Borough of Highspire
Regular Meeting
of the Highspire Borough Council
October 20, 2026

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

"In this present crisis, government is not the solution to our problem; government is the problem. From time to time we've been tempted to believe that society has become too complex to be managed by self-rule, that government by an elite group is superior to government for, by, and of the people. Well, if no one among us is capable of governing himself, then who among us has the capacity to govern someone else? All of us together, in and out of government, must bear the burden. The solutions we seek must be equitable, with no one group singled out to pay a higher price."
— Ronald Reagan

1. Call to Order

2. Prayer/Pledge of Allegiance

3. Roll Call

4. Acceptance of Minutes – Workshop Meeting held on September 8, 2026 and Regular Meeting held on September 15, 2026.

5. Financial Reports

    a. Treasurer's Report for September, 2026

    b. Monthly Financial Statements – September, 2026

        1. General Fund

        2. Sewer Administration Fund

        3. Sewer O & M Fund

    c. Borough of Highspire 2025 Financial Report prepared by Hamilton & Musser, PC.

6. Mayor's Report

7. Public Safety Director's Report – September, 2026 to October, 2026.

8. Fire Department Reports

   a. Fire Chief Report – Monthly Report for September, 2026.

   b. Treasurer's Report

9. South Central Emergency Medical Services Report for August, 2026

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 – Rachel Vega

   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 September, 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 October, 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 Dauphin County Local Share Municipal Grant (LSMG) Agreement between the County of Dauphin and the Borough of Highspire requesting debt relief in the amount of One-Hundred and Fifty Thousand Dollars ($150,000.00) for the Lumber Street Repair Project.

c. Motion to approve the Dauphin County Local Share Municipal Grant (LSMG) Agreement between the County of Dauphin and Citizens Fire Company #1 of Highspire requesting funding in the amount of Eight-Five Thousand Dollars ($85,000.00) to purchase and install a 48kW natural gas-powered generator at the fire station.

d. Motion to approve publication of Highspire Borough Ordinance #665 of 2026 amending Chapter 24 of the Codified Ordinances of the Borough of Highspire, establishing fees which may be charged by the Borough Tax Collector for any requests for certificates of payment status, or duplicate bills, payment without bills, as well as, fees regarding returned checks.

e. Motion to approve Highspire Borough Council Resolution #23 of 2026 authorizing the purchase of electricity supply services through EMEX, LLC. for public use on an online auction website.

f. Motion to cancel the bid received for the 2025 Market Street Community Development Block Grant (CDBG) Repaving Project (Lumber Street to Chestnut Street) and keeping it sealed due to the lack of receiving two responsible bidders.

g. Motion to authorize RETTEW to prepare and submit an amended Community Development Block Grant (CDBG) application to Dauphin County Economic Development (DCED) for the 2027 funding year. The grant application would be for roadway improvements to Lumber Street from Second Street to Industrial Ave. / Aviation Way.

h. Motion to (approve, reject, table) the Quality-of-Life violation appeal by Mr. Timothy Hughes (RE: 612 Second Street, Highspire – Property Maintenance).

i. Motion to (approve, reject, table) the Quality-of-Life violation appeal by Mr. Kenneth Heisey (RE: 175 Second Street, Highspire – Tall Grass, Weeds, Vegetation in

BOROUGH OF HIGHSPIRE
DAUPHIN COUNTY, PENNSYLVANIA

ORDINANCE NO. 665 of 2026

AN ORDINANCE OF THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHSPIRE, DAUPHIN COUNTY, PENNSYLVANIA, AMENDING CHAPTER 24 OF THE CODIFIED ORDINANCES OF THE BOROUGH OF HIGHSPIRE, ESTABLISHING FEES WHICH MAY BE CHARGED BY THE BOROUGH OF HIGHPSIRE TAX COLLECTOR FOR ANY REQUESTS FOR CERTIFICATION OF PAYMENT STATUS OR DUPLICATE BILLS, PAYMENT WITHOUT BILLS, AS WELL AS, FEES REGARDING RETURNED CHECKS.

WHEREAS, the duly elected Borough of Highspire Tax Collector from time to time is requested to provide documentation including certifications and duplicate tax bills to individuals; and

WHEREAS, as a result of these requests, the Tax Collector provides additional documentation in addition to the tax bills already provided; and

WHEREAS, as a result of allowing for tax payments and other payments to be made by check, from time to time, said checks are returned for nonpayment; and

WHEREAS, a fee is generally assessed by the bank that originally processed the check and the fee is collected from the Tax Collector who submitted the check; and

WHEREAS, these fees should be assessed to the individual or entity that submitted the check, not the Tax Collector or the taxpayers of the Borough of Highspire.

BE IT HEREBY ORDAINED AND ENACTED, by the Borough Council of the Borough of Highspire, and it is hereby ordained and enacted by the authority of the same as follows, to wit:

Chapter 24, of the Codified Ordinances of the Borough of Highspire is hereby amended by adding the following:

SECTION I

A. FEES ESTABLISHED

Fees Established

The Borough Council of the Borough of Highspire hereby establishes the following fees which may be charged by the Borough of Highspire Tax Collector to each person, firm, corporation, partnership, association, entity, or other agency requesting the following:

a. Certification as to the payment status of real estate taxes for a tax parcel in the amount of Thirty Dollars ($30.00) for each tax parcel.

b. Issuance of a duplicate bill in the amount of Five Dollars ($5.00) each.

c. Payment without a bill in the amount of Five Dollars ($5.00)

Fees to be paid to Tax Collector

The service fees paid pursuant to this article shall be paid to the individual tax collector.

B. RETURNED CHECKS

The duly elected Borough of Highspire Tax Collector is hereby authorized to charge a fee of Twenty-Nine Dollars ($29.00) 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. The amount of the fee described herein may be changed from time to time by resolution of the Borough of Highspire Borough Council.

