

**Regular Business Meeting
3423 Derry Street
August 19, 2025**

President Bloss called to order the August 19, 2025, Regular Business Meeting of the Paxtang Borough Council at 7:00 p.m. with the Pledge of Allegiance led by Vice-President Fillman.

COUNCIL MEMBERS PRESENT

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

Thomas Wingert
Jennifer Britten
Corbin Bower
Matthew Leonard

BOROUGH OFFICIALS

Borough Manager	Keldeen Stambaugh
Borough Solicitor	Joshua Bonn
Borough Engineer	Jeremy Smith
Borough EMA Coordinator	Robin Bloss – Absent

PUBLIC COMMENT

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, business, or property owners and then proceed with comments from other individuals. President Bloss opened the floor for audience members to share their comments. Hearing none, President Bloss 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 – JULY 15, 2025

*1) Vice-President Fillman made a motion to dispense with the reading of the Minutes from the July 15, 2025, General Business Meeting and to approve as circulated. Motion seconded by Councilman Thomas. Motion carried after noting that the Saussaman Park Project shall be addressed as the Saussaman Park Phase 2 Project.

TREASURER'S REPORT – MONTH ENDED JULY 31, 2025

Secretary Clark read the Report of the Treasurer for the month ending July 31, 2025, as follows:

GENERAL FUND	\$ 875,395.26
SEWER ACCOUNT	\$ 1,026,456.41
LIQUID FUELS	\$ 110,010.24
SOLID WASTE	\$ 144,616.90
CAPITAL RESERVE	\$ 551,550.64

*2) Vice-President Fillman made a motion to approve the Treasurer's Report for the month ended July 31, 2025. Motion seconded by Councilman Wingert. Motion carried.

REPORT OF PUBLIC SAFETY

Swatara Township Police Chief, Thomas Stauffer stated 55 calls for service were placed for Paxtang Borough and 1,349.00 calls were placed for Swatara Township in the month of July 2025. One arrest for Driving Under the Influence, 2 traffic citations, 5 traffic warnings, 2 parking violations and 3-foot patrols were carried out in the Borough. July 2025 crime and call trends were down from July 2024.

COMMUNITY SERVICE

There were 4 events and presentations, 1 enforcement program, and 47 pounds of expired and unused medications were deposited at the Swatara Township drug drop box. Sixteen Motor Carrier Safety Inspections were carried out.

FAMILY FUN FEST – Various members of the Swatara Township Police Department attended this event on July 19 along Derry Street and Vanatta Park from 12 noon to 7:30 p.m. Chief Stauffer expressed his gratitude to Lieutenant Dennis Krahling and everyone that worked together to make this event a success.

WELCOME BACK STUDENTS – Lieutenant Krahling and various officers will be at numerous schools to welcome students to the 2025-2026 school year.

LABOR DAY CELEBRATION AND FIREWORKS

Event will feature Food Trucks, activities for children, and live music. Event will take place August 30 at Bishop Park in Swatara Township from 3:00 p.m. to 10:00 p.m.

REPORT OF FIRE SERVICES

Fire Chief Michael Ibberson presented the monthly report for July 2025 as follows: 173 calls for service were placed with 11 in Paxtang Borough. Fifteen fires, 43 medical responses, 12 hazardous conditions, 24 service calls, 22 good intent calls, and 40 false alarms were carried out. Sixty-five active members devoted 4,753 staffing hours and 436 hours of training in July. Average response time was 5 minutes and 10 seconds. Mutual Aid was provided 30 times and received 33 times. Various members participated in multiple smoke detector checks/installations, fire prevention presentation at a U-Gro Daycare and Rutherford Park Townhomes. Several members participated at the Swatara Family Fest event.

Chief Ibberson reported that Mr. Robert Stout is now the Manager of Communications at the 911 Communications Center. Mr. Stout will be compiling information regarding 911 statistics.

