

DAUPHIN BOROUGH
COUNCIL MEETING MINUTES

March 6, 2018

Council meeting came to order at 19:10 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 Reichard
Council Vice-President	John Windish
Council Pro-Tem	David Grbich
Councilman	Donald Harner-absent
Councilman	David Koppenhaver-absent
Councilman	Joseph Wynn
Councilwoman	Sally Wynn
Mayor	Michael McKenna
Borough Engineer	Keith Heigel with Light-Heigel and Associates
Borough Solicitor	Michael Cassidy with Johnson/Duffy Law Firm
Treasurer	Tracy Klinger
Secretary	Trudy Koppenhaver

APPROVAL OF MINUTES

Council President Reichard asked for questions/comments/corrections regarding the Council Meeting Minutes of February 6, 2018. Motion to approve the minutes was made by **Councilman Grbich**. **Councilman Wynn** second the motion. Motion passed unanimously.

Open Comments from Dauphin Borough Residents

Wayne McGaffic, 303 Swatara Street, spoke on issues with the main sewer line on Swatara Street. **Council President Reichard** ask Keith Heigel to speak on the issue. Mr. Heigel stated a manhole was added at the end sewer line to allow proper cleaning. There is the possibility that roots are growing in the main line and it will need cleaned. Kline's will re-jet and re-camera the lines on March 14, 2018. Michael

Cassidy, Dauphin Borough Solicitor, asked if the homeowner's laterals have been inspected and cleared. A resident at 305 Swatara stated they had their lateral cleaned last spring. The owner at 303 Swatara stated they have had their lateral cleaned twice in two months and the main is the reason for the frequent cleanings. (Dauphin Borough does not have information to support the comments made by the residents). Keith Heigel is requesting reports from the residents who would be willing to share the reports concerning the cleaning of their laterals.

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

Report is attached to the minutes.

Brian Cuddy-Parks and Recreation

Opening day is April 21, 2018. The association received a check for repairs to the fence. The grandstands at Kennedy Field are scheduled to be finished opening day.

Public Facility Report

Report attached to the minutes.

Water Run Off on Hillside Road-Council Vice President Windish suggests the water is coming from the Suez Property. There is a trench on the Suez property that needs cleaned. The Borough has attempted to contact Suez water with no success. **Council Vice President Windish** would like the situation escalated. **Council Vice President Windish** is requesting Keith Heigel inquire and establish the property line between Suez and the Stone property.

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-a NOV was sent to Tradesman on March 2, 2018. Tradesman ordered and installed curved ends on the guardrail but they are not the 180 degree returns as specified by Borough Council. Keith Heigel received an E Mail on March 5, 2018 stating the situation would be corrected. Keith Heigel and Michael Cassidy are working on proper wording for the Tradesman deed to convey the guardrail and any repairs involved will be the property owner's responsibility. An Occupancy Permit will not be issued until conditions of the approval are met.

Gaming Grant-this project was assigned to the Community Development Committee. (Sally Wynn, David Grbich and John Windish) Keith Heigel would like to schedule a meeting with the committee to discuss the project. The plans, specifications and bid documents being prepared for the Gaming Grant Park Project are

tentatively placed on hold until directed by Council. Moving forward with the Gaming Grant Park Project would jeopardize the DCNR Grant.

DCED-received HUD's approval for \$50,000 of the grant for the ADA project. Written notice of the award should be received soon. A Committee meeting should follow the written notice to determine the final scope and the bidding process.

Pa Small Water and Sewer Grant-was submitted. A copy of the request is at the Borough Office.

PP&L Lights-PPL updated their map to represent the Borough fixtures. Map is attached to the minutes. **Council Vice President Windish** made a motion to direct Light Heigel and Associates to make application to PPL for the light replacement, of all street lights within the borough with the exception of the island lights, with the understanding the Borough could use side shields where appropriate. **Councilman Wynn** second the motion. The motion passed unanimously. Light Heigel was also instructed to inquire on why PPL would have to trench and dig yards to replace the lights on the island along Allegheny Street.

Stoney Creek Road Project-project bidding was delayed until grant details are available to avoid jeopardizing the potential funds. Julie Seeds, Manager of Middle Paxton Township is waiting on direction from the County. The deadline is October 15, 2018. A motion was made by **Councilman Grbich** and second by **Councilwomen Wynn** to authorize the Borough Administrator, Trudy Koppenhaver to sign for the Grant. The motion passed unanimously.

Dauphin Borough Sewer system-Mike Keffer responded to Heather Dock's letter, DEP, regarding the Borough's efforts to improve (reduce) the Infiltration and Inflow into the Borough's sanitary sewer system. Letter is attached to the minutes.

Suez-nothing reported in regards to Sewer Plant.

