

Highspire Borough Council Minutes

October 16, 2018

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	Georgann Thompson
	Dorothy Matesevac	

Borough Manager:	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

Assistant Borough Secretary, Deanna Proctor, was absent.

Minutes

President Sutch presented the meeting minutes from the September 18, 2018 Council meetings and asked for questions regarding them. Hearing none, a motion to accept the minutes was made by Member Anderson and seconded by Member Thompson. Motion approved unanimously.

Financial Reports

President Sutch presented the Treasurer's Report and Financial Statements for the month of September 2018 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 Matesevac. Motion approved unanimously.

Mayor's Report

Mayor Hoerner noted that she attended the following meetings and events: 9/26 3rd Grade Mentoring; 10/3 3rd Grade Mentoring; 10/4 Went to Steelton Borough along with Mark Stonbraker to welcome their two new dogs for their canine unit; 10/5 Attended the PRIDE Club at Steelton Elementary School to paint rocks for the proposed rock garden at the school; 10/05 OSAGE open house; 10/10 3rd Grade Mentoring; 10/11 Attended "Governor's Cabinet in Your Community" panel at Dickinson College; and 10/16 Wrote a grant letter for "Someone to Tell It To". She also noted a concern from Deborah Beard who sent her an email regarding damage to vehicles on Market Street. She stated that Ms. Beard is interested in helping to restart the Neighborhood / Community Watch committee. Mayor Hoerner noted that the Junior Council spot is still vacant. She reminded members about the "Greenlight" program on Sunday, November 11, 2018, Veteran's Day.

Police Department Report

Mark Stonbraker, Public Safety Director, noted that he attended the following meetings: 09/19 Dauphin County Chief of Police Association meeting at Lower Swatara Township; 09/25 Citizen's Fire Company Board of Director's meeting; 10/04 The Steelton Police Department special meet and greet for their two new K-9 police dogs and their handlers; 10/09 Joint Resource meeting at Steelton-Highspire School District Administration Building to discuss issues with the school as well as to plan the November 16, 2018 trip to HCPAC showing of Pirates Past Noon; and 10/09 Dauphin County EMA – 911 address guidelines. He also noted that the Fire Department Board of Directors will be meeting on November 8, 2018 at 6:00 p.m. and on November 16, 2018 at 1:00 p.m. the Harrisburg Christian Performing Arts Center will have a showing of Pirates Past Noon.

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

Fire Department Reports

Shirley Sundy noted that the fire company's Chicken BBQ scheduled for Saturday, October 27, 2018 has been cancelled. She also noted that Donald Shenfeld thanked the Borough for sending flowers for the passing of his sister.

President Sutch presented the Fire Chief's Report and Treasurer's report for the month of September 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 Roman. Motion approved unanimously.

South Central Emergency Medical Services Report

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

Citizen's Comments

None

Correspondence

A letter from the Pennsylvania Department of Community & Economic Development regarding the Flood Mitigation Program Grant Agreement.

A letter from the Pennsylvania Department of Revenue Bureau of Corporation Taxes regarding the Public Realty Tax - \$1,847.77

A letter from Gerald Feaser, Dauphin County Bureau of Elections regarding the Court Order approving the newly consolidated Highspire Borough Election District.

A letter from State Representative David S. Hickernell to August Memmi, Chairperson Dauphin County Tax Collection Committee, concerning Act 32 – Local Tax Enabling Act and HR 291 for the statewide collection of local EIT.

An email from Christopher Hooper advising that Dauphin County Conservation District has agreed to fund the DGLVR grant application in the amount of \$63,126.80 for the drainage work on Poplar Street.

A letter from Dauphin County Economic Development Corp. advising that we were not approved for the Community Development Block Grant Program (ref. the Highspire Borough Flood Mitigation Feasibility Study).

A letter from PennDOT advising they will be resurfacing Second Street/SR0230 in the Fall of 2019.

An email forwarded by Rob Lauriello, RETTEW, from Jason Wert concerning the BESS proposal at the sewer plant.

