

**PAXTANG BOROUGH**  
**Regular Business Meeting**  
**3423 Derry Street**  
**September 20, 2022**

Vice President Spackman 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 – <b>Entered following the Pledge of Allegiance</b>
Council Vice-President	Christopher Spackman
Council President Pro Tempore	Jack Thomas
Mayor	Nathan Martin
Thomas Wingert	
Jennifer Britten	
Eric Fillman	

**COUNCIL MEMBERS ABSENT**

Corbin Bower

**BOROUGH OFFICIALS**

Borough Manager	Keldeen Stambaugh
Borough Solicitor	Joshua Bonn
Borough Engineer	Jeremy Smith
EMS	Robin Bloss

On the advice of Counsel, President Bloss stated the following would be read at the beginning of each Council meeting:

Public comment is an opportunity for residents and taxpayers to voice their opinions on matters of public concern. Borough Council will listen to each speaker and should not interrupt or engage speakers in debate. Public comment is not a question-and-answer session. Borough Council handles complex issues and further research may be necessary to insure accurate dissemination of information. Certain matters such as legal proceedings, contractual negotiations, or investigations may involve privileged or confidential information that cannot be publicly disseminated without adverse legal consequence to the Borough and its taxpayers. Ordinarily questions raised during public comment will be referred to the appropriate committee or the Borough Manager. The Council President may ask or permit other members of Council or Borough staff to ask clarifying questions of the speaker to obtain information necessary for an appropriate referral. The Borough Manager shall respond as appropriate generally by contacting the individual speaker directly. The Council President retains discretion to respond to questions that do not require further research such as the dates of upcoming events or services available to Borough residents. And with that as we have been stating, we allow 3 minutes per speaker for general public comment. You may approach the microphone and state your name and address. Everyone who would like to share comments is welcome to do so. We will begin with comments from the Paxtang Borough residents, business, or property owners. If there are no additional comments from Paxtang Borough residents, business, or property owners, we will proceed with comments shared by any other concerned individuals, and with that, it is open for public comment.

**AUDIENCE PARTICIPATION**

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

### **MUNICIPAL SEPARATE STORMWATER SEWER SYSTEM PROGRAM (MS-4)**

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

### **MINUTES – AUGUST 16, 2022, GENERAL BUSINESS MEETING**

\*1) Councilman Thomas made a motion to dispense with the reading of the Minutes from the August 16, 2022, General Business Meeting and to approve the same. Motion seconded by Vice-President Spackman. Motion carried.

### **MINUTES – SEPTEMBER 6, 2022, WORKSHOP MEETING**

\*2) Vice-President Spackman made a motion to dispense with the reading of the Minutes from the September 6, 2022, Workshop Meeting and to approve the same. Motion seconded by Councilman Wingert. After a comment that the Minutes were particularly well done, motion carried.

### **REPORT OF THE TREASURER**

Secretary Clark read the Treasurer's Report for the month ended August 31, 2022

<b>GENERAL FUND</b>	\$442,522.61
<b>SEWER</b>	\$886,729.33
<b>LIQUID FUELS</b>	\$155,826.92
<b>SOLID WASTE</b>	\$159,688.18
<b>CAPITAL RESERVE</b>	\$495,038.57

\*3) Councilman Fillman made a motion to accept the Treasurer's Report for the month ended August 31, 2022. Motion seconded by Councilman Wingert. Motion carried.

### **REPORT OF SWATARA TOWNSHIP POLICE**

Lieutenant Dennis Krahlung reported that Lieutenant Thomas Stauffer has been promoted to the position of Deputy Chief. Lieutenant Krahlung stated he has enjoyed working with Borough Council, residents, and attending Borough meetings since first providing police services for Paxtang in 2015. Lieutenant Krahlung offered his gratitude to the many departments within Swatara Township and mutual aid offered by surrounding municipalities in regard to recent incidents in Swatara Township. Lieutenant Krahlung commended their great speed, hard work and dedication.

Lieutenant Krahlung reported 91 calls for service were placed for Paxtang Borough. Six traffic citations, 14 motor vehicle code violation warnings, 2 parking violations, 5 foot patrols, and 2 bicycle patrol were carried out.

