

DAUPHIN BOROUGH
COUNCIL MEETING MINUTES

October 2, 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 Windish
Council Vice-President	Dave Grbich
Council Pro-Tem	Dave Koppenhaver
Councilman	Donald Harner
Councilman	Kevin Musselman
Councilman	Joseph Wynn
Councilwoman	Sally Wynn
Mayor	Michael McKenna
Borough Engineer	Keith Heigel with Light-Heigel and Associates
Borough Solicitor	Michael Cassidy with Johnson/Duffie Law Firm
Treasurer	Tracy Klinger
Secretary	Trudy Koppenhaver

APPROVAL OF MINUTES

A motion by Councilman Harner and second by Councilwoman Wynn to approve the minutes of the September 4, 2018 meeting as presented passed unanimously. Councilman Koppenhaver abstained, due to his absence at the September meeting.

Open Comments from Dauphin Borough Resident's

None

PFM Financial Advisors LLC

Zach Willard, of PFM Financial Advisors LLC, presented Borough Council with a proposal for refinancing the RUS loan. A summary of refunding scenarios for Dauphin Borough is attached to the minutes. Discussion pursued. Council President Windish stated more consideration would have to be given to refinancing and assigned the task to the Finance committee for review. Tracy Klinger reported that the Borough has sixty days (60) to approve the loan.

Bob Rusbach, EMC Coordinator for Middle Paxton Township/Dauphin Borough

Report attached to the Minutes

South Central Alert-an alert was sent to residents of Dauphin Borough to notify the residents of our trash day changing from Monday to Wednesday. Mayor McKenna reported that 233 notifications were sent by the South Central Alert System. This is approximately 70% of the households in Dauphin Borough.

Brian Cuddy-Parks and Recreation

Nothing to Report

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.

CDBG/DCED 2019 Grant Program-Grant applications are due by November 2, 2018.

Resolution 2018-07-for the submission of the 2019 Dauphin County Community Development Block Grant (CDBG) Program 2019 funding request application for the Dauphin Borough Parks Project Accessibility-Market Square Park. The application requests \$100,000.00 to construct twelve (12) handicap curb access ramps and one (1) handicap transition area in the area surrounding Market Street.

A motion to accept was made by Councilman Wynn and second by Councilman Harner. Motion passed unanimously. Dauphin Borough would contribute \$3,785.00 to this grant if awarded to Dauphin Borough.

Resolution 2018-08-A resolution of the Council of Dauphin Borough for the submission of the 2019 Dauphin County Community Development Block Grant (CDBG) Program for the sanitary sewer improvement plan for High street. The application requests \$160,000.00 to construct new sewer laterals and a sewer main to serve fifteen (15) properties. The existing laterals run under the wall along High Street which has resulted in costly repairs for homeowners. The new laterals will be immediately adjacent to the homes allowing for easier, less costly and safer repairs in the future.

A motion to accept was my by Councilman Kevin Musselman and second by Councilwoman Wynn. The motion passed unanimously. Dauphin Borough would contribute \$8,043.46 if the grant is awarded to the Borough.

The low to moderate surveys qualifications would have to be completed and approved before this grant could be accepted. Councilman Musselman and Councilwomen Wynn will do the door to door surveys on High Street.

Solicitor Report

Gave a report on the follow up meeting with the State Representatives, Sue Helm and John DiSantos with respect to the Allegheny and Erie Street bridges that are owned by the Borough. At the meeting the local bridge inspector indicated, even with the spalling, under the Stoney Creek Bridge, the bridge is in good condition. Penn Dot appreciates the Borough being proactive in seeking out funding for the maintenance obligations. Michael Cassidy will continue to correspond with Penn Dot and the State Representatives on this project. Councilman Harner reported that the Borough receives \$1,400.00 a year, in turn back monies, for the maintenance of the bridges.

UNFINISHED BUSINESS

Rental Inspection Board-tabled

CORRESPONDENCE

None

NEW BUSINESS

None

COMMITTEE REPORTS

Administration and Finance – David Grbich- Chairman-Councilman Grbich-reported \$12,000.00 was withdrawn from the Sewer Money Market Account for unforeseen sewer repairs.

Personnel- Kevin Musselman- Chairman-Working on job descriptions for all employees. A motion to approve a harassment policy was made by Council Musselman and second by Council Vice President Grbich. Motion passed unanimously. The policy will be distributed to the employees.

Public Facilities-Joe Wynn-Chairman-Stoney Creek Project has been completed. Councilman Wynn requested the Administration and Finance committee budget for additional tonage of salt for 2019.

Joey Wynn-monthly report attached to the minutes.

Joey Wynn- Crack Sealing-working with Middle Paxton to complete project.

Street Cleaning Options-Councilman Wynn reported that options are being considered.

Electric Service for Borough Sign-Joey Wynn is in contact with PP&L.

Purchase of new Truck-waiting for P.O. Number

Sanitation – David Koppenhaver –Chairman-Motion to approve Marshall Drywall, Inc. to remove damaged drywall and replace with new in the chlorine room and rescrew drywall in the head building for a cost of \$3,000.00 was made by Councilman Koppenhaver and second by Councilman Harner. Motion passed unanimously

Troy Toland Monthly report attached to the minutes.

1 River Road-the resident will be billed for one-half of the bill to include labor and material to excavate and repair discharge pipe and backfill. The lateral was broken from the house to the grinder pump, which is the responsibility of the home owner. The Borough will split the cost with the homeowner because both laterals of either side of the grinder pump were broken. Motion made by Councilman Grbich and second by Councilman Wynn. Motion passed unanimously.

Community Development-Sally Wynn – Chairwoman-Committee meet with Keith Heigel. Will continue discussion on Rental Properties.

Public Safety – Donald Harner- Chairman-Will continue discussions on traffic calming. The Committee is obtaining pricing and different options.

Mayor's Report

Tractor-Trailers Parked on Borough Property-issue continues. Mayor continues to pursue the issue. All the reported vehicles, on High Street, were removed by the owners of the vehicles.

Treasurer's Report

A Motion to approve the September Treasurer report was made by Councilman Grbich and second by Councilwoman Wynn. The motion passed unanimously.

Tracy Klinger, Dauphin Borough Treasurer presented her resignation effective December 31, 2018.

Voluntary Contribution for Employee Pension Plan-Trudy Koppenhaver, Dauphin Borough Secretary, will advertise the Ordinance.

Councilman Harner made a motion to donate \$500.00 annually to the Christmas fund, operated by Cheryl Cuddy. Councilwoman Wynn second the motion. Motion passed unamiously.

Meeting Adjourned at 8:47

No executive session was held

Attest:

Approved:

Trudy Koppenhaver
Secretary

John Windish
President- Dauphin Borough Council