

## Highspire Borough Council Workshop Minutes

December 12, 2023

Council President Michael Anderson called the Highspire Borough Council Workshop meeting to order at 7:00 p.m.

Roll call was taken:

Council Members Present:	Michael Anderson	Dorothy Matesevac
	Carolee Roman	Robert Sutch
	A. Kay Sutch	Mark Accorsi
	Tyler Thatcher	

Mayor:	Von Hess
Assistant Borough Manager:	Deanna J. Proctor
Public Works Director:	Randy Kreider

Borough Manager, Mark Stonbraker, was absent.

Council Member's reviewed the draft Borough Council Meeting Agenda for the December 19, 2023 meeting.

### **Mayor's Report**

Mayor Hess had nothing to report.

### **Public Safety Director Report**

Manager Stonbraker was absent.

### **Citizens Comments**

None

### **Committee Reports**

Public Facilities Committee- Member Matesevac noted that she will give her report at next week's meeting.

Sanitation Committee – Member Accorsi had nothing to report.

Highspire Happenings – Member Thatcher had nothing to report.

Finance/Administration Committee – Member Thatcher had nothing to report.

Personnel Committee – Vice-President Roman discussed items g. & h. under New Business on the Agenda. She reported that interviews for the Plant Operations Supervisor and the Highway Department Supervisor/MS4 Coordinator were held on November 15, 2023. Discussion followed.

Community Development Committee – Member A. Kay Sutch requested a committee meeting be held December 19, 2023 at 6:00 p.m. to discuss the requirement for roof permits.

Public Safety Committee – Member R. Sutch had nothing to report

Maintenance & Repair Committee – Member Matesevac noted that she will give her report at next week's meeting.

### **Staff Activity Reports**

Public Works Director, Randy Kreider, informed members that the Fitness Court equipment has been delivered.

### **Old Business**

None

### **New Business**

Motion moved by Vice-President Roman, seconded by Member Thatcher to approve the employment contract for Randy Kreider, for the term January 1, 2024 through December 31, 2024. Motion approved unanimously.

Motion moved by Member Matesevac, seconded by Vice-President Roman to approve the employment contract for Deanna Proctor for the term January 1, 2024 through December 31, 2024. Motion approved unanimously.

Motion moved by Member A. K. Sutch, seconded by Member Thatcher to approve the employment contract for Mark Stonbraker for the term January 1, 2024 through December 31, 2024. Motion approved unanimously.

Motion moved by Member R. Sutch, seconded by Member Matesevac to approve Highspire Borough Council Resolution #32 of 2023 reappointing Boyer & Ritter, Certified Public Accountants to audit the Borough's books for the year 2023. Motion approved unanimously.

Motion moved by Member Thatcher, seconded by Member A. K. Sutch to approve the transfer of 25% matching funds for the Dauphin County Traffic Infrastructure Safety Improvement Program (TISIP). The Borough will transfer \$75,000.00 from the Members 1<sup>st</sup> Highway Aid Money Market account and \$40,700.00 from the Highway Aid PLGIT account into the TISIP PLGIT account, total amount to be placed in the TISIP PLGIT account is \$115,700.00. The Dauphin County TISIP Grant is providing an additional \$347,050.00 for safety repairs and improvements for the Lumber Street Repair Project. Motion approved unanimously.

Motion moved by Member Matesevac, seconded by Member R. Sutch to approve the renewal of the 2023-2024 Municipal Winter Traffic Service Agreement between the Borough of Highspire and PennDOT. Motion approved unanimously.

Member A. K. Sutch asked if Lower Swatara Township had finished the work on Hanover Street with regards to the water runoff on to the Reservoir trail. Public Works Director Kreider stated that the project is complete and the runoff issue has been resolved. Discussion followed.

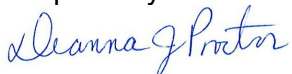
Mayor Hess swore in Carolee Roman for the Civil Service Commission.

Member R. Sutch requested an executive session.

Executive Session: 7:28 p.m.  
Reconvene: 7:54 p.m.

With no other action to be taken, President Anderson asked for a motion to adjourn the meeting. Motion moved by Member Matesevac, seconded by R. Sutch to adjourn the meeting at 7:55 p.m. Motion approved unanimously.

Respectfully submitted,



Deanna J. Proctor  
Assistant Borough Manager