

**PAXTANG BOROUGH
Regular Business Meeting
3423 Derry Street
September 19, 2023**

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 Nathan Martin.

COUNCIL MEMBERS PRESENT

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

Mayor	Nathan Martin
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Councilman Thomas Wingert
Councilwoman Jennifer Britten
Councilman Eric Fillman

COUNCIL MEMBERS ABSENT

Corbin Bower

BOROUGH OFFICIALS

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

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.

PUBLIC COMMENT

President Bloss opened the floor for anyone wishing to share comments.

Stephen Roth 3642 Derry Street voiced the following: outsourcing of Borough services to Swatara Township, petition to merge with Swatara Township, and legal expenditures.

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 the meeting.

MINUTES – JULY 18, 2023, REGULAR BUSINESS MEETING

*1) Councilman Fillman made a motion to dispense with the reading of the Minutes from the July 18, 2023, Regular Business Meeting and to approve the same with an administrative modification to formatting. Motion seconded by Councilman Thomas. Motion carried.

MINUTES SEPTEMBER 5, 2023, WORKSHOP MEETING

*2) Councilman Fillman made a motion to dispense with the reading of the Minutes from the September 5, 2023, Workshop Meeting and to approve the same with an administrative modification that of a typographical error. Motion seconded by Councilman Thomas. Motion carried.

TREASURER’S REPORT – JULY

Secretary Clark read the Treasurer’s Report for the month ended July 31, 2023, as follows:

GENERAL FUND	\$721,706.81
SEWER FUND	\$978,132.15
LIQUID FUELS	91,718.95
SOLID WASTE	\$191,876.36
CAPITAL RESERVE	\$529,598.68

*3) Councilman Fillman made a motion to approve the July 2023, Treasurer’s Report. Motion seconded by Councilman Wingert. Motion carried.

TREASURER’S REPORT – AUGUST

Secretary Clark read the Treasurer’s Report for the month ended August 31, 2023, as follows:

GENERAL FUND	\$716,622.48
SEWER FUND	\$956,039.28
LIQUID FUELS	\$ 91,922.01
SOLID WASTE	\$176,502.60
CAPITAL RESERVE	\$531,439.46

*4) Vice-President Spackman made a motion to approve the August 2023, Treasurer’s Report. Motion seconded by Councilman Fillman. Motion carried.

REPORT OF PUBLIC SAFETY

Swatara Township Lieutenant David Milsteen stated 62 calls were placed for Paxtang in the month of August. Officers carried out 6 traffic citations, 2 motor vehicle code violation warnings, 0 Non-traffic criminal citations, 9 parking violations, 2 foot patrols, 3 mobile patrols, 3 bicycle patrols, and 0 school foot patrols.

COMMUNITY SERVICE REPORT

Various officers participated in the following: Swatara Township and Paxtang Borough National Night Out, WITF’s annual Ready, Set, Go Kindergarten event, Asian Refuge United Summit, Swatara Township movie night, Active Shooter Training Steelton-Highspire School District faculty, T.E.A.M. presentation at the Saint Catherine Labourer School, 10 bike patrols, and Aggressive Driver Program.

DRUG DROP BOX

Residents are encouraged to deposit expired and or unused medications at the drop box located at the Swatara Township Municipal Building, 599 Eisenhower Boulevard.

MOTOR CARRIER SAFETY ASSISTANCE PROGRAM (MCSAP)

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

CANINE REPORT

Presentation/demonstration - Swatara National Night Out, presentation/demonstration for students attending youth camp at the Humane Society, assisted with a search at the Dauphin County Prison, presentation/demonstration at a Goddard Day Care School, 2 warrant assists, 10 vehicle searches, 1 building search, 2 commercial/residential searches, 1 article search, 2 suspect tracks, and various Community events.

HALLOWEEN WALK-THRU

A Halloween family Walk-Thru will be held on October 23, at Vanetta Park, 4901-4999 South 50th Street. Area businesses and vendors will be on site.

REPORT OF FIRE SERVICE

Assistant Fire Chief Brenden Orth stated 116 calls were placed for service in August. There were 0 calls for Paxtang. Mutal Aid was provided 20 times and received 29 times. Average response time from dispatch to arrival was 5 minutes and 10 seconds. Members responded to 9 fire incidents, 35 rescue/emergency medical calls, 10 hazardous conditions, 10 service calls, 26 good intent calls, and 22 false alarms. Average turnout per incident was 7.6 with a total of 59 active responders. A total number of 1,563 staffing hours and 161 training hours were accomplished. Firefighters attended Active Shooter training, basic firefighter training, and weekly training drills. Crews have been preparing for numerous upcoming October fire prevention activities.

