

**Regular Business Meeting  
3423 Derry Street  
July 15, 2025**

President Bloss called to order the July 15, 2025, Regular Business Meeting of the Paxtang Borough Council at 7:00 p.m. with the Pledge of Allegiance led by Mayor Nathan Martin.

**COUNCIL MEMBERS PRESENT**

Council President	Kathleen Bloss
Council Vice-President	Eric Fillman
Council President Pro Tempore	Jack Thomas
Mayor	Nathan Martin

Jennifer Britten  
Corbin Bower

**COUNCIL MEMBERS ABSENT**

Thomas Wingert  
Matthew Leonard

**BOROUGH OFFICIALS**

Borough Manager	Keldeen Stambaugh
Borough Solicitor	Joshua Bonn
Borough Engineer	Jeremy Smith
Borough EMA Coordinator	Robin Bloss - <b>Absent</b>

**PUBLIC COMMENT**

President Bloss stated since no members of the public were in attendance, it would not be necessary to present the protocol for voicing opinions on matters of public concerns and proceeded with this evening's meeting.

**MUNICIPAL SEPARATE STORMWATER SEWER SYSTEM PROGRAM (MS-4)**

President Bloss opened the floor for anyone wishing to share comments. Hearing none, President Bloss proceeded with this evening's meeting.

**MINUTES – JUNE 17, 2025, REGULAR BUSINESS MEETING**

\*1) Councilman Thomas made a motion to dispense with the reading of the Minutes from the June 17, 2025, Regular Business Meeting and to approve as submitted. Motion seconded by Councilman Bower. Motion carried.

**MINUTES – JULY 1, 2025, WORKSHOP MEETING**

\*2) Vice-President Fillman made a motion to dispense with the reading of the Minutes from the July 1, 2025, Workshop Meeting and to approve as circulated. Motion seconded by Councilwoman Britten. July Minutes will reflect that Councilman Leonard was present at the July 1, 2025, Workshop Meeting. Motion carried after statement.

### **TREASURER’S REPORT – MONTH ENDED JUNE 30, 2025**

Secretary Clark read the Report of the Treasurer for the month ending June 30, 2025, as follows:

<b>GENERAL FUND</b>	<b>\$ 923,957.18</b>
<b>SEWER ACCOUNT</b>	<b>\$ 1,070,567.51</b>
<b>LIQUID FUELS</b>	<b>\$ 109,840.68</b>
<b>SOLID WASTE</b>	<b>\$ 159,763.73</b>
<b>CAPITAL RESERVE</b>	<b>\$ 549,401.44</b>

\*3) Vice-President Fillman made a motion to approve the Treasurer’s Report for the month ended June 30, 2025. Motion seconded by Councilman Thomas. Motion carried.

### **REPORT OF PUBLIC SAFETY**

Swatara Township Lieutenant Dennis Krahling announced the unexpected passing of Magisterial District Judge Michael Smith on July 4, 2025. Paxtang Borough was served by Judge Smith since 2005. Judge Smith was a former Swatara Township Police Officer for 27 years as well. Lieutenant Krahling expressed his gratitude to all that were able to attend services for Judge Smith, for condolences offered to the family of Judge Smith, and for the outreach and support offered to Swatara Township Police Officers during this difficult time. Until further notice, Magisterial District Court 12-2-01 shall be staffed by Magisterial District Judges from the Twelfth Judicial District.

### **MONTHLY REPORT**

Lieutenant Krahling stated 1,361 calls for service were placed with 71 calls in the Borough. Two arrests, 6 traffic citations, 6 traffic warnings, 2 parking violations, and 7-foot patrols were carried out in the Borough. June crime and call trends were down from the month of May 2025. There were 6 events and presentations, 1 enforcement program, 80.98 pounds of expired and or unused medications for the combined months of May and June were deposited at the Swatara Township drug drop off box, and 11 Motor Carrier Safety Inspections were carried out.