Harrisburg City handled 322 calls, Lower Paxton 139, Swatara Township 136, Susquehanna Township 96, and Hershey 75. Swatara Township Engine 91 was the most active Engine outside of the City of Harrisburg with 85 calls in the month of July. Truck 91 was the third most active behind the 2 City Trucks, Rescue 91-5 out of Rutherford was the most active Rescue with 59, Rescue 91 was the third most active with 43, and Chief 91-4 was the most active County Chief responding to 39 incidents.

President Bloss thanked Chief Ibberson for the outstanding report and expressed her gratitude to Chief Ibberson on the ability to have more than 10 individuals responding per incident. Chief Ibberson will provide Manager Stambaugh with the complete report of public service.

REPORT OF THE BOROUGH MANAGER **2026 BUDGET**

Manager Stambaugh recommended Council members contact her during the month of August with suggestions and or requests for the 2026 Budget.

501 SOUTH 29TH STREET – FRESH SUPERMARKET

Progress is moving forward with regard to Fresh Supermarket moving into the former Rite Aid Pharmacy at 501 South 29th Street. Updates to follow when available.

REQUEST FOR PROPOSAL – SOLID WASTE AND RECYCLING CONTRACT

Solicitor Bonn has reviewed and approved the Request for Proposal for the Solid Waste and Recycling Contract. Contract will be placed for advertising. Bids will be opened Friday, September 12, 2025, and offered for consideration at the September 16 Regular Business Meeting.

TRAFFIC CALMING – LINE PAINTING

A proposal for line painting from D.E. Gemmill will be addressed under Unfinished Business. Project will fall under the heading of Highway and Maintenance at an approximate cost of \$2,200.00. Councilman Wingert asked Council members and Manager Stambaugh to review information sent by him before action is taken.

TECHNICAL AMENDMENT TO HOUSING ZONING DEFINITIONS

Subject to be addressed at the September 2, 2025, Workshop

CODES AND ZONING REPORT

One Building Permit and 1 Zoning Permit was issued in the month of July

REPORT OF THE MAYOR

No Report due to the absence of Mayor Martin

REPORT OF THE SOLICITOR

TECHNICAL AMENDMENT TO HOUSING ZONING DEFINITIONS

Solicitor Bonn will have more information regarding the technical amendment to housing and zoning definitions as well as an ordinance regarding the keeping of chickens at a later date as Solicitor Bonn has just returned from vacation and Attorney Nicholas Swartz, who had the lead on the projects, has resigned from the firm of Cohen, Seglias, Pallas, Greenhall, and Furman.

FILE LEGAL ACTION AGAINST JOSEPH A. CIAMPA/371 CHELSEA STREET LLC 3111 BRISBAN STREET

The Borough Zoning Officer has recommended that Council consider legal action regarding an illegal boarding house at 3111 Brisbane Street. The Zoning Officer has filed numerous citations, numerous court hearings have been held, and significant costs to the Borough have been incurred. Although Solicitor Bonn would ordinarily recommend that the Borough continue with citations, he is recommending Council authorize him to bring a law suit to obtain an injunction to bring the property into compliance. Solicitor Bonn made it clear this is not something that he recommends lightly. To be addressed under New Business.

PENNSYLVANIA SUPREME COURT DECISION – SOCIAL MEDIA USE

Solicitor Bonn presented information from the Pennsylvania Supreme Court on the use of social media by public officials. After a lengthy commentary, Solicitor Bonn recommended officials be attentive when utilizing social media regardless of if they would consider the account to be for personal use or for official use. At this point the Pennsylvania Supreme Court has left this matter to individual judges to determine subject content, if one would be acting in an official capacity, if one would be utilizing an official social media account, or utilizing a private social media account.

REPORT OF THE ENGINEER

SAUSSAMAN PARK PHASE 2 – The Department of Conservation and Natural Resources has approved site plans. Public Works employee, Brian Rotolo is working with vendors to obtain quotes that will meet the requirements of DCNR.

2025 AMERICANS WITH DISABILITIES ACT – RAMP PROJECT

The 2025 ADA Ramp Project has been placed out for bid. Bids will be opened on Tuesday, August 26, 2025. Results will be available for consideration at the September 2, 2025, Workshop meeting.