INTERDEPARTMENT ACTIVITY

Eighty-six smoke detectors were installed during the American Red Cross/United Way Sound the Alarm Event. Various members will be participating in the following: Tyler Laudenslager Memorial, Pennsylvania Cyber Charter School Fire Education, presentations at the Tri-Community Elementary School, and the Paxton Presbyterian Nursery School, Halloween Walk-Thru, and will provide assistance at the Paxtang Lions Club Halloween Parade. Work has begun on a County wide employee assistance program providing resources on mental health. Councilwoman Britten expressed her gratitude for their involvement in this program.

REPORT OF THE MANAGER

No Report due to the absence of Manager Stambaugh

REPORT OF THE MAYOR

Mayor Martin took this opportunity to acknowledged those celebrating Jewish high holy days of Rosh Hashanah and Yom Kippur as well as to those celebrating National Hispanic Heritage month. Mayor Martin mentioned the 2023 Borough wide sidewalk inspection and that repairs should be underway by property owners. Penn State Extension will offer a photography workshop at the Harrisburg Cemetery on September 30 and a Walk and Talk with a Master Gardener on October 13 at Wildwood Park/Olewine Nature Center, 100 Wildwood Way, Harrisburg. Mayor Martin encouraged all to attend the Paxtang Lions Club Halloween Parade on Tuesday, October 24.

REPORT OF THE SOLICITOR

No Report from Solicitor Bonn

REPORT OF THE ENGINEER

SAUSSAMAN PARK

Engineer Smith reported a copy of the deed for the park has been submitted to the Pennsylvania Department of Conservation and Natural Resources. Comments regarding the unopened right of way will be addressed.

SHADE TREE REMOVAL AWARD

The following bids have been received for the removal of Borough Shade Trees: Snyder Tree Service, 1144 Picketown Road, Harrisburg, PA 17112 at \$23,250.00 and Stoners Tree Service, 2757 Chestnut Road Elizabethtown, PA 17022 at \$27,240.00. Based on comments from Borough Public Works employees, Engineer Smith recommended awarding the contract to Snyder Tree Service.

REPORT OF COMMITTEES

Administration – No Report from Vice-President Spackman

Highway – No Report due to the absence of Councilman Bower

Property and Recreation – Councilman Fillman presented a request from Living Water Community Church, 206 Oakleigh Avenue, Harrisburg for the use of up to 20 tables and up to 100 metal chairs from September 28 to Tuesday, October 3 for their annual fall festival.

*5) Councilman Fillman made a motion to approve the request for Living Water Community Church for temporary use of tables and chairs in a quantity that the Borough can supply for them. Motion seconded by Councilman

Wingert. Councilman Fillman stated this is a good community relationship with positive past dealings. Motion carried after commentary.

DAUPHIN LEBANON COUNTY BOROUGH ASSOCIATION

Councilman Fillman reported that the Dauphin Lebanon County Boroughs Association will meet on Tuesday, October 24. This is the same date of the Paxtang Lions Halloween Parade.

Public Safety - Councilman Wingert mentioned a recent theft of a vehicle on Duke Street bringing the number of stolen vehicles in a 3-mile radius to 11. The Pennsylvania Office of Victim Advocate has reached out to Councilman Wingert as he fell victim to such activity earlier this year.

Public Relations – No Report from Councilwoman Britten

Health and Sanitation – No Report from Councilman Thomas

NEW BUSINESS

AWARD - REMOVAL OF SHADE TREES

President Bloss presented a bid from Snyder Tree Service LLC for the base bid removal of 14 Shade Trees and stumps as well as an alternate bid of 1 Shade Tree and stump removal for a total of \$23,250.00.

*6) Councilman Fillman made a motion to award the low bid from Snyder Tree Service LLC. Motion seconded by Councilman Thomas. Motion carried.

2024 MINIMUM MUNICIPAL OBLIGATION – NON UNIFORM PENSION PLAN (MMO)

President Bloss presented the Non Uniform Pension Plan MMO at \$19,437.75.

