



Borough of Highspire
Workshop Meeting
of the Highspire Borough Council
December 12, 2023

“But thou, Bethlehem Ephratah, though thou be little among the thousands of Judah, yet out of thee shall he come forth unto me that is to be ruler in Israel; whose goings forth have been from of old, from everlasting.”

— **Micah 5:2**

1. Call to Order
2. Prayer/Pledge of Allegiance
3. Roll Call
4. Acceptance of Minutes – Regular Meeting held on November 21, 2023.
5. Financial Reports
 - a. Treasurer’s Report for November, 2023
 - b. Monthly Financial Statements – November, 2023
 1. General Fund
 2. Sewer Administration Fund
 3. Sewer O & M Fund
6. Mayor’s Report
7. Public Safety Director’s Report – November, 2023
8. Fire Department Reports
 - a. Fire Chief Report – Monthly Report for November, 2023
 - b. Treasurer’s Report
9. South Central Emergency Medical Services Report for October, 2023

10. Citizens' Comments (limit 3 minutes)
11. Committee Reports
 - a. Public Facilities Committee
 - b. Sanitation Committee
 - c. Highspire Happenings
 - d. Finance/Administration Committee
 - e. Personnel Committee
 - f. Community Development Committee
 - g. Public Safety Committee
 - h. Maintenance & Repair Committee
12. Staff Activity Reports
 - a. Borough Manager's Report - Mark Stonbraker
 - b. Code Enforcement Report - Deanna Proctor
 - c. Public Works Department Report - Randy Kreider
 - d. Highspire Authority – Bob Sutch
 - e. Grant Administrative Report & Fire Department Financial Report
 - f. Sewer Billing Adjustments & Reconciliations for November, 2023
 - g. Safety Committee
13. Solicitor's Report
14. Engineer's Report
15. Old Business
 - a.

16. New Business

Troy award & resolution

- a. Motion to (approve/reject/table) Highspire Borough Council Resolution #31 of 2023 recognizing Officer Troy P. Elhadj for his heroic actions after being confronted with an armed subject during a domestic dispute call in the Borough of Steelton.
- b. Motion to direct staff to release the December 2023 contribution to the Citizens Fire company #1 of Highspire as indicated in the 2023 General Fund Budget (411.500). Amount to be paid to the Company \$2,500.00.
- c. Motion to (approve/reject/table) the 2024 Budgets, comprised of the General Fund, Sewer Operations and Maintenance, Sewer Administration, Storm Sewer / MS4, Highway Aid, Citizens Fire Company, Capital Projects budgets.
- d. Motion to approve the employment contract for Randy Kreider, for the term January 1, 2024 through December 31, 2024.
- e. Motion to approve the employment contract for Deanna Proctor for the term January 1, 2024 through December 31, 2024.
- f. Motion to approve the employment contract for Mark Stonbraker for the term January 1, 2024 through December 31, 2024.
- g. Motion to (approve/reject/table) the promotion of Highspire Borough Waste Water Treatment Plant employee Cody A. Snyder to the position of “Plan Operations Supervisor”. The effective date of the promotion will be January 1, 2024.
- h. Motion to (approve/reject/table) the promotion of Highspire Borough Highway Department employee Ty A. Konyar to the position of “Highway Supervisor & MS4 Coordinator”. The effective date of the promotion will be January 1, 2024.
- i. Motion to (approve/reject/table) Highspire Borough Council Resolution #32 of 2023 reappointing Boyer & Ritter, Certified Public Accountants to audit the Borough’s books for the year 2023.
- j. Motion to (approve/reject/table) 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 1st 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 the Lumber Street Repair Project.

k. Motion to (approve/reject/table) renewal of the 2023-2024 Municipal Winter Traffic Service Agreement between the Borough of Highspire and PennDOT.

17. Approval of Payroll and Bills

18. Adjournment