

PAXTANG BOROUGH
Regular Business Meeting
3423 Derry Street
September 15, 2020

President Bloss called to order the monthly Regular Business Meeting of the Paxtang Borough Council at 7:00 p.m. with the pledge of Allegiance led by Vice-President Spackman.

COUNCIL MEMBERS PRESENT

Council President	Kathleen Bloss
Council Vice President	Christopher Spackman
Council President Pro-Tempore	Jack Thomas
Mayor	Sheilah Borne Fuller – Absent

Joshua Eisner
Angel Gonzalez
David Gui
Thomas Wingert

BOROUGH OFFICIALS

Borough Manager	Keldeen Stambaugh
Borough Solicitor	J. Stephen Feinour
Borough Fire Chief	John Tinari
Borough Engineer	Jeremy Smith

AUDIENCE PARTICIPATION

No participation from members of the audience.

MUNICIPAL SEPARATE STORMWATER SEWER SYSTEM PROGRAM (MS-4)

President Bloss asked if anyone had questions or concerns with regard to the MS-4 Program. Hearing none, President Bloss proceeded with the Regular Business Meeting.

MINUTES – AUGUST 18, 2020 REGULAR BUSINESS MEETING

*1) Councilman Thomas made a motion to dispense with the reading of the Minutes from the August 18, 2020 Regular Business Meeting and to approve the same. Motion seconded by Vice-President Spackman. Motion carried.

MINUTES – SEPTEMBER 1, 2020 COUNCIL WORKSHOP MEETING

*2) Vice-President Spackman made a motion to dispense with the reading of the Minutes from the September 1, 2020 Council Workshop and to approve the same. Motion seconded by Councilman Gui. Motion carried.

TREASURER’S REPORT

Secretary Clark read the Treasurer’s Report for the month ending August 31, 2020

GENERAL FUND	\$503,841.64
SEWER	\$741,882.00
LIQUID FUELS	\$ 60,087.67
SOLID WASTE	\$ 87,945.05
CAPITAL RESERVE	\$360,037.22

*3) Councilman Gui made a motion to approve the Treasurer’s Report for the month ending August 31, 2020. Motion seconded by Councilman Thomas. Motion carried.

REPORT OF THE FIRE CHIEF

Fire Chief John Tinari reported 16 calls for service were placed with 2 being in the Borough, total manpower at 37, average crew at 3, with a total time in service of 5 hours and 20 minutes. The Engine ran 7 calls, Rescue 9, Utility 1,

Officer In Charge 0, Fire Police 1. Borough calls were to assist EMS. Unanswered calls were 5. Top five responders were Captain Matthew Lemmon at 9, Chief John Tinari at 8, Firefighter Travis Frankenfield at 8, Dan Schaeffer at 7, and Firefighter Craig Moyer at 2. Training consisted of Maintenance Night and Station Detail. Total manpower was 5, hours in training was 4 hours and 30 minutes, total hours in training was 22 hours and 30 minutes.

REPORT OF THE POLICE

Lieutenant Thomas Stauffer reported 99 calls for service were placed for Paxtang Borough. Eight traffic citations, 11 motor vehicle code violations, 9 parking violations, 1 foot patrol, and 4 bicycle patrols were carried out.

COMMUNITY SERVICE

CITIZENS POLICE ACADEMY

The 7th annual Citizens Police Academy concluded on August 31, 2020 with 10 graduates. The program gave participants a look at different aspects of policing along with field trips to various criminal justice facilities in Dauphin County.

SWATTY FLOAT – SWATARA CREEK

On August 22, the public was invited to join Swatara Police Officers in a float down the Swatara Creek. The event started at Schiavoni Park and ended at McNaughton Park. Participants were encouraged to stay for refreshments and join a meet and greet session with Swatara Township Director of Public Safety, Darrell Reider.

TEACHING, EDUCATING, AND MENTORING PROGRAM (T.E.A.M.)

The T.E.A.M. program focuses on safety and life skills geared to students in the Central Dauphin School District as well as Steelton-Highspire and St. Catherine Laboure Schools. Corporal Timothy Bloss is the T.E.A.M. Officer assigned to the Paxtang Elementary School.

DRUG DROP BOX

Paxtang Borough residents are encouraged to drop off unused and or expired medications at a drug drop box located at the Swatara Township municipal building. Medications will then be destroyed of in a safe and proper manner.

CANINE REPORT

Santi, a one year old German Shepherd/Belgian Malinois is the third member of the K-9 unit. Officer Chris Smith is Santi's handler. After the completion of a five week training academy at Castle K-9 Academy located in Mechanicsburg, Santi will join the department's patrol division. K-9 Kix and K-9 J.T. along with their respective handlers had 13 calls for service for a total usage to date of 97. This is an overall account of usage and may or may not have been carried out in Paxtang Borough.

REPORT OF THE MANAGER

RENTAL OF NEIGHBORING MUNICIPAL BUILDINGS – COVID-19

Manager Stambaugh compiled and forwarded information to members of Council on how other municipalities are handling facility rentals during the COVID-19 pandemic. Costs for cleaning and sanitizing of municipal facilities range from \$700.00 to \$2,100.00 per cleaning. Options discussed were to purchase cleaning equipment at an approximate cost of \$800.00 to \$1,000.00 and cleaning supplies at an additional cost. Costs involved with cleaning and sanitizing could then be passed along to renters or users of the municipal gymnasium.

TRICK OR TREAT

It was the general consensus of Council to tentatively hold Trick or Treat on Saturday, October 31. As always, it is up to the individual property owner or resident to participate or not.

MINIMUM MUNICIPAL OBLIGATION – NON UNIFORM EMPLOYEE RETIREMENT PLAN 2021

The minimum municipal obligation for the non uniform employee retirement plan amounts to \$17,238.76. To be addressed under New Business.

MINIMUM MUNICIPAL OBLIGATION – POLICE PENSION PLAN

Manager Stambaugh has been informed by the Pennsylvania Municipal Retirement System that the Borough will owe zero dollars in 2021. To be addressed under New Business.

NEW PURCHASE – HIGHWAY TRUCK – CHEVY 3500

The 2020 Public Works Department pick up truck has been reordered to the specifications originally agreed to. Tentative delivery is the end of 2020.

REQUESTS FOR ROAD CLOSURES – NATIONAL NIGHT OUT

Requests for the following temporary road closures for National Night Out have been received: 3600 Block of Brisbane Street between Oak Street and Wilhelm Street. Corner of Montour Street and Kelso Street to Montour and North Elm Streets. Manager Stambaugh asked for authority in conjunction with the Highway Department to authorize any additional road closures for National Night Out scheduled for Tuesday, October 6, 2020. To be addressed under New Business.

LIQUID FUELS ALLOTMENT

Notification has been received from the Pennsylvania Department of Transportation stating the estimated Liquid Fuels allocation for 2021 would be \$50,000.25.

REPORT OF CODES AND ZONING

One Water Repair, 1 Sewer Repair, 1 Street Cut, 2 Sidewalk, 2 Building, and 4 Zoning permits were issued for the month of August

REPORT OF THE MAYOR

Due to the absence of Mayor Borne Fuller, no Report was available

REPORT OF THE SOLICITOR

No Report from Solicitor Feinour

REPORT OF THE ENGINEER

29TH AND DERRY STREET SEWER PROJECT

Engineer Smith provided information to Public Works employees in regard to what type of grass seed is to be used for reseeding this area. Tall vegetation will be addressed with property owners. Topic was discussed at the August 18, 2020 Regular Business Meeting.

MUNICIPAL SEPARATE STORMWATER SEWER SYSTEM PROGRAM

The final 2019-2020 annual report will be submitted to the Department of Environmental Protection by September 30, 2020.

REPORT OF COMMITTEES

Administration – Councilman Eisner met with the Borough Manager and Borough Treasurer to begin discussions on the 2021 Budget. To be addressed at the October 6, 2020 Workshop.

Highway – Councilman Wingert met with the Swatara Township Police Department, Borough Manager, and Borough Highway Department to review current ordinances relating to street parking and traffic flow.

*4) Councilman Wingert made a motion that the Swatara Township Police Department conduct a traffic study to install a stop sign at the corner of Eastman and Derry Street. Motion seconded by Councilman Thomas. Motion carried.

Property and Recreation - It was the opinion of Vice-President Spackman to not pass along costs relating to cleaning and sanitizing the municipal gymnasium to renters or users of the facility. Vice-President Spackman suggested keeping the gymnasium closed until further notice. An exception would be given to Borough and other government related activities. To be addressed under New Business.

Public Safety – No Report from Councilman Gui

Public Relations – No Report from Councilman Gonzalez

Health and Sanitation - Councilman Thomas asked that the Request For Quotes (RFQ) for the collection of solid waste and recycles be reviewed for grammatical errors. Manager Stambaugh will met with Harrisburg Mayor Eric Papenfuse to discuss a proposal for the collection of solid waste. Councilman Thomas, Chairperson of the Health and Sanitation Committee, has been invited to join the meeting. A proposal for an RFQ will be initiated as well. To be addressed under Old Business.

NEW BUSINESS

MINIMUM MUNICIPAL OBLIGATION - NON UNIFORM EMPLOYEE RETIREMENT PLAN 2021

*5) Councilman Thomas made a motion to pay \$17,238.76 to fulfill the requirement for the Minimum Municipal Obligation for the Non Uniform Employment Retirement Plan. Motion seconded by Vice-President Spackman. Discussion was held that this is an item that has been budged for. After discussion, motion carried.

MINIMUM MUNICIPAL OBLIGATION – POLICE PENSION FUND 2021

*6) Councilman Thomas made a motion that per RMRS, the Borough pay zero dollars to the MMO for the Paxtang Borough Police Pension Plan for 2021. Motion seconded by Councilman Gonzalez. Motion carried.

USE OF PAVILION – ST. CATHERINE CHURCH – SCOUT CEREMONY

*7) Vice President Spackman made a motion allowing the use of the pavilion with fees waived for Justin Bradnick for Sunday September 20 or Sunday September 27 from 2:30 p.m. to 5:30 p.m. and to adhere to any COVID-19 related additional requirements. Motion seconded by Councilman Gui. Motion carried.

USE OF PAVILION – HARRISBURG LODGE OF PERFECTION

A request has been received from the Harrisburg Lodge of Perfection requesting gratis use of the picnic pavilion and facilities at Saussaman Park on June 19, 2021 from 11:00 a.m. to 4:00 p.m.

*8) Councilman Thomas made a motion authorizing gratis use of Saussaman Park to the Harrisburg Lodge of Perfection on June 19, 2021. Motion seconded by Councilman Gonzalez. Motion carried. As a member of the organization, Councilman Gui abstained due to a conflict of interest.

USE OF MUNICIPAL GYMNASIUM – FRIENDS OF KLINE LIBRARY 2021

A request has been received from the Friends of Kline Library requesting gratis use of the municipal gymnasium April 15 to April 27 and October 14 to October 26 for their Spring and Fall book sales. Dates will cover time involved for set up and tear down. Dates of the book sales are April 22 to April 24 and October 21 to 23.

*9) Vice-President Spackman made a motion that Council conditionally allow the use of the Borough gymnasium for the Spring and Fall book sales for the dates requested by Kline Library with fees waived provided that the Borough gymnasium is open for normal rentals at that time due to unknown circumstances with the current COVID-19 pandemic. Motion seconded by Councilman Gonzalez. Councilman Thomas asked that the gym be vacated by October 25 as the Paxtang Lions Club will need use of the gym in preparation for the Halloween parade scheduled for October 26. After discussion, motion carried.

PAXTANG LIONS CLUB TREE LIGHTING CEREMONY AND PANCAKE BREAKFAST

Councilman Thomas reported that the Paxtang Lions Club tree lighting ceremony will take place on Sunday, December 6, 2020 and the Paxtang Lions Club Pancake Breakfast will take place on Saturday, February 13, 2021. Councilman Thomas requested use of the gymnasium from Wednesday, February 10 to February 13.

*10) Councilman Thomas made a motion authorizing the Paxtang Lions Club to hold their tree lighting ceremony on Sunday, December 6, 2020 and use of the gymnasium February 10 through February 13, 2021 provided the gymnasium is open for normal rentals at those times due to unknown circumstances with the current COVID-19 pandemic. Motion seconded by Councilman Gui.

ROAD CLOSURES - NATIONAL NIGHT OUT

*11) Vice-President Spackman made a motion authorizing street closures for a portion of Montour Street from the corner of Montour and Kelso Streets to Montour and North Elm Streets for the evening of Tuesday, October 6 and the street closure of the 3600 Block of Brisban Street between Oak Street and Wilhelm Street on October 6 and to authorize the Borough Manager to close other streets for that timeframe in consultation with the Highway Chairperson. Motion seconded by Councilman Thomas. Motion carried.

TEMPORARY CLOSURE OF GYMNASIUM RENTALS/USAGE – COVID-19

Vice-President Spackman made a motion that due to the COVID-19 pandemic and the high costs associated with cleaning and sanitizing, Council continue to suspend rentals until further notice, using the facility for Borough functions and events and other types of Government functions only. Motion seconded by Councilman Gonzalez. Council will continue to monitor the situation and address any possibilities of reopening to the public. After discussion, motion carried.

OLD BUSINESS

BOROUGH WIDE SIDEWALK INSPECTIONS

Manager Stambaugh said that out of the 143 sidewalks that were recently re-inspected, 53 were found to have been repaired but a permit was not submitted for the work done, leaving 90 sidewalks that have not been repaired. After discussion, it was the consensus of Council to send letters by regular US Mail and Certified Mail to property owners stating they have until October 30, 2020 to make sidewalk repairs and at that point Council would proceed to the next legal step. Letters are to state that the property owner may advise the Borough office if they have a financial hardship. If no hardship is requested, the work would need to be accomplished by the end of October, 2020.

*12) Councilman Wingert made a motion that the Borough notify homeowners by regular US Mail and Certified Mail with the date given to repair the sidewalk or face legal ramifications and course of action. Motion seconded by Councilman Gonzalez. Councilman Gui suggested including a fine up to a stated amount. President Bloss recommended the letter be reviewed by the Borough Solicitor. Councilman Gonzalez questioned why this was not handled by the Borough Codes Officer. Manager Stambaugh stated the matter is being handled in house as this is not a codes issue. Councilman Wingert requested the Ordinance be mentioned in the letter. After discussion, Motion carried.

ADVERTISE - REQUEST FOR QUOTE – WASTE HAULER

Councilman Thomas rescinded his earlier comment regarding corrections in the Request For Quote document as his comments have been addressed.

*13) Councilman Thomas made a motion to accept the RFQ and send it out for bid. Motion seconded by Vice-President Spackman. Discussion was held to include cardboard, if applicable, for recycling. After discussion, motion carried.

ADVERTISE FOOD TRUCK ORDINANCE

Discussion was held that the Food Truck Ordinance does not need to be advertised with an ordinance number.

*14) Councilman Thomas made a motion to advertise the Food Truck Ordinance. Motion seconded by Councilman Gonzalez. Motion carried.

AUDIENCE PARTICIPATION

Ms. Marcellene Malone of 106 Park Terrace stated it was very difficult to hear members of Council and asked if anything could be done to improve the sound quality. Vice-President Spackman said the approximate cost of sound proofing is \$50,000.00 and at this point is considered to be prohibitive.

Ms. Linda Follett of 3625 Brisban Street asked that everyone please speak in a clear and loud tone of voice and then it would not be necessary to spend \$50,000.00 on a sound system.

COMMUNICATIONS

No communications were brought forth

PRESENTATION OF BILLS

*15) Vice-President Spackman made a motion that the Borough pay its just and lawful debts. Motion seconded by Councilman Thomas. Motion carried.

EXECUTIVE SESSION

At 8:27 p.m. President Bloss announced that Council would retire to Executive Session to discuss matters of personnel and to seek advice from Council. Manager Stambaugh and Solicitor Feinour were invited to attend. President Bloss stated Council would reconvene following the Executive Session.

At 8:54 p.m. President Bloss reconvened the Regular Business Meeting stating matters of personnel and advice from the Borough Solicitor were sought.

FIRE PROTECTION SERVICES

*16) Councilman Wingert made a motion that Manager Stambaugh be given authorization to contact local fire companies in the Greater Harrisburg area to explore future fire protection for Paxtang Borough. Motion seconded by Councilman Thomas. Councilman Eisner stated he would be opposing the motion on the floor but would give his support to the local fire department and that Council would work together to make sure there is fire protection for the Borough. Vice-President Spackman felt Council should look at all options for fire services including a potential to merge. Due to the inaudible casting of votes from members of Council, a Roll Call was taken by Manager Stambaugh with the following results:

Councilman Wingert	Aye	Councilman Spackman – Aye
Councilman Gonzalez	Aye	Councilman Gui- Nay
Councilman Thomas	Aye	Councilman Eisner - Nay
Councilwoman Bloss	Aye	

Motion carried with 5 Aye and 2 Nay to proceed with options to explore future fire protection.

RECREATIONAL MARIJUANA

*17) Councilman Gui made a motion that Borough Solicitor review the current medical Marijuana Ordinance to potentially include recreational marijuana. Motion seconded by Councilman Wingert. Councilman Thomas asked for clarification and if Council was seeking to prohibit the sale of recreational marijuana in the Downtown District. Manager Stambaugh said areas would be the Downtown, Conservation, and Residential zoning districts where nicotine and tobacco are restricted. Councilman Thomas suggested Council add anything else now to keep from having the need to recreate ordinances on a regular basis. Spackman asked that Solicitor Feinour look into the classification of Federal drugs as well. After discussion, motion carried.

ADJOURNMENT

*18) Councilman Thomas made a motion to adjourn the September Regular Business Meeting. Motion seconded by Vice-President Spackman. Motion carried. Meeting adjourned at 9:00 p.m.

Secretary

- 1.Minutes – August Regular Business Meeting
- 2.Minutes – September Workshop Meeting
- 3.Treasurer’s Report
- 4.Traffic Study – Stop Sign Derry and Eastman
- 5.MMO – Non Uniform Retirement
- 6.MMO – Police Pension
- 7.Use of Pavilion – St. Catherine – Scouts

8. Use of Pavilion – Harrisburg Lodge of Perfection 2021
9. Use of Gymnasium – Friends of Kline Library 2021
10. Paxtang Lions Tree Lighting Ceremony
11. Road Closures – National Night Out
12. Sidewalk Inspection Final Notification
13. Advertise Waste Hauler
14. Advertise Food Truck Ordinance
15. Pay Bills
16. Research Future Fire Protection Service 5 Aye 2 Nay
17. Review Medical Marijuana Ordinance – Recreational Marijuana
18. Adjourn

