

PAXTANG BOROUGH
Regular Business Meeting
3423 Derry Street
December 20, 2022

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 Martin.

COUNCIL MEMBERS PRESENT

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

Councilman Fillman
Councilwoman Britten
Councilman Bower

Mayor	Nathan Martin
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Council Members Absent	Thomas Wingert
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BOROUGH OFFICIALS

Borough Manager	Keldeen Stambaugh
Council Solicitor	Joshua Bonn
Borough Engineer	Jeremy Smith
Borough EMA	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 comments.

Janelle Bingaman, 3118 Brookwood Street, Paxtang Borough, stated she made multiple contacts to the Borough Manager and Swatara Police with regard to 539 Park Terrace. Ms. Bingaman made a request that the Borough respond to her concerns, share details of a request for a follow up, take action, and resolve issues at said property.

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 – NOVEMBER 15, 2022, REGULAR BUSINESS MEETING

*1) Vice-President Spackman made a motion to dispense with the reading of the Minutes from the November 15, 2022, Regular Business Meeting and to approve the same. Motion seconded by Councilman Thomas. Motion carried.

MINUTES – DECEMBER 6, 2022, WORKSHOP MEETING

*2) Councilman Thomas made a motion to dispense with the reading of the Minutes from the December 6, 2022, Workshop meeting and to approve the same. Motion seconded by Vice-President Spackman. Councilman Fillman stated he followed through with the Borough Secretary for content matter after the December 6, 2022, Workshop Executive Session. President Bloss requested the Minutes state that Vice President Spackman seconded the motion to adjourn the December 6, 2022, Workshop Meeting. After discussion, Motion carried.

REPORT OF THE TREASURER

President Bloss read the Treasurer’s Report for the month ended November 30, 2022, as follows:

GENERAL FUND	\$333,526.58
SEWER	\$855,130.72
LIQUID FUELS	\$140,615.88
SOLID WASTE	\$116,872.65
CAPITAL RESERVE	\$494,684.99

*3) Councilman Fillman made a motion to accept the Treasurer’s Report for the month ended November 30, 2022. Motion seconded by Councilman Bower. Motion carried.

REPORT OF POLICE SERVICES

Lieutenant Krahlung stated 66 calls for service were placed for Paxtang Borough for the month of November. Three traffic citations, 6 motor vehicle code violation warnings, 1 non traffic criminal citation, 3 parking violations, 3 foot patrols, and 4 school patrols were carried out.

COMMUNITY SERVICE REPORT

Officers participated in the following community events: Annual 5K Hero Run at the Harrisburg Mall, Child safety seat detail at the Steelton-Highspire Elementary School with safety seats distributed to those in need, Active Shooter training was presented to employees and tenants of the Harrisburg Mall.

TEACHING, EDUCATING, AND MENTORING (TEAM PROGRAM)

The TEAM program is ongoing with curriculum covering topics relating to student safety in grades Kindergarten through grade 12 in the Central Dauphin School District and surrounding districts.

DRUG DROP BOX – UNUSED – EXPIRED MEDICATIONS

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

CHILD PASSENGER SAFETY SEATS

One child passenger safety seat check/installation was performed by an officer certified as a car seat installation technician.

MOTOR CARRIER SAFETY ASSISTANCE PROGRAM (MSCAP)

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

CITIZENS POLICE ACADEMY

Swatara Township and Paxtang Borough residents may participate in this interactive program where topics relating to the duties of a police officer are presented. Interested persons may contact Swatara Township.

CANINE REPORT

Officer Gibson and K-9 Kix along with Officer Smith and K-9 Santi attended mobile field force training where disciplines in crowd control and civil disorder was presented. Canine Unit was present at the 5-K Hero Run. Officer Gibson and K-9 Kix provided a presentation to a Girl Scout troop. The unit participated in 5 vehicle searches, 2 commercial/residential building searches, 1 apprehension with no force, and 4 community events. One usage was carried out in Paxtang Borough.

Councilman Fillman inquired as to a possible increase in vehicular break ins within the Borough. Lieutenant Krahlung stated he is aware of such activity and that in the last 2 weeks, they have taken several more reports of vehicle break-ins but not in Paxtang Borough. Lieutenant Krahlung encouraged all to lock their vehicles and to be vigilant especially at this time of year. Vice-President Spackman inquired about a possible theft of vehicle from its driver on Derry Street. Lieutenant Krahlung said an incident occurred in the 3100 block of Derry Street involving a delivery driver. The vehicle in question was recovered expeditiously in the 2400 block of Brookwood Street, Harrisburg.

