



Borough of Highspire
Regular Meeting
of the Highspire Borough Council
February 17, 2026

(Please Note: Workshop meetings may be used for official deliberations and decisions)

“Authority that can not be questioned is tyranny” Terry Pratchett: A Slip of the Keyboard”

— **Hank Quense**

1. Call to Order
2. Prayer/Pledge of Allegiance
3. Roll Call
4. Acceptance of Minutes – Reorganization Meeting held on January 5, 2026, Workshop Meeting held on January 13, 2026 and Regular Meeting held on January 20, 2026.
5. Financial Reports
 - a. Treasurer’s Report for January, 2026
 - b. Monthly Financial Statements – January, 2026
 1. General Fund
 2. Sewer Administration Fund
 3. Sewer O & M Fund
6. Mayor’s Report
7. Public Safety Director’s Report – January, 2026 to February, 2026.
8. Fire Department Reports
 - a. Fire Chief Report – Monthly Report for January, 2026.
 - b. Treasurer’s Report

9. South Central Emergency Medical Services Report for December, 2025
10. Citizens' Comments (limit 3 minutes)
11. Committee Reports
 - a. Public Facilities / Maintenance & Repair Committee
 - b. Sanitation Committee
 - c. Finance/Administration Committee
 - d. Personnel Committee
 - e. Community Development Committee
 - f. Public Safety 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 – Deanna Proctor
 - e. Grant Administrative Report & Fire Department Financial Report
 - f. Sewer Billing Adjustments & Reconciliations for January, 2026
 - 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 January, 2026 contribution to the Citizens Fire Company #1 of Highspire as indicated in the 2026 General Fund Budget (Fire Protection – Contributions – Fire Company 411.500). Amount to be paid to the Company - \$3,500.00.
- b. Motion to approve the actions of Highspire Borough Manager Mark L. Stonbraker in notifying the Dauphin County Office of Tax Claim Bureau by letter that the Borough of Highspire opposes being included in the 30-day interest free grace period for returned 2025 County Real Property Tax.
- c. Motion to approve Highspire Borough Council Resolution #9-2026 approving the actions of Mayor Hess which include the Proclamation of Snow Emergency on January 24, 2026.
- d. Motion to approve Highspire Borough Council Resolution #10-2026 amending the amount in fees collected by the Office of the Tax Collector for Non-Sufficient Fees (NSF) as outlined in Chapter 24 of the Codified Ordinances of the Borough of Highspire, Section I (B).**
- e. Motion to approve the conditional offer of employment for R. Eric Stone to fill the position of full-time Laborer I with the Highspire Public Works - Highway Department.**

17. Approval of Payroll and Bills

18. Adjournment

The Borough of Highspire

640 ESHELMAN STREET
HIGHSPIRE, PENNSYLVANIA 17034-1698

Office 717/939-3303

Fax 717/939-3371

January 23, 2026

Holly C. Martz, Deputy Director
Dauphin County, Office of Tax Claim Bureau
2 South Second Street, First Floor
P.O. Box 1295
Harrisburg, PA 17108-1295

RE: Tax Claim Bureau – Interest- Free Grace Period

Deputy Director Martz,

This letter is in response to your letter dated January 21, 2026 concerning the interest-free grace period for delinquent 2025 taxes being offered by the Dauphin County Tax Claim Bureau.

The Borough of Highspire is **opposed** being included in the 30-day grace interest-free period for all 2025 taxes returned to the Bureau as unpaid within the Borough of Highspire.

If you have any questions regarding the contents of this letter, please feel free to contact me.

Respectfully,



Mark L. Stonbraker
Borough Manager

**HIGHSPIRE BOROUGH COUNCIL
RESOLUTION NO. 9 – 2026**

A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHSPIRE, DAUPHIN COUNTY, PENNSYLVANIA, TO RATIFY AND APPROVE THE ACTIONS OF THE MAYOR OF HIGHSPIRE BOROUGH WHICH INCLUDE THE PROCLAMATION OF SNOW EMERGENCY ON JANUARY 24, 2026.

WHEREAS, the Borough Code of the Commonwealth of Pennsylvania, Article X, Section 1006, empowers the Mayor to declare an **Emergency** within the Borough of Highspire; and

WHEREAS, Highspire Borough Ordinance # 375, empowers the Mayor of Highspire to declare emergencies based on conditions within the Borough of Highspire which include weather related events; and

WHEREAS, a substantial amount of snow and ice was forecast to begin falling on January 24, 2026, which continued through January 25, 2026, accumulating almost fourteen inches in just over twenty-four hours, endangering the health, safety and welfare of the residents and requiring emergency management measures to reduce the severity of the disaster and/or emergency to affected residents in Highspire Borough; and

WHEREAS, Mayor Von E. Hess issued a Proclamation of Snow Emergency at 12:00 p.m. on the January 24, 2026, which remained in effect for sixty-eight hours ending 8:00 a.m. on January 27, 2026.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highspire, Dauphin County, Pennsylvania, hereby ratifies and approves the actions of Mayor Hoerner as stated above.

RESOLVED this 17th. day of February, 2026, by the Borough Council of the Borough of Highspire, Dauphin County, Pennsylvania.

BOROUGH COUNCIL
BOROUGH OF HIGHSPIRE

ATTEST:

A. Kay Sutch, Council President

Mark L. Stonbraker, Borough Secretary

The Borough of Highspire
640 Eshelman Street
Highspire, PA 17034

PROCLAMATION BY THE MAYOR OF HIGHSPIRE

STATE OF DISASTER EMERGENCY

WHEREAS, conditions in the Borough of Highspire, as a result of heavy snow both locally and throughout Central Pennsylvania, which caused dangerous road, health and weather conditions, all or which have created an emergency in which there is a clear and present danger to life or property, and it is necessary to prohibit certain conduct in order to preserve the public peace within the Borough.