An email from Rob Lauriello, RETTEW, informing the Borough that we received a Mariner East II Pipeline Grant award for the Burd Run project in the amount of \$205,000.00

Committee Reports

Public Facilities – Member Matesevac noted that the fall leaf pick up will begin the week of October 22, 2018 and will continue until the first forecast of snowfall. She stated that the Tree Lighting will be held on December 1, 2018 at Memorial Park. She asked if the House Decoration Contest would be in the Winter Newsletter. Leslie Givler replied that it would. She also noted that the resurfacing of Rt. 230 will begin next year and there will be extensive work on the road. She noted that there is information in council's packets. She questioned the cost of the curb cuts; which, the contract states that it would be the borough's responsibility for the ADA upgrades. Discussion followed regarding the ADA ramps.

Sanitation Committee – Member Thompson noted that the committee will need to meet regarding the trash bids. Member Anderson asked that the contract be similar to how it is now.

Events Committee – President Sutch noted that the committee is planning for the Tree Lighting on December 1, 2018 at Memorial Park. She stated that signs will be out and the electric should be installed to light the sign. She also noted that the committee is preparing for the New Year's Eve celebration.

Finance/Administration – Member Thatcher had nothing to report.

Personnel – Member Roman stated that the November 4, 2018 bingo has been cancelled.

Community Development – Member Hoch had nothing to report.

Public Safety Committee – Member Anderson noted that he attended the following meetings: 09/25 Fire Company Board meeting; 09/27 Education Coalition meeting; 10/1 Fire Company meeting; and 10/10 an educational meeting with the Fire Chief, Assistant Fire Chief and Sam Rittner regarding grant applications.

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

Staff Activity Reports

Mark Stonbraker, Borough Manager, noted that he attended the following meeting: 9/26 Attended the Dauphin County Commissioners Special meeting for Borough Managers; 09/27 A meeting was held for the Highspire Education Coalition to discuss the Commonwealth Charter Academy; and 10/3 Personnel Committee meeting; 10/5 OSAGE open house. He also noted that Trick or Treat night for the Borough will be held on October 25, 2018 from 6:00 p.m. to 8 p.m.

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

Randy Kreider, Public Works Superintendent, asked permission to put a notice in the newsletter to ask that residents move trash receptacles and cars out of alleys to help with plowing the snow.

Von Hess, Sewer Authority Chairman, noted that the investor that was going to install a bank of batteries at the plant to help with the electric is no longer going to install the batteries. He stated that the reason the investor isn't doing this is because the plant runs efficiently and does not use enough electric to make it worth their while.

Chairman Hess stated that October is the nutrient trading season and even with a very wet summer the waste water treatment plant is still able to meet and exceed the quotas for reducing nitrogen and phosphorus. The other municipalities were not able to meet their quotas so Superintendent Kreider will be selling nutrients and the Sewer Authority should make about \$12,000.

Chairman Hess asked that item G. be added to the agenda reappointing Thomas Otzel to the position as a member of the Highspire Zoning Hearing Board and the Authority. President Sutch asked for a motion to reappoint Thomas Otzel to the position as a member of the Highspire Zoning Hearing Board and Authority

Motion moved by Member Anderson, seconded by Member Roman to approve the reappointment of Thomas Otzel to the position as a member of the Highspire Zoning Hearing Board and Authority. Motion approved unanimously.

Cody Lyons, MS4 Coordinator, noted that the playground equipment has been installed.

President Sutch presented the Staff Activity Reports for the month of September 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 had nothing to report.

Engineer's Report

Rob Lauriello, Borough Engineer, noted that the Borough received a correspondence regarding Poplar Street and receiving money in the amount of \$63,126.80 from the Low Volume Road Program. This money will supplement the money received from the Local Share Grant to pay for Poplar Street and to do some stormwater improvements on either side of the road. Mr. Lauriello stated that council will need to make a motion authorizing the Borough Manager, Mark Stonbraker, to sign the agreement. He also stated that a motion will need to be made for the approval to add Addendum 1 back to the contract and approval to award E.K. Services to do the road work on Poplar Street and to award them Addendum 1 with a bid price of \$57,388.00.