*7) Councilman Wingert made a motion that the Borough accept the MMO for 2024 at \$19,437.75. Motion seconded by Councilman Fillman. Councilman Fillman stated these figures are not overwhelming and recommended approval. Vice-President Spackman stated this MMO is in regard to the non uniform retirement plan for Borough employees. Motion carried after commentary.

2024 MINIMUM MUNICIPAL OBLIGATION – POLICE PENSION PLAN (MMO)

President Bloss presented the Borough's contribution of \$60.00 for the Police Pension Plan. This is an administrative charge of \$60.00 at the rate of \$20.00 per person in the Plan. (The Borough has received guidance from the Pennsylvania Municipal Retirement System so these numbers are projected. This is required to be provided to us by the end of September preceding the enactment of the budget for the following year.)

*8) Councilman Wingert made a motion to accept the completion of the 2024 MMO Worksheet for the Paxtang Borough Police Pension Plan. Motion seconded by Councilman Thomas. Motion carried.

RESOLUTION 2023-03 – JOINT GRANT APPLICATION WITH PENBROOK BOROUGH – BACKHOE

President Bloss presented **Resolution 2023-03**, a Resolution requesting a Statewide Local Share Assessment grant of One Hundred Twenty Four Thousand Eight Hundred and Fifty Dollars for the purchase of a new backhoe.

*9) Councilman Fillman made a motion to approve **Resolution 2023-03**. Motion seconded by Councilman Wingert. Councilman Fillman stated a list price of \$215,000.00. A discount would then be taken into consideration due to making the purchase through the State cooperative purchasing program (COSTARS). Penbrook would receive a credit towards their share from the trade in of their backhoe. A municipal agreement would be entered into with Penbrook Borough. Paxtang Borough would be the Applicant and holder of Title. Maintenance costs would be split between Penbrook Borough and Paxtang Borough. Due to limited space at Paxtang Borough, the backhoe would be stored on site at Penbrook Borough. The Resolution states a 10 percent increase to take into consideration any anticipated price increase in 2024. This grant is 100 percent reimbursable. Motion carried after explanation of grant.

MUNICIPAL ROOF PROJECT

Vice-President Spackman presented the following quotes for the replacement of the municipal roof: Equity Roofing LLC, 265 Chestnut Street Mifflinburg, PA 17844 at \$46,899.99, Allied Roofing and Sheetmetal Inc, 340 Pleasant View Road, New Cumberland, PA 17070 at \$85,500.00 and Houck, 7464 Linglestown Road, Harrisburg, PA 17112 at \$154,900.00.

*10) Vice-President Spackman made a motion to award the bid to Equity Roofing LLC for the municipal building roof project with \$50,000.00 from the General Fund transferred to the Building Reserve Fund. Motion seconded by Councilman Wingert. Councilman Fillman stated the 2 higher priced quotes include recommendations for full replacement. It is the belief of Equity Roofing and Borough staff that a full replacement is not necessary. The quote from Equity Roofing includes work to a corner in the Borough gymnasium to redirect drainage to deter standing water. Motion carried after discussion.

MUNICIPAL FRONT DOOR REPLACEMENT

President Bloss noted that Council would not be addressing the replacement of the municipal front door this evening as quotes have not been secured at this time.

COMMUNICATIONS

No Communications were brought forth

PUBLIC COMMENT

President Bloss opened the floor for anyone wishing to share comments.

Stephen Roth 3642 Derry Street voiced the following: high degree of resources available through and by Swatara Township, appreciates all the efforts put forth by members of Borough Council, and to contemplate merging with Swatara Township.

PRESENTATION OF BILLS

*11) Vice-President Spackman made a motion that Council pay its just and lawful debts. Motion seconded by Councilman Fillman. Motion carried.

ADJOURNMENT

*) Councilman Thomas made a motion to adjourn. Motion seconded by Vice-President Spackman. Motion carried. Meeting adjourned at 7:55 p.m.

Secretary

- 1.Minutes July 18 Regular Business Meeting
- 2.Minutes September 5 Workshop
- 3.Treasurer’s Report – July
- 4.Treasurer’s Report – August
- 5.Living Water Church – Use of Chairs/Tables
- 6.Award Snyder Tree Service – Removal of Shade Trees
- 7.Approve MMO – Non Uniform Pension
- 8.Approve MMO- Police Pension
- 9.Approve **Resolution 2023-03** – Grant for Backhoe
- 10.Award Equity Roofing – Municipal Roof
- 11.Pay Bills
- 12 Adjourn

