

**PAXTANG BOROUGH  
Workshop Meeting  
3423 Derry Street Harrisburg, PA  
June 2, 2020**

**BOROUGH OFFICIALS PARTICIPATING**

Council President	Kathleen Bloss
Council Vice President	Christopher Spackman - <b>Absent</b>
Council President Pro Temp	Jack Thomas - <b>Absent</b>

Council Members	Joshua Eisner Angel Gonzalez David Gui Thomas Wingert
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Mayor	Sheilah Borne Fuller
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**BOROUGH OFFICIALS**

Borough Manager	Keldeen Stambaugh
Borough Solicitor	J. Stephen Feinour
Borough Engineer	Jeremy Smith
Borough Fire Chief	John Tinari

Manager Stambaugh announced that due to the Novel Coronavirus COVID-19 and under the recommendations of Pennsylvania Governor Tom Wolf and Pennsylvania Secretary Rachel Levine of the Department of Health, “Social Distancing” has been put into practice by restricting public access to the borough building and by Council conducting their Workshop meeting through the telecommunication service of “Zoom”. The Workshop meeting is open to the public. Details of the meeting were provided through the Borough website, automated calls to borough residents and businesses, and the social media service of Facebook. An opportunity for audience participation will be offered. At the direction of President Bloss, instructions would be provided and phone lines unmuted. As there was limited visual recognition, Council members were asked to provide their name during discussion and when making a motion in order to be recorded for the purpose of meeting Minutes. At this time the meeting was turned over to President Bloss.

At 7:05 p.m. President Bloss took the opportunity to welcome and thank everyone for attending the June 2, 2020 Workshop Meeting.

**AUDIENCE PARTICIPATION**

**Joanne Shipe 500 Park Terrace** voiced her concerns with an increase in residents burning wood and other materials in outside containers on her block of Park Terrace and requested Council consider a ban on burning. Ms. Shipe is asking Council to consider banning outside heating systems utilized as an agent for home heating purposes. It was suggested that Ms. Shipe refer to the Borough Burn Ordinance posted on the Borough website and to contact the Paxtang Fire Company if she had questions regarding safety.

**REPORT OF THE FIRE CHIEF**

**UTILITY VEHICLE**

Chief Tinari expressed his gratitude to Council for assisting with funds to install equipment that would allow the Utility vehicle battery to hold a charge when the vehicle is not in use. Costs associated with installation would be shared between the Borough and the Fire Company. Borough Public Works employees will install the unit. Chief Tinari had discussed this with Manager Stambaugh and Councilman Gui.

**2020 HIGH SCHOOL GRADUATE – PROCESSIONAL – CELEBRATORY DRIVE**

Students that attended Paxtang Elementary School and are now graduating from high school are planning to participate in a celebratory drive throughout the Borough. The processional will be led by Paxtang Fire Company

apparatus and end at Saussaman Park. Tentative date is June 20, 2020. No permits, road closures, or Fire Police would be required for this event. Chief Tinari will be working with the program coordinator and Swatara Township Police.

#### **2020 CRABFEST FUNDRAISER**

Chief Tinari said due to the current economic situation of the local economy and COVID-19, it would be best to cancel the 2020 Crabfest fundraiser.

#### **FIRE COMPANY TRAININGS**

Chief Tinari reported that the Company will start holding monthