

PAXTANG BOROUGH
Regular Business Meeting
3423 Derry Street
December 21, 2021

COUNCIL MEMBERS PRESENT

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

Mayor	Sheilah Borne Fuller
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Joshua Eisner
David Gui
Thomas Wingert
Nathan Martin

BOROUGH OFFICIALS

Borough Manager	Keldeen Stambaugh
Borough Solicitor	Joshua Bonn attended in the absence of J. Stephen Feinour
Borough Fire Chief	Will Skinner
Borough EMS	Robin Bloss

Secretary Clark – Absent

AUDIENCE PARTICIPATION

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

MUNICIPAL SEPARATE STORMWATER SEWER SYSTEM PROGRAM (MS-4)

President Bloss asked if anyone had questions or concerns regarding the MS-4 Program. Hearing none, President Bloss proceeded with the meeting.

MINUTES

*1) Councilman Thomas made a motion to dispense with the reading of the Minutes from the November 16, 2021, Regular Business Meeting and to approve the same. Motion seconded by Vice-President Spackman. Motion carried.

MINUTES

*2) Vice-President Spackman made a motion to dispense with the reading with the Minutes from the December 7, 2021, Workshop Meeting and to approve the same. Motion seconded by Councilman Thomas. Motion carried.

REPORT OF THE TREASURER

Councilman Gui read the Treasurer's Report for the month ending November 30, 2021, as follows:

GENERAL FUND	\$336,952.67
SEWER ACCOUNT	\$779,175.09
LIQUID FUELS	\$ 107,235.06
SOLID WASTE	\$ 28,216.47
CAPITAL RESERVE	\$427,053.51
CAPITAL RESERVE BREAKOUT	\$250,199.22

*3) Councilman Martin made a motion to accept the Treasurer's Report for the month ending November 30, 2021. Motion seconded by Councilman Thomas. Motion carried.

REPORT OF POLICE

Swatara Township Lieutenant Dennis Krahlung stated 65 calls for service were placed for Paxtang Borough. Six traffic citations, 4 motor vehicle code violation warnings, 5 parking violations, 3 foot patrols, and 3 foot patrols at the Paxtang Elementary School were carried out.

COMMUNITY SERVICE REPORT

The 9th annual 5-K HERO Run was held on November 7, 2021. Contributions benefited the Swatara Township Canine Unit, Kops for Cops, Keystone Warriors, and the National Fallen Firefighters Foundation. This event brought in over \$11,000.00. Lieutenant Krahlung expressed his gratitude to all that were able to attend this event. Various officers took part in the following: presentation at the Middletown Area High School on "How To Become A Police Officer in Pennsylvania", presentation on the duties of a police officer to the St. Catherine Laboure Cub Scout Troop, and a safety presentation to students at a local nursery school. Officers conducted 1 ride a long, held numerous vehicular safety details including aggressive drivers, seat belt safety, and installed 4 child vehicular safety seats.

MOTOR CARRIER SAFETY ASSISTANCE PROGRAM (MCSAP)

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

CITIZENS POLICE ACADEMY

The Citizens Police Academy, open to participants 16 years of age and older, will run from February 21 to April 25, 2022. Topics of discussion include Patrol and Traffic Enforcement, Canine Units, Forensics, the Pennsylvania Court System, Community Services, Criminal investigations, Drug investigations, police administration, and other topics of policing.

CANINE REPORT

The Canine unit conducted 4 vehicle searches, 1 commercial/residential building search, 1 article search, 1 suspect tracking, 1 apprehension with no force, 1 apprehension with force, and 5 community service events. This is an overall report of canine usages and may or may not have been carried out in Paxtang Borough.

REPORT OF THE FIRE CHIEF

Chief Will Skinner reported 29 calls for service were placed, 7 being in the Borough with a total manpower of 89, total man hours at 1,796.03, average crew of 3, time in service 20 hours and 10 minutes. The Rescue responded 17 times, Engine 11, Utility 1, Officer In Charge 1, Fire Police 4, and EMS 2. There were 8 unanswered calls, 4 with no crew, 4 with no driver. Chief Skinner stated there was a numerical error in his report which will be corrected in his January report. Zero company trainings took place in November. The visit from Santa on Saturday, December 18 was a success. The Fire Company will once again participate in "Adopt a Family" on Wednesday, December 22.

REPORT OF THE MANAGER

SAUSSAMAN PARK GRANT

Manager Stambaugh said a Pennsylvania Department of Conservation and Natural Resources grant for Saussaman Park would be addressed under the Report of the Borough Engineer.

CAPITAL AREA COUNCIL OF GOVERNMENTS - ANNUAL DINNER

The Capital Area Council Of Governments will hold their annual dinner on January 17, 2022. Contact Manager Stambaugh if interested in attending.

REORGANIZATIONAL MEETING

January 3, 2022 will be the State mandated Organizational Meeting. Meeting will take place in Council Chambers at 6:30 p.m.

TREASURER POSITION

The position of Borough Treasurer has been sent to the Harrisburg Area Community College for posting.

REPORT OF CODES

One Building, 2 Zoning, 1 Street Cut, 1 Sewer and 0 Sidewalk permits were issued in the month of November.

REPORT OF THE MAYOR

No Report from Mayor Borne Fuller

REPORT OF THE SOLICITOR

No Report from Solicitor Bonn

REPORT OF THE ENGINEER

Engineer Smith said a meeting was held with a DCNR representative regarding a possible grant for Saussaman Park. Plans include a survey of park boundaries, site development plan, new playground equipment, converting the current basketball court to a parking lot to include Americans with Disability Act accessible parking spaces and walkways. The grant requires a 50 percent match that could be allocated through the American Rescue Plan (ARPA). Borough Public Works employees could provide labor services to some degree. Vice-President Spackman requested reviewing plans and project costs prior to applying for the grant. Since this item was not on the original agenda as posted, Solicitor Bonn proceeded to explain that an opportunity for the public to offer comments would need to be made available. The public meeting could take place at an upcoming Workshop. President Bloss stated Council at this point is just approving an expenditure to create plans and costs involved for the Saussaman Park Playground project.

REPORT OF COMMITTEES

Administration – As an update to the 2022 Budget, Councilman Eisner said Workers Compensation premiums were approximately \$10,000.00 lower than projected and actual insurance costs were down by approximately \$2,000.00 for a total insurance savings of \$12,150.00, however a cyber security insurance proposal was offered at approximately \$10,000.00. At this point Councilman Eisner presented for Council the **Second Reading** of the 2022 Budget.

Highway – No Report from Councilman Wingert

Property and Recreation – No Report from Vice-President Spackman

Public Safety – No Report from Councilman Gui

Public Relations – Councilman Martin reported that the first quarter newsletter is being finalized. Councilman Martin offered his gratitude to the Public Works Department for installing the holiday street banners.

Health and Sanitation – Councilman Thomas reported the Harrisburg City Sanitation Department provided an additional yard waste pick up on Monday, December 20. Sewer and trash fees will be addressed under New Business.

NEW BUSINESS

2022 BUDGET

*4) Councilman Martin made a motion that Council approve the 2022 Budget as proposed. Motion seconded by Councilman Eisner. Motion carried.

RESOLUTION 2021-06 – TAX RATE FOR 2022

President Bloss presented for Council's consideration **Resolution 2021-06**, A Resolution fixing the Tax Rate for 2022 with a tax rate for general Borough purposes at a sum of 11.4 mills on each dollar, a tax rate for fire services at .08 mills on each dollar of assessed valuation, and a tax rate for highway services at .75 mills on each dollar of assessed valuation making a total tax rate for all Borough purposes of 12.23 mills. Let the record reflect those taxes for 2022 have not been raised.

*5) Councilman Martin made a motion that Council accept **Resolution 2021-06** setting the tax rate for 2022. Motion seconded by Councilman Gui. Motion carried.

RESOLUTION 2021-07 – SEWER FEES FOR 2022

President Bloss presented for Council’s consideration **Resolution 2021-07**, A Resolution imposing an annual charge upon users of the Sewer System.

*6) Councilman Thomas made a motion to approve **Resolution 2021-07** keeping the sewer fees the same for 2022. Motion seconded by Councilman Gui. Motion carried.

RESOLUTION 2021-08 – SOLID WASTE FEES FOR 2022

President Bloss presented for Council’s consideration **Resolution 2021-08**, A Resolution setting Solid Waste fees for 2022. Rate is set at \$290.00 per dwelling unit.

*7) Councilman Thomas made a motion to approve **Resolution 2021-08** setting the Solid Waste price at \$290.00. Motion seconded by Vice-President Spackman. Motion carried.

RESOLUTION 2021-09 – BORROW FROM SEWER FUND

President Bloss presented for Council’s consideration **Resolution 2021-09**, A Resolution to borrow from the Sewer Investment Fund a sum not to exceed \$100,000.00 for use during any present or future emergency during 2022.