### **COMMUNITY SERVICE**

#### **OUTDOOR EVENTS**

**JUNE 18** – Swatara Township Police, Swatara Township Fire Department, and Swatara Township Public Works attended a community basketball event held at Conestoga St. and Bailey St. Food was provided to attendees.

**JUNE 19** – Swatara Township Police and Swatara Township Fire Department attended a Juneteenth event at Hoy/Latsha Towers in Steelton. Food was provided to attendees.

### **FAMILY FUN FEST**

A Family Fun Fest will be held at Vanatta Park – 4900 Block of Derry Street Saturday, July 19. Event will feature live music, activities for children and food trucks. Everyone was invited to attend.

### **NATIONAL NIGHT OUT**

National Night Out will be held on Tuesday, August 5 at Vanatta Park – Swatara Township. Officers will be detailed to National Night Out in Paxtang as well.

President Bloss stated she was pleased that Police Superintendent Thomas Stauffer was able to attend Coffee with a Cop at the City Line Diner on Friday, July 11, 2025.

### **REPORT OF FIRE SERVICES**

Battalion Fire Chief John Kibe presented the monthly report for June as follows: 135 emergencies were placed with 2 calls for service in Paxtang. Calls included 6 fires, 32 medical responses, 12 hazardous conditions, 19 service calls, 21 good intent calls, and 36 false alarms. Sixty-Nine active members put in 4,472 staffing hours and 654 hours of training. Average response time was 5 minutes and 58 seconds. Mutual Aid was provided 25 times and received 30 times. Crews installed and checked smoke detectors in 2 homes, participated in the Swatara Township movie night, Swatara Township Youth Camp, station tours, attended 2 funeral details, supported 2 community outdoor events, honored veterans during a Flag Retirement Ceremony and took part in the Midland Cemetery Tour.

President Bloss commented on the outstanding ability to have an average personnel per incident of 11.2 and remarked how grateful the Borough is for the service provided and the professional manner in which the Swatara Fire and Rescue conduct, assist, and provide to all.

### **LIONS CLUB PRESENTATION TO SWATARA TOWNSHIP FIRE AND RESCUE**

On behalf of the Paxtang Borough Lions Club, club member Jack Thomas and Borough Manager Keldeen Stambaugh mentioned that prior to this evening, a check in the amount of \$500.00 had been presented to Swatara Township Fire Chief Michael Ibberson. Public recognition of the donation by the Paxtang Lions Club to the Swatara Fire and Rescue was offered to Battalion Chief John Kibe by Councilman Thomas.

### **REPORT OF THE MANAGER**

#### **ACKNOWLEDGEMENT - PASSING OF MAGISTERIAL DISTRICT JUDGE MICHAEL SMITH**

Manager Stambaugh expressed her condolences on the passing of Magisterial District Judge Michael Smith stating Judge Smith served the Borough well, was friends to many residents, and will be missed by all that knew him.

#### **ACKNOWLEDGEMENT - PASSING OF FORMER COUNCIL MEMBER RAYMOND PATAKIS**

Manager Stambaugh expressed her condolences on the passing of long time Borough resident and Council Member Mr. Raymond Patackis, stating Mr. Patackis will be missed by residents of the Paxtang Borough community.

### **SHADE TREE COMMISSION**

The Shade Tree Commission will reschedule their original meeting dates of Wednesday, September 17, 2025, and Wednesday, December 17, 2025, to Thursday, September 18, 2025, and Thursday, December 18, 2025. Rescheduled dates will be advertised with mention of potential tree removals and or potential plantings.

### **UNFINISHED BUSINESS**

### **RFQ - SOLID WASTE AND RECYCLE CONTRACT 2026-2028**

The Invitation to Bidders for the Municipal Solid Waste Collection and Recyclable Collection Contract will now state that the recycling of glass will be able to be disposed of in a designated area in the municipal parking lot. Mattress and boxsprings will be considered as individual pieces for weekly bulk pick up instead of being offered as a “set” for weekly bulk pick up. Final review and advertisement will be arranged by the Borough Solicitor. Contract tentatively to be awarded at the September Regular Business Meeting. If an Intergovernmental Agreement Proposal is submitted by the City of Harrisburg, it would be considered at that time as well.

