

DAUPHIN BOROUGH
COUNCIL MEETING MINUTES

January 6, 2020

Council meeting came to order at 7 p.m. located at the:

Dauphin Borough Building

200 Church Street

Dauphin, PA 17018

Call to Order

The Honorable Michael McKenna
Dauphin Borough Mayor

PLEDGE OF ALLEGIANCE

AFFIDAVIT OF RESIDENCY FROM THOSE TO BE SWORN IN

Trudy Koppenhaver, Borough Secretary, presented the affidavits of residency for the following Council Members: Grbich, Cuddy, Peck, Thrush, and Musselman

CERTIFICATES OF ELECTION

Trudy Koppenhaver, Borough Secretary, presented the Certificates of Election for the following Council Members: Grbich, Cuddy, Peck, Thrush, and Musselman

SWEARING IN OF COUNCIL MEMBERS

Mr. David Grbich, Mr. Brian Cuddy, Ms. Jennifer Peck, Mr. Jeffrey Thrush and Mr. Kevin Musselman were sworn in by the Honorable Michael McKenna.

NOMINATIONS AND ELECTIONS

The Honorable Michael McKenna asked for nominations for President. The nomination of Donald Harner was made by Jennifer Peck. Mr. Harner declined the nomination. The nomination of David Grbich was made by Donald Harner. There were no further nominations. The vote was unanimous.

The Honorable Michael McKenna asked for nominations for Vice-President. The nomination of Donald Harner was made by Brian Cuddy. Mr. Harner declined the nomination. The nomination of Brian Cuddy was made by Donald Harner. There were no further nominations. The vote was unanimous.

The Honorable Michael McKenna asked for nominations for President Pro Tem. The nomination of Donald Harner was made by Kevin Musselman. There were no further nominations. The vote was unanimous.

The meeting was turned over to the President, David Grbich.

Roll Call of Council

Council President	David Grbich
Council Vice-President	Brian Cuddy
Council Pro-Tem	Donald Harner
Councilman	Kevin Musselman
Councilman	David Koppenhaver
Councilman	Jeffrey Thrush
Councilwoman	Jennifer Peck
Mayor	Michael McKenna

OTHER APPOINTMENTS

Secretary: Trudy Koppenhaver

Treasurer: Cindy Long

Engineer: Light-Heigel & Assoc. Inc.

Solicitor: Johnson Duffy and Associates

Depositor of Funds: Mid Penn Bank

Cap Cog: David Koppenhaver- delegate
Trudy Koppenhaver – alternate

Vacancy Board Chair-no nominations

Joint Park Authority-George Bechtel & Michael Hartz

Dauphin County Tax Committee-

David Grbich-delegate

Brian Cuddy-alternate

Motion made by David Grbich to nominate the above listed individuals. The vote was unanimous.

APPROVAL OF MINUTES

A motion by Councilman Harner and second by Councilman Musselman to approve the minutes of the December 3, 2019 Borough Council meeting as presented passed unanimously

Open Comments from Dauphin Borough Residents

Mr. George Bechtel, of 12 Hillside Road, inquired into the possibility of displaying a sign that reads 10&12 Hillside Road along with the Stump Road sign. Stump Road is an extension of Hillside Road. Mail is not being delivered properly with only the Stump Road sign. A motion was made by Don Harner and second by Dave Koppenhaver instructing Troy Toland to order a sign that states 10&12 Hillside to be placed next to the Stump Road sign. Mr. Bechtel also asked if a representative from Borough Council would meet to clarify and allow Mr. Bechtel to respond to a recent grinder pump problem that occurred at Mr. Bechtel's property. Dave Koppenhaver, Sewer Chairman, agreed to schedule a meeting.

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

Report is attached to the Minutes

Brian Cuddy-Parks and Recreation

There are two vacancies on the Dauphin Middle-Paxton Joint Park Authority Board. The Borough received a resignation from Jason Kramer. A motion made by Brian Cuddy and second by Don Harner to appoint George Bechtel and Michael Hartz to the Dauphin Middle-Paxton Joint Park Authority passed unanimously.

Engineer's Report

International Property Maintenance Code-The Committee is recommending the International Maintenance Code for advertising. A motion to advertise the Code was made by Kevin Musselman and second by Dave Koppenhaver. The motion passed unanimously.

Dauphin Borough Streets-specification documents are prepared for bidding and advertisement. Don Harner made the motion to advertise for the Dauphin Borough Streets that are included in the DCIB Project design. Dave Koppenhaver second the motion. Motion passed unanimously.

Stormwater Considerations for the end of Floral Lane-Light-Heigel presented options for the end of Floral Lane. The less expensive option would be to install a trench drain at the end of Floral Lane, along the entire width of the access land and Floral Lane. The Public Facilities Committee recommends that Light-Heigel pursue the trench option.

Keith explained that any option does not guarantee water would never run down the Ballos property in certain situations.

