

PAXTANG BOROUGH
Regular Business Meeting
3423 Derry Street
June 20, 2023

President Bloss called to order the monthly 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 | Christopher Spackman |
| Council President Pro-Tempore | Jack Thomas |
| Mayor | Nathan Martin |

Councilman Wingert
Councilwoman Britten
Councilman Bower
Councilman Fillman

BOROUGH OFFICIALS

| | |
|-------------------------|-------------------|
| Borough Manager | Keldeen Stambaugh |
| Borough Solicitor | Joshua Bonn |
| Borough Engineer | Jeremy Smith |
| Borough EMA Coordinator | Robin Bloss |

President Bloss presented an opportunity for residents and taxpayers to voice their opinions on matters of public concern. Borough Council would listen to speakers and should not interrupt or engage speakers in debate. Public comment is not a question and answer session. Questions raised will be referred to the appropriate committee or to the Borough Manager. Three minutes per speaker for general public comment would be allotted. Comments would begin with Paxtang Borough residents, businesses, or property owners and then proceed with comments from other individuals.

PUBLIC COMMENT

President Bloss opened the floor for anyone wishing to share comments.

Mr. Terry Bastian 20 South Paxtang Avenue stated the digital solar speed control device on Paxtang Avenue is inactive at times. Manager Stambaugh said the situation is being addressed.

Steven Roth 3642 Derry Street voiced the following: possibly moving the solar speed control device to various locations with an emphasis on Derry Street, classification of Mutual Aid offered by Harrisburg City Fire, suggested if any Borough officials have a conflict of interest in regard to the independent Paxtang Fire Company No. 1 to step down or refrain from participating in actions relating to this entity. Mr. Roth stated the independent Paxtang Fire Company No. 1 is under new leadership, is self-sustaining, and has resources to serve.

Mr. Donald Follett 3625 Brisban Street is of the belief that tension, stress, and financial burden is being imposed upon the Borough due to decisions made by Borough Council.

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 the meeting.

MINUTES – MAY 17, 2023, GENERAL BUSINESS MEETING

*1) Councilman Fillman made a motion to dispense with the reading of the Minutes from the May 17, 2023, Regular Business Meeting and to approve the same. Motion seconded by Councilman Wingert. Motion carried.

MINUTES – JUNE 6, 2023, WORKSHOP MEETING

*2) Councilman Fillman made a motion to dispense with the reading of the Minutes from the June 6, 2023, Workshop Meeting and to approve the same with an administrative modification that of a typographical error. Motion seconded by Vice-President Spackman. Councilman Fillman took this opportunity to express his gratitude to Vice-President Spackman for his excellent service and dedication to the Borough. Motion carried after commentary.

TREASURER’S REPORT

Secretary Clark read the Treasurer’s Report for the month ended May 31, 2023, as follows:

| | |
|------------------------|--------------|
| GENERAL FUND | \$987,904.00 |
| SEWER ACCOUNT | \$994,559.13 |
| LIQUID FUELS | \$ 91,336.02 |
| SOLID WASTE | \$209,748.55 |
| CAPITAL RESERVE | \$529,310.89 |

*3) Vice-President Spackman made a motion to approve the Treasurer’s Report for the month ended May 31, 2023. Motion seconded by Councilman Wingert. Motion carried.

REPORT OF PUBLIC SAFETY

Swatara Township Lieutenant Dennis Krahlung stated on June 1, 2023, a house in the vicinity of 31st Street and Brisban Street received damage from a stray bullet, reported an increase in the theft of vehicles in the local area, advised all to be aware of suspicious activity, and to report such actions to Swatara Township Police.

Lieutenant Krahlung stated 69 calls were placed for Paxtang Borough in the month of May. Officers carried out 3 traffic citations, 5 motor vehicle warnings, 3 parking citations, 3 foot patrols, 3 mobile patrols, and 2 school foot patrols. 0 non-traffic criminal citations were issued.

COMMUNITY SERVICE

Various Officers participated in the following: Family Fun Fair event for the non profit organization “Upholding the Line”, Swatara Township Women’s Self Defense Class, Rutherford Fire Company’s Centennial Celebration, Rutherford Park Townhouse Family Community Day, Ride of Silence bicycle event, Swatara Township Middle School May Fair, Memorial Day Event at Midland Cemetery, Swatara Middle School Local Government Day, and gave presentations to local Cub Scout Packs on the duties of law enforcement officers.