PENNDOT I-83 PROJECT – REQUEST TO INCORPORATE SANITARY SEWER WORK

Borough letter was submitted to PennDOT in January of 2025 requesting the incorporation of sanitary sewer utility adjustments into PennDOT's project.

Follow up requests from PennDOT are as follows:

- a) Technical and price proposals for the Sanitary Sewer Relocation Design to be completed by Buchart Horn as incorporated design work at a cost of \$85,453.41. PennDOT is asking for Paxtang Boroughs approval on the technical and scope being presented. PennDOT advised that a letter stating acceptance of the submitted technical and price proposal are sufficient for the Department to proceed. Borough is eligible for cost sharing (75 percent state – 25 percent local), since the impacted facilities are being relocated as incorporated work. As the design progresses, the consultant team will assist the Borough in preparing and submitting an RPI package for the impacted facilities that have a real property interest (i.e. are in an easement). This would further reduce the utility's share of expenses. Exact amounts cannot be determined at this point.
- b) PennDOT is asking the Borough to authorize executing PennDOT's Cost Share form for the utility incorporation work. Cost to relocate and/or adjust the impacted sewer facilities would be split between 25 percent to the Borough and 75 percent to PennDOT.

Engineer Smith spoke at great length with regard to the project including mentioning that the cost of \$85,453.41 is the price proposal for the final design from Bucharth Horn. Costs for construction have not been determined at this point. Invoicing for work in terms of design and construction are thought to be deferred until a projected completion date in 2031. A let date or bid opening date is scheduled for September of 2026.

With this in mind, Council would be authorizing budgeting for invoicing for what they believe would be 25 percent of \$85,453.41 in 2025 for 2031 for the design aspect only and not construction. Members of Council voiced their concern that they would be making decisions now that a future Council would be obligated to and that present Council will need to be diligent in keeping up to date with the project.

Engineer Smith was presenting this information for future action in terms of the letter as mentioned, the Cost Share Form, and a Resolution authorizing the Cost Share Form.

COMMITTEE REPORTS

Administration – Vice-President Fillman extended his gratitude to Manager Stambaugh on the successful completion of the summer internship program. Vice-President Fillman stated the program was of great benefit to the interns and the success of the program reflects excellent management.

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

Highway and Stormwater – No Report from Councilman Leonard

Property, Recreation, and Shade Tree Advisory – Councilman Bower stated the kitchen stove in the municipal kitchen is unable to be repaired. Current gas unit is 36 inches with pricing starting at \$1,500.00. A 30-inch electric unit could be purchased at a price starting at \$600.00. It was the consensus to go forward with the purchase of a basic 30-inch electric stove.

Councilman Thomas extended his compliments to the person or persons who took on the task of clearing Grunden Gardens at Paxtang Commons Park and to congratulate them on a job well done.

Public Relations and Grants – No Report from Councilwoman Britten

Public Safety – No Report from Councilman Wingert

UNFINISHED BUSINESS

No Unfinished Business was brought forth

NEW BUSINESS

LEGAL ACTION -3111 BRISBAN STREET – COMPLIANCE WITH ZONING ORDINANCE – JOSEH A. CIAMPA/371 CHELSEA STREET LLC

*3) Vice-President Fillman made a motion authorizing the Borough Solicitor to file legal action against Joseph A. Ciampa, owner of 371 Chelsea Street LLC, for the property at 3111 Brisban

Street to compel compliance with the Zoning Ordinance. Motion seconded by Councilman Thomas. At this point Vice-President Fillman temporarily withdrew is Motion until the return of Councilman Leonard who unexpectedly had to step out of the meeting during the motion on the floor.

Upon the return of Councilman Leonard, Vice-President Fillman made the following motion:

*4) Vice-President Fillman made a motion authorizing the Borough Solicitor to file legal action against 371 Chelsea Street LLC for the property located at 3111 Brisban Street to compel compliance with the Zoning Ordinance. Motion seconded by Councilman Thomas. Motion carried.