### **COMMUNITY SERVICE**

Various officers and canines participated in the following events:

National Night Out at Vanetta Park Swatara Township and block parties in Paxtang Borough, golf tournament hosted by Platinum Pre-Owned vehicle dealership in Swatara Township, "Ready Set Go" Kindergarten event at the WITF Public Media Center, Swatara "Swatty Float", movie night at Vanetta Park, multiple Back to School events, a presentation on sobriety and fatal vision impairment goggles, and an active shooter training program.

### **TEACHING, EDUCATING ,AND MENTORING (T.E.A.M.)**

Seminars with an emphasis on curriculum covering topics relating to student safety for grades Kindergarten through grade 12 is presented to schools in the surrounding areas.

### **BIKE PATROL**

A total time of 2 hours and 3 minutes was carried out for August.

### **DROP BOX – UNUSED – EXPIRED MEDICATIONS**

Residents were encouraged to deposit expired and or unused medications at the drop box located at the Swatara Township municipal building located at 599 Eisenhower Boulevard.

### **CHILD PASSENGER SAFETY SEATS**

Six child passenger safety seats were installed.

### **MOTOR CARRIER SAFETY ASSISTANCE PROGRAM (MCSAP)**

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

### **5-K HERO RUN**

The 9<sup>TH</sup> Annual Hero Run will take place on Sunday, November 6, 2022, at 9:00 a.m. at the Harrisburg Mall. This is a fundraiser event for the Swatara Township Canine unit, COPS for COPS, Keystone Worriers, and the National Fallen Firefighters Foundation.

### **CANINE REPORT**

Various officers of the Canine Unit participated in the following events: Platinum Pre Owned Vehicle golf tournament, presentation at the Goddard Preschool in Cumberland County, 3 vehicle searches, 2 commercial/residential building searches, 2 article searches, 4 suspect tracks, 1 apprehension by no force and 4 community service events.

### **MOTOR BIKES – LOUD VEHICLES 29<sup>TH</sup> STREET**

Lieutenant Khraling has been in contact with the Borough resident that shared their comments regarding motor bikes and has spoken to a resident with regard to loud vehicular noise.

### **REPORT OF THE SWATARA FIRE CHIEF**

Fire Chief Michael Ibberson addressed Council stating that the Swatara Fire Rescue and the Swatara Township Board of Commissioners would like to thank Council for granting Swatara Township the opportunity to service the Borough with fire protection and proceeded to provide the Swatara Township Fire Rescue Report for August 2022:

Swatara responded to 103 calls for service, gave mutual aid 13 times and received mutual aid 6 times, average response time from dispatch to arrival was 4:47 minutes. Responded to 10 fire incidents, 30 rescue and emergency medical, 2 hazardous conditions, 16 service calls, 21 good intent and 24 false alarms. There were 0 calls for service in Paxtang Borough. Average turn out per incident was 8.9 with a total number of 69 active responders. Total number of 2583 staffing hours and 409 training hours. Two firefighters completed the interior firefighter course at Harrisburg Area Community College, installed one smoke detector, attended National Night Out, the “Swatty Float”, Harrisburg Christian Performing Arts Center summer camp event, WITF “Ready Set Go” Kindergarten event, and participated in an active shooter drill.

### **FIRE PREVENTION WEEK**

Contact Swatara Township for information on obtaining a smoke detector, having a smoke detector installed or checked. Contact Swatara Township for fire prevention information, community demonstrations, community meetings, station tours, guest speakers, or other aspects of fire safety. Councilwoman Britten thanked Chief Ibberson for his informative report. President Bloss echoed the sentiments of Councilwoman Britten and requested pertinent information in regard to calls for service in the Borough be added to his report.

### **REPORT OF THE BOROUGH MANAGER**

Manager Stambaugh attended a recent Coffee with a Cop event where Corporal Bloss and Canine JT presented a demonstration, is registered for the 5-K Hero Run, and attended the PennPRIME virtual Safety Conference.

### **MUNICIPAL BID – FORD CROWN VICTORIA**

The former Police vehicle, a 2011 Ford Crown Victoria, came in with a high bid of \$3,200.00.

### **MINIMUM MUNICIPAL OBLIGATION WORKSHEETS – 2023**

The 2023 Minimum Municipal Obligation worksheets for Police and Non Uniform Pension Plans were presented for Council’s review. To be addressed under New Business.

#### **RESOLUTION NO. 2022-12 – DAUPHIN COUNTY HAZARD MITIGATION PLAN**

Resolution No. 2022-12 has been reviewed by Mr. Bloss, Borough Emergency Management Coordinator. To be addressed under New Business.

