

PAXTANG BOROUGH
Regular Business Meeting
3423 Derry Street
May 18, 2022

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 Martin.

COUNCIL MEMBERS PRESENT

Council President	Kathleen Bloss
Council Vice-President	Christopher Spackman
Council President Pro-Tempore	Jack Thomas
Mayor	Nathan Martin
Corbin Bower	
Eric Fillman	
Thomas Wingert	

COUNCIL MEMBERS ABSENT

Jennifer Britten

BOROUGH OFFICIALS

Borough Manager	Keldeen Stambaugh
Borough Solicitor	Joshua Bonn
Borough Fire Chief	Will Skinner
Borough EMS	Robin Bloss
Borough Engineer	Jeremy Smith

AUDIENCE PARTICIPATION

President Bloss opened the floor for audience members to share comments.

Ms. (inaudible) Roth of 3642 Derry Street voiced her concern with regard to parking a vehicle over a curb being prohibited in the vicinity of 3642 Derry Street. Ms. Roth stated numerous accidents have occurred in this area resulting in damage to vehicles including her own. Ms. Roth requested Council reconsider the current ordinance so that parking over a curb would be permissible in the vicinity of 3642 Derry Street.

Discussion was held that Derry Street is a State owned road, Paxtang may regulate the current parking ordinance and may not overstep State jurisdiction.

Mr. Stephen Roth of 3642 Derry Street said he has been in contact with PennDOT over the issue of parking over a curb in this area, was of the belief that an agreement once existed with PennDOT allowing parking over a curb in this area, will present Council with additional information, and is asking Council for an exemption for this area.

Manager Stambaugh said she has not received any correspondence, notification, or changes directly from PennDOT nor is there any official authority or authorization for anyone to park over a curb. Manager Stambaugh reiterated that at this point, parking over a curb is not permitted.

Mr. Donald Follett of 3625 Brisban Street stated there has been numerous emergency calls on the stretch of road in question by Mr. Roth and that information could be obtained from the Paxtang Fire Chief or other representative of the Fire Company.

Mrs. Linda Follett of 3625 Brisban Street – voiced her concern with the crosswalk in front of the Municipal Building stating it would be of benefit for the crosswalk to receive a fresh coat of paint every few years.

Manager Stambaugh said painting of the crosswalk is on the schedule of the Public Works Department and would be carried out in accordance with PennDOT specifications as Derry Street is a State owned road.

MUNICIPAL SEPARATE STORMWATER SEWER SYSTEM PROGRAM (MS-4)

President Bloss asked if anyone had questions or concerns regarding the MS-4 Program. Hearing none, President Bloss proceeded with the meeting.

MINUTES – April 19, 2022, GENERAL BUSINESS MEETING

*1) Councilman Thomas made a motion to dispense with the reading of the Minutes from the April 19, 2022, Regular Business Meeting and to approve the same. Motion seconded by Councilman Fillman. Motion carried.

MINUTES – MAY 3, 2022, WORKSHOP

*2) Councilman Thomas made a motion to dispense with the reading of the Minutes from the May 3, 2022, Workshop Meeting and to approve the same. Motion seconded by Councilman Wingert. Motion carried.

TREASURER’S REPORT

Secretary Clark read the Treasurer’s Report for the month ended April 30, 2022

GENERAL FUND	\$859,012.41
SEWER FUND	\$795,945.31
LIQUID FUELS	\$155,407.74
SOLID WASTE	\$102,068.32
CAPITAL RESERVE	\$470,829.49

Manager Stambaugh noted a coding adjustment listed under the heading of Library would be coded to the Capital Complex Improvement Project.

*3) Vice-President Spackman made a motion to accept the Treasurer’s Report for the month ended April 30, 2022. Motion seconded by Councilman Thomas. Motion carried.

REPORT OF THE POLICE

Darrell Reider, Director of Public Safety with Swatara Township stated 52 calls for service were placed for Paxtang Borough for the month of April. Two traffic citations, 4 motor vehicle code warnings, 2 parking violations, 2 foot patrols, 1 school foot patrol, and 2 bicycle patrols were carried out.

COMMUNITY SERVICE REPORT

CITIZENS POLICE ACADEMY

Graduation Ceremony for the 2022 Citizens Police Academy was held on April 25, 2022, with 13 Cadets graduating.

BE MY NEIGHBOR EVENT

Various officers attended the WITF Public Broadcast System, “Be My Neighbor Day” at the WITF Public Media Center in Swatara Township. Officers provided information and event related items for children in attendance.

COMMUNITY SERVICE PRESENTATIONS

Rules, laws, and tools used by officers and a demonstration by the Canine unit was presented at the Swatara Church of God.

TEAM PROGRAM

The Teaching, Educating, And Mentoring program continues in surrounding elementary schools.

DRIVE SAFE ENFORCEMENT

The aggressive driver program carried out 59 citations and 4 warnings for the month of April.

CHILD PASSENGER SEAT INSTALLATIONS

Two child passenger seat installation/checks were conducted for the month of April.

