

PAXTANG BOROUGH
Regular Business Meeting
3423 Derry Street
March 16, 2021

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 Vice-President Spackman. Due to the COVID-19 Pandemic, guidelines set by the Centers for Disease Control for social distancing and wearing of masks were being observed.

COUNCIL MEMBERS PRESENT

Council President	Kathleen Bloss
Council Vice-President	Christopher Spackman
Council President Pro Tempore	Jack Thomas

Joshua Eisner
David Gui
Nathan Martin
Thomas Wingert

Mayor Sheilah Borne Fuller – **Absent**

BOROUGH OFFICIALS

Borough Manager	Keldeen Stambaugh
Borough Solicitor	J. Stephen Feinour
Borough Engineer	Jeremy Smith
Borough Fire Chief	Will Skinner

AUDIENCE PARTICIPATION

President Bloss opened the floor for participants to share comments. Hearing none, President Bloss proceeded with the meeting.

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 – FEBRUARY 16, 2021 REGULAR BUSINESS MEETING

*1) Councilman Eisner made a motion to dispense with the reading of the Minutes from the February 16, 2021 Regular Business Meeting and to approve the same. Motion seconded by Councilman Thomas. Motion carried.

MINUTES – MARCH 2, 2021 WORKSHOP MEETING

*2) Councilman Thomas made a motion to dispense with the reading of the Minutes from the March 2, 2021 Workshop Meeting and to approve the same. Motion seconded by Councilman Martin. Motion carried.

TREASURER’S REPORT

Secretary Clark read the Treasurer’s Report for the month ending February 28, 2021 as follows:

<u>GENERAL FUND</u>	\$322,837.59
<u>SEWER ACCOUNT</u>	\$685,236.92
<u>LIQUID FUELS</u>	\$ 55,656.04
<u>SOLID WASTE</u>	\$ 25,711.20
<u>CAPITAL RESERVE</u>	\$379,259.23

*3) Councilman Gui made a motion to accept the Treasurer’s Report for the month ended February 28, 2021. Motion seconded by Councilman Eisner. Motion carried.

REPORT OF THE POLICE

The Swatara Township Public Safety Director, Darrell Reider, stated 54 calls for service were placed for Paxtang Borough. Four motor vehicle code violation warnings, 3 parking violations, and 3 foot patrols were carried out.

Chief Reider stated municipalities have seen an increase in the use of all-terrain vehicles and motorcycles. Security cameras will be installed at Saussaman Park. Swatara Township will be showcasing a new electric motorcycle on Earth Day, April 22, 2021.

COMMUNITY SERVICE REPORT

Officers conducted a drive by birthday celebration for a Paxtang Borough resident, gave a presentation to the Harrisburg Young Professionals Toastmasters Club, and participated in the Middletown Area High School's Career Pathways Program.

TEACHING, EDUCATING, AND MENTORING PROGRAM – T.E.A.M.

The T.E.A.M. Program is up and running in the Central Dauphin School District with modifications due to the COVID-19 Pandemic. The program is a life skills and safety program designed for grades Kindergarten through 12th grade.

CHILD SAFETY SEAT INSTALLATION

Officers installed 8 vehicle child passenger seats in February.

MOTOR CARRIER SAFETY ASSISTANCE PROGRAM (MCSAP)

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

CITIZENS POLICE ACADEMY

The Swatara Citizens Police Academy is underway for residents and non-residents. The program offers citizens a look at different aspects of policing from officers in their specific field as well as incorporating various field trips to criminal justice facilities within Dauphin County.

ADDITIONAL MEMBER TO THE CANINE UNIT

Tattoo, a therapy dog, will be enrolled in the Swatara Township canine unit. Tattoo will be joining the unit due to generous donations made in memory of the recent passing of Ms. Christine Stoltz, former Secretary with Swatara Township. Tattoo will be a valued addition to the unit and surrounding community.

REPORT OF THE FIRE CHIEF

Chief Skinner reported 22 calls for service were placed with 0 calls being in the Borough. Total manpower was 70 with an average crew of 3. Time in service was 38 hours and 20 minutes. The Engine ran 16 calls, Rescue 5, Utility 0, Officer In Charge 0, and Fire Police 1. Top five responders were Firefighter Sabrina Schaeffer at 15, Captain Matthew Lemmon at 13, Firefighter Todd Zwigart at 11, Lieutenant Frankenfield at 6, and Firefighter Dan Schaeffer at 6. Two unanswered calls included 1 with no crew and 1 with no driver.

TRAININGS

Fire Company trainings were held on Chimney Fires, Carbon Monoxide Incidents, Rescue Tools and Equipment, and Equipment Maintenance. The Fire Police held 1 training.

REPORT OF EMERGENCY SERVICES AGENCY

Emergency Management Coordinator, Robin Bloss, reported Dauphin County will hold a Three Mile Island drill on April 17. Members of Council were invited to attend.

REPORT OF THE BOROUGH MANAGER

REQUEST FOR USE OF PAVILION – PAXTANG LIONS CLUB 5-K RUN

Manager Stambaugh stated the Paxtang Lions Club would like to hold their annual 5-K Run on July 4th. To be addressed under New Business.

PAXTANG LIONS CLUB 4TH OF JULY PARADE

The Paxtang Lions Club would like to plan for their 4th of July parade. To be addressed under New Business.

BOROUGH WIDE SIDEWALK INSPECTION of 2018

Manager Stambaugh reported 46 sidewalks need repairs while 33 sidewalks have been repaired, but no permit was submitted. Discussion was held to possibly consider a 3 to 4 month time frame to complete repairs. Discussion was held to possibly consider a 30-day window for those that made repairs to submit a permit and \$15.00 permit fee.

BROCHURE – CITY OF HARRISBURG – TRASH AND RECYCLING

Information regarding the collection of trash and recycles will be addressed in the next edition of the Paxtang Post.

DAUPHIN COUNTY LOCAL SHARE MUNICIPAL GRANT AWARD

Details will be forthcoming regarding the recent award of a \$150,000.00 grant for renovations to the municipal building complex.

CONSIDERATIONS

The consensus of Council was to discuss the 4th of July Parade and 5-K Run at the April 6, 2021 Workshop meeting.

The consensus of Council was to have Secretary Clark provide the following information for the April 6, 2021 Workshop Meeting:

- Number of single home properties
- Number of rental properties
- Number of properties that have changed ownership
- Were letters sent via regular mail and Certified Mail
- Were Certified Mail letters returned
- Timeline given for repairs

REPORT OF CODES AND ZONING

Secretary Clark stated 1 Zoning, 2 Street Cuts, 0 Building, 0 Sewer, and 0 Sidewalk permits were submitted for the month of February.

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

Engineer Smith presented the following options regarding a recent request for the installation of a swing set at one of the two parks in the Borough:

- Purchase equipment from COSTARS – A Pennsylvania cooperative purchasing program for Local Governments
- Incorporate equipment into a Department of Conservation And Natural Resources grant application for comprehensive park improvements

Engineer Smith touched base on the many other cost factors involved with the installation with an estimate between \$10,000.00 and \$20,000.00

The Chapter 94 Wasteload Management Annual Report for 2020 has been submitted to Capital Region Water.

REPORT OF COMMITTEES

Administration – No Report from Councilman Eisner

Highway – No Report from Councilman Wingert

Property and Recreation – Vice-President Spackman will present a request from the Paxton Presbyterian Church for gratis use of the pavilion at Saussaman Park for their annual picnic scheduled for September 12, 2021. Vice-President Spackman recommended granting their request. To be addressed under New Business.

Public Safety – No Report from Councilman Gui

Public Relations – Councilman Martin reported submission of articles for the next edition of the Paxtang Post will be Friday, March 19. A redesign of the Borough website is being planned. A Hometown Heroes Program is in the works. Borough citizens will be able to nominate members of the community that have been heroes to them over the past year. Nominees will be recognized during the Memorial Day holiday. Information will be posted on the Borough website at www.paxtang.org.

Health and Sanitation – No Report from Councilman Thomas

NEW BUSINESS

BOROUGH APPOINTMENT LISTING

Manager Stambaugh presented for Council's consideration the Paxtang Borough Appointment list for Borough Officials, Officers, and Commissions.