### **ROAD CLOSURES – NATIONAL NIGHT OUT**

A request for the temporary closure of Montour Street from Kelso St to N. Elm Street and a request for the temporary closure of Brisbane St. from Oak St. to Wilhelm St. has been received. To be addressed under New Business.

### **REPORT OF CODES AND ZONING**

Three Building Permits were issued for the month of June, and 1 Zoning Permit was issued for the month of June.

### **REPORT OF THE MAYOR**

Mayor Martin congratulated the Paxtang Lions Club on a very successful July 4<sup>th</sup> Patriot Dash, Walk/Run. As a participant, Mayor Martin appreciated all the hard work Lions Club Members, Sponsors, Swatara Fire Police, Swatara Township Police, and Swatara Fire and Rescue put forth. Mayor Martin reported that this year marked the highest number of participants. Mayor Martin expressed his condolences on the passing of Magisterial District Judge Michael Smith, stating Judge Smith will be missed by all. Mayor Martin expressed his condolences on the passing of long time Borough resident and former Council Member, Mr. Raymond Patackis. Mayor Martin had the opportunity of sitting with Mr. Patackis on Council for many years and noted that Mr. Patackis will be missed by the Paxtang Borough community.

President Bloss took this opportunity to congratulate Solicitor Joshua Bonn on recently being selected as a Managing Partner for the Harrisburg office of the law firm of Cohen, Seglias, Pallas, Greenhall, & Furman. Council Members joined in offering their sentiments as well.

### **REPORT OF THE SOLICITOR**

#### **ZONING AMENDMENT – DEFINE LODGING HOME AND BOARDING HOME**

Solicitor Bonn stated a request to the Dauphin County Planning Commission has been submitted for their review and recommendations. The Commission recommended that a residency requirement of 1 to 3 months be added to distinguish Lodging House and Boarding House from that of Hotels and Motels. Since the Commission did not offer a recommendation on definitions as submitted, Council will need to decide on defining Lodging House and Boarding House. Discussion was held to forward potential definitions to Council Members, have the Health, Sanitation, and Codes Committee perform a review and report back to Council for a final decision. Authorization for Borough Solicitor to advertise to be addressed under Unfinished Business.

Discussion was held that a 1-to-3-month minimum residency requirement seemed to be a rather short span. Solicitor Bonn will research other municipal ordinances for their interpretation. Councilwoman Britten stated Council could if they so desired, consider a minimum of a 1 month and possibly a maximum of a 12 month residency requirement.

### **REPORT OF THE ENGINEER** **SAUSSAMAN PARK PHASE II**

Engineer Smith met with Borough staff to discuss comments from the Department of Conservation and Natural Resources. A response has been received from DCNR. A revised plan has been made by Engineer Smith. Public Works Employee Brian Rotolo is working on the project as well.

### **2025 STREET PROJECT – ADA RAMPS**

A project schedule has been prepared. Once bid documents are finalized, the Invitation To Bid will be placed for advertising, bids opened on August 26, and award of contract at the September 2, 2025, Workshop Meeting. Authorization for advertising to be addressed under Unfinished Business.

### **REPORT OF COMMITTEES**

*Administration* – No Report from Vice-President Fillman

*Highway and Stormwater* – No Report due to the absence of Councilman Leonard

*Property, Recreation, and Shade Tree Advisory* – No Report from Councilman Bower

*Public Safety* – No Report due to the absence of Councilman Wingert

*Public Relations and Grants* – Councilwoman Britten reported summer interns are concluding their work on the Borough newsletter “*The Paxtang Post*”.

*Health, Sanitation, and Codes* – No Report from Councilman Thomas

President Bloss stated since there is no Workshop scheduled for August, Council may not be able to acknowledge summer interns, Aubrie Thomas, and Naomi Pfau with a proper thank you for their service to the Borough as they will be preparing for their fall college term. President Bloss said while it will be sad to see their internship come to an end, Council appreciates their dedication, positive work ethic, and extends well wishes in all their endeavors.

