise Program at HACC; 09/16 Officiated a wedding; and on 09/18 Attended the Haste and Pries fundraiser at the Hershey Italian Lodge.

Police Department Report

President Sutch presented the Police Department Report for the month of August 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 Chief's Report for July and August 2017 and the Fire Department Treasurer's Report for the month of August 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 Roman. Motion approved unanimously.

Shirley Sundy noted that Frank Egritz, Fire Chief, would be out due to an injury. She noted that the renovations of the fire hall were complete. She also stated that there will be a Chicken BBQ on September 23, 2017 and the fire company will also be selling funnel cake at the Car Show.

South Central Emergency Medical Services Report

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

Citizen's Comments

None

Correspondence

A request from the Tri-County Planning Commission to update the Borough's HATS – Transportation Problem Description Form and reply.

A request from the Tri-County Planning Commission requesting nominations for a representative of the Dauphin Southwest Regional Planning Area.

Dauphin County announcement for the 2018 CDBG Grant Program.

Committee Reports

Public Facilities – Member Matesevac noted that she will be attending the HATS meeting at PennDot on September 22, 2017 at 9:00 a.m. She stated that a portion of the road in Highspire, from Eisenhower Boulevard to Race Street, was repaved and will continue requesting that all of Rt. 230 in Highspire is repaved. Member Matesevac noted that the summer banners have been replaced with the fall banners. She asked when the Memorial Park banners would go up. President Sutch noted that due to the winter weather the new banners would go up in May 2018 before Memorial Day. Mayor Hoerner noted that she was informed that the military flags placed at the Memorial Park Veteran's Memorial are not hung in the proper order. Terence Watts stated that he checked with the Commander of the American Legion before placing the flags. Member Matesevac noted that there is still trash at a property behind the Paxton Street Park. Discussion followed.

Sanitation Committee – Member Thompson had nothing to report.

Events Committee – President Sutch stated that the Car Show will be held on September 23, 2017. She also noted that a bench was purchased and donated by Warren Smith in honor of his wife Gretchen Smith. Mrs. Smith sent a thank you to Borough Council for placing the bench on the Reservoir Park Trail and for the upkeep of the trail.

Finance/Administration – Member Thatcher noted that he will be attending the first budget meeting of the year scheduled on October 5, 2017 at 6:00 p.m. He also noted that the Committee is continuing their negotiations on the non-uniform contract.

Personnel – Member Roman had nothing to report.

Community Development – Member Hoch was absent.

Public Safety Committee – Member Anderson noted that on September 14, 2017 he attended the Pipeline Safety Course. He stated that it was very informative.

Junior Council Member – Junior Council Member Scott noted that Homecoming will be held on Friday, October 13, 2017 and that she was nominated for the Homecoming Court.

Staff Activity Reports

Manager McHale stated that borough employees will be attending CPR/First Aid training on September 27 and September 28, 2017 by Officer Canfield. He noted that he is working on the MS4 Coordinator job description. He stated that an ad for the sale of the police SUV was placed in the paper and bids are due by October 6, 2017. Manager McHale noted that Rettew filed the MS4 NOI Permit Application. He stated that on September 18, 2017 he sent the purchase order to the County for the equipment and radios for the fire department Local Share Grant.

Terence Watts, Code Enforcement Officer, stated that he will be attending a Planning Commission meeting to discuss a proposed car lot going in at 601 Second Street. He noted that a daycare located at 185 Second Street has opened. He also noted that Osage Piping will be purchasing the 84 Lumber property and moving their business operations to that location.

Von Hess, Sewer Authority Chairman, noted the Sewer Replacement Project on Lumber Street is progressing and the project should be complete by the end of October 2017.

Member Thatcher noted that the new owners of the car wash on Second Street have not been cleaning it up. He stated that there is trash everywhere. Code Enforcement Officer Watts will look into this.

President Sutch presented the Staff Activity Reports for the month of September 2017 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 discussed the appeal made by the Foundation for Elder Care as to whether or not their properties in the Borough are taxable or not. He noted that he received the trial courts opinion on the decision that was submitted to the appellate court regarding the appeal. He stated that he is waiting for the appellate court to issue the briefing schedule and once the briefs are filed, the court will decide whether they want to hear the argument or just make the decision.

Solicitor Carter requested an Executive Session to discuss a litigation matter.

Engineer's Report

Rob Lauriello, Borough Engineer, noted that he submitted the application to the Commonwealth Funding Authority (CFA) for the Flood Mitigation Study grant. He stated that originally the awards were going to be announced at their September meeting; however, the announcement has been postponed until November. He noted that Rettew was going to hold off on submitting the CDBG grant until hearing the award announcements for the CFA grant. He stated that since the announcement for the CFA grant has been postponed until November and the CDBG grant is due November 3, 2017, he recommend that the borough apply for the CDBG grant by November 3, 2017 and if CFA makes the announcement and it is unfavorable, the borough can pull the CDBG grant application. He asked that Council make a motion to approve the submission of the CDBG grant prior to the announcement of the CFA grant.

Motion moved by Member Thatcher, seconded by Member Matesevac for Rettew to prepare the CDBG grant application for the Flood Mitigation matching a portion of the grant through CFA. Motion approved unanimously.

Old Business

None

New Business

Motion moved by Member Roman, seconded by Member Thompson to approve an amended Payment Application #1, for the Lumber Street Interceptor Grant Project as provided by RETTEW and to authorize Manager McHale to sign any additional payment applications for the project as prepared by the Borough's Engineer to allow the applications to be filed with Dauphin County prior to the Grant closing date. Motion approved unanimously.

Motion moved by Member Thatcher, seconded by Member Anderson to approve the Minimum Municipal Obligation for 2018 for Non-uniformed Employees (2018 Budgeting Purposes). Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Thatcher to approve the Minimum Municipal Obligation for 2018 for Police Officers (2018 Budgeting Purposes). Motion approved unanimously.

Motion moved by Member Anderson, seconded by Member Thatcher 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 Matesevac, seconded by Member Roman to direct staff to release the September 2017 contribution to the Highspire Fire Department as indicated in the 2017 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.

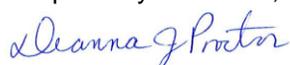
Motion moved by Member Anderson seconded by Member Thatcher to approve payroll and bills. Motion approved unanimously.

Executive Session: 7:52 p.m.

Reconvene: 8:35 p.m.

With no other action to be taken, President Sutch asked for a motion to adjourn the meeting. Motion moved by Member Anderson, seconded by Member Roman to adjourn the meeting at 8:36 p.m.

Respectfully submitted,



Deanna Proctor
Assistant Borough Secretary