



Borough of Highspire
Workshop Meeting
of the Highspire Borough Council
August 13, 2024

“When you want to help people, you tell them the truth. When you want to help yourself, you tell them what they want to hear.”

— **Thomas Sowell**

1. Call to Order
2. Prayer/Pledge of Allegiance
3. Roll Call
4. Acceptance of Minutes – Regular Meeting held on July 16, 2024
5. Financial Reports
 - a. Treasurer’s Report for July, 2024
 - b. Monthly Financial Statements – July, 2024
 1. General Fund
 2. Sewer Administration Fund
 3. Sewer O & M Fund
6. Mayor’s Report
7. Public Safety Director’s Report – July-August, 2024
8. Fire Department Reports
 - a. Fire Chief Report – Monthly Report for July, 2024
 - b. Treasurer’s Report
9. South Central Emergency Medical Services Report for June, 2024
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 July, 2024
 - g. Safety Committee
13. Solicitor's Report
14. Engineer's Report
15. Old Business
 - a.
16. New Business

- a. Motion to direct staff to release the August, 2024 contribution to the Citizens Fire Company #1 of Highspire as indicated in the 2024 General Fund Budget (411.500). Amount to be paid to the Company \$2,500.00.
- b. Motion to (approve/reject/table) Highspire Borough Ordinance #656 of 2024 adopting recommendations by the Pennsylvania Department of Transportation (PENNDOT) as referenced in Publication 383 – “Pennsylvania’s Traffic Calming Handbook”, for the installation of traffic calming devices within the Borough of Highspire.
- c. Motion to (approve/reject/table) the letter to the Dauphin County Gaming Advisory Board requesting the Dauphin County Board of Commissioners sponsor the Local Share Municipal Grant Application that the Borough of Highspire intends to submit for the 2024-2025 grant cycle.
- d. Motion to (approve/reject/table) the letter to the Dauphin County Gaming Advisory Board requesting the Dauphin County Board of Commissioners sponsor the Local Share Municipal Grant Application that the Borough of Highspire intends to submit in conjunction with Citizens Fire Company #1 of Highspire for the 2024-2025 grant cycle.
- e. Motion to (approve/reject/table) the resignation of Highspire Wastewater Treatment Plant Trainee, Frank A. Skupny.
- f. Motion to (approve/reject/table) the publication of advertisements for the position of Wastewater Treatment Plant - Operator – Operator Trainee.
- g. Motion to (approve/reject/table) the 2024-2025 PennDOT Winter Services Agreement between the Borough of Highspire and PennDOT and Highspire Borough Council Resolution #17-2024 authorizing Mark L. Stonbraker, Borough Secretary, to sign the agreement on the Borough’s behalf.
- h. Motion to (approve/reject/table) Highspire Borough Council Resolution #18-2024 formally authorizing Borough Manager, Mark L. Stonbraker, on behalf of the Borough of Highspire, to purchase a new 2024 Chevrolet Silverado MD (CK46403) 4WD Regular Cab Work Truck with Tamaqua MD1600-11-CML-SS Stainless Steel Load Handler Mason Dump Body and Western 9” Pro Plus HD Plow and Central Hydraulic System from Hondru Fleet, Manheim, PA. to replace the current dump truck which is beyond its’ serviceable life. Total cost of the truck, dump body upfit and plow is \$118,990 which will be paid out of the General Fund Checking Account PLGIT.
- i. Motion to (approve/reject/table) Highspire Borough Council Resolution #19-2024, Public Funds Banking Resolution, designating Council President Michael J. Anderson, Council Vice President Mark J. Accorsi, Council Member Carolee A. Roman and

Borough Manager Mark L Stonbraker as Authorized Signers for the Members 1st Federal Credit Union checking and savings accounts.

j. Motion to (approve/reject/table) Change Order #1 for the Eshelman Street Phase 2 and Hanover Street CDBG Roadway Repair Project. The Change Order is needed because the bid by Mid-State Paving, LLC. was for \$221,548.50 and the actual cost of the project was \$215,514.68 (\$6,033.82 less that what the project was bid).

k. Motion to (approve/reject/table) Payment Application #2 (Invoice # 24CT008 – 2) for the Eshelman Street Phase 2 and Hanover Street CDBG Roadway Repair Project (RETTEW Project No. 03935000216) to Mid-State Paving, LLC. The amount of the application is \$155,083.95 which will be paid by the Dauphin County Office of Community & Economic Development.

l. Motion to (approve/reject/table) the 2025 Minimum Municipal Obligation for Non-Uniformed Employees (2025 Budgeting Purposes).

m. Motion to (approve/reject/table) the 2025 Minimum Municipal Obligation for Police Officers. (2025 Budgeting Purposes).

n. Motion to (approve/reject/table) installation of a Panasonic Toughbook CF-19 in the Citizen's Fire Company fire engine using Havis mounts and cradle by B Moyer Radio Communications. Total cost of the installation is \$2,537.70 which will be paid out of the American Rescue Plan Funds PLGIT.

17. Approval of Payroll and Bills

18. Adjournment

“The price of apathy towards public affairs is to be ruled by evil men.”
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