#### **ADVERTISE BOROUGH MUNICIPAL BUILDING IMPROVEMENTS**

The advertisement as prepared by Herbert, Rowland & Grubic, Inc. was offered for Council's consideration. To be addressed under New Business

#### **APPROVAL OF SPEED DETECTION DIGITAL SIGN**

Manager Stambaugh suggested Council consider a cost up to \$4,500.00 for the purchase of a speed detection digital sign. The purchase price would include the cost of \$500.00 for any software components. To be addressed under New Business.

#### **REPORT OF CODES/ZONING**

Report of July – 1 Building Permit

Report of August – 3 Building Permits, 1 Zoning Permit

#### **REPORT OF THE MAYOR**

Mayor Martin reported the following: Fire Company Crabfest fundraiser is scheduled for Saturday, September 24. The Paxtang Historical Society will meet on October 3 at the Paxton Presbyterian Church at 6:30 p.m. Mr. Chas Ford, owner and originator of "The Beer Bottle Museum" will give a presentation on Prohibition Laws and Lawlessness.

#### **PROCLAMATION – HISPANIC HERITAGE MONTH**

Mayor Martin presented a Proclamation claiming September 15, 2022, to October 15, 2022, as Hispanic Heritage Month and asked all residents to join him in commemorating the contributions that our Hispanic and Latin residents have made and call on the citizens of the Borough to welcome new voices to the table which will help build stronger communities and in turn a stronger Nation.

#### **REPORT OF THE SOLICITOR**

No Report from Solicitor Bonn

#### **REPORT OF THE ENGINEER**

##### **MUNICIPAL PARKING LOT IMPROVEMENT PROJECT**

A final walkthrough with Pennsy Supply and Borough staff was conducted on September 12 with a short list of items to be addressed before construction is considered complete.

#### **2022 STREET PROJECT**

A pre-construction meeting was scheduled with New Enterprise Stone & Lime and Borough staff on September 11. Plans are to complete work by the contract end date of October 15, 2022.

#### **MUNICIPAL SEPARATE STORMWATER SEWER SYSTEM PROGRAM (MS-4)**

A final draft of the Borough's 2021-2022 Annual Report is being prepared with submission to the Department of Environmental Protection prior to the September 30, 2022, deadline.

#### **REPORT OF COMMITTEES**

*Administration* – Vice-President Spackman advised members to forward comments with regard to the 2023 Budget to the Borough Manager or to himself for review. A draft will be presented at the October 4, 2022, Workshop Meeting.

*Highway* – No Report due to the absence of Councilman Bower.

*Property and Recreation* – Councilman Fillman provided Council with a revised proposal of Rules and Regulations for use of the municipal gymnasium. The revised rules will now address the following 8 organizations as having priority status based on long term relationships and long term stature in the community: Central Dauphin School District, Dauphin County, Paxtang Art Association, Paxtang Fire Company, Paxtang Historical Society, Paxtang Lions Club, Swatara Paxtang Softball Association, and the Wilhelm-Paxtang Athletic Association. Reservations would be classified as A. Annual events, B. Quarterly events, C. Monthly events, D. Weekly events. All reservations will need to be considered approved or disapproved by Council and Borough staff while being consistent with the rules. Reservations may be requested on a 6 month rolling process with the exception of the regular annual events.

Councilman Fillman complimented and thanked Vice-President Spackman and the Borough Secretary for their input. The Borough reserves the right by its discretion to approve or not approve requests for use but all reservations would always be subject to change or cancellation if the gymnasium would need to be utilized for official Government business. Council members are welcome to submit comments and suggestions. Rules for the pavilion at Saussaman Park and the municipal parking lot will be placed in line for future review as well.

**REQUEST FOR USE OF THE MUNICIPAL GYMNASIUM – LIONS CLUB – HALLOWEEN PARADE**

\*4) Councilman Fillman made a motion authorizing the Paxtang Lions Club gratis use of the municipal gymnasium on Tuesday, October 25, 2022, from 3:00 p.m. to 10:00 p.m. Motion seconded by Vice-President Spackman. Motion carried.

**REQUEST FOR USE OF THE MUNICIPAL GYMNASIUM – LIONS CLUB – CHRISTMAS TREE LIGHTING**

\*5) Councilman Fillman made a motion authorizing the Paxtang Lions Club gratis use of the municipal gymnasium on December 4, 2022, from 3:00 p.m. to 9:00 p.m. Motion seconded by Councilman Wingert. Motion carried.