*4) Councilman Martin made a motion to approve the Paxtang Borough Appointment Listing. Motion seconded by Councilman Wingert. Discussion was to strike the reference to "Pending ratification of an Intermunicipal Agreement" and that Jeremy Smith be recognized as the Borough Engineer.

Councilman Martin amended his motion to be approved with the changes as requested. Motion as originally seconded still stands. Motion carried.

REQUEST FOR GRATIS USE OF THE PAVILION – PAXTON PRESBYTERIAN CHURCH

*5) Vice President Spackman made a motion to approve the request from the Paxton Presbyterian Church for use of the pavilion for their annual picnic on September 12, 2021. Rental fees and security deposits to be waived. Motion seconded by Councilman Thomas. Discussion was held on clarification for utilization of the pavilion by organizations, concerns with groups gathering due to the COVID -19 Pandemic, and to research what organizations are doing as far as best practices during the pandemic. With no objections from Council, this matter would be tabled and discussed at the April 6, 2021 Workshop. After discussion, motion withdrawn.

OLD BUSINESS

No Old Business was brought forth

COMMUNICATIONS

PAXTANG LIONS CLUB THANK YOU – USE OF GYM – PANCAKE BREAKFAST

Manager Stambaugh presented a communication from Paxtang Pancake Breakfast Chairman, Lion Jack Thomas thanking Council for use of the municipal gymnasium on Saturday, February 13 for their 69th Annual Pancake Breakfast. Over 350 Paxtang residents, family, and friends were served via "take out" due to the COVID-19 Pandemic.

BOROUGH RESIDENT – THANK YOU – BUDGET 2021

Manager Stambaugh presented a communication from Borough resident Mr. Mike Wood of 3123 Duke Street thanking Council for their good public stewardship with approving the 2021 Budget.

RECYCLE BICYCLE – THANK YOU – DONATION OF BICYCLES

Manager Stambaugh presented a communication from Ms. Jenifer Donnelly with Recycle Bicycle Harrisburg thanking the Borough for the donation of 5 bicycles. The bicycles were collected during Paxtang Recycles Day. Their mission is to offer bicycles as a form of transportation to those in need.

AUDIENCE PARTICIPATION

Mr. Stephen Roth of 3642 Derry Street shared concerns with the recent passage of amendments to the Vehicles and Traffic Ordinance, the cost factor for installation of traffic control devices throughout the Borough and provided a petition from Borough residents regarding the passing and enforcement of the ordinance. Mr. Roth is requesting Council consider removal of the Ordinance and work with residents to remedy the situation.

Councilman Wingert read information from the Pennsylvania Department of Transportation regarding prohibiting the act of parking up and or over a curb, suggesting if Mr. Roth so desired, he could contact local police on this matter. President Bloss along with Councilman Wingert thanked Mr. Roth for communicating his concerns. Mr. Roth took this opportunity to thank Council as well.

PRESENTATION OF THE BILLS

*6) Vice-President Spackman made a motion that Council pay its just and lawful debt. Motion seconded by Councilman Thomas. Motion carried.

EXECUTIVE SESSION

At 8:10 p.m. President Bloss announced that Council would retire to Executive Session to discuss matters of personnel and to seek advice from the Borough Solicitor. The Borough Solicitor and Borough Manager were invited to attend. Secretary Clark was excused for the remainder of the meeting.

At 8:27 p.m. President Bloss reconvened the meeting stating matters of personnel and advice from the Borough Solicitor were discussed.

ADJOURNMENT

*7) Councilman Thomas made a motion to adjourn the meeting. Motion seconded by Vice-President Spackman. Motion carried. Meeting adjourned at 8:28 p.m.

Secretary

- 1.Minutes Feb 16, 2021 Regular Business Meeting
- 2.Minutes March 2, 2021 Workshop
- 3.Treasurer's Report
- 4.Appointments
- 5.Use of Pavilion – Paxton Presbyterian Church – Withdrawn
- 6.Presentation of Bills
- 7.Adjourn