

PAXTANG BOROUGH
Regular Business Meeting
3423 Derry Street
August 18, 2020

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.

COUNCIL MEMBERS PRESENT

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

Joshua Eisner
Angel Gonzalez
David Gui
Thomas Wingert

Mayor Sheilah Borne Fuller – **Absent**

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 was brought forth

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

*1) Councilman Thomas made a motion to dispense with the reading of the Minutes from the July 21, 2020 Regular Business Meeting and to approve the same. Motion seconded by Councilman Eisner. Motion carried.

TREASURER'S REPORT

Secretary Clark read the Treasurer's Report for the month ending July 31, 2020 as follows:

GENERAL FUND	\$471,065.30
SEWER FUND	\$733,864.02
LIQUID FUELS	\$ 60,074.43
SOLID WASTE	\$100,816.28
CAPITAL RESERVE	\$368,029.99

*2) Councilman Eisner made a motion to approve the Treasurer's Report for the month ending July 31, 2020. Motion seconded by Councilman Gui. Motion carried.

REPORT OF THE FIRE CHIEF

Fire Chief John Tinari reported 28 calls for service were placed, 2 being in the Borough, total manpower of 100, average crew of 4, total time in service 17 hours and 31 minutes. The Engine ran 19 calls, Rescue 10, Utility 1, Officer

in Charge 0, Fire Police 1. Borough calls were a brush fire and assistance to EMS. Top five responders were Captain Matthew Lemmon at 18, Firefighter Dan Schaeffer at 15, Chief John Tinari at 13, Firefighter Steve Clark at 13 and Firefighter Sabrina Schaeffer at 10. One training as held with a total manpower of 5, hours in training was 1 hour and 30 minutes for a total of 62 hours and 30 minutes. Training consisted of Maintenance Night.

Councilman Thomas and Councilman Gonzalez took this opportunity to thank Chief Tinari and members of the Fire Company for their service to the Borough.

REPORT OF THE POLICE

Swatara Township Lieutenant Thomas Stauffer reported 95 calls for service were placed for Paxtang Borough. Three traffic citations, 5 motor vehicle code warnings, 1 non traffic citation, 12 parking violations, and 7 bicycle patrols were carried out.

COMMUNITY SERVICE

Officers will be involved in Aggressive Driver Enforcement aiming for the reduction in the number of aggressive driving related crashes. Residents and non-residents are encouraged to drop off their unused or expired medications at the township building drug drop off box for safe disposal. The second annual Youth Police Program was held where youth participated in a week long program learning various aspects of law enforcement.

CANINE REPORT

Swatara Police welcomed Santi, the newest member of their Canine Unit. Officer Chris Smith will be Santi's handler. Santi will be training as a patrol dog specializing in narcotic detection. The K-9 unit was involved in 15 usages for the month of July. This is an overall account of usage and may or may not have been carried out in Paxtang Borough.

Councilman Wingert expressed his gratitude to Lieutenant Stauffer and Swatara Officers for their assistance to the Borough during the recent Borough wide street sweeping project.

REPORT OF THE MANAGER

DAUPHIN – LEBANON COUNTY BOROUGH ASSOCIATION MEETING (DLCBA)

Manager Stambaugh reported that DLCBA will hold a meeting on Tuesday, August 25, 2020 at the Perkins Restaurant located at 7833 Linglestown Road, Harrisburg. Council Members should contact Manager Stambaugh if they will be attending the meeting.

STATUS - RESCUE VEHICLE

Manager Stambaugh requested a status on the Rescue. Chief Tinari stated the Rescue is scheduled for routine preventative maintenance on Wednesday, September 2, 2020.

BOROUGH WIDE SIDEWALK INSPECTION

There are approximately 140-150 outstanding permits for properties involved in the Borough wide sidewalk inspection of 2018. Repairs to these sidewalks may or may not have been carried out. Several extensions have been granted, the last being an extension to July 31, 2020. Discussion was held on possibly accepting a letter of hardship from a homeowner requesting an extension, and extending the deadline for repairs to the end of 2020. Secretary Clark and Public Works employee, Saul Schmolitz will gather information for the September 1 Workshop meeting.

REPLACEMENT OF CAST IRON PIPE IN MUNICIPAL BASEMENT

Replacement of cast iron water lines in the basement of the municipal building has been completed. Council authorized replacement at the June 16, 2020 Regular Business Meeting.

