

Borough of Dauphin Council Meeting December 8, 2015

*Council meeting came to order at 1900 hours located at the:
Dauphin Borough Building
200 Church Street
Dauphin, PA 17018*

Roll Call of Council

<i>Council President</i>	<i>Stephen Bomgardner - Absent</i>
<i>Council Vice-President</i>	<i>David Grbich</i>
<i>Council Pro-Temp</i>	<i>Trudy Koppenhaver</i>
<i>Councilman</i>	<i>John Windish</i>
<i>Councilman</i>	<i>David Koppenhaver</i>
<i>Councilman</i>	<i>Joseph Wynn - Absent</i>
<i>Councilwoman</i>	<i>Dianne Price</i>
<i>Mayor</i>	<i>Terry Searight</i>
<i>Borough Engineer</i>	<i>Joe Eisenhauer with Light-Heigel & Associates, Inc.</i>
<i>Borough Solicitor</i>	<i>Michael Cassidy with Johnson / Duffie Law Firm</i>
<i>Treasurer</i>	<i>Tracy Klinger - Absent</i>
<i>Secretary</i>	<i>Michelle McBurney</i>

Call To Order

Open with the Pledge of Allegiance.

Acceptance of Minutes

Council Vice-President Grbich asked for questions / comments / corrections regarding the Council Meeting Minutes of November 4, 2015.

1. *Acceptance of Council Meeting Minutes of November 4, 2015:*

*Acceptance of Minutes of November 4, 2015.
Motion to Approve – David Koppenhaver
2nd to Motion – Dianne Price
All in Favor – Motion Carried – No Nays*

Open Comments from Dauphin Borough Residents

1. *Ms. Ruth Wynn of 213 Swatara Street spoke regarding the number of units in her home and now her sewer / trash bill is going to be increased. According to the letter she received. The Solicitor explained the process of the # of units with in a property and also informed that it is common to have one (1) line independent of water usage.*

- a. *Mr. David Evrand said he had looked at the Borough's sewer regulations and he cannot locate where individual units are separately billed. The solicitor informed that an edu is also a term used and it what he is looking for might be addressed in the billing structure.*
- b. *Mr. David Evrand also addressed the 263 gal/day. The Solicitor stated that the figure is used by DEP as a planning module.*
- c. *Wynn/Evrand asked where does she go from here. Mr. Grbich addressed that she should have been billed for four (4) units years ago and strongly urges her to make payments in the meantime. The Solicitor stated that the Borough was doing an audit to identify apartment units within the Borough and to follow the Rental property Ordinance.*
- d. *Mr. Evrand asked if she can according to 18-12 Special Conditions; present the case in writing. Yes, per the Solicitor state her current conditions and situations. Once a final determination has been made, they could then appeal under the local agency law "common pleas".*
- e. *Councilman Windish asked Mr. Eisenhauer to see what had been reported the last time the forms were sent out.*

Engineer's Report

Light-Heigel & Associates, Inc. supplied a Monthly Engineering Report, a Dauphin Borough Zoning Report, a Projects at a Glance Report and a Dauphin Borough UCC Report. All reports were reviewed - see attachments.

1. *Vice-President Grbich informed that he had received a check in the amount of \$2,500.00 from the Greater Harrisburg Association of Realtors Foundation. Monies are to be used for a park bench and tree in one of the parks.*
2. *Chapter 94: Violation issued by DEP; overloading at the pump station. The omni site is not detailed enough; therefore DEP asked Borough to add another module to the system to record individual run times. LHAI obtained pricing from Envirep; see page four (4) for \$555.00 for equipment to eliminate issues and violations.*
 - a. *Acceptance to Purchase Equipment from Envirep of \$555.00; plus the installation not to exceed \$2,500.00:*

*Acceptance Purchase Equipment from Envirep of \$555.00;
plus the installation not to exceed \$2,500.00.
Motion to Approve – John Windish
2nd to Motion – Trudy Koppenhaver
All in Favor – Motion Carried – No Nays*
3. *Rental Property Ordinance: The Status of Occupancy Forms received were reviewed. He will share the list with the secretary. The secretary stated that she has forms as well and will give to Mr. Eisenhauer.*
 - a. *Councilman Windish stated that Mr. Heigel had a list that didn't respond. We need to track*

these down and get a good handle on it. The following people will work on: Dave Koppenhaver, David Grbich and John Windish.

- b. *Mr. Eisenhower informed that a seventy-two (72) hours' notice is given to the tenant. We try and give notice ahead of time, as we are not trying not to waste time and money. We need to implement timelines and deadline to meet requirements.*
- c. *Councilwoman Koppenhaver asked what if there are too many apartments and what about parking. Councilwoman Price informed that they would need a zoning Permit and then put into compliance. Mr. Eisenhower stated that parking is not what they are looking for but compliance.*
- d. *Councilwoman Koppenhaver stated that 305 Market Street / garage needs to be looked at.*

Comment(s)

1. *Councilwoman Koppenhaver asked about the Sewer Authority and if they need to have meetings. The Sewer Authority already has one (1) vacant position and another member is now deceased. The solicitor informed that the Borough has outstanding debt through the Municipal Sewer Authority; they own and operate the plant. The RUS Project was financed by the Borough but built through the Municipal Sewer Authority. Solicitor also informed that the Sewer Authority should meet once a year. Councilwoman Price stated that the authority people can be Councilmembers and we could do it at the reorganization meeting.*
2. *Councilman Koppenhaver asked we should have two (2) or (3) contactors. Lester putt informed that we cannot get three (3) stations in there.*