Keith would like Council's permission to create a small spillway, an area that would be lower than the driveway but higher than the inlets, and discharge into the Ballos pond. This will also spill onto the McNaughton Property. Mr. Ballos has volunteered to speak with Mr. McNaughton. Don Harner made a motion for Keith Heigel to meet with Mr. Ballos to negotiate an easement design and to allow the

easement to discharge water onto the McNaughton property. Dave Koppenhaver second the motion. The motion passed unanimously. Keith stated this project should be done before paving begins on Floral Lane. Keith stated the money would come from the Liquid Fuels or General Fund.

Zion Lutheran Church-notified Light-Heigel of the completion of their revised Plan. The Church is requesting an invoice of fees owed.

H20 Grant Application-was prepared for Inflow and Infiltration reduction in the Borough's Collection System. LDI requested a meeting to discuss their initial design.

COSTARS-portion of the Park Project is ordered. DCNR has completed their initial review of the final design and bidding package. A motion made by Jennifer Peck and second by Kevin Musselman to allow Light-Heigel to advertise the project for bidding was passed unanimously. Light-Heigel will do the advertising.

SOLICITOR'S REPORT

2020-01 Ordinance-changing the period of time during which the Code Enforcement Officer shall conduct an inspection of each rental property in the Borough from once every two (2) years to once every four (4) years. Motion was made by Jennifer Peck and second by Brian Cuddy. Motion passed unanimously.

2020-02 Ordinance-motion to advertise an Ordinance to approve the certificate requesting termination of the Dauphin Middle-Paxton Joint Public Safety Authority, contingent upon Middle Paxton advertising the same Ordinance, was made by Jennifer Peck and second by Dave Koppenhaver. The motion passed unanimously.

Tax Identification for the Dauphin Municipal Sewer Authority-Adam Zei is still researching.

500 Erie Street-still researching.

TREASURER'S REPORT

A motion made Don Harner and second by Dave Koppenhaver to accept the December 2019 Treasurer report passed unanimously.

SECRETARY/ ADMINISTRATOR

Sewer Delinquency Report-Don Harner questioned which Committee would discuss finance charges for the sewer accounts. Finance charges for the delinquent sewer accounts was assigned to the Finance Committee.

Codification-will be sending to American Legal sometime within the month of January.

Residents with Grinder Pumps-certified letters were sent and certification was received that all letters were received.

Mayor's Report

Nothing to report.

UNFINISHED BUSINESS

Security Camera-still researching

Audit-a motion was made by Jennifer Peck and second by Don Harner to accept Hamilton Musser as the Auditors for 2019. The motion passed unanimously.

NEW BUSINESS

Municipal Retirement Trust Chief Administrative Officer-a motion was made by Brian Cuddy and second by Don Harner that all paperwork associated with the Pension Plan for Dauphin Borough name the officer, who at the time, has the title of President. Motion passed unanimously. Trudy Koppenhaver will write a resolution for the adoption a next month Council Meeting. Adam Zei will review the resolution before passage.

CORRESPONDENCE

None

COMMITTEE REPORTS

Administration and Finance – David Grbich- Chairman-

Tax Rate for Dauphin/Borough Resolution 2020-01- Council of the Borough of Dauphin levies a tax rate for general borough purposes, the sum of 4.65% on each dollar of assessed valuation of real estate. It is further enacted that the Council of the Borough of Dauphin levies a tax rate for fire protection purposes the sum of .35% mills on each dollar assessed valuation of real estate and 1.00% mill on each dollar assessed valuation of real estate for Special Permanent Street Improvements. The total millage is 6 mills. Motion to accept was made by Brian Cuddy and second by Jennifer Peck. The motion passed unanimously.

Treasurer Signing Checks-Dave Grbich made a motion for the official, who at the time, has the title of Treasurer to have the authority to sign checks which the Secretary is unauthorized to sign. Jennifer Peck second the motion. The motion passed unanimously.

Personnel- Kevin Musselman

Short Term Disability-announcing changes later in the year to the disability program. Tabled until further notice.

-Kevin inquired into the training that HACC offers. The cost of the program is \$3,300.00. A motion made by Kevin Musselman and second by Don Harner to pay for the cost of schooling passed unanimously.

Public Facilities-Don Harner and Dave Koppenhaver Co-Chairmen

Lions Club Sign- suggested to donate the current sign to the Dauphin-Middle Paxton Park authority.
Bridge Inspection-a recent inspection and review was performed on the two Bridges owned by Dauphin Borough. The inspection was conducted by NTM Engineering. Several items need attention. Don Harner made a motion requesting Light-Heigel to protorize the bridge work with a time line for Work and a budget for the work. Kevin Musselman second the motion. Motion passed unanimously. The Treasure will make a line item for the \$1,400.00 received from the State Highway System

Sanitation – David Koppenhaver – Chairman-Workers removed the playground equipment. Need a means of disposal for the concrete. Troy Toland will inquire on prices for a roll back to dispose of the concrete.

Community Development- Jennifer Peck-Chairman-Secretary will advertise the International Property Maintenance Code for a formal vote at the February meeting.

Public Safety – Donald Harner- Chairman-working on termination of the Authority.

ADJOURNMENT FROM COUNCIL

The meeting adjourned at 8:35

EXECUTIVE SESSION

None

Attest:

Approved:

Trudy Koppenhaver
Secretary

Dave Grbich
President
Dauphin Borough Council