PAXTANG ART ASSOCIATION ART SHOW

Due to the COVID-10 pandemic, the Paxtang Art Association is considering whether or not to proceed with their annual art show in November.

FRIENDS OF KLINE LIBRARY FALL BOOK SALE

Due to the COVID-19 pandemic, the Friends of Kline Library has cancelled their fall book sale for 2020.

PAXTANG LIONS CLUB HALLOWEEN PARADE

Due to the COVID-19 pandemic, the Paxtang Lions Club has cancelled their Halloween parade for 2020.

GRANT – LEAF COLLECTION EQUIPMENT

Manager Stambaugh is working on a grant for the purchase of a new leaf collection machine.

GRANT – LOCAL SHARE MUNICIPAL GRANT OR GAMING GRANT

A three phase project is in the works for repairs and upgrades to the municipal parking lot, sidewalks leading to the gymnasium entrance, and doors to the gymnasium. Upgrades were mandated by Dauphin County through a county wide audit of election polling places conducted for compliance with the Americans With Disabilities Act. Entrance doors and sidewalks have been addressed. The second phase will be for the repointing of bricks on the municipal building and repaving of the municipal parking lot. The third phase is for repair of the municipal building roof. A loan will be offered into consideration as well. Vice-President Spackman expressed his gratitude to Manager Stambaugh for putting the project together. Discussion was held at the August 20, 2019 Regular Business Meeting. To be addressed under New Business.

PAXTANG AVENUE TRAFFIC STUDY

Manager Stambaugh asked Lieutenant Stauffer for information on a request for a traffic study on South Paxtang Avenue. Lieutenant Stauffer stated a request was received requesting a traffic study to restrict parking in this area. *3) Councilman Wingert made a motion authorizing the Swatara Township Police Department to conduct a traffic study on South Paxtang Avenue. Motion seconded by Councilman Thomas. Motion carried.

DRAFT BUDGET

A draft of the 2021 Budget will be discussed at the September 1, 2020 Workshop meeting.

SCHOOL CROSSING GUARDS

Recruiting has begun for substitute school crossing guards.

SHADE TREE COMMITTEE

The Shade Tree Committee has compiled a list for removal of trees. Public Works employees will be removing a total of 14 trees. On behalf of the Shade Tree Commission, Manager Stambaugh requested an additional \$5,600.00 be allocated to their budget from the General Budget. Funding would be allocated from the street light account as this line item incurred a savings of approximately \$6,000.00 since the installation of light emitting diode or LED lights. Manager Stambaugh will inquire as to how many trees for removal would be covered under a recent quote of approximately \$22,000.00. To be addressed under New Business.

REPORT OF CODES AND ZONING

Two Zoning, 3 Building, 2 Sidewalk, 1 Demolition, 0 Street Cuts and 0 Sewer permits were issued for the month of July.

REPORT OF THE MAYOR

No Report due to the absence of Mayor Borne Fuller. Manager Stambaugh reported Mr. Gavin Ford and Mr. Terry Bastian will be sworn in as Special Fire Police this Saturday, August 22 by Mayor Borne Fuller.

REPORT OF THE SOLICITOR

No Report from Solicitor Feinour

REPORT OF THE ENGINEER

I-83 SECTION 1 PROJECT

Engineer Smith reported PennDOT's consultant for utility management provided preliminary plans for utility coordination with Borough facilities. Engineer Smith reviewed the information and provided his comments to Borough staff. Impacts appear to be limited to adjustments to manholes at 29th Street.

29TH AND DERRY STREET SEWER PROJECT

Engineer Smith reported the lawn will once again need to be addressed. Borough funds have not been used on this project to date as funds have been held from the original contractor, Ankiewicz Enterprises. Borough Public Works employees will purchase seed, reseed, and water the lawn once a week for three weeks. Responsibility will then fall upon the homeowners to water the area. Public Works employees will once again provide watering guidelines to homeowners. Ankiewicz Enterprises was awarded the sewer project at the May 15, 2018 Regular Business Meeting.

REPORT OF COMMITTEES

Administration – No Report from Councilman Eisner

Highway – Councilman Wingert reported on the following: requests received for painting of lines on various Borough streets designating parking spaces, need for a traffic study for signage and speed barriers, motorcyclists using trails in the Parkway, and abandoned vehicles on Borough streets, and private property. Manager Stambaugh stated ordinance wise and to be cost effective, all matters dealing with signage should be addressed at the same time.