DRUG DROP BOX

Residents are encouraged to deposit expired and or unused medications at the drop box located at the Swatara Township Municipal Building 559 Eisenhower Boulevard.

MOTOR CARRIER SAFETY ASSISTANCE PROGRAM (MCSAP)

The MCSAP commercial driver vehicle inspection program is ongoing with inspections of commercial motor vehicles.

NATIONAL NIGHT OUT

National Night Out is scheduled for Tuesday, August 1 from 6:00 p.m. to 8:30 p.m. at Vanetta Park 4901-4999 South 50th Street. All are encouraged to attend a National Night Out event whether in Swatara Township or Paxtang Borough.

CANINE UNIT REPORT

Swatara Township is anticipating a fourth working canine to join their unit. Various Officers participated in the following events: “Hold the Line” canine training conference, Highway Enforcement of Aggressive Traffic (H.E.A.T.) enforcement details, Pennsylvania State Police “Operation Take Back Two, canine obedience presentation at the Paxtang Memorial Day celebration, carried out 1 vehicle search, 5 commercial/residential building searches, 2 article

searches, 3 suspect tracks, 1 apprehension with no force, and 1 community service event. Two usages were in Paxtang Borough.

REPORT OF FIRE SERVICES

Assistant Fire Chief Brenden Orth stated 124 calls for service were placed with 3 calls in the Borough. Mutual Aid was provided 30 times and received 17 times. Average response time from dispatch to arrival was 4 minutes and 55 seconds. Members responded to 25 fire incidents, 34 rescue/emergency medical calls, 13 hazardous conditions, 7 service calls, 21 good intent calls and 24 false alarms. Average turnout per incident was 8.2 with a total of 60 active responders. Calls in Paxtang Borough include 1 vehicle fire, 1 hazardous condition, and 1 good intent. There were 1,339 staffing hours and 183 training hours. Firefighters completed basic firefighting classes and officer level classes. Crews participated in the following: Local Government Day, Swatara Paxtang Softball Opening Day, Rutherford Fire Company Centennial Celebration, Swatara Middle School Community Day, Paxtang Borough Memorial Day Picnic, Rutherford Park Townhouse Community Day, Chambers Hill Elementary June Fair, Rutherford Elementary End of Year Bash, Swatara Youth Police Academy program and installed 4 smoke detectors. All members are trained in various levels of first responder readiness and can respond in a quick manner to medical calls. There were 513 calls for service in 2023. Resources are made available to firefighters in matters of health and safety.

REPORT OF THE BOROUGH MANAGER

MUNICIPAL BUILDING COMPLEX IMPROVEMENT PROJECT PHASE II

Manager Stambaugh reported Phase II of the building complex improvement project is progressing. Brick repointing and the installation of a window on the exterior wall facing Elm Street has been completed.

Topic of possible additional funding to be addressed at a future meeting.

SAUSSAMAN PARK

Remaining American Rescue Plan Act (ARPA) funds will focus on improvements at Saussaman Park.

COMMUNITY SERVICE GRANT – PAXTANG LIONS

The Paxtang Lions Club will apply for a Community Service Grant in support of the Saussaman Park Phase I Project. Plan will include Americans With Disabilities Act (ADA) improved accessibility to new playground equipment, handicapped parking, and improved access to rest facilities. Grant would offset the Borough's portion of the Pennsylvania Department of Conservation and Natural Resources (DCNR) matching grant.

DAUPHIN COUNTY GAMING GRANT APPLICATION

Manager Stambaugh along with the Borough Public Works Department will be gathering information for Phase III of the Municipal Complex Improvement Project.

AUTOMATED RED-LIGHT ENFORCEMENT GRANT PROGRAM – (ARLE)

Public Works employee, Brian Rotolo and the Borough Engineer are working on the ARLE grant for the pedestrian crosswalk signals at the Derry Street/Park Terrace location and the Paxtang Avenue/Rutherford Street location.

DERRY STREET CROSSWALK SIGNALS

Permit has been submitted to PennDOT and is in their process review phase.