*8) Councilman Thomas made a motion that Council accept **Resolution 2021-09** to borrow from the Sewer fund to cover bills. Motion seconded by Councilman Gui. Motion carried.

DCNR GRANT – SAUSSAMAN PARK - APPROVE EXPENDITURES

Solicitor Bonn offered the following with regard to discussing the DCNR Grant not originally on the agenda: It would be permissible for Council to amend the agenda during the meeting to address a matter of agency business that only arose or was brought to the agency’s attention within 24 hours of the meeting. In order to address the topic, a majority of Council would need to vote to amend the agenda.

President Bloss asked Council for a motion to approve amending the agenda that would allow Council to approve an expenditure to create plans and determine how much the budget will need to be in order to improve the Saussaman Park playground.

*9) Councilman Martin made a motion to amend the agenda for the December Council meeting to include consideration of the planning for a possible grant application for equipment upgrades for Saussaman Park. Motion seconded by Councilman Thomas. Motion carried.

President Bloss opened the floor for audience comments with regard to the amendment to the agenda. Hearing none, President Bloss proceeded with the meeting.

*10) Councilman Martin made a motion to direct the Borough Manager to continue working with the Borough Engineer on preparations for a proposal for a grant application for Saussaman Park equipment upgrades and to advise Council prior to any application. Motion seconded by Vice-President Spackman. Motion carried.

OLD BUSINESS

No Business was brought forth

COMMUNICATIONS

No communications were brought forth

AUDIENCE PARTICIPATION – PROPERTY MITIGATION

EMA Director, Mr. Robin Bloss, stated on December 15, 2021, he spoke with individual property owners of 3791 A Derry Street and 3791 Derry Street (Rear) with regard to possible property mitigation. While one property owner is in favor of proceeding, one property owner will get back to Mr. Bloss with their decision. Mr. Bloss will contact said owner after the first of the new year. Filing of the initial application is on hold till Mr. Bloss hears back from the owner. Issue was discussed at the September 2021 Workshop meeting and the December 2021 Workshop meeting.

PASSING OF MR. NICK FEHER – PAXTANG ART ASSOCIATION

President Bloss informed Council that Paxtang Art Association Art Instructor, Mr. Nick Feher recently passed away. Mr. Feher attended the Academy of Fine Arts in Philadelphia and studied the arts in his travels throughout Europe. Mr. Feher instructed both youth and adults, many of which have become lifelong members with generations often to follow. Mr. Feher was admired by his students and the community. Members of the Paxtang Art Association will do their best to keep the group moving forward. Mr. Feher will be missed by all that knew him.

PASSING OF FORMER MAYOR – PETER PANZA

President Bloss informed Council that Mr. Peter Panza, former Mayor of Paxtang of 8 years recently passed away. Mr. Panza was very active within the Borough, was a member of the Paxtang Lions, and a member of Council. Mr. Panza will be missed by all that knew him.

President Bloss expressed her gratitude to Mayor Sheilah Borne Fuller and Councilman David Gui as this would be their last meeting as Mayor and Councilmember, respectively. President Bloss said it has been her honor and pleasure to serve with both Mayor Borne Fuller and Councilman Gui and thanked them for the stellar service given to the residents of Paxtang. Mayor Borne Fuller stated she expected to remain fully engaged in the Borough and would be seen often.

PRESENTATION OF BILLS

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

EXECUTIVE SESSION

President Bloss announced Council would retire to Executive Session to discuss matters of personnel and to obtain advice from legal counsel. Mayor Borne Fuller and Manager Stambaugh were invited to remain.

MEETING RECONVENED

President Bloss stated Council had returned from a brief Executive Session to discuss matters of personnel and to seek the advice of legal counsel.

ADJOURNMENT

*12) Councilman Thomas made a motion to adjourn the December 2021 Regular Business Meeting. Motion seconded by Vice-President Spackman. Motion carried.

Secretary

- 1.Minutes November Regular Business Meeting
- 2.Minutes December Workshop
- 3.Treasurer’s Report
- 4.Approve 2022 Budget
- 5.Resolution 2021-06 – Tax Rate
- 6.Resolution 2021 – 07 – Sewer Rate
- 7.Resolution 2021-08-Solid Waste Rate
- 8.Resolution 2021-09-Borrow from Sewer Fund
- 9.Amend Agenda – Saussaman Grant Plans

10. Prepare Plans – Saussaman Park Grant
11. Pay Bills
12. Adjourn