Property and Recreation

REQUEST FROM THE FRIENDS OF KLINE LIBRARY

Vice-President Spackman presented a request from the Friends of Kline Library asking to set up a table in front of the municipal building during the Paxtang Borough Community Yard Sale. It was the general consensus of Council to deny the request due to establishing a precedent for other non profit organizations presenting this same type of request. Vice-President Spackman was open to looking into possibly utilizing the municipal parking lot in the future for such requests on a first come first serve basis.

USE OF THE PAVILION AT SAUSSAMAN PARK – MICHAEL'S MEMORIES

Vice-President Spackman presented a request for gratis use of the pavilion at Saussaman Park from the non profit organization of Michael's Memories, based out of Highspire, PA. The organization is asking for gratis use for a picnic. It was the opinion of Vice-President Spackman not to grant gratis use as the organization is not a Paxtang based non profit organization. Michael's Memories is welcome to rent the pavilion as outlined in the rules and regulations policy.

USE OF THE MUNICIPAL GYMNASIUM – ST. CATHERINE LABOURE ATHLETIC ASSOCIATION

Vice-President Spackman presented a request for gratis use of the municipal gymnasium from St. Catherine Laboure Athletic Association for multiple evenings from October 2020 to February 2021. After discussion and due to the current COVID-19 pandemic, it was the general consensus of Council to decline their request and to temporarily close the gymnasium to all organizations until further notice.

*4) Councilman Eisner made a motion to suspend use of the gymnasium until further notice, and the formation of a policy for possible use during COVID-19. Manager Stambaugh requested the word "rentals" be added. Motion seconded by Councilman Gonzalez. Councilman Eisner asked that this issue be addressed at the Tuesday, September 1 Workshop. Vice-President Spackman agreed that ultimately Council would want residents and organizations to have access to the gymnasium while keeping safety at the forefront. After discussion, motion carried.

Public Safety – No Report from Councilman Gui

Public Relations – No Report from Councilman Gonzalez

Health and Sanitation – Councilman Thomas would address the Request for Proposal for a Solid Waste contract under Old Business.

NEW BUSINESS

LOCAL SHARE MUNICIPAL GRANT – GAMING GRANT

*5) Vice-President Spackman made a motion to proceed with the application for a Local Share Municipal Grant application through Dauphin County with authorization for Manager Stambaugh to submit the application. Motion seconded by Councilman Eisner. Motion carried.

SHADE TREE COMMISSION – REMOVAL OF TREES

*6) Councilman Thomas made a motion to reallocate funds from the General Fund to the Shade Tree Commission in the amount of \$5,600.00 to be used for removal of trees only. Motion seconded by Councilman Gonzalez. Manager Stambaugh requested the motion read that funds would be used from savings out of the line item for street lighting. Councilman Eisner said he would be casting a no vote due to the fact the number of trees to be removed has not been verified. Motion carried with one Nay vote.

OLD BUSINESS

PROPOSED ORDINANCE – MOBILE FOOD TRUCK

Proposed Ordinance to be addressed by Solicitor Feinour at the Tuesday, September 1 Workshop meeting.

REQUEST FOR PROPOSAL – SOLID WASTE CONTRACT

To be addressed at the Tuesday, September 1 Workshop or the Tuesday, September 15 Regular Business Meeting.

AUDIENCE PARTICIPATION

President Bloss opened the floor for participants to voice concerns. Hearing none, President Bloss proceeded with the meeting.

COMMUNICATIONS

No communications were brought forth. Manager Stambaugh received notification that approximately 10 or 11 shade trees are listed for removal.

PRESENTATION OF THE BILLS

*7) Vice-President Spackman made a motion that Council 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 potential litigation. Manager Stambaugh and Solicitor Feinour were invited to attend. Meeting to reconvene following the Executive Session.

President Bloss announced that Council had reconvened from their brief Executive Session where matters of personnel and potential litigation were discussed.

ADJOURNMENT

*8) Councilman Thomas made a motion to adjourn the meeting. Motion seconded (inaudible) Motion carried.

Secretary

- 1.Minutes
- 2.Treasurer’s Report
- 3.Traffic Study – South Paxtang Avenue
- 4.Use of Gym – St. Catherine Church – Denied – Close Gym Till Further Notice – COVID-19 Pandemic
- 5.Proceed with Local Municipal Local Share Grant – Gaming Grant
- 6.Increase Shade Tree Budget \$5,600.00

7. Pay Bills
8. Adjourn