

## Highspire Borough Council Minutes

December 19, 2017

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	

Mayor:	Brenda Hoerner
Borough Manager:	John McHale
Administrative Assistant:	Leslie Givler
Code Enforcement Officer:	Terence Watts
Public Works Superintendent:	Randy Kreider
Sewer Authority Chairman:	Von Hess
Borough Solicitor:	Brian Carter
Borough Engineer:	Rob Lauriello
Junior Council Member:	Kaia Alexis Scott

### **Minutes**

President Sutch presented the meeting minutes from the November 21, 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 Thompson. Motion approved unanimously.

### **Financial Reports**

President Sutch presented the Treasurer's Report and Financial Statements for the month of November 2017 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: 11/30 Attended a presentation on the Title One Program at the Steelton-Highspire School District; Mayor Hoerner discussed an email she received from the Steelton-Highspire School District Superintendent, Mr. Waters, regarding the Senior/Junior High School and Elementary and Middle School – she had a handout for Members to review; 12/2 Tree Lighting – Mayor Hoerner thanked the Highway Department for setting up and preparing for the tree lighting; 12/9 Breakfast with Santa and she rode through Highspire with Santa on a fire engine; 12/11 attended the Steelton-Highspire Elementary School Award Ceremony for Operation Recognition for the veterans and 12/17 Participated in the Toys for Tots at the United Methodist Church in Highspire. Mayor Hoerner discussed an email she received from Mayor Marcinko in Steelton regarding the feral cats program. She asked if the borough could place an article in the next newsletter regarding the feral cat program in Steelton. She noted that she received an email regarding National Service Recognition Day to be held on April 3, 2018. She also discussed the Community Support Agriculture (CSA) program that the Steelton-Highspire High School will be starting in January. Mayor Hoerner thanked everyone for their support while she was fulfilling Mayor John Hoerner's term.

### **Police Department Report**

President Sutch presented the Police Department Report for the month of November 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 and Treasurer's report for the month of November 2017 and asked if there were any questions regarding it. Hearing none, a motion to accept the report was made by Member Anderson and seconded by Member Roman. Motion approved unanimously.

Frank Egritz, Fire Chief, noted that the Christmas trees were sold out by Monday, December 18, 2017. He also noted that the fire company received pallets for the bonfire on New Year's Eve.

### **South Central Emergency Medical Services Report**

President Sutch presented the South Central Emergency Medical Services Report for the month of November 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 Sara Schmidt announcing training for Emergency Workers conducted by Exelon Generation (TMI), to be held at the Lancaster County Public Safety Center on Saturday, February 3, 2018. Please RSVP by January 26, 2018, to the number provided in the information, if you plan to attend.

### **Committee Reports**

Public Facilities – Member Matesevac noted that she and Member Thompson attended the HATS meeting in Harrisburg on Friday, December 15, 2017. She discussed the need for road repair on Route 230 through Highspire. Discussion followed. Member Matesevac stated that cars are parking on both sides of Penn Street and it is causing a safety hazard and asked if anything could be done to change the parking. Manager McHale noted that a traffic study would need to be done. She also discussed issues with the trash hauler, Republic Services. Discussion followed.

Sanitation Committee – Member Thompson noted that she was unable to attend the Authority meeting and will attend the next scheduled meeting.

Events Committee – President Sutch stated that the Committee is preparing for the New Year's Eve Celebration.

Finance/Administration – Member Thatcher noted that a red line version of the Non-Uniformed contract is out for review. Manager McHale noted that the Teamsters will vote on December 27, 2017 and as long as it is accepted it will be part of the packet in the January 2, 2018 reorganization meeting.

Personnel – Member Roman noted that interviews for the MS4 Coordinator were held and a decision has not been made at this time.

Community Development – Member Hoch had nothing to report.

Public Safety Committee – Member Anderson discussed the letter received from PPL regarding street lights and asked the timeframe of when they were going to get started. Manager McHale noted that it could be within the next year or two.

Junior Council Member – Junior Council Member Scott had nothing to report.

### **Staff Activity Reports**

Manager McHale noted that the reorganization script is in Councils packet along with a tentative agenda. He discussed items o. and p., under New Business, that were added to the agenda. He also noted that a Committee list was handed out to Members. He asked that Members inform him of what committees they do or do not want to serve on. He noted that he gave Georgann Thompson and John Hoch an affidavit of residency. He informed Council that the annual audit is scheduled for January 15, 2018. Manager McHale reminded Members about the employee luncheon on Thursday at 11:30 a.m.

Terence Watts, Code Enforcement Officer, discussed his preparations he made for the New Year's Eve Celebration. He also noted that Rental Inspections will start in 2018.

