

DAUPHIN BOROUGH
COUNCIL MEETING MINUTES

April 3, 2018

Council meeting came to order at 19:00 hours located at the
Dauphin Borough Building
200 Church Street
Dauphin, PA 17018

Call to Order

Open with the Pledge of Allegiance

Roll Call of Council Members

Council President	John Reichard-absent
Council Vice-President	John Windish
Council Pro-Tem	David Grbich
Councilman	Donald Harner
Councilman	David Koppenhaver-absent
Councilman	Joseph Wynn
Councilwoman	Sally Wynn-absent
Mayor	Michael McKenna
Borough Engineer	Keith Heigel with Light-Heigel and Associates
Borough Solicitor	Brian Carter with Johnson/Duffy Law Firm
Treasurer	Tracy Klinger-absent
Secretary	Trudy Koppenhaver

APPROVAL OF MINUTES

Council Vice President Windish asked for questions/comments/corrections regarding the Council Meeting Minutes of the March 6, 2018 meeting and the Public Meeting of March 6, 2018. Motion to approve the minutes for both meetings was made by **Councilman Grbich**. **Councilman Wynn** second the motion. Motion passed unanimously. **Councilman Harner** abstained.

Open Comments from Dauphin Boro Residents

None

Bob Rusbatch, EMC Coordinator for Middle Paxton Township/Dauphin Borough.

South Central Alert-Bob Rusbatch presented a quote for Dauphin Boro to join the South Central Alert System. This a free emergency notification service for the residents and businesses of South Central PA. The breakdown of the cost for Dauphin Boro is: Annual Service Base Fee \$500.00 and \$0.08 per household for a total of 345 units. The grand total is \$527.60. **Council Vice President Windish** questioned the pricing of the Annual Service Base Fee. He questioned why Middle Paxton Township and Dauphin Boro could not be combined in the pricing. Bob Rusbatch stated South Central does not allow this practice. **Councilman Wynn** made a motion to approve the \$527.60 to participate in South Central. **Councilman Harmer** second the motion. Motion passed unanimously.

A public meeting is scheduled for April 19, 2018 at the Middle Paxton Township Building for the purpose of making residents aware of South Central Alert. Bob will be asking for volunteers for specific jobs during an emergency.

A motion was made by **Councilman Grbich** to appoint **Mayor Michael McKenna** as Deputy to Bob Rusbatch, Emergency Management Coordinator. **Councilman Harner** second the motion. Motion passed unanimously.

Brian Cuddy-Parks and Recreation

No report

Public Facility Report

Report attached to the minutes.

Joey Wynn stated the clearance safety lights on the small dump truck are not working. Joey stated lights were ordered from AJ's to replace the non-working lights. Another problem was also found. There is a box under the seats that activates the stobe light. AJ's estimate to remove the old box and replace with a new and to install the lights was \$800.00 to \$1300.00. Dean Zimmerman gave a quote of \$350.00 to repair the relays and install the lights. Council gave permission for Dean Zimmerman to install the lights.

At the March 6, 2018 Borough Council meeting it was suggested to replace or repair an outside door of the garage.

Discussion followed. A suggestion was made to remove the existing door and build an extra storage room on the existing dock. Joey Wynn presented an estimate of \$1950.00 to enclose the dock. A motion to table the project until additional funds are available was made by **Councilman Wynn** and second by **Councilman Grbich**. Motion passed unanimously. This issue will be listed under unfinished business.

Engineer's Report

Light-Heigel & Associates, Inc. supplied a Monthly Engineering Report, a Dauphin Borough Zoning Report, a Projects at a Glance and a Dauphin Borough UCC Report. All reports were reviewed – Attachment to be included in minutes.

Tradesman-Council gave permission for Tracy Klinger to bill Tradesman for the services performed by Keith Heigel, Engineer and Michael Cassidy, Solicitor for the deed covenants. Keith Heigel is still waiting for the conditions of the deed and guardrail issue at Lot 41 Riverview Terrace. Keith Heigel reinstated an Occupancy Permit will not be issued until all terms are satisfied.

Bridge Report-Keith Heigel referred to Michael Cassidy. Mike will set up and attend a meeting with the state legislator's. The project was assigned to the Public Facility Committee. **Councilman Wynn** and **Councilman Harner** will attend the meeting along with Keith Heigel and Michael Cassidy. The meeting is scheduled for April 12, 2018 at noon. The two bridges in question are the Allegheny Street over Susquehanna Street and the Allegheny Street over Stony Creek, which are currently owned by the Borough.

Gaming Grant-it was the recommendation of Keith Heigel that Council adopt the recommendations of the Community Development Committee. The recommendation is to focus on the Lions Park which would include a pavilion, one piece of playground equipment, a swing set, a sidewalk along Allegheny and Church Street, to include bumpouts, connect to Canal and Delaware and back to Allegheny Street.

DCNR Grant- Keith ask Council if the Borough would like to contribute any money towards the project. Monies contributed would increase the points the Borough could earn. **Councilman Harner** made a motion to contribute \$10,000.00 for matching funds. **Councilman Wynn** second the motion. The motion passed unanimously. The Borough cannot take monies from the DCNR Grant to pay for engineering fees. The Borough has asked for \$280,000.00.