Solicitor's Report

1. *He has been working and reporting with Mike Keffer in regards to DEP Violations and Chapter 94 reporting.*
2. *Filed a writ of Execution on #332. Councilman Windish noted that a \$700.00 payment was made; nature takes it course.*
3. *Still waiting on a sample agreement from the Capital Region COG. We would like to look at what Comcast has sent to the Borough. The secretary will send it to him. Councilwoman Price will also check with the Cohen Law Group.*
4. *Councilman Windish spoke about the McKee Property. He informed that there are substantial liens on the property, property owner paid everything off, how can he live if he is not connected and we need to follow up. The solicitor will work with LHAI.*
5. *Solicitor filed a lien on the Bechtel account.*

Parks and Recreation

1. *Mr. Brian Cuddy was not at the Council Meeting.*
2. *Mr. Jim Fisher stated that the Park Authority entered into an operating lease agreement with the Dauphin Recreation Authority. The D.R.A. will operate the pool and transfer the land to the Park Authority. Ron Hull is to provide the agreement to review.*
 - a. *Per Mr. Fisher, M.P. Township would like to review the draft operating lease agreement.*
 - b. *Vice-President Grbich asked if a joint meeting was in the works and also stated that the Borough would like to review the draft operating lease agreement as well.*

Unfinished Business

1. *Wireless Facilities Ordinance – Tabled: Mr. Heigel is still working on it.*
2. *Codification of New Ordinances – Update in 2016.*
3. *Park/Market Street Project- In the spring: Already discussed earlier in the Council Meeting.*
4. *Draft of the Comprehensive Plan: Per Mrs. Price, a meeting will take place in 2016.*
5. *Comcast Franchise: Already discussed earlier in the Council Meeting.*
6. *Lease Agreement between Borough & M.P. Lions Club: Councilwoman Koppenhaver has not heard back from the Lions Club. The Historical Society meets January 23rd.*

New Business

1. *Rusty Rusbatch: DC 2015 Hazard Mitigation Plan – Resolution 2015-04: The CD is here at the Borough.*
 - a. *Acceptance of DC 2015 Hazard Mitigation Plan – Resolution 2015-04:*

Acceptance of DC 2015 Hazard Mitigation Plan – Resolution 2015-04.
Motion to Approve – John Windish
2nd to Motion – David Koppenhaver
All in Favor – Motion Carried – No Nays
 - b. *The secretary will see that Mr. Rusbatch receives a copy of the approved resolution.*
 - c. *A Planning Committee for 22/322 will be meeting at the Borough this Thursday at 6:30 p.m. State police from Newport will also be there.*
2. *Ms. Ruth Wynn – Rentals: Already discussed earlier in the Council Meeting.*
3. *2016 Budget:*

a. *Acceptance of 2016 Budget:*

*Acceptance of 2016 Budget.
Motion to Approve – John Windish
2nd to Motion – Dianne Price
All in Favor – Motion Carried – No Nays*

4. *Fixing the Tax Rate for 2016 – Ordinance 2015-02:*

a. *Acceptance of Fixing the Tax Rate for 2016 – Ordinance 2015-02:*

*Acceptance of Fixing the Tax Rate for 2016 – Ordinance 2015-02.
Motion to Approve – Dianne Price
2nd to Motion – David Koppenhaver
All in Favor – Motion Carried – No Nays*

Correspondence

1. *Vice-President Grbich stated that he has received a check from the Home Association in the amount of \$500.00 to pay for degreaser. He will send out a thank you letter.*

Committee Reports

- A. *Administration and Finance - Chairman S. Bomgardner was absent from the Council Meeting.*
- B. *Personnel - Chairwoman T. Koppenhaver reported that the workman's compensation employee will return to work on January 4, 2016; a letter from the Dr. is on file. The temporary employee's last day will be December 31, 2015. EMC has provided paper work on how to report injuries for Workman's Compensation. Forms are in all of the vehicles and are posted throughout the Borough Building. After the Holidays, she will work on getting this into the handbook. The Solicitor stated that it does not need to be in the handbook.*
- C. *Public Facilities - Chairman J. Wynn was absent from the Council Meeting.*
- D. *Sanitation - Chairman D. Koppenhaver reported that the weekly test results from the sewer plant meet all requirements for November. A grinder pump was replaced at 6 Hillside. It was sent out to be rebuilt. Lester informed that this was the first time it was pulled.*
- E. *Public Safety - Chairman D. Price informed that the DMPJSA meets tomorrow, the Fire Co. met last week and are presenting to the Gaming Board for debt reduction for a new tanker.*
- F. *Community Development – Chairman D. Koppenhaver noticed at the tree lighting ceremony all of the electrical cords; he would like to bury the electrical underground. He would also like to see a light at the flag pole.*

Mayor's Report

1. *Mrs. Trudy Koppenhaver spoke at the tree lighting ceremony. There were about 350 people in attendance.*
2. *Parking issues.*
3. *Two (2) burglaries in the Borough.*
4. *There was a hold up at the garage / gas station. State police did catch the person responsible.*
5. *Drug Issue on Erie Street: Task Force and State Police responded.*

Treasurer's Report

1. *Acceptance of November 2015 Treasurer Report:*

*Acceptance of November 2015 Treasurer Report.
 Motion to Approve – Dianne Price
 2nd to Motion – Trudy Koppenhaver
 All in Favor – Motion Carried – No Nays*

Executive Session

There was not an Executive Session.

Adjournment from Council Meeting

Time Council Meeting Concluded 8:18 p.m.

Attest:

Approved:

*Michelle McBurney
 Dauphin Borough Secretary*

*David Grbich
 Vice-President of Borough Council*

Date

SEAL