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

Von Hess, Sewer Authority Chairman, noted that on December 20, 2017 the contractors will finish work on Lumber Street and the project can be closed out.

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

### **Engineer's Report**

Rob Lauriello, Borough Engineer, noted that he followed up on the Community Development Block Grant to see if there was a possibility for the Borough to increase the grant amount on the application. He stated that he tried to reach out to George Conner and has been unable to speak with him. He noted that he will continue to reach out to Mr. Conner and that the applications will be voted on in May 2018.

### **Old Business**

Motion moved by Member Roman, seconded by Member Hoch to approve Ordinance No. 613 of 2017 setting the taxation rate on Real Property for 2018 at 18.50 mills. Motion approved unanimously.

Motion moved by Member Thatcher, seconded by Member Anderson to adopt the 2018 Budget including the General Fund, Sewer Operations and Maintenance, Sewer Administrations, Storm Sewer, Highway Aid, and Capital Projects budgets. Motion approved unanimously.

### **New Business**

Motion moved by Member Thompson, seconded by Member Anderson to approve Resolution 17-2017 setting the trash rate for fiscal year 2018 at \$228.00 per collection unit. Motion approved unanimously.

Motion moved by Member Thatcher, seconded by Member Anderson to approve Resolution 18-2017 setting the 2018 sewer rental rates for residential and non-residential users and the interest and penalty for non-payment of said fees. Residential rate \$65.00 per month/per unit, Non-residential rate \$90.85 per month/per unit and interest and penalty per attached schedule. Motion approved unanimously.

Motion moved by Member Matesevac, seconded by Member Roman to approve Resolution 19-2017 appointing Boyer & Ritter, Certified Public Accountants to audit the Borough's books for the year 2017. Motion approved unanimously.

Motion moved by Member Anderson, seconded by Member Matesevac to approve the employment contract for John McHale, for the term January 1, 2018 through December 31, 2018. Motion approved unanimously.

Motion moved by Member Matesevac, seconded by Member Thatcher to approve the employment contract for Terence Watts, for the term January 1, 2018 through December 31, 2018. Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Anderson to approve the employment contract for Randy Kreider, for the term January 1, 2018 through December 31, 2018. Motion approved unanimously.

Motion moved by Member Matesevac, seconded by Member Roman to approve Resolution 20-2017, re-appointing Von Hess to the Borough Planning Commission. Term January 1, 2018 through December 31, 2021. Motion approved unanimously.

Motion moved by Member Thatcher, seconded by Member Anderson to approve Resolution 21-2017, re-appointing Nick Belfer to the Highspire Borough Authority. Term January 1, 2018 through December 31, 2022. Motion approved unanimously.

Motion moved by Member Anderson, seconded by Member Thompson to approve Resolution 22-2017, re-appointing Carolee Roman to the Civil Service Commission. Term January 1, 2018 through December 31, 2023. Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Thatcher to approve Resolution 23-2017, re-appointing William Mortimore to the Zoning Hearing Board. Term January 1, 2018 through December 31, 2020. Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Anderson to approve a request from American Engineers group on behalf of Hicham Cheddani, requesting a sixty (60) day time extension for the zoning review for the Friendship Auto Sales development to be located at the southeast corner of Second and Ligan Streets. Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Thatcher to approve Resolution 24-2017, supporting a citizen's commission for legislative and congressional redistricting. Member Hoch opposed the motion. Motion approved.

Motion moved by Member Anderson, seconded by Member Thatcher to approve Resolution 25-2017, appointing Frank Egresitz to the position of Fire Chief to complete to term of the previous Chief who submitted his resignation. Term expires December 31, 2018. Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Anderson to approve Resolution 26-2017, appointing Donald Shenfeld, Jr. to the position of Deputy fire Chief. Term January 1, 2018 to December 31, 2019. Motion approved unanimously.

Motion moved by Member Roman, seconded by Member Anderson to approve payment application #3, PPE purchased by the Fire Department under Local Share Grant 2017-19, in the amount of \$12,974. The invoices(s) will be submitted to Dauphin County for payment to the vendor. The remaining balance, of \$242.10 will be paid by the Fire Department. Motion approved unanimously.

Motion moved by Member Anderson, seconded by Member Roman to approve a request from Willie Caraballo for reimbursement of excess funds paid to sewer administration in the amount of \$1,010.00, due to an error at his bank. Motion approved unanimously.

Motion moved by Member Matesevac, seconded by Member Roman to direct staff to release the December 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 Matesevac, seconded by Member Anderson to approve payroll and bills. Motion approved unanimously.

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 7:48 p.m.

Respectfully submitted,



Deanna Proctor  
Assistant Borough Secretary