C. AUTHORIZATION

The duly elected Borough of Highspire Tax Collector shall be authorized to prepare and send invoices for said tax certifications and check charges and to do all things necessary and appropriate to impose said fees, as established from time to time by resolution of the Borough of Highspire Borough Council and to collect same when due.

D. FAILURE TO PAY

In the event any person(s), firm, corporation, partnership, association, entity or other agency fails to pay the statement for the service fees authorized by this article, the Borough of Highspire Tax Collector is hereby authorized to commenced the appropriate civil action before the offices of the Magisterial District Court Judge Civil Division of the Court of Common Pleas of Dauphin County, Pennsylvania, in order to collect these service fees together with court costs.

SECTION II

A. REPEALER

Any ordinance or part thereof in conflict with the provisions hereof is hereby repealed except that nothing in this ordinance shall affect any act done or liability incurred, or any suit or prosecution pending or to be instituted under any repealed or superseded ordinance.

B. SEVERABILITY

If any sentence, clause, section, or part of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts of this Ordinance. It is hereby declared as the intent of the Borough that this Ordinance would have been adopted had such unconstitutional, illegal or invalid sentence, clause, section or part thereof not been included herein.

C. EFFECTIVE DATE

This Ordinance shall take effect and be enforced from and after its passage and adoption.

ORDAINED AND ENACTED this 15th day of December, 2026.

BOROUGH COUNCIL
BOROUGH OF HIGHSPIRE

Attest:

_____
Michael J. Anderson, Council President

_____
Mark L. Stonbraker, Borough Secretary

APPROVED this 15th day of December, 2026 by the Mayor of the Borough of Highspire, Dauphin County, Pennsylvania.

By: _____
Von E. Hess, Mayor

The Proposed Ordinance will be considered for adoption at the regular meeting of the Highspire Borough Council on December 15, 2026 at 7:00 p.m. at the Highspire Borough Municipal Building. All interested residents are encouraged to attend.

HIGHSPIRE BOROUGH COUNCIL
RESOLUTION NO. 23 – 2026

Electricity Auction
Fixed with Capacity and Transmission Pass-Through

A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHSPIRE, DAUPHIN COUNTY, PENNSYLVANIA, AUTHORIZING THE PURCHASE OF ELECTRICITY SUPPLY SERVICES FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE.

WHEREAS, The BOROUGH OF HIGHSPIRE has determined to move forward with the EMEX Reverse Auction in order procure Electricity for BOROUGH OF HIGHSPIRE; and

WHEREAS, EMEX, LLC, a division of Mantis Innovation, is compensated for all services rendered through the participating supplier that a contract is awarded to.

NOW, THEREFORE, BE IT RESOLVED, that Mark L. Stonbraker, Borough Manager of BOROUGH OF HIGHSPIRE is hereby authorized to execute on behalf of BOROUGH OF HIGHSPIRE any Electricity contract proffered by the participating supplier that submits the winning bid in the EMEX Reverse Auction provided that one or more of the following conditions are met:

1) The price for a term contract of no more than 12 months is less than $0.07388/kWh;
2) The price for a term contract of no more than 24 months is less than $0.07470/kWh;
3) The price for a term contract of no more than 36 months is less than $0.07465/kWh; or
4) The price for a term contract of no more than 48 months is less than $0.07423/kWh

RESOLVED this 20th day of October 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

RETTEW
We answer to you.

PROBABLE CONSTRUCTION COST OPINION

FY2027 CDBG-Lumber St. from Second St. to Industrial/Aviation

PROJECT NO: 0393507599

MUNICIPALITY: HIGHSPIRE BOROUGH

DATE: 10/8/2026

Prepared By: JDS

Checked By: MRK

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST
1	MOBILIZATION/DEMOBILIZATION	LS	1	$ 8,600.00	$8,600.00
2	TRAFFIC CONTROL	LS	1	$ 5,400.00	$5,400.00
3	1.5" SUPERPAVE WEARING COURSE	TN	200	$ 160.00	$32,000.00
4	CURB LINE MILLING (8' WIDTH)	SY	850	$ 5.00	$4,250.00
5	BASE REPAIR (4" OF 25MM, 6" OF 2A)	SY	100	$ 80.00	$8,000.00
6	SCRATCH COURSE	TN	100	$ 160.00	$16,000.00
7	PAVING FABRIC	SY	1,850	$ 5.00	$9,250.00
8	REPLACE ADA CURB RAMP	EA	4	$ 6,000.00	$24,000.00
9	REMOVE RAILROAD RAILS AND TIMBERS	LS	1	$ 10,000.00	$10,000.00
10	REMOVE & REPLACE INLET TOP	EA	1	$ 2,000.00	$2,000.00
11	MANHOLE ADJUSTMENTS	EA	5	$ 500.00	$2,500.00
				SUBTOTAL	**$122,000.00**
				CONTINGENCY (10%)	**$12,000.00**
				TOTAL	**$134,000.00**

RETTEW Associates, Inc. is not a construction contractor and therefore probable construction cost opinions are made on the basis of RETTEW's experience and qualifications as an engineer and represent RETTEW's best judgment as an experienced and qualified design professional generally familiar with the industry. This requires RETTEW to make a number of assumptions as to actual conditions which will be encountered on the site; the specific decisions of other design professionals engaged; the means and methods of construction the contractor will employ; contractors' techniques in determining prices and market conditions at the time, and other factors over which RETTEW has no control. Given these assumptions which must be made, RETTEW states that the above probable construction cost opinion is a fair and reasonable estimate for construction costs but cannot and does not guarantee that actual construction cost will not vary from the Probable Construction Cost Opinion prepared by RETTEW.