MOTOR CARRIER SAFETY ASSISTANCE PROGRAM

The MCSAP enforcement program is on going with inspections of commercial vehicles.

YOUTH POLICE ACADEMY

This program is open to youth between the ages of 13-15 from Swatara Township and Paxtang Borough. Topics will cover the daily activities of a police officer.

REPORT OF THE FIRE CHIEF

Fire Chief Will Skinner reported 27 calls for service were placed with 3 in the Borough. Manpower was 74, manhours were 1,276.5, average crew was 3, time in service was 17 hours 13 minutes. Rescue ran 13, Engine 15, Utility 0, Officer in Charge 1, Fire Police 3, Borough EMS 1. Seven calls went unanswered, 5 with no crew, 2 with no driver. No official Company trainings were held. Company participated in 3 community outreach events. Chief Skinner commented that while the Paxtang Fire Company may not have been first on the scene of a recent fire on Brookwood Street, they were where working at the scene. Off duty members of the Harrisburg Fire Department, who were in the area, were able to assist as well. Chief Skinner will be in contact with Swatara Township Lieutenant Krahling. President Bloss suggested Chief Skinner reach out to Swatara Township Safety Director, Darrell Ryder as well. Chief Skinner would like to contact Manager Stambaugh with regard to meeting with Public Safety. After clarification from President Bloss on committee protocol, Chief Skinner asked that he be informed of topics as much as able and if any assistance is needed, to please contact him.

OATH OF OFFICE – FIRE POLICE OFFICER – STEPHEN ROTH

Mayor Martin administered the Oath of Office of Special Fire Police to Mr. Stephen Roth.

EMERGENCY MEDICAL SERVICES

Mr. Donald Kunst, of Susquehanna Township Emergency Medical Services (STEMS), was unable to attend this evenings meeting due to a full agenda with duties and activities relating to National EMS Responder Week. Mayor Martin suggested thanking EMS personal for their dedicated service.

REPORT OF THE BOROUGH MANAGER

INTERNATIONAL PROPERTY MAINTENANCE CODE

The IPMC Ordinance has been advertised and would be brought before Council for consideration.

MEMORIAL DAY PICNIC

The Paxtang Community Memorial Day Picnic will be held on Monday, May 30. Preparations and sign ups for volunteering at the picnic are underway.

STREET CLEANING

The cleaning of Borough streets will take place June 14, 15, and 16. Street sweeper will be rented and work carried out by the Public Works Department. An automated informational phone call will be made to Borough residents, multiple signs will be placed throughout the Borough announcing the schedule, a notice will be placed on the Borough website, and the social media of Facebook.

PENNSYLVANIA STATE ASSOCIATION OF BOROUGH CONFERENCE

Manager Stambaugh will be attending the PSAB conference in Hershey May 23, 24, and 25.

PATRIOT CAMP

Patriot Camp will not be able to be held for 2022. Patriot Camp has seen a successful run for the past 10 years and hopefully will be able to return in the near future.

INDEPENDENCE DAY PARADE

The Independence Day Parade will not be able to be held for 2022. While this was not a Borough event, it did involve the volunteer efforts of many community members and hopefully will be able to return in the near future.

DAUPHIN COUNTY TECHNICAL SCHOOL

Contact will be made with the Dauphin County Technical School with regard to the possible construction of an informational sign for placement at Saussaman Park.

CAPITAL REGIONAL WATER (CRW)

Manager Stambaugh would like to move forward with surrounding municipalities to discuss a new agreement and hire a consultant to compile a financial analysis with regard to new rates. The approximate cost share to the Borough would be \$356.00.

REPORT OF CODES

Two Building permits and 2 Zoning permits were issued for the month of April.

REPORT OF THE MAYOR

Mayor Martin took this opportunity to thank everyone that assisted with the Primary Election on May 17 and to those that took the time to exercise their right to vote.

PROCLAMATION – ASIAN AMERICAN, NATIVE HAWAIIAN, AND PACIFIC ISLANDER HERITAGE MONTH

Mayor Martin read for Council a Proclamation proclaiming May 20, 2022, as Asian American Native Hawaiian and Pacific Islander Heritage month. Mayor Martin asked all residents of Paxtang Borough to join him in commemorating contributions of our fellow residents from the Asian American Native Hawaiian and Pacific Islander community.

SOLICITOR

STORMWATER ORDINANCE

Solicitor Bonn has prepared a Stormwater Ordinance draft for Council’s consideration for advertisement and deferred the topic to the Borough Engineer.

REPORT OF THE ENGINEER

MUNICIPAL PARKING LOT IMPROVEMENTS

Engineer Smith issued the Notice Of Award to Pennsy Supply on April 20. The proposal and contract was sent to Manager Stambaugh. Once signed, a pre-construction meeting with the contractor and Borough staff would take place.

MUNICIPAL SEPARTATE STORMWATER SEWER SYSTEM PROGRAM (MS-4) STORMWATER ORDINANCE

The current MS-4 permit requires each municipality to submit a copy of an Ordinance that is consistent with the Department of Environmental’s model 2022 Ordinance. The recommendation of Engineer Smith was to authorize the solicitor to prepare the ordinance amendment.