REPORT OF FIRE SERVICES

Swatara Township Fire Chief Michael Ibberson presented the November 2022 Swatara Fire Rescue Report as follows: 100 calls for service were placed, mutual aid was provided 16 times and mutual aid was received 7 times, average response time from dispatch to arrival was 5 minutes and 54 seconds. Members responded to 7 fire incidents, 34 rescue/emergency medical incidents, 9 hazardous conditions, 8 service calls, 13 good intent calls, and 27 false alarms. Calls for Paxtang Borough were 3 for rescue/emergency medical incidents. Average turnout per incident was 8.3 with a total of 68 active responders. Total number of staffing hours were 1,981 and 192 training hours. Firefighters participated in the 5-K Hero Run and conducted a fire drill at the Paxton Street Home. Vice-President Spackman thanked Chief Ibberson and firefighters for assisting Santa with making his rounds in the Borough and for responding to a recent gas explosion in Susquehanna Township. Councilman Fillman referenced a recent incident in the vicinity of True Value Hardware and Dollar General on 29th Street. Chief Ibberson stated the incident was electrical in nature, was resolved in a quick manner, with the following responders; Chief Ibberson, Paxtang, Progress, Swatara, and possibly Penbrook,

REPORT OF THE BOROUGH MANAGER

539 PARK TERRACE

Manager Stambaugh stated she is familiar with the property Ms. Bingaman referred to and concerns by Ms. Bingaman were delt with through the Borough Codes Officer as was the appropriate channel. Manager Stambaugh stated when a complaint is referred to the Borough office, details are not shared of a follow up as respect is giving to each individual involved. Manager Stambaugh reported that both complaints, as is with all complaints, shall be investigated. It is not a practice to report back to the complainant details of the investigation or to identify the complainant.

CODES AND ZONING

Three Street Cut permits were issued in the month of November 2022.

Manager Stambaugh conveyed Seasons Greetings to all, thanked Council for their service, and stated as a staff member and resident, that she was extremely grateful.

REPORT OF THE MAYOR

Mayor Martin thanked members of Council for their diligent work in support of the Paxtang community. Mayor Martin thanked the Swatara Police Department, Swatara Fire Company, and the Paxtang Fire Company for all their

support throughout the year in keeping everyone safe. Mayor Martin thanked the Borough staff, Borough Treasurer, and Borough Tax Collector for their service as well. A Happy Hanukkah and Merry Christmas was extended to all.

REPORT OF THE SOLICITOR

No Report from Solicitor Bonn

REPORT OF THE ENGINEER

Engineer Smith reviewed the application for payment from New Enterprise Stone and Lime for the 2022 Street Project and recommended final payment.

REPORT OF COMMITTEES

Administration – Vice-President Spackman presented the **Second Reading** of the 2023 Budget with projected Revenue at \$3,432,589.44 and projected Expenditures at \$1,922,589.44. Vice-President Spackman stated the budget does not include any tax increases or increases to Sewer or Solid Waste charges for 2023. Vice President Spackman thanked Manager Stambaugh and Council members for a job well done.

*4) Vice-President Spackman made a motion to adopt the proposed 2023 Budget. Motion seconded by Councilman Thomas. **A** Councilman Fillman requested clarification on line items for Public Works. Manager Stambaugh stated figures were for anticipated items specific to the needs and requests by the Public Works Department for equipment related purchases. **B** Councilman Fillman requested clarification on line items with regard to utilities for the Municipal Building. Vice-President Spackman stated while utility bills were not broken down for various parts of the building, each utility bill is paid entirely by the Borough. **C** Councilman Fillman requested clarification on a line item with regard to Parks and Recreation. Vice-President Spackman stated the line item was for electric utilized at Saussaman Park. **D** Councilman Fillman asked if lights might be installed at the lower playground. Manager Stambaugh stated that could be the case at some point, will review PPL invoices, and refer back to Councilman Fillman. **E** Councilman Fillman mentioned possible installation of flashing safety warning devices for pedestrian crosswalks, supports the budget as is, and inquired if Council would consider supplementing the budget for the purchase of such devices. Manager Stambaugh stated the Public Works Department is working with a vendor for 2 crosswalks on Derry Street and that funding would fall under Highway funds, as opposed to the General Budget. More information would be provided at a January meeting. After discussion, motion carried.

Highway – No Report from Councilman Bower

Property and Recreation

Councilman Fillman presented a request from Mr. Marc Redcross with the Rutherford Youth Club for rental of the municipal gymnasium for Fridays and Mondays in January and February of 2023. Mr. Redcross is requesting a reduced rate of \$20.00 per hour and the issue of 2 key fobs for entrance to the building/gymnasium.

*5) Councilman Fillman made a motion to approve the request for the Rutherford Youth Club to rent the municipal gymnasium at a reduced rate of \$20.00 per hour for all Fridays and all Mondays in January and February of 2023 to conduct basketball and baseball sessions. Motion seconded by Councilwoman Britten. Discussion was held to offer a reduced rate of \$25.00 per hour, time frame to be from 6:00 p.m. to 8:00 p.m. and for the submission of a Certificate of Insurance. Motion carried after discussion.

Public Safety – No Report due to the absence of Councilman Wingert

Public Relations – No Report from Councilwoman Britten

Health and Sanitation – No Report from Councilman Thomas

NEW BUSINESS

RESOLUTION 22-14 – TAX RATE - 2023

President Bloss presented **Resolution 22-14**, A Resolution fixing the tax rate for the fiscal year 2023.

