

DAUPHIN BOROUGH

COUNCIL REORGANIZATION MEETING MINUTES

January 3, 2022

Council meeting came to order at 6:38 p.m.

COUNCIL

Councilman	David Grbich
Councilman	Brian Cuddy
Councilman	Kevin Musselman
Councilman	George Bechtel
Councilman	Jeffrey Thrush
Jr. Council Member	Jocelyn Long
Councilwoman	Kathryn Burton
Mayor	Michael McKenna
Treasurer	Cindy Long
Administrator/Secretary	Linda Durgin

- Keith Heigel, of Light-Heigel & Associates, swore in Mayor Michael McKenna. Mayor McKenna called the Council Meeting to order.
- Re-elected and newly elected members of Council, George Bechtel, Kathryn Burton, Brian Cuddy, Trudy Koppenhaver and Kevin Musselman, took the oath of office and submitted their certificates of residency.
- Councilman Brian Cuddy was nominated for the position of Council President by Councilman George Bechtel and seconded by Councilman Jeffrey Thrush. Councilman David Grbich made a motion to close the nomination. The nomination was seconded by Councilman Kevin Musselman and passed unanimously.
Brian Cuddy is the new Council President.
- Councilman Kevin Musselman was nominated for the position of Council Vice-President by Councilman George Bechtel, seconded by councilman David Grbich and passed unanimously.
Kevin Musselman is the new Council Vice-President.
- Councilman Jeffrey Thrush was nominated for the position of Council President Pro Tem by Councilman George Bechtel, seconded by Councilman Brian Cuddy and passed unanimously.
Jeffrey Thrush is the new Council President Pro Tem.
- The following Appointments were voted upon:
 - a.) Secretary: Linda Durgin
Motion to Retain: Grbich, seconded: Bechtel, passed unanimously
 - b.) Treasurer: Cindy Long
Motion to Retain: Grbich, seconded: Bechtel, passed unanimously
 - c.) Engineer: Light-Heigel
Motion to Retain: Grbich, seconded: Bechtel, passed unanimously

- d.) Solicitor: Johnson, Duffie, Stewart & Weidner
Motion to Retain: Grbich, seconded: Bechtel, passed unanimously
- e.) Depositor of Funds: Mid Penn Bank
Motion to Retain: Grbich, seconded: Bechtel, passed unanimously
- f.) Delegate & Alternate to the Capital Region Council of Government: Trudy Koppenhaver
Motion to Retain: Grbich, seconded: Bechtel, passed unanimously
- g.) Vacancy Board Chair: Currently vacant
- h.) Delegate & Alternate to the Dauphin County Tax Collection Committee: Grbich & Cuddy
Motion to Retain: Thrush, seconded: Bechtel, passed unanimously

- A motion to appoint Keith Heigel, Engineer with Light-Heigel & Associates, as the Borough Sewage Enforcement Officer was made by Grbich, seconded by Thrush and passed unanimously.

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NEW COUNCIL

Council President	Brian Cuddy
Council Vice-President	Kevin Musselman
Council President Pro Tem	Jeffrey Thrush
Councilman	David Grbich
Councilman	George Bechtel
Councilwoman	Kathryn Burton
Councilwoman	Trudy Koppenhaver
Jr. Council Member	Jocelyn Long
Mayor	Michael McKenna
Treasurer	Cindy Long
Administrator/Secretary	Linda Durgin

Public Comments

None

Acceptance of Minutes

A motion made by Councilman Bechtel and seconded by President Pro Tem Thrush to accept the Minutes of the December 7, 2021 Borough Council Meeting was passed unanimously.

Dauphin Borough/Middle Paxton Township EMC Report

- Councilman Bechtel questioned Mayor McKenna on the status of the Borough fire hydrants after the Historical Society building fire. The Mayor stated that the hydrants are fine and educated Council on the meaning of different colors of hydrants in Pennsylvania, with red being the lowest pressure for predominately residential areas.

