

**DAUPHIN BOROUGH**  
**COUNCIL MEETING MINUTES**

March 3, 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**

**PLEDGE OF ALLEGIANCE**

**Roll Call of Council**

Council President	David Grbich
Council Vice-President	Brian Cuddy
Council Pro-Tem	Donald Harner
Councilman	Kevin Musselman
Councilman	Jeffrey Thrush
Councilwoman	Jennifer Peck
Mayor	Michael McKenna
Treasurer	Cindy Long
Secretary/Administrator	

**APPROVAL OF MINUTES**

A motion by Councilwoman Peck and second by Councilman Musselman to approve the minutes of the February 4, 2020, Borough Council meeting as presented passed unanimously

**Open Comments from Dauphin Borough Residents**

Jerry Blineberry, owner of 311 Swatara Street, is requesting the location remain a place of business. Mr. Blineberry stated he will be in contact with Light-Heigel.

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

Will be attending Homeland Security meetings. Is receiving information on the Coronavirus. Will keep the Community informed.

## **George Bechtel-Parks and Recreation**

The Park Authority finalized the contract with the Dauphin Athletic Association. Opening day for the baseball season is April 18, 2020.

### **Engineer's Report**

**Dauphin Borough Streets**-received three bids. The bids were opened and are as follows:

<b>Bidders Name</b>	<b>Total Base Bid</b>	<b>Alt1=Lower Erie Street</b>	<b>Alt2=Lower Hillside</b>	<b>Alt3=Special Tables Allegheny Street</b>
Farhat Excavating	\$684,078	\$12,400	\$5,218	\$15,800
Hempt Brothers	\$676,050	\$21,091.20	\$7,286.65	\$10,120
Pennsy Supply	\$674,186	\$14,646	\$5,569.03	\$24,140

A motion made by Councilman Harner and second by Councilman Musselman to allow the Solicitor and Engineer to review the bids and go forward with the contract to award the bid to the apparent lowest and responsible bidder passed unanimously.

The bids cannot be approved separately. Per Keith Heigel, the Borough does not have to choose all the alternates.

### **Dauphin Borough Parks**

<b>Bidders Name</b>	<b>Total Bid</b>
Farhat	\$236,037.50
Hempt Brothers	\$385,348.95

Available funds of \$191,214.45 after co-stars portion of grant is paid. Co-Stars includes the purchase of playground equipment, installing the playground equipment and the pavilion.

Keith Heigel suggests meeting with the Public Works Committee and identify what projects the Borough would like to do. After deciding what projects the Borough would like to complete a special meeting could be called, if necessary for the motion to award the bids.

**Chapter 94 annual reports** are due the end of March. Councilwoman Peck made a motion for Council President Grbich to sign the reports for the Waste Water Treatment Plant. Councilman Cuddy second the motion. The motion passed unanimously.

**Stormwater Considerations for the end of Floral Lane**-Light-Heigel met with Mr. Ballos and presented the Floral Lane proposal. Mr. Ballos will reach out to McNaughton (the ad joiner). Information is being traded in an effort to receive approval for the diversion of the stormwater on the McNaughton property. As of the March 2020 meeting no forward movement has been made.

**Dauphin Borough Gaming Grant**-Drawings were reviewed and additional concrete is required along the drip edge of the pavilion. This requires a \$2,000.00 increase change order. Councilman Cuddy made a motion to submit a change order to Co-Stars. Councilwoman Peck second the motion. The motion passed unanimously.

## **SOLICITOR'S REPORT**

**International Property Maintenance Code**-draft ordinance is available for review.

**2020-04-Resolution for Junior Council Member** to participate in the Pennsylvania State Association of Boroughs Junior Council Program. A motion to accept the resolution was made by Councilwoman Peck and second by Councilman Musselman. The resolution does not limit the applicant to be a resident of Dauphin Borough. The motion passed unanimously. The participant will not be permitted to attend an Executive Session of Council.

**Street Degradation Ordinance**-also known as a street cutting or street opening ordinance. Borough Council will provide the following items to the Solicitor:

1. What are Council wishes for the scope of the Ordinance?
2. What is the time line for projects?
3. Fee Schedule should be established for projects that fall within the ordinance. (Percentage based or flat fee for each project based upon age of the road)
4. Establish whether a project would require patching or require curb to curb replacement of any section that was removed so to keep a unified structural surface intact and whether this would be on a sliding scale.

**Tax Identification for the Dauphin Municipal Sewer Authority**-Adam Zei is still researching. Adam Zei will communicate with Mr. Rudy. Adam will schedule a meeting with the Authority to discuss Committee assignments and an audit of the Municipality.

**500 Erie Street**-still researching.

## **TREASURER'S REPORT**

A motion to table the Treasurer's report for February until the April meeting was made Councilman Harner and second by Councilman Cuddy passed unanimously.

## SECRETARY/ADMINISTRATOR

No report

### Mayor's Report

Several parking issues.

The Mayor introduced a Program for a Junior Council Person, to allow high school and college student an opportunity to develop leadership skills and have an understanding of local government, for a two year term. Jocelyn Long is interested in accepting a position. Resolution 2020-04 was passed to approve the Junior Council Member.

### UNFINISHED BUSINESS

**Security Camera**-still researching. Councilman Harner would like at least one camera installed in the Dauphin Community Park before the construction begins.

**Resoulution 2020-03-Chief Administration Officier for the Dauphin Borough Municipal Retirement Trust Fund**-A motion made by Councilwoman Peck and second by Councilman Harner to appoint the Council President as the Chief Administrative Officer passed unanimously.

**Vacancy Board Appointment** was assigned to the Community Affairs Committee.

### NEW BUSINESS

**Review Penalties and Fines for Parking Issues**- was assigned to the Community Affairs Committee.

**Placement of Delineators on Certain Curbs in the 200 Block of Erie Street**-after discussion the Mayor has decided not to place delineators on the 200 Block of Erie Street. An issue was the plowing of snow. The Mayor's suggestion is to paint the street in this area. He will have pictures to show of other municipalities as examples.

**New Roof for the Borough Building**-Troy Toland received three estimates ranging from \$40,000.00 to \$60,000.00. The project will be assigned to the Public Works Committee.

**Resignation of David Koppenhaver (Councilman)**-A motion to accept the resignation of David Koppenhaver From Dauphin Borough Council made by Councilman Cuddy and second by Councilwoman Peck passed unanimously.

**Resignation of Trudy Koppenhaver (Borough-Secretary/Administrator)**-resigned effective February 29, 2020. Trudy will be assisting in a temporary position until such time a new secretary/administrator is hired.

## **CORRESPONDENCE**

NONE

## **COMMITTEE REPORTS**

**Administraton-Brian Cuddy, Jeff Thrush, Dave Grbich**-actively working on fee schedule

**Public Works-Jennifer Peck-Kevin Musselman-DaveGrbich**-reviewd the Ordinances for Parking. Jenn stated the Committee will have more information for next month's Council meeting. The review goes in conjunction with the reviewing the fee schedule.

**Public Works-Don Harner- Dave Grbich**-items previously discussed.

## **EXECUTIVE SESSION**

**None**

## **ADJOURNMENT FROM COUNCIL**

The meeting adjourned at 8:03

Attest:

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Trudy Koppenhaver  
Acting Secretary

Approved:

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Dave Grbich  
President  
Dauphin Borough Council