

**DAUPHIN BOROUGH**  
**COUNCIL MEETING MINUTES**

September 4, 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-absent
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	Brian Carter with Johnson/Duffie Law Firm
Treasurer	Tracy Klinger
Secretary	Trudy Koppenhaver-absent

**APPROVAL OF MINUTES**

A motion by Councilman Grbich and second by Councilman Wynn to approve the minutes of the August 7, 2018 meeting as presented passed unanimously.

**Open Comments from Dauphin Borough Resident's**

Lee Edwards, President of the Dauphin Middle-Paxton Home Association, presented Borough Council with a check in the amount of \$7,500.00. The check was for the purpose of a down payment on the purchase of a new truck for the Borough.

Lee inquired on the status of the Vultures. Joey Wynn reported the Borough has been actively pursuing the first step in the process of vulture removal.

**Cheryl Cuddy-Tree Lighting**-November 30, 2018. Cheryl requested an electric meter be installed at the Borough sign coming into Dauphin. Councilman Wynn will inquire to cost associated with obtaining the electric.

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

Report attached to the Minutes

Reported that our South Central Alert System is available to notify residents of the trash day change from Monday to Wednesday beginning September 12, 2018.

### **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.

**Tradesman**-the deed with required language was recorded.

**CDBG/DCED 2019 Grant Program**-is accepting applications. Council can approve pursuing additional Accessibility Ramps monies. This would require adoption of a resolution at next month's meeting.

**PP&L** -to install and convert some or all of its existing street lights to LED lighting was submitted June 13, 2018.

**DCED Grant**-was presented to Brian Carter for review. The monies will be married to any DCNR monies. The Borough has 18 months to spend the money when received.

### **Solicitor Report**

Brian Carter reviewed the DCED Grant. A motion was made by Councilman Wynn and second by Councilwoman Wynn to approve the CDBG/DCED grant and agreement for \$50,000 for the ADA project. Motion passed unanimously.

John Windish questioned if the Borough could reimburse the Borough for Engineers fees associated with the granted. Keith Heigel stated the Borough was permitted to do this.

Bridge Report-Councilman Harner questioned the Solicitor on the status of the Bridges within the Borough. Brian Carter will follow up with Michael Cassidy on this issue.

## **UNFINISHED BUSINESS**

**500 Erie Street**-Several NOV's have been mailed to the resident. The grass has been partially mowed. A motion was made by Councilman Wynn and second by Councilman Musselman to allow the Engineer to proceed to the MDJ for non-compliance of tall grass.

**Rental Inspection Board**-tabled

## **CORRESPONDENCE**

Thank you letter was read from Steve Forney.

Support Letter for the Dauphin Area Senior Transit to replace their old van. A motion to ratify this support was made by Councilman Harner and second by Council Musselman. Motion passed unanimously.

## **NEW BUSINESS**

Resolution No. 2018-06- Filling a Vacancy in the Office of Assistant Secretary. Councilman Grbich made the motion to appoint Councilwoman Wynn as the Assistant Secretary. Second was made by Council President Windish. Motion passed unanimously. Councilwoman Wynn abstained.

## **COMMITTEE REPORTS**

**Administration and Finance – David Grbich- Chairman-Councilman Grbich** requested all committees to have budget expenses presented to the committee by October.

**Personnel- John Windish- Chairman-Brain Carter reviewed the Sexual Harassment Policy. Will vote on the policy next month.**

**Public Facilities-Joe Wynn-Chairman**

**Joey Wynn-monthly report attached to the minutes.**

**Joey Wynn-pricing for crack sealing.** Approximate cost would be \$5,000.00. Inquiring on sharing the equipment with Middle Paxton Township. Cannot obtain the equipment before October.

**Purchase of new Truck-** A motion to purchase a new truck in the amount of \$43,939.65 plus financing was made by Councilman Harner and second my Councilman Musselman. Motion passed unanimously. Tracy Klinger will work with the Public Facility Committee on a recommendation on where the down payment for the truck should come from.

**Sanitation – David Koppenhaver –Chairman-absent from meeting.**

Troy Toland Monthly report attached to the minutes.

**Community Development-Sally Wynn – Chairman-nothing to report.**

**Public Safety – Donald Harner- Chairman-**will be scheduling a meeting for the Rental Inspeicton Program and the Traffic Calming. Council President Windish would like the Committee to consider suspending the Rental Program for two or three years. The President would like the committee, along with the Engineers help, to look at programs for blighted properties with the Borough. There was no objection from any Council member present to pursing this issue. Keith Heigel will inquire into the possibility of linking a grant with the traffic crossings.

### **Mayor’s Report**

**Tractor-Trailers Parked on Borough Property-**posted copies of the Ordinance 2018-03 on the trailers that continue to park on the Borough property. Council President Windish suggested blocking the road off with a chain.

The vehicle parked at 403 High Street remains.

The Recreational Vehicle remains at 230-232 Erie Street. Mayor McKenna spoke with the State Police. The State Police reported is the landlord responsibility because of a private property sign that is posted on the property.

### **Treasurer’s Report**

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

Tracy advised Council that she was inquiring into refinancing the RUS Loan thru PFM Financial Advisors. Tracy stated PFM stated there is no cost for the firm to give the Borough quotes. Tracy will have actual numbers for the next Borough Council Meeting.

Motion to adjourn made by Councilman Harner. Council Adjourned at 8:30

No executive session was held

Attest:

Approved:

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Trudy Koppenhaver  
Secretary

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John Windish  
President- Dauphin Borough Council