*6) Vice-President Spackman made a motion that Council adopt **Resolution 22-14**, a tax resolution for 2023. Motion seconded by Councilman Bower. Motion carried.

RESOLUTION 22-15 – SEWER CHARGES - 2023

President Bloss presented **Resolution 22-15**, A Resolution setting Sewer fees for 2023.

*7) Councilman Thomas made a motion that Council adopt **Resolution 22-15**. Motion seconded by Councilman Fillman. Councilwoman Britten requested a correction in grammar be addressed. Motion carried after request for a correction in grammar. Motion carried.

RESOLUTION 22-16 – SOLID WASTE FEES – 2023

President Bloss presented **Resolution 22-16** A Resolution setting Solid Waste fees for 2023.

*8) Councilman Bower made a motion that Council adopt **Resolution 22-16** for Solid Waste fees for 2023. Motion seconded by Councilman Thomas. Discussion was held that there were no changes from the current fee. Manager Stambaugh stated the resolution should include the authorization for the Tax Collector to collect such fees. After discussion, motion carried.

RESOLUTION 22-17 – BORROW FROM SEWER FUND – EMERGENCY

President Bloss presented **Resolution 22-17**, A Resolution that the President and Treasurer are authorized, on behalf of the Borough, to borrow from the Sewer Investment Fund (First National Bank) a sum not to exceed \$100,000.00 for use during any present or future emergency during 2023. Funds for this purpose would be paid in full by June 1, 2023.

*9) Vice-President Spackman made a motion to adopt **Resolution 22-17**. Motion seconded by Councilman Fillman. Vice-President Spackman stated it was standard practice to approve said resolution each year as taxes are not collected until mid spring resulting in a gap between revenue received and expenditures. After discussion, motion carried.

RESOLUTION 22-18 – A RESOLUTION OF THE BOROUGH OF PAXTANG FOR A SMALL WATER AND SEWER PROGRAM GRANT

President Bloss presented **Resolution 22-18**, A Resolution requesting a Pennsylvania Small Water and Sewer Program grant of \$103,850.00 from the Commonwealth Financing authority to be used for repairs and upgrades to the Paxtang Borough sanitary sewer and storm sewer system.

*10) Councilman Thomas made a motion that Council adopt **Resolution 22-18**. Motion seconded by Councilman Bower. Motion carried after a request to amend the resolution to read \$114,235.00, a thank you from Councilman Thomas to Public Works employee Brian Rotolo for his work on this grant, and an explanation that funding would be used for making minor repairs to Borough sewer lines.

RESOLUTION 22-19 – A RESOLUTION SUPPORTING THE UNITED STATES SEMIQUINCENTENNIAL

President Bloss presented **Resolution 22-19**, A Resolution of the Borough of Paxtang Supporting the Pennsylvania Commission for the United States Semiquincentennial America 250PA

*11) Councilman Bower made a motion to adopt **Resolution 22-19**. Motion seconded by Councilman Thomas. Motion carried after discussion from Councilman Fillman stating historically, Paxtang very well could play a productive role and the project has his support.

COMMUNICATIONS

No Communications were brought forth.

BOYSCOUT MEETING OBSERVATION

The Boy Scout that was originally planning on attending tonight’s meeting was unable to do so.

AUDIENCE PARTICIPATION

Matthew Lemmon, 2444 Parkway Boulevard, Penbrook Borough, voiced the following: requested confirmation that this meeting was being audio recorded. It was indicated that was the case. Mr. Lemmon requested that the records be retained as he would be submitting a request.

Gavin Ford, 3731 Rutherford Street, Swatara Township, expressed his gratitude to Council for releasing public safety documents he recently requested.

PRESENTATION OF BILLS

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

EXECUTIVE SESSION

At 8:13 p.m. President Bloss stated Council would adjourn to an Executive Session to discuss matters of personnel and potential litigation. Council Members, Mayor, Borough Manager, and Borough Solicitor were invited to attend. Meeting would reconvene following the Executive Session.

Secretary Clark was relieved of duties until the meeting was reconvened.

At 9:00 p.m. President Bloss announced that Council had returned from Executive Session where matters of potential litigation and personnel matters were discussed.

ADJOURNMENT

*13) Councilman Thomas made a motion to adjourn. Motion seconded by Vice-President Spackman. Motion carried.

Meeting adjourned at 9:01 p.m. with President Bloss wishing Happy Holidays to one and all.

Secretary

1. Minutes November 15 – Regular Business Meeting
2. Minutes December 6 – Workshop Meeting
3. Treasurer’s Report
4. Second Reading of the 2023 Budget
5. Use of Gym – Rutherford Youth Club
6. Resolution 22-14 – Tax Rate 2023
7. Resolution 22-15 – Sewer Rate 2023
8. Resolution 22-16 – Solid Waste Fees 2023
9. Resolution 22-17 – Borrow from Sewer Bund – Emergency Use
10. Resolution 22-18 – Small Water Sewer Program Grant
11. Resolution 22-19 – Support United States Semiquincentennial
12. – Pay Bills
13. Adjourn