Motion moved by Member Thatcher, seconded by Member Roman to award Addendum 1 for the Poplar Street Project to E.K. Services in the amount of \$57,388.00. Motion approved unanimously.

Member Thatcher asked about the additional addendum that will be added and the bid amount of \$57,388.00 and noted that the grant is for \$63,126.80 and asked if there will be a buffer. Mr. Lauriello replied that the grant allows for a 10% contingency which can be used for engineering services.

Mr. Lauriello noted that it was announced today, October 16, 2018, that the borough is receiving \$205,000.00 through the Mariner II Pipeline Grant for the restoration project on Burd Run and the project needs to be completed by December 2021. The borough had budgeted for this project through the stormwater fees, so there will be additional funds that will be available for stormwater projects within the borough.

Mr. Lauriello discussed the 2019 CDBG Grant. He reminded members that the borough received a letter stating that the borough was not awarded grant money for the 2018 Flood Mitigation Study. He asked members if they want to apply for the Flood Mitigation Study again or for the roads. He suggested that the borough apply for road work in the borough with the 2019 CDBG grant. He prepared a list of priority roads that need to be fixed in the borough; Klugh, Chestnut between Cedar and Market Street; and Walnut, between Roop and Paxton Streets. He noted that the total estimate on the three projects is \$212,000. He suggested that the borough submit a grant application requesting \$212,000.00 knowing that the borough would only get a portion of the money. He stated that the application is due on November 3, 2018. He asked if members want to move forward with applying for the 2019 CDBG Grant for the roads. President Sutch agreed that the borough should apply for the grant to fix the roads. She asked for a motion.

Motion moved by Member Roman, seconded by Member Anderson to authorize Rettew to apply for the 2019 CDBG Grant to do the roads in the borough. Motion approved unanimously.

Chairman Hess noted that if council wants the Authority to do the work on the Burd Run project, it would move up the time table and the borough will not have the full five (5) years to complete the project. He stated that if members want the Authority to do the project, the borough would need to transfer the assets over to the Authority; however, if the borough wants to do the project, there is no rush. Mr. Hess stated that if council wants the Authority to do the project the Authority needs to become a Stormwater Authority. Discussion followed. Member Matesevac asked what work the Authority was planning to do on Burd Run. Mr. Hess replied that it would be restoring Burd Run to what it was. Mr. Lauriello stated that the work is streambank restoration to reduce the amount of sediment that is getting into the streams and into the river. Discussion continued.

Old Business

The Pennsylvania Department of Community and Economic Development Flood Mitigation Program Study Grant contract has been signed and mailed back to them for their final approval.

The two new police patrol vehicles are currently at 911 Rapid Response getting outfitted with markings and equipment.

New Business

Bids are out for the 2019-2021 Municipal Solid Waste and Bio-Solids Contracts. The bids are due by Monday, October 16, 2018 at 3:00 p.m. and will be opened Tuesday, October 16, 2018 at 3:00 p.m. Motion to be made at a later date. The following companies have responded to the notice: Republic Services (Municipal Waste), Waste Management (Municipal Waste), Penn Waste (Municipal Waste), Advanced Disposal (Bio-Solids), and The Blue Book Building & Construction Network (Bio-Solids).

Motion moved by Member Anderson, seconded by Member Roman to approve the sale of surplus Motorola XTS 3000 (27) and XTS (9) radios the Borough received from the City of Manassas Park Police to All Season Distribution. Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Anderson to approve the sale of Police Vehicle #1732 (2007 Ford Crown Victoria 124,602 miles). Motion approved unanimously.

Motion moved by Member Thatcher, seconded by Member Roman to accept the DGLVR grant, in the amount of \$63,126.80, for the Poplar Street drainage improvements. Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Anderson to direct staff to release the October 2018 contribution to the Highspire Fire Department as indicated in the 2018 General Fund Budget. The amount to be paid to the Citizens Fire Company is \$2,000.00. Motion approved unanimously.

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

With no other action to be taken, President Sutch asked for a motion to adjourn the meeting. A motion was made by Member Matesevac, seconded by Member Anderson to adjourn the meeting at 8:10 p.m.

Respectfully submitted,



Deanna Proctor
Assistant Borough Secretary