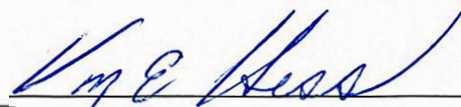
Now Therefore, by the authority vested in me by the Borough Code of the Commonwealth of Pennsylvania, Article X, Section 1006, I hereby declare a **Weather/ Snow Emergency** within the Borough of Highspire, and proclaim as follows:

1. For the duration of this emergency, in order to safeguard the general welfare and permit free travel of authorized and emergency vehicles for snow removal operations to proceed without unnecessary hindrance, all persons are hereby ordered and directed to remove all vehicles parked within all designated snow emergency routes and emergency evacuation routes. All parking along snow emergency evacuation routes shall be prohibited. All persons are further ordered and directed not to operate motor vehicles in the Borough of Highspire, except for essential travel or to preserve health and safety.
2. For the duration of the emergency hereby declared, all persons are hereby ordered to take precautionary measures. This includes voluntary evacuations of all persons within all designated flood areas as necessary.
3. For the duration of the emergency hereby declared, all persons are hereby ordered and directed to obey all orders and directives of Borough police officers, State police officers, and all other duly constituted peace officers, regarding routes for vehicle and pedestrian traffic.
4. This state of emergency hereby declared and this Proclamation shall remain in effect for a period of seven (7) days, and thereafter if extended pursuant to the law.

PROCLAIMED this 24th day of January, 2026

Time: 12:00 p.m.

Borough of Highspire



Von E. Hess, Mayor
Borough of Highspire
Dauphin County, Pennsylvania

**HIGHSPIRE BOROUGH COUNCIL
RESOLUTION NO. 10 – 2026**

A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHSPIRE, DAUPHIN COUNTY, PENNSYLVANIA, AMENDING THE AMOUNT IN FEES COLLECTED BY THE OFFICE OF THE TAX COLLECTOR FOR NON-SUFFICIENT FEES (NSF) AS OUTLINED IN CHAPTER 24 OF THE CODIFIED ORDINANCES OF THE BOROUGH OF HIGHSPIRE, SECTION I (B).

WHEREAS, Chapter 24 of the Codified Ordinances of the Borough of Highspire, Section I (B) RETURNED CHECKS authorizes the duly elected Borough of Highspire Tax Collector to charge a fee to any person(s), firm, corporation, partnership, association, entity or other agency which makes payment to the Tax Collector of any sum, whether for taxes, fees, charges, interest, penalties, obligations, or other amounts owed, for which a check is returned for insufficient or unavailable funds; and

WHEREAS, as outlined in in the aforementioned section, the amount of the fee described herein may be changed from time to time by resolution of the Borough of Highspire Borough Council.

WHEREAS, Members 1st Federal Credit Union has increased the fee for NSF from Twenty Dollars (\$20.00) to Twenty-Nine Dollars (\$29.00).

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Highspire, Dauphin County, Pennsylvania, hereby authorizes the Office of the Tax Collector to charge a fee for NSF in the amount of Twenty-Nine Dollars (\$29.00).

RESOLVED this 17th. day of February, 2026, by the Borough Council of the Borough of Highspire, Dauphin County, Pennsylvania.

BOROUGH COUNCIL
BOROUGH OF HIGHSPIRE

ATTEST:

A. Kay Sutch, Council President

Mark L. Stonbraker, Borough Secretary

The Borough of Highspire

640 ESHELMAN STREET
HIGHSPIRE, PENNSYLVANIA 17034-1698

Office 717/939-3303

Fax 717/939-3371

Mr. R. Eric Stone
5904 Bossler Road
Elizabethtown, PA 17022

February 18, 2026

Dear Mr. Stone:

I am authorized to make a conditional offer of employment to you for the position of Laborer I at the Borough's Highway Department. The appointment will begin as soon as is practical and only after all conditions are met.

The Conditions are as follows:

Position	Laborer I, Work Duty Assignments will be based on the Laborer 1 Job Description and you shall work at the discretion of the Public Works Superintendent or the Highway Coordinator. This position will include weekdays, Saturdays and Sundays as regular work days.
Starting Date	Exact date to be determined when all conditions are met to the satisfaction of the Borough. Ninety (90) Day Mandator Probation Period.
Salary	\$24.99 per hour (first 90-days. 25.74* after successful completion of Probation (based on 2025 Collective Bargaining Agreement with Teamsters).
Benefits	As prescribed in the applicable Teamsters Contract.

Completion of a favorable Background investigation as determined by the Borough.

Compliance with Borough Drug Testing per Borough Drug Testing Policy.

You will be subject to all provisions contained in the Borough Policies, Rules and Procedures.

You agree to obtain and/or maintain your Pa. CDL License within two (2) years of employment, as a condition of your continued employment. Training will be through Harrisburg Area Community College (HACC) which will have to be scheduled and subject to availability. If, upon receiving your CDL, you chose to leave within three (3) years from your date of hire, you agree to reimburse all costs of training incurred by the Borough.

This Position is, by agreement, part of a bargaining unit represented by the Teamsters Local No. 776, and therefore you will be subject to payment of union dues upon completion of probation.

By signing this document, you understand and agree to the terms listed above. Additionally signing this document is an acceptance of the conditional offer with the Borough as a Laborer I, provided all pre-employment conditions are successfully completed as determined by the Borough.

Mark L. Stonbraker
Borough Manager

Signature & Date