

DAUPHIN BOROUGH
COUNCIL MEETING MINUTES

July 2, 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-Absent
Councilman	Donald Harner
Councilman	Kevin Musselman
Councilman	Joseph Wynn-Absent
Councilwoman	Sally Wynn-Absent
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 Councilman Harner and second by Councilman Musselman to approve the minutes of the June 4, 2019 Borough Council meeting as presented passed unanimously. Council President Windish abstained.

OPEN COMMENTS FROM RESIDENTS

The Dauphin County Commissioners approved the Borough Resolution for the DCIB Loan. The County drafted an Ordinance, circulated for review, advertised and is making available for adoption by the Borough. Laura Kurtz of Eckert, Seamans, Cherin & Mellot LLC presented Ordinance 2019-03 for approval.

2019-03 Ordinance- a motion for an ordinance of the Council of the Borough of Dauphin

authorizing the incurrence of nonelectoral debt evidenced by its guaranteed revenue note (Dauphin County Infrastructure Bank), Series of 2019, in the maximum principal Amount of \$700,000.00 was made by Councilman Harner and second by Councilman Grbich. The motion passed unanimously.

Amy Savidge, of Keystone Insurance, presented the Borough's 2019-2020 Protection Policy. A motion to accept the proposal was made by Councilman Harner and second by Councilman Grbich. Motion passed unanimously.

Brian Cuddy, representing the Middle Paxton Lions Club, inquired on street closing signs for Canal and Delaware Streets for the carnival. Brian thanked Borough Council for the donation towards the fireworks for the carnival.

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

Water rescue will be performing a water rescue on the river August 15, 2019 from Fort Hunter to Dauphin.

Brian Cuddy-Parks and Recreation

The park season is coming to an end. The Park Authority is waiting to hear from a volunteer concerning fixing the bathroom situation at the park.

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.

The DCIB Program-See Open Comments from Residents.

Gaming Grants-will be available in May and due in September. With the Borough's permission, Keith Heigel would like to coordinate with Cindy Long on the Gaming Grant. On July 24, 2019, Keith Heigel, Don Harner, and Cindy Long will meet with Dauphin County to discuss a grant for debt pay down on the Waste Water Treatment Plant.

Dauphin Borough will meet with Middle Paxton Township to have a better approach in obtaining grants vs individually.

Swale on Hillside-LHAI will pursue this with Suez. Keith Heigel states he believes Suez is pursuing a Wetland Permit. Keith Heigel reported that Suez is waiting for drier weather to begin work. Council President Windish questioned a Wetland permit. Keith Heigel described a Wetland permit as having permission to disrupt the wetlands that have grown on an entity and in turn have permission to remove the debris.

Ordinance 2019-02-Ordinance for Parking Signs at the Home Association-Trudy Koppenhaver is asking for assistance from Keith Heigel in ordering the signs. Keith Heigel will send Trudy Koppenhaver a list of the signs that are needed. Troy Toland will order the signs.

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) – AWARDED

SOLICITOR'S REPORT

LDI-executed the Letter of Intent and provided Michael Cassidy the required escrow. The Intermunicipal Agreement is under review by the Borough and Township Solicitors.

2019-04-adoption of the 2018 edition of the International Property Maintenance Code-a motion to pass the ordinance was made by Councilman Grbich and second by Councilman Musselman. Councilman Harner was a yes vote. Council President Windish was a no vote. Councilman Koppenhaver, Councilman Wynn and Councilwoman Wynn were absent from the meeting. Note: The vote on this ordinance was invalid, as the ordinance was not advertised, therefore; the ordinance was not enacted.

Employee Handbook-there is a draft of the employee Handbook. All requests for changes or additions to the Employee Handbook should be made to Adam Zei with a copy to all Council Members.

TREASURER'S REPORT

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

Cindy Long attended grant training with Penn Dot. A representative from Penn Dot will audit our Liquid Fuels.

ADMINISTRATOR/SECRETARY REPORT

Presented the sewer delinquency report.

Will begin work on Codification of Ordinances in early September.

MAYOR'S REPORT

The mayor attended the hearing for the school vandalism on June 19, 2019. The violators have completed their hours of community service.

The mayor is coordinating with the Pennsylvania State Police to make an effort to show their presence in the Dauphin area.

UNFINISHED BUSINESS

Council President Windish nominated Emily Wolford and Al Skocik to serve on the Sewer Municipal Authority. Councilman Grbich second the motion.

Dauphin Borough Municipal Sewer Authority-Nominations were made as follows:

Mr. Jack Rudy
Ms. Erin Musselman
Mr. Troy Toland
Ms. Emily Wolford
Mr. Al Skocik

Motion to appoint all nominations to the Municipal Sewer Authority was made by Councilman Harner. Councilman Grbich second the motion. Motion passed unanimously.

Comcast Cameras were installed at the Main Building. The cameras at the Sewer Plant cannot be installed with the courtesy internet account that the Borough currently has. Councilman Grbich is currently negotiating with Comcast for a resolution to the problem. The Sewer Plant is currently under a Residential contract with Comcast.

Ralph Stone is requesting the names of the boys that came forward to name the persons involved with the vandalism.

CORRESPONDENCE

None

NEW BUSINESS

None

COMMITTEE REPORTS

Administration and Finance-Dave Grbich-chairman-received the budget vs actuals from the treasurer. Councilman Grbich stated he will review for next month's meeting.

Personnel- Kevin Musselman- Chairman-the Personnel Committee is inquiring into contracting with a temporary agency until the committee begins a job search. A full job search will begin when the job descriptions are written. Council President Windish questioned the position of Road Master. Joey Wynn was the Road Master. Councilman Musselman stated the new hire position would most likely encompass the Road Master.

Public Facilities-Joe Wynn-Chairman-absent-Don Harner reported the committee has received estimates for trimming the trees in Memorial Park. Councilman Harner requested reviewing this closer and obtaining three estimates. Council President Windish inquired on replacing the billboard on Allegheny Street. Councilman Wynn is currently working on this project. The Dauphin Borough sign, for the front of the Boro Building, is ready for pickup. Troy Toland will pick up sign.

Sanitation – David Koppenhaver –absent

Community Development-Sally Wynn-absent

Public Safety –working on the process for dissolution of the Joint Public Safety Authority.

ADJOURNMENT FROM COUNCIL

The meeting adjourned at 7:55

A motion to adjourn was made by Councilman Grbich and second by Councilman Musselman

Executive Session

None

Attest:

Approved:

Trudy Koppenhaver
Secretary

John Windish
President
Dauphin Borough Council

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