USE OF MUNICIPAL GYMNASIUM – FREEDOM GUARD

*5) Councilman Bower made a motion that Council approve use of the municipal gymnasium by Freedom Guard from September 7, 2025, to April 2026 at a rate of \$25.00 per session. Motion seconded by Councilman Wingert. Motion carried after discussion that the request as presented has been the same as in prior years.

USE OF MUNICIPAL GYMNASIUM – PAXTANG ART ASSOCIATON

*6) Councilman Bower made a motion that Council approve gratis use of the municipal gymnasium by the Paxtang Art Association from September 24, 2025, through December of 2025. Motion seconded by Vice-President Fillman. Motion carried.

MINIMUM MUNICIPAL OBLIGATION NON UNIFORM RETIREMENT PLAN 2026 (MMO)

President Bloss presented the Non Uniform MMO for 2026 at a cost of \$20,709.58.

*7) Vice-President Fillman made a motion that Council authorize the Chief Administrative Officer to certify the numbers as presented for the Non Uniform Employee Municipal Retirement Plan reflecting the obligation of the Borough for the 2026 Non Uniform MMO at an amount of \$20,709.58. Motion seconded by Councilwoman Britten. Vice-President Fillman stated this is an obligation that is freely accepted, is met every year, and would be built into the 2026 budget. Motion carried after discussion.

REQUEST FOR SUPPORT – GAMING GRANT – CARLY’S HOPE

Manager Stambaugh referred Council to a letter from Mr. Tim Mader, Vice Chairman of Carly’s Hope requesting support for their application to the Dauphin County Local Share Account - Gaming Grant. Carly’s Hope is a charitable foundation with a mission to support adoptive families by providing financial assistance to them through the application process.

*8) Vice-President Fillman made a motion that Council provide a letter of support as requested by Carly’s Hope for their application for a share of the Gaming Grant from Dauphin County. Motion seconded by Councilman Thomas. Vice-President Fillman presented a summary on the mission of Carly’s Hope. Discussion was held that the request is for a letter of support as a municipal sponsor, if not too time consuming for Manager Stambaugh, a letter of support would be highly appropriate. Councilman Wingert expressed his approval for the letter of support.

Councilwoman Britten inquired as to how aggressive the foundation was in seeking funding, and stated she was in support of reducing barriers for permanency placement of children. President

Bloss stated she was of the understanding that the request was to assist families that were actually going through the process of adoption. Vice-President Fillman was of the same opinion but could not speak on how competitive the foundation was in seeking funding. Motion carried after discussion. Manager Stambaugh will notify Mr. Mader with the decision of Council.

COMMUNICATIONS

No communications were brought forth

PUBLIC COMMENT

President Bloss opened the floor for anyone wishing to share comments. Hearing none, President Bloss 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 7:55 p.m. President Bloss announced Council would retire to an Executive Session to discuss matters of litigation. Borough Solicitor, Borough Manager, and Council members were invited to remain. Meeting will reconvene after the Executive Session.

At 8:05 p.m. President Bloss reconvened the Regular Business Meeting, stating legal matters were discussed.

Secretary Clark was relieved of her duties for the remainder of the meeting

ADJOURNMENT

*10) Councilman Thomas made a motion to adjourn the August 19, 2025, Regular Business Meeting. Motion seconded by Councilman Bower. Motion carried. Meeting adjourned at 8:06 p.m.

Secretary

- 1.Minutes – July 15, 2025, Regular Business Meeting
- 2.Treasurer's Report for month ended July 31, 2025
- 3.Legal Action – Joseph A. Ciampa 371 Chelsea St. LLC – 3111 Brisban St. – WITHDRAWN
- 4.Legal Action – Joseph A. Ciampa 371 Chelsea St. LLC – 3111 Brisban St.
- 5.Use of Municipal Gymnasium – Freedom Guard
- 6.Use of Municipal Gymnasium – Paxtang Art Association
- 7.Certify MMO Non Uniform
- 8.Write Letter of Support – Carly's Hope
- 9.Pay Bills
- 10.Adjourn