**REQUEST FOR USE OF THE MUNICIPAL GYMNASIUM – LIONS CLUB – PANCAKE BREAKFAST 2023**

\*6) Councilman Fillman made a motion authorizing the Paxtang Lions Club gratis use of the municipal gymnasium February 9 through to and including the 11<sup>th</sup> of 2023 for their annual Pancake Breakfast. Motion seconded by Councilman Thomas. Motion carried.

**REQUEST FOR USE OF THE MUNICIPAL GYMNASIUM – PAXTANG FIRE COMPANY – FUNDRAISER NOVEMBER 2022**

Councilman Fillman mentioned that Council had previously informed the Fire Company that the requested dates of November 11,12,13, of 2022 were not available.

**REQUEST FOR USE OF THE MUNICIPAL GYMNASIUM – PAXTANG FIRE COMPANY – FUNDRAISER MARCH 2023**

\*7) Councilman Fillman made a motion authorizing the Paxtang Fire Company gratis use of the municipal gymnasium on March 10,11,12 of 2023. Motion seconded by Vice-President Spackman. Motion carried.

**REQUEST FOR USE OF THE MUNICIPAL GYMNASIUM – PAXTANG FIRE COMPANY – FUNDRAISER MAY 2023**

Vice-President Spackman stated the May Primary for 2023 has been scheduled for May 16, therefore the dates of May 12,13,14 as requested by the Fire Company, would not be available due to set up and storage of equipment from Dauphin County over their requested time frame.

**REQUEST FOR USE OF THE PAVILION AT SAUSSAMAN PARK – LIONS CLUB – EASTER EGG HUNT 2023**

\*8) Councilman Fillman made a motion authorizing the Paxtang Lions Club gratis use of the pavilion at Saussaman Park on April 8, 2023, from 8:00 a.m. to 12:00 noon. Rain date to be April 15. Motion seconded by Councilman Thomas. Motion carried.

**REQUEST FOR USE OF THE MUNICIPAL GYMNASIUM – AMBASSADORS KINGDOM INTERNATIONAL – 2022-2023**

Councilman Fillman presented a request from Ambassadors Kingdom International for Sunday gratis use of the municipal gymnasium for the remainder of 2022 and the entire year of 2023. After a discussion on conflicts with scheduling and anticipated conflicts with scheduling, it was decided that Council could not honor their request as presented.

\*9) Councilman Fillman made a motion to deny with regret the request from Ambassadors Kingdom International for use of the municipal gymnasium due to their open ended request and the inclusion of dates that cannot be accommodated. Motion seconded by Councilman Wingert. Motion carried.

*Public Safety* – Councilman Wingert reminded everyone that school is back in session and to be aware and watchful for students crossing streets.

*Public Relations* – Councilwoman Britten stated the Paxtang Post would be going to print shortly.

*Health and Sanitation* – No Report from Councilman Thomas

## **NEW BUSINESS**

### **MINIMUM MUNICIPAL OBLIGATION WORKSHEET – 2023 – POLICE PENSION PLAN**

President Bloss remarked that the Borough would have no monetary obligation in which to make a contribution for the year of 2023. Manager Stambaugh noted an Administrative charge of \$60.00.

\*10) Councilman Thomas made a motion to accept the Minimum Municipal Obligation Worksheet provided by the Pennsylvania Municipal Retirement System (PMRS) for the Paxtang Borough Police Pension Plan for the Plan Year of 2023. Motion seconded by Councilman Fillman. Motion carried.

### **MUNICIPAL REQUIREMENT AND MINIMUM MUNICIPAL OBLIGATION – 2023- NON UNIFORM EMPLOYEES**

President Bloss announced an obligation of \$18,314.52.

\*11) Vice-President Spackman made a motion that Council accept the Municipal Requirement and Minimum Municipal Obligation for the 2023 Budget for the Non Uniform Pension Plan. Motion seconded by Councilman Wingert. Motion carried.

### **CAPITAL PURCHASE - SPEED DETECTION DIGITAL SIGN – HIGHWAY FUND**

\*12) Councilman Wingert made a motion for the purchase of a speed detection digital sign for an amount up to \$4,500.00. Motion seconded by Councilman Fillman. Manager Stambaugh noted funds would be available through the highway fund and the unit could be moved to various locations throughout the Borough. Manager Stambaugh stated the detection sign is a data collection unit. After discussion, Motion carried.

### **RESOLUTION 2022-12 - DAUPHIN COUNTY HAZARD MITIGATION PLAN**

President Bloss read for Council **Resolution 2022-12**, A Resolution adopting the 2021 Dauphin County Hazard Mitigation Plan as the Plan of Paxtang Borough.

\*13) Councilman Wingert made a motion to adopt **Resolution 2022-12**. Motion seconded by Vice-President Spackman. Motion carried.

### **ADVERTISE – BIDS FOR THE PAXTANG BOROUGH MUNICIPAL BUILDING IMPROVEMENT PROJECT**

President Bloss offered the following with regard to the project:

1. The Base Bid involves repairs to the Western Façade of the municipal building, including routing and repointing mortar joints of brick and CMU block walls and removal and replacement of steel lintels.
2. Alternate Bid Item 1 includes the routing and repointing of mortar joints for the exterior brick wall along the northern side of the building's façade.
3. Alternate Bid Item 2 includes the removal and replacement of the existing stairwell window and lintel, providing a new double pane insulated, double hung window, rough opening, lintel and brick infill.
4. Alternate Bid Item 3 includes the replacement of the flat roof at the building's front (northern) entrance. Work shall provide a new hip style roof over the entrance with white aluminum fascia, white vinyl soffit, aluminum gutter and downspout connecting to the existing downspout boot and new trench drain if awarded.
5. Alternate Bid Item 4 includes the removal of the existing downspout pipe and installation of a new trench drain along the front entrance of the building, outletting to the same location along South Elm Street at the existing downspout.

Members of Council discussed alternate bids, cost of project, completion date, spending monies beyond that of the original Gaming Grant, and the ability to use funds from the American Rescue Plan Act (ARPA).

\*14) Councilman Fillman made a motion to approve advertising of bids. Motion seconded by Councilman Thomas. Motion carried.

#### **APPROVAL OF THE BOROUGH RENTAL ACCESS AND USE RULES**

President Bloss said no action would be taken this evening as the rules were in draft form.

#### **COMMUNICATIONS**

Secretary Clark read a note from a group of ladies who recently met at Saussaman Park to celebrate 70 years of friendship. The ladies noted how much they enjoyed reminiscing and sharing many happy memories of growing up in Paxtang.

#### **AUDIENCE PARTICIPATION**

**Ms. Linda Follett – 3625 Brisban Street** requested clarification for use of the gymnasium for Fire Company fundraising for the months of March and May of 2023. Councilman Fillman and Vice-President Spackman, offered the following:

**March 10,11,12, 2023** – Motion (#7) was offered, seconded, and carried for authorization of use.

**May 12,13,14, 2023** - Dates as requested are not available due to the May Primary Election and set up and storage of equipment from Dauphin County. Vice-President Spackman suggested researching another weekend for possible availability.

#### **PRESENTATION OF BILLS**

\*15) Vice-President Spackman made a motion that the Borough pay its just and lawful debts. Motion seconded by Councilman Fillman. Motion carried.

**EXECUTIVE SESSION** – No request for an Executive Session

#### **ADJOURNMENT**

\*16) Councilman Thomas made a motion to adjourn. Motion seconded by Vice-President Spackman. Motion carried. Meeting adjourned at 8:25 p.m.

---

Secretary

- 1.Minutes August 16, 2022, Regular Business
- 2.Minutes September 6, 2022, Workshop
- 3.Treasurer's Report
- 4.Use of Gym – Lions – Halloween Parade
- 5.Use of Gym – Lions – Christmas Tree Lighting
- 6.Use of Gym – Lions – Pancake Breakfast – February 2023
- 7.Use of Gym – Fire Company Fundraiser – March 10,11,12, 2023
- 8.Use of Pavilion – Lions – Easter Egg Hunt – April 2023
- 9.Use of Gym – Ambassador Kingdom Church – Denied
- 10.MMO – Police Pension
- 11.MMO – Non Uniform Pension
- 12.Purchase Digital Speed Sign
- 13.**Resolution 2022-12** Hazard Mitigation Plan
- 14.Advertise Bids – Municipal Building Improvements
- 15.Pay Bills
- 16.Adjourn