REPORT OF COMMITTEES

Administration – No Report from Vice-President Spackman

Highway – Councilman Bower reported Public Works is recommending street repairs for the 3100 block of Greenwood Street and the 3200 block, 3100 block, 3000 block and 2900 block of Brisban Street.

*4) Councilman Bower made a motion authorizing the Engineer to obtain and receive quotes for road work as presented. Motion seconded by Councilman Fillman. Motion carried after discussion on possible price increases, alternate bids, Liquid Fuel funds, rejection of bids, and the availability of highway funds for the project if necessary.

Property and Recreation – Councilman Fillman presented a request for gratis use of the Pavilion from the Paxtang Elementary PTO for a 5th grade graduation gathering on Friday, June 10 from 3:00 to 7:00 p.m.

*5) Councilman Fillman made a motion to approve the request as presented. Motion seconded by Councilman Thomas. Motion carried.

PARK RULES – UPDATE

Councilman Fillman will provide a revised version of proposed language for park signs at an upcoming meeting.

Public Safety – No Report from Councilman Wingert

Public Relations – No Report due to the absence of Councilwoman Britten

Health and Sanitation – No Report from Councilman Thomas

NEW BUSINESS

SMITH ELLIOTT KEARNS & COMPANY – NON-UNIFORM PENSION PLAN

*6) Councilman Fillman made a motion to continue with professional services of SEK for management of the Non-Uniform Pension Plan. Motion seconded by Councilman Wingert. Motion carried.

ADVERTISEMENT – UPDATING STORMWATER MANAGEMENT ORDINANCE

*7) Councilman Thomas made a motion to advertise the updating of the Stormwater Management Ordinance. Motion seconded by Vice-President Spackman. Motion carried.

OLD BUSINESS

APPROVAL OF THE INTERNATIONAL PROPERTY MAINTENANCE CODE – 2021

*8) Councilman Thomas made a motion to adopt the IPMC – 2021 Ordinance No. 682. Motion seconded by Councilman Bower. Motion carried.

HERBERT ROWLAND & GRUBIC, INC – CAPITAL COMPLEX IMPROVEMENT PROJECT

*9) Councilman Fillman made a motion to approve the contract of Herbert Rowland & Grubic, Inc. for the building portion of the Capital Complex Improvement Project. Motion seconded by Councilman Wingert. Motion carried. Discussion was held at the May 3, 2022, Workshop Meeting.

HIGHER INFORMATION GROUP – DOCUMENT PRESERVATION PROJECT

Manager Stambaugh stated documents to be preserved have been approved as an eligible item under the American Rescue Plan – COVID 19 Stimulus Package or ARPA Fund. A contract cost of \$10,000.00 to \$12,000.00 would be considered to digitally record Borough documents. Documentation would be in compliance with the Municipal Records Manual Retention Schedule.

*10) Councilman Thomas made a motion to approve the Higher Information Group document scanning project up to an amount of \$12,000.00. Motion seconded by Councilman Fillman. Motion carried.

COMMUNICATIONS

No Communications were brought forth

AUDIENCE PARTICIPATION

Mr. Donald Follett of 3625 Brisban Street stated the Paxtang Fire Company will be holding a Crabfest Fundraiser on September 24, 2022. An article has been written for the upcoming edition of the Paxtang Post.

Engineer Smith asked if it would be acceptable for him to attend the June 7 Workshop meeting since he would be unable to attend the Regular Business Meeting on Tuesday, June 21. No objection from Council.

PRESENTATION OF BILLS

*11) Vice-President Spackman made a motion that Council pay their just and lawful debt. Motion seconded by Councilman Thomas. Councilman Fillman requested the motion on the floor read “just and lawful **debts**”. Vice-President Spackman accepted the request as presented by Councilman Fillman. Motion carried after discussion.

ADJOURNMENT

*12) Councilman Thomas made a motion to adjourn the May 18, 2022, Regular Business Meeting. Motion seconded by Councilman Fillman. Councilman Fillman took this opportunity to offer a special presentation to Mayor Martin for demonstrating great concern and good works on a consistent basis to the Borough of Paxtang. Motion carried after the acceptance by Mayor Martin.

President Bloss adjourned the May 18, 2022, Regular Business Meeting at 8:09 p.m.

Secretary

- 1.Minutes April 19, 2022, Regular Business Meeting
- 2.Minutes May 3, Workshop Meeting
- 3.Treasurer’s Report
- 4.Obtain Quotes – 2022 Road Projects
- 5.Use of Pavilion – Paxtang Elementary PTO June 10
- 6.SEK – Manage Non Uniform Pension Plan
- 7.Advertise Stormwater Ord
- 8.Approve ORD 682 IPMC 2021
- 9.HRG Manage Capital Complex Improvement Project
- 10.HIG – Document Preservation Project
- 11.Pay Bills
- 12.Adjourn