

DAUPHIN BOROUGH
COUNCIL MEETING MINUTES

November 6, 2019

Council Meeting Came To Order at 7 p.m.

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
Councilwoman	Jennifer Peck
Mayor	Michael McKenna
Borough Engineer	Keith Heigel with Light-Heigel and Associates
Borough Solicitor	Adam Zei with Johnson/Duffie Law Firm
Treasurer	Cynthia Long
Administrator/Secretary	Trudy Koppenhaver

APPROVAL OF MINUTES

A motion by Councilwoman Peck and second by Councilman Harner to approve the minutes of the November 6, 2019 Borough Council meeting as presented passed unanimously.

OPEN COMMENTS FROM RESIDENTS

Mr. Robert Ballos, 701 Floral Lane, discussed the stormwater runoff across the access lane to his property. During the last storm mud and dirt was washed unto his property. At the request of Council President Windish, Mr. Ballos will E Mail Keith Heigel pictures of the last storm. The Public Facilities Committee will meet with Keith Heigel to discuss a solution.

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

NO REPORT

Brian Cuddy-Parks and Recreation

The Dauphin Middle-Paxton Turkey Trot will be held Thanksgiving Day.

ENGINEERS'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.

Swale on Hillside-Suez began work on the drainage swale on their property; to improve the swale depth for stormwater flow. The current work is not effective and the Borough will wait their return to complete their work needed to contain the stormwater flow. Keith Heigel will continue to pursue.

Zion Evangelical Lutheran Church-submitted a Subdivision/Land Development Plan to consolidate six of their seven tracks of land along Swatara, Erie and Allegheny Streets. The church would like to expand their parking lot. Action to table or conditionally approve the Plan should be considered by Council. If Council takes action on the plan, the plan would be conditioned on the letter attached to the Engineer Report. Keith Heigel recommends Council waive the preliminary plan allowing the church to proceed to the Plan. A motion made by Councilman Harner and second by Councilman Grbich to waive a Cost Opinion and Financial Guarantee passed unanimously. A motion made by Councilman Grbich and second by Councilman Musselman to waive the Preliminary process and proceed straight to the plan passed unanimously. A motion made by Councilman Musselman and second by Councilman Harner to conditionally accept the subdivision plan passed unanimously.

CDBG/DCED-grant and agreement for the ADA project was signed by the County Commissioners. This project will be coordinated with DCNR's project.

H2O Grant-Mike Keffer and Keith Heigel met with LDI to review an available H2O Grant that would allow the LDI Sanitary Sewer Pump Station and Force Main to be used as a "Match" for a Grant request for Dauphin Borough's I & I repairs on High, Erie, Claster-Riverview Streets, Allegheny-the WWTP and Paxtang Alley. LDI would prepare the Grant and the Borough would be the applicant. A motion made by Councilman Musselman and second my Councilman Koppenhaver to authorize LDI to proceed with preparing the H2O Grant was passed unanimously. At the December 2019 Borough Council Meeting, the solicitor will have a formal resolution as well as the Grant Application to present to Council. At the request of Council President Windish, LDI will be asked to attend the December 2019 Council Meeting to answer questions concerning the H2O Grant.

Purchasing Requirements Compliance-Keith Heigel presented pricing for several items for the Community Park Project (DCNR Grant).

1. Installation of Game Time playground equipment and plastic play curbs	\$29,610.00
2. Additional Game Time Playground Equipment and Bench	16,457.55
3. 24'x36'x8' shelter with shingle roof to include installation	<u>47,500.00</u>
Total	\$93,567.55

A motion, to proceed with the purchase was made by Councilman Harner and second by Councilman Musselman, passed unanimously.

The 2019 CDBG grant application for the Phase II ADA Connectivity Project was submitted. Awards will be announced later this year.

Gaming Grant (receiving \$92,218 for parks project) – engineering cost is being used as match money for the DCNR grant application. AWARDED

2017 CDBG (receiving \$50,000 for ADA ramps) – engineering cost is being used as match money for the grant. AWARDED

DCNR (asked for \$154,000) – Professional services are eligible up to 15% of grant amount. Granted \$150,000.00 for park equipment. AWARDED

2019 CDBG (asked for \$103,785.00) – PENDING

SOLICITOR'S REPORT

224 Erie Street-ADA parking documents will be prepared for the December meeting.

Dissolution of the Dauphin-Middle Paxton Joint Safety Authority-will organize a meeting for the dissolution and sale of the property.

Sewer Municipal Authority- has an inquiry in with the IRS concerning the Tax Identification Number for the Authority.

Compensation for Council Members and Mayor-tabled.

Intergovernmental Cooperation Agreement-was discussed at the Middle Paxton Township Supervisors Meeting on November 4, 2019. As presented, Middle Paxton Township declined to approve the ICA. Middle Paxton has proposed to add NR (neighborhood residential) to the agreement. Adding neighborhood residential does not require the Borough to furnish sewer to these areas. This would be voluntary on the Borough's part. At the suggestion of the Solicitor, if the ICA needs advertised again, Middle Paxton Township should incur the cost of advertising. All actions on the ICA, on behalf of Dauphin Borough, will be tabled until December 2019 meeting.

TREASURER'S REPORT

A motion to approve the Treasurer's report for October 2019 was made by Councilman Harner and second by Councilman Koppenhaver. Motion passed unanimously.

ADMINISTRATOR/SECRETARY REPORT

Presented the sewer delinquency report. Councilman Harner questioned adding a late fee to the sewer bills. The Finance Committee will review our entire fee schedule in 2020.

Codification of Ordinance-Trudy Koppenhaver is working with American Legal.

MAYOR'S REPORT

Received a letter from Mrs. House, 404 Market Street, regarding high grass at 500 Erie Street. Reported complaints on High Street of cars speeding. The mayor will be working with the State Police to rectify the problem.
Reported several vehicle violations.

UNFINISHED BUSINESS

Security Cameras-research continues.

Lightner Property-was assigned to the Public Facilities Committee.

NEW BUSINESS

Councilman Grbich nominated Brian Cuddy to fill Joseph Wynn's current term, which expires January 5, 2019. Councilman Harner second the motion. Motion passed unanimously.

Locks on the Circuit Breakers for the Grinder Pumps-Troy Toland has locks for the breakers and was instructed by Council to reinstall the locks. Light Heigel will prepare a letter to send to the residents informing the residents that locks should not be removed.

CORRESPONDENCE

None

COMMITTEE REPORTS

Finance Committee-Dave Grbich- chairman-presented the proposed 2020 budget to Council. A motion made by Councilwoman Peck and second by Councilman Musselman to advertise the proposed 2020 budget passed unanimously.

Personnel Committee-Kevin Musselman-chairman

Short Term Disability-waiting on quotes from two insurance companies.

Public Facilities-Co-Chairman's Harner and Koppenhaver-scheduled a meeting with Keith Heigel to discuss the Ballos property and various road projects.

Sanitation – David Koppenhaver –chairman-Mike Keefer gave a presentation on the H20 grant.

Community Development-Jennifer Peck-chairwoman-scheduled a meeting with Light Heigel, on November 22, 2019, to discuss the International Property Maintenance Code.

Public Safety –Don Harner-chairman-the committee will meet on December 16 to dissolve the Authority.

ADJOURNMENT FROM COUNCIL

The meeting adjourned at 8:45

Executive Session

None

After the meeting adjourned, Brian Cuddy was sworn in, by the mayor, as a Council Member. The witnesses were Councilman Windish, Grbich, Harner, Musselman, Peck and Koppenhaver.

Attest:

Approved:

Trudy Koppenhaver
Secretary

John Windish
President
Dauphin Borough Council