COMMENDATION – PUBLIC WORKS SUPERVISOR SAUL SCHMOLITZ

On Friday, May 19, 2023, while on the Capital Area Greenbelt for another matter that Mr. Schmolitz was called to, Mr. Schmolitz noticed a white substance in the water and acted immediately to alert authorities. It was quickly determined by the Swatara Fire and Rescue and Dauphin County Hazardous Materials Response Team that this was not a chemical or hazardous substance and posed no danger to Borough residents. It was determined that the substance was from a source originating out of Harrisburg City and was dealt with accordingly.

CODES AND ZONING

One Zoning Permit and 1 Street Cut Permit were issued in the month of May.

REPORT OF THE MAYOR

RECOGNITION – TREE CITY USA 35 YEARS

Mayor Martin read a letter from the Arbor Day Foundation acknowledging that Paxtang has earned recognition as a Tree City USA for the 35th consecutive year. Mayor Martin expressed gratitude to the Shade Tree Commission, to all involved in the achievement of this award, and to Borough resident, Ms. Darlene Kvaternik for her work and dedication in organizing the Arbor Day celebration at the Paxtang Elementary School.

DEPARTMENT OF ENVIRONMENTAL PROTECTION (DEP) - DROUGHT WATCH

DEP has announced a Statewide drought watch recommending voluntary water conservation. Mayor Martin called upon Borough residents to do what they can to conserve water.

JUNETEENTH - FEDERAL HOLIDAY - JUNE 19

Mayor Martin took this opportunity to acknowledge the observance of the Federal holiday commemorating the final emancipation of enslaved African Americans.

Mayor Martin ended his report by wishing all a Happy Pride Month.

REPORT OF THE SOLICITOR

No Report from Solicitor Bonn

REPORT OF THE ENGINEER

SAUSSAMAN PARK

Engineer Smith is working with Borough staff to complete and submit Part II documentation to the Department of Conservation & Natural Resources (DCNR) grant for their review.

CROSSWALK TRAFFIC SIGNAL PERMIT – DERRY STREET

PennDot is in receipt of the traffic signal permit application, application has been reviewed with no comments, and has forwarded the document to the District Engineer for approval.

REPORT OF COMMITTEES

Administration – No Report from Vice-President Spackman

Highway

2023 ROAD REPAIRS

Councilman Bower reported Public Works employees have completed their 2023 road repair assessment. Councilman Bower suggested road projects be scheduled every other year and to possibly roll over a portion of future Liquid Fuels to attract more interest from contractors.

REQUEST FOR STREET LIGHT – 30th AND ERB STREET

Councilman Bower supports making a request to Pennsylvania Power Light (PPL) to research and install a street light in the vicinity of 30th and Erb Street and to investigate other areas possibly in need of illumination.

Property and Recreation

Councilman Fillman reported Mr. and Mrs. Pitzner and family has donated Gaga balls for use at the newly constructed Gaga pit at Saussaman Park.

SECURITY CAMERAS

Councilman Fillman took this opportunity to express his gratitude to the Borough Manager and Borough staff with regard to the installation of security cameras and placement of public notification placards throughout the municipal building complex.

NOTICE - PAXTANG LIONS PATRIOT DASH

Mr. Steve Remillard, 5K Event Committee Chairperson of the Paxtang Lions Club, sent a notice thanking the Borough for their support for the upcoming Paxtang Lions Club 5K Patriot Dash to be held on Tuesday, July 4, 2023. Event would start and finish at Saussaman Park. No costs are to be incurred by the Borough.

USE OF THE GYMNASIUM – VARIANCE OF HOURS – GRADUATION JULY 2, 2023

At the May 2, 2023, Workshop meeting, Council approved a request for a gymnasium/kitchen rental for July 2, 2023, noting a variance from 9:00 a.m. to 6:00 p.m. to that of 10:00 a.m. to 10:00 p.m. The party has now indicated they are no longer interested in renting the gymnasium.

Public Safety

Councilman Wingert took this opportunity to thank the Swatara Township Police Department for their support shown to his family during a recent incident involving the theft of a family vehicle. Councilman Wingert asked that residents conserve water, be aware of one’s surroundings with regard to possible open burning, and to report suspicious activity to the appropriate authorities for investigation.

Public Relations – No Report from Councilwoman Britten

Health and Sanitation – No Report from Councilman Thomas

NEW BUSINESS

GAMING GRANT CO-APPLICANT REQUEST – POPS HOUSE

Manager Stambaugh is in receipt of a letter from Ms. Shelby Kearney CEO of POP’S HOUSE, an organization providing housing and support services for veterans. Ms. Kearney is requesting the Borough serve as a Municipal Co-Sponsor in order to apply for a 2023-2024 Gaming Grant. Ms. Kearney would be invited to make a presentation at the July Workshop. It was the consensus to consider a maximum of 3 applicants that may seek support from the Borough.

PUBLIC ADMINISTRATION INTERNSHIP

Councilwoman Britten presented information on a Public Administration Internship. Duties would be for 2 short term projects with no benefits, and no expectations that this would lead to a paid position. Project 1 would be to research Borough ordinance(s) regarding Short Term Property Rentals. Project 2 would be to propose changes to or additions of Ordinance(s) to the Borough of Paxtang Short Term Rental Polices. Discussion was held on recruitment strategy, contract/insurance coverage, restricting the position to that of unpaid as funding was not incorporated into the 2023 budget, and to possibly make provisions for a paid position in 2024. More information would be gathered by Councilman Fillman and by Councilwoman Britten for presentation at a future meeting.

*4) Councilwoman Britten made a motion to move forward to create a part time public administration intern position under the supervision of the Borough Manager. Motion seconded by Councilman Fillman. Motion carried.

ROAD CLOSURE – NATIONAL NIGHT OUT

*5) Vice-President Spackman made a motion to approve the request for a road closure on Brisbane Street from Oak Street to Wilhelm Street on Tuesday, August 1, 2023, and to authorize the Borough Manager in consultation with the Highway Chairperson to approve other road closures that may come up until August 1, 2023. Motion seconded by Councilman Thomas. Discussion was held that the motion as presented would allow for last minute decisions for a road closure. After discussion, motion carried.

REQUEST FOR STREET LIGHT – 30th AND ERB STREET

*6) Councilman Bower made a motion that Council request Pennsylvania Power Light (PPL) to research installing a light fixture at the corner of 30th and Erb Street. Motion seconded by Councilwoman Britten. After clarification that Erb Street is located between Duke Street and Prince Street, Motion carried.

NON-UNIFORM PENSION PLAN RECORD KEEPING

President Bloss reported this matter will be addressed at the July 5, 2023, Workshop meeting. No action would be entertained this evening.

COMMUNICATIONS

No Communications were brought forth

PUBLIC COMMENT

Donald Follett 3625 Brisban Street stated he made a request in April of 2023 for the placement of a banner over Derry St, asked if the request was still in Committee, and if the request was going to be rejected that the decision of Council be reflected in the Minutes. Mr. Follett stated a request was made for an article to be placed in the Paxtang Post, has not received a decision as to submission, and if the request was going to be rejected that the decision be reflected in the Minutes.

Gavin Ford 3741 Rutherford Street, Swatara Township was of the opinion that residents should be advised of costs associated with legal matters incurred in 2023, status on a request made for an Agreement for the off site storage of equipment, would like more visible presence of Swatara Police, and questioned the average time a patrol vehicle is stationed in or patrols the Borough.

PRESESNTATION OF BILLS

*7) Vice-President Spackman made a motion that Council pay its just and lawful debts. Motion seconded by Councilman Fillman. Motion carried.

EXECUTIVE SESSION

At 8:18 p.m. President Bloss announced that Council would retire to Executive Session to discuss matters of litigation as well as potential litigation. Council would reconvene following the Executive Session. The Borough Mayor, Borough Manager, Borough Solicitor and Borough Council were invited to attend.

Secretary Clark was excused from her duties for this evening

President Bloss reconvened the public meeting stating matters of litigation were discussed.

ADJOURNMENT

*8) Councilman Thomas made a motion to adjourn the Regular Business Meeting. Motion seconded by Council Vice-President Spackman. Motion carried.

Secretary

- | | |
|--|--|
| 1.Minutes – May 17, 2023, Regular Business Meeting | 6. Street Light 30 th and Erb |
| 2.Minutes – June 6, 2023, Workshop Meeting | 7.Pay Bills |
| 3.Treasurer’s Report | 8.Adjourn |
| 4.Administration Internship – Move Forward | |
| 5.Road Closures – National Night Out | |