*Health Sanitations and Codes* – No Report from Councilman Thomas

### **UNFINISHED BUSINESS**

#### **AUTHORIZE BOROUGH ENGINEER TO ADVERTISE 2025 ADA RAMP BID PACKET**

\*4) Vice-President Fillman made a motion authorizing the Borough Engineer to advertise the 2025 ADA Ramp Bid Packet and timeline as circulated. Motion seconded by Councilman Thomas. Motion carried.

### **RFQ SOLID WASTE AND RECYCLE 2026-2028 WITH EXTENTION OPTIONS**

\*5) Councilman Thomas made a motion that Council place an RFQ for Solid Waste and Recycles for the years 2026 through 2028 with extension options. Councilwoman Britten stated the RFQ should be referenced as an RFP – Request for Proposal. Motion carried after suggestion.

### **AUTHORIZE ADVERTISEMENT – TECHNICAL AMENDEMENTS TO HOUSING ZONING DEFINITIONS – BOROUGH SOLICITOR**

\*6) Vice-President Fillman made a motion authorizing advertisement of the Technical Amendments to the Housing Zoning Definitions. Advertisement would be made once specific definitions are decided upon. Motion seconded by Councilman Bower. Vice-President Fillman inquired what the procedure would be for selecting definitions. Discussion was held to circulate definitions to members of Council, have the Health, Sanitation and Codes Committee review, and forward their recommendations to Council. Motion carried after discussion.

### **NEW BUSINESS**

#### **REQUEST FOR ROAD CLOSURES – NATIONAL NIGHT OUT**

\*7) Vice-President Fillman made a motion authorizing requests be granted for the temporary road closures mentioned earlier this evening for National Night Out and to permit Manager Stambaugh to make an Executive decision for any additional requests for road closures for National Night Out, August 5, 2025. Motion seconded by Councilman Bower. Motion carried.

#### **REQUEST FOR USE OF MUNICIPAL GYMNASIUM – PAXTANG ART ASSOCIATION**

\*8) Councilman Bower made a Motion to grant the Paxtang Art Association use of the municipal gymnasium on Wednesday afternoons from 1:00 p.m. to 4:00 p.m. for the remainder of July 2025, and August 2025. Motion seconded by Councilwoman Britten. Discussion was held that the Association is mindful, responsible, and will provide floor coverings. Motion carried after discussion.

### **COMMUNICATIONS** – No Communications were brought forth

### **PUBLIC COMMENT**

President Bloss stated since no members of the public were in attendance, it would not be necessary to present the protocol for voicing opinions on matters of public concerns and proceeded with this evening's meeting.

### **PRESENTATION OF BILLS**

\*9) Vice-President Fillman made a Motion that the Borough pay its just and lawful debts. Motion seconded by Councilman Bower. Motion carried.

### **EXECUTIVE SESSION**

At 7:42 p.m. President Bloss announced Council would retire to an Executive Session to discuss matters of litigation. Borough Mayor, Borough Solicitor, Borough Manager, and Council members were invited to remain. Meeting will reconvene after the Executive Session.

At 8:18 p.m. President Bloss reconvened the Regular Business Meeting, stating matters of litigation were discussed at the Executive Session.

## **ADJOURNMENT**

\*10) Councilman Thomas made a motion to adjourn the July 15, 2025, Regular Business Meeting. Motion seconded by Councilman Bower. Motion carried. Meeting adjourned at 8:19 p.m.

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Secretary

- 1.Minutes – June 17, 2025, Regular Business Meeting
- 2.Minutes – July 1, 2025, Workshop Meeting
- 3.Treasurer's Report
- 4.Advertise 2025 Street Project - Engineer
- 5.RFP – Solid Waste & Recycle Contract 2026-2028 - Solicitor
- 6.Advertise Technical Amendments to Housing Zoning Definitions - Solicitor
- 7.Road Closures -National Night Out
- 8.Use of Gym – Paxtang Art Association
- 9.Pay Bills
10. Adjourn