DCED-received HUD's approval for \$50,000 of the grant for the ADA project. Written notice of the award should be received soon. A Committee meeting should follow the written notice to determine the final scope and the bidding process.

Pa Small Water and Sewer Grant-was submitted. A copy of the request is at the Borough Office.

PP&L Lights-PPL updated their map to represent the Borough fixtures. Map is attached to the minutes. **Council Vice President Windish** made a motion to direct Light Heigel and Associates to make application to PPL for the light replacement, of all street lights within the borough with the exception of the island lights, with the understanding the Borough could use side shields where appropriate. **Councilman Wynn** second the motion. The motion passed unanimously. (stated in the March 6, 2018 minutes). Keith will proceed with this project as of the April 3, 2018 meeting.

Stoney Creek Road Project-will report at the May meeting when the advertisements will occur. Project will move forward.

Suez-nothing reported in regards to Sewer Plant.

SOLICITOR'S REPORT

Council approved advertising ordinance 2018-02 to amend Chapter 15 (Motor Vehicles and Traffic), PART 4 (STOPPING, STANDING AND PARKING), SECTION 403 (PARKING PROHIBITED AT ALL TIMES IN CERTAIN LOCATIONS), OF THE CODE OF Ordinances for the Borough of Dauphin, by prohibiting parking at all times for no parking on specified sections of Riverview Terrace. **Councilman Grbich** made a motion to advertise the ordinance. **Councilman Wynn** second the motion. Trudy Koppenhaver will advertise the ordinance. Copy of ordinance attached to the minutes.

UNFINISHED BUSINESS

Rental Ordinance – Board needs one additional member.

Donco Construction-is requesting disconnection of their sewer. Donald Lenker, of Donco Construction, submitted a sketch that illustrated his sewer lateral, on lot disposal and Donco's water line. Keith Heigel stated the water could not be shut off and we cannot remove the water line. Shutting off the water would also shut off the water in Donco's office, which Donco is currently using. The water Donco is using in their office goes to their on lot disposal system. This exoneration is just for their equipment shed not the office. **Councilman Harner** made a motion to grant the request for exoneration from the sewer billing. **Councilman Wynn** second the motion. Motion passed unanimously.

Hillside Stone Wall-Keith Heigel sent a NOV to the owner of the property for a stone wall located along the edge of Hillside Road that is in a state of disrepair causing an unsafe condition. UPDATE: April 3, 2018 meeting. Keith Heigel informed Council the resident is asking for a 60 day extension. Keith Heigel approved the extension. The resident did not pick up the certified letter that was mailed by Light-Heigel and Associates. **Council Vice President Windish** inquired if a follow-up letter should be sent to the resident due to the fact the first letter was unclaimed. Brian Carter, of Johnson Duffy, will inquire into the situation. Council's objective is to be certain the resident is aware of the letter.

Old School Basement Drain-on hold until decision of DCNR Grant. The Park Project money could be used for the repair.

Rental Inspection Fees-Two landlords have not paid the Rental Inspection as of March 6, 2018. Ed Wenger, of Light Heigel, is looking for guidance on how to proceed. It was the decision of Borough Council to move forward with enforcement actions. **No further information was provided at the April 3, 2018 meeting.**

NEW BUSINESS

Resolution 2018-03- a resolution Whereas, Borough of Dauphin, desires to undertake the project, “Dauphin Borough Parks and Project” and desires to receive from the Department of Conservation and Natural Resources a Grant for the purpose of carrying out this project. A motion was made by **Councilman Gbrich** to adopt the resolution. Motion to adopt was second by **Councilman Harner**. Motion passed unanimously.

Borough Sewer Authority-tabled until May.

CORRESPONDENCE

None

COMMITTEE REPORTS

Administration and Finance – David Gbrich- Chairman-set date to discuss cost and collection fees.

Personnel- John Windish Chairman-working on a Sexual and Unlawful Harassment Policy.

Public Facilities-Joe Wynn-Chairman-stated he would like to post snow emergency route. The Mayor, Michael McKenna, will inquire on how to proceed with this process.

Sanitation – David Koppenhaver – Chairman-absent

Community Development- Wynn – Chairwoman- absent

Public Safety – Donald Harner- Chairman-a public safety meeting is scheduled for April 11, 2018. Mayor McKenna expressed his interest in attending.

Mayor’s Report

Residents walking dog without leashes-Mayor spoke with the resident and the situation has been resolved.

Van on Allegheny Street- individual is moving the van every three to four days.

Sedan on Allegheny Street-has not been removed and is leaking oil.

Car Parked on Market Street-the car has not been removed. The Mayor cannot locate any ordinance that refers to unattended vehicles. This item will be placed under finished business. Solicitor will inquire for information on unattended vehicles.

Dirt Bike-the State Police were notified. The Mayor has pictures on a video from 409 High Street of the individual on the dirt bike.

Treasurer's Report

Acceptance of the April report was tabled until the May meeting.

Councilman Grbich made a motion to adjourn at 8:57

Executive Session

An executive session was held from 9:00 p.m. to 9:45 p.m. No decisions were made after the executive meeting

Meeting adjourned at 9:45.

Attest:

Trudy Koppenhaver
Secretary

Approved:

John Reichard
President
Dauphin Borough Council