SOLICITOR'S REPORT

No parking signs will be placed on certain areas of Riverview Terrace. Michael Cassidy will write an ordinance for the April 2018 Council meeting.

UNFINISHED BUSINESS

Rental Ordinance – Board needs one additional member.

Donco Construction-is requesting to give up their sewer connection. Keith Heigel suggested this would be an opportunity to abandon the water main easement. In 1971 there was a water line that came off of Delaware and went thru the waste water treatment to the Donco property. In 1991 the easement had to be relocated. Keith Heigel is suggesting to abandon the agreement. In order to abandon the agreement, Donco would have to disconnect the water. Mike Cassidy, Dauphin Borough Solicitor, stated since Donco is

in the township, Donco is not required to be connected to the sewer system. He stated we could stop billing Donco but only after they have completely disconnected the system and verify that the sewer line is capped to ensure no I & I.

Annual Dep Chapter 94 Report-the 2017 PADEP Chapter 94 Annual Report was presented for Borough's signature and is due March 30, 2018.

Bridge Reports-Council Vice President Windish suggested contacting Sue Helm, Pa State representative 104 Legislative District, for guidance in turning the bridges in Dauphin Borough over to Dauphin County. A motion was made by **Councilman Grbich** directing the Engineer and Solicitor to coordinate meetings with state and county officials on issues in relationship to the two bridges, Dauphin Borough Bridge Allegheny Street over Susquehanna Street and Dauphin Borough Bridge Allegheny Street over Stony Creek, owned by the Borough. **Councilman Wynn** second the motion. It was the decision of the Borough Council not to make repairs on the two bridges until more clarification was given on the repairs.

Hillside Stone Wall-Keith Heigel sent a NOV to the owner of the property for a stone wall located along the edge of Hillside Road that is in a state of disrepair causing an unsafe condition.

Old School Basement Drain-on hold until decision of DCNR Grant. The Park Project money could be used for the repair.

Rental Inspection Fees-Two landlords have not paid the Rental Inspection as of March 6, 2018. Ed Wenger, of Light Heigel, is looking for guidance on how to proceed. It was the decision of Borough Council to move forward with enforcement actions.

Sexual and Unlawful Harassment Policy-Council Vice President Windish would like this task assigned to the Personnel Committee.

Riverlands Safety Implementation Project-Council Vice President Windish attended a meeting in the Council Presidents' absence. **Councilman Harner** has the information concerning the meeting. Jim Fisher, supervisor Middle Paxton Township, expressed a desire to complete the TCRP form jointly with Middle Paxton Township, but submit a separate one for each municipality.

Collection of Fees & Costs-the Engineer and Solicitor have billed Dauphin Borough for fees, costs, etc. that possibly should have been reimbursed by the responsible individual or entity. Tracy Klinger, Borough Treasurer stated that we have collected fee and monies from individual and entities. After further discussion, it was determined that the Borough is billing back to the individuals fees connected with the Solicitor. Engineering fees (zoning and building permits) are also being billed back to individual or entities.

NEW BUSINESS

Vacancy Board-A motion was made by **Council Vice President John Windish** to appoint Brian Cuddy to the Board. **Councilman Wynn** second motion. Motion passed unanimously.

Borough Sewer Authority-tabled until April meeting

Dauphin County DPS-tabled until April meeting.

CORRESPONDENCE

None

COMMITTEE REPORTS

Administration and Finance – David Grbich- Chairman-set date to discuss cost and collection fees.

Personnel- John Windish Chairman-working on a Sexual and Unlawful Harassment Policy.

Public Facilities-Joe Wynn-Chairman-Street sweeping will occur on April 18, 2018. A quote was received from All Phase Landscaping for spraying within the borough for \$3,165.00. A motion to approve the quote was made by **Councilman Wynn** and second by **Councilman Grbich**. The motion passed unanimously.

Sanitation – David Koppenhaver – Chairman-absent

Community Development- Wynn – Chairwoman- continues to work on Grants

Public Safety – Donald Harner- Chairman-absent

Mayor's Report

Issues continue with residents walking dogs without leashes. The mayor is working with Troop H concerning issues with cars. The Mayor requested permission to join the PA Mayors Association. Borough Council gave permission.

Treasurer's Report

Tracy Klinger report salt purchases are over budget.

A resolution must be written naming the Chief Administrative Officer for the Pension Plan for the Borough.

Trudy Koppenhaver was assigned to write the resolution.

Councilman Grbich made a motion to approve the Treasurer's reports for the month of January and February. **Council Vice President Windish** second the motion.

Executive Session

None

Motion to Adjourn
Councilman Grbich

Meeting adjourned at 9:35 p.m.

Attest:

Approved:

Trudy Koppenhaver
Secretary

John Reichard
President
Dauphin Borough Council