Joint Fire Commission Report

None

Parks and Recreation Report

None

Engineer's Report

- Keith Heigel, of Light-Heigel & Associates, stated that the county close-out documents for the park upgrades grant have been submitted.
- The River Road directional sign should be reviewed by the Public Works Committee.
- The Committee wants to schedule a review of streets to update the Street Priority List.
- Suez Water has not responded on the WWTP and collection system purchase. Neither has the Capital Regional Water Authority.
- The Hillside Subdivision was not resubmitted for signatures or recording.
- The 2021 Chapter 94 annual report is being developed for submission the first quarter of 2022.
- Dave Grbich and Keith Heigel met a representative from DCNR for the Park close-out walk. The asphalt trail where PPL had placed their metal pole was temporarily addressed. Mr. Heigel is requesting a permanent repair when weather permits. The replacement plastic bubble on the playground was delivered and will be installed before the Park reopens.
- Three telephonic bids were provided for temporary fencing around the Historical Society building. The fencing is now installed. The Committee is also preparing demolition specs.
- Some Borough rental property inspections have been delayed because of landlords doing work inside. Light-Heigel would like to close out the inspections as soon as possible.
- A motion to accept the Engineer's Report was made by Councilman Grbich, seconded by President Pro Tem Thrush and passed unanimously.

Solicitor's Report

- Attorney Statler participated by telephone.
- The Attorney has reviewed the coverage options for the fire loss claim.
- As for the feasibility of doing public building inspections, that was raised during December's Council meeting, there is "No impediment to doing it."
- A motion to accept the Solicitor's Report was made by Vice-President Musselman, seconded by Councilman Grbich and passed unanimously.

Mayor's Report

- Mayor McKenna stated he has the padlock code for the temporary fencing that has been installed around the Historical Society building. He will be present during any entries into the building. He is working with the Historical Society and the Lions Club to remove their items.

Treasurer's Report

- A motion to accept the December 2021 Treasurer's Report was made by Councilwoman Burton, seconded by Councilman Bechtel and passed unanimously.

Unfinished Business

- The Borough's insurance company is offering two options to the Borough as payment for the damage caused by the Historical Society building fire. The first option is for the Borough to present a signed builder's contract and thus be able to access endorsements for demolition and debris removal. The second option is for the Borough to request full payment for the appraised value of the building. The Borough has selected the second option and is requesting that the insurance company provide a pre-fire appraisal of the Historical Society building.

New Business

- A motion to approve the contract with the Dauphin County Treasurer's office to collect real estate taxes, was made by Councilman Grbich, seconded by Councilman Bechtel and passed unanimously.
- A motion to accept Resolution 2022-01, appointing the Dauphin County Treasurer's office as collection agent for Borough real estate taxes, was made by Councilman Grbich, seconded by Vice-President Musselman and passed unanimously.
- Borough Council appointed Councilman Bechtel as Liaison between Dauphin Borough and Middle Paxton Township, which may include joint grants. He will be attending Middle Paxton Township meetings.

Correspondence

- Councilwoman Koppenhaver submitted her resignation as the current Sewer Billing Clerk. Administrator/Secretary Durgin will assume those duties.

Committee Reports

Administration – Cuddy, Bechtel

- President Cuddy stated that performance reviews for Troy and Ryan were completed. He asked Administrator/Secretary Durgin to contact Mid Penn Bank and notify them of Council title changes and to let them know that the Borough will keep the same signatories.

Public Works – Musselman, Thrush

- The committee met with the electrician for bids on parking lot and office lights. The ground wire has been moved.

Community Affairs – Burton

- The Committee has been looking into rental properties and the municipal legalities of Airbnb's.

Junior Council Person – Jocelyn Long

- Junior Council Person Long stated she currently has eight contractor bags of plastic caps. She is beginning a new Trex program that ends the first week in May.

ADJOURNMENT FROM COUNCIL

The meeting adjourned at 8:02 p.m.

EXECUTIVE SESSION

None

Attest:

Approved:

Linda Durgin
Administrator/Secretary

Brian Cuddy
President, Borough Council