

# Highspire Borough Council Workshop Minutes

November 14, 2023

Council President Michael Anderson called the Highspire Borough Council Workshop meeting to order at 7:00 p.m.

Roll call was taken:

Council Members Present:           Michael Anderson       Robert Sutch  
  A. Kay Sutch           Mark Accorsi  
  Tyler Thatcher

Mayor:                                    Von Hess  
Borough Manager:                    Mark Stonbraker

Vice-President Roman and Member Matesevac were both absent.

Council Member's reviewed the draft Borough Council Meeting Agenda for the November 21, 2023 meeting.

## **Mayor's Report**

Mayor Hess asked Member Accorsi if he was interested in attending the Steelton-Highspire Intergovernmental meeting scheduled for November 28, 2023.

## **Public Safety Director Report**

Manager Stonbraker had nothing to report.

## **Fire Department**

Manager Stonbraker informed Council that the Seagrave is now out of service due to a blown engine.

## **Citizens Comments**

None

## **Committee Reports**

Public Facilities Committee- Member Matesevac was absent. Member A. Kay Sutch wanted to discuss issues with paying \$275.00 for a Building Permit to replace a roof. Discussion followed.

Sanitation Committee – Member Accorsi had nothing to report.

Highspire Happenings – Member Thatcher informed members that the next Highspire Happenings meeting is scheduled for Thursday, November 16, 2023.

Finance/Administration Committee – Member Thatcher reported that the 2024 Budgets are complete and ready to be published.

Personnel Committee – Vice-President Roman was absent. Member Accorsi stated that interviews for the WWTP Supervisor and Highway Department Supervisor/MS4 Coordinator are scheduled for Wednesday, November 15, 2023.

Community Development Committee – Member A. Kay Sutch noted that a meeting was held on Tuesday, November 14, 2023 to discuss the playground, tennis court and outdoor fitness court at Memorial Park. She also reported that work on the Reservoir Park Nature Trail has started. Discussion followed.

Public Safety Committee – Member R. Sutch discussed concerns he had with kids crossing mid-block on Second Street during Trick-or-Treat. Discussion followed.

Maintenance & Repair Committee – Member Matesevac was absent. Manager Stonbraker informed Council that there is an item under "New Business" for the installation of fencing at the Municipal Building by R&S Fencing.

## **Staff Activity Reports**

None

## **Old Business**

None

## **New Business**

Motion moved by Member A. Kay Sutch, seconded by Member R. Sutch to approve Highspire Borough Council Resolution #25 of 2023 adopting and allocating funds for the Outdoor Fitness Court as part of the 2023 National Fitness Campaign. Motion approved unanimously.

Motion moved by Member R. Sutch, seconded by Member Accorsi to approve Change Order #4 for the Poplar Street Culvert Project. The Change Order is needed to rectify final paving quantities as installed and incorporate placement of a leveling course. Motion approved unanimously.

Member Accorsi informed Manager Stonbraker that there is still a section of Poplar Street at Chestnut that still has not been repaired by Veolia.

Motion moved by Member Thatcher, seconded by Member R. Sutch to approve the final Poplar Street Culvert Repair Project Payment Application #2 (RETTEW Project No. 039742023) to Farhat Excavating, LLC. in the amount of \$38,441.50. Payment for this application is being drawn from the Storm Sewer PLGIT account. Motion approved unanimously.

Motion moved by Member A. Kay Sutch, seconded by Member R. Sutch to approve the acceptance of the Department of Justice Grant for the hiring of another full-time police officer. Total amount of the grant is \$125,000.00 for three (3) years. Motion approved unanimously.

Motion moved by Member A. Kay Sutch, seconded by Member R. Sutch to approve the Dauphin County Traffic Infrastructure Safety Improvement Program (TSIP) Cost Sharing Agreement between Dauphin County and the Borough of Highspire for traffic safety improvement projects on Lumber Street. Motion approved unanimously.

Motion moved by Member R. Sutch, seconded by Member Accorsi to approve payment to Hondru Ford for the COSTARS purchase of a 2023 Ford Super Duty F-350 pickup truck with Reading Classic II Service Body for the Highspire Wastewater Treatment Plant. Total cost of the vehicle is \$70,833.00 which will be paid out of the 2023 Sewer O&M Budget (New Equipment – Capital Purchase – 429.700). Motion approved unanimously.

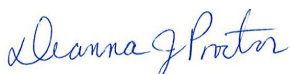
Motion moved by Member Accorsi, seconded by Member Thatcher to approve the proposal from R&S Fence Company for the installation of extruded black vinyl coated security fencing along the west side of the Highspire Borough Municipal Building which would encompass the HVAC compressor units and stairwell. Total cost of the project is \$5,998.07 which will be paid out of the General Fund Checking PLGIT account. Motion approved unanimously.

Motion moved by Member Accorsi, seconded by Member A. Kay Sutch to approve the transfer of funds from the Jury Street Escrow PLGIT account in the amount of \$5,801.84 +/- into the General Fund Checking PLGIT and closing of the Jury Street Escrow PLGIT. Motion approved unanimously.

Member Thatcher had questions regarding the purchase of the new WWTP truck. Manager Stonbraker responded that the truck was not being financed and is being purchased outright out of the 2023 Sewer O&M Budget.

With no other action to be taken, President Anderson asked for a motion to adjourn the meeting. Motion moved by Member A. Kay Sutch, seconded by Member Accorsi to adjourn the meeting at 8:00 p.m. Motion approved unanimously.

Respectfully submitted,



Deanna J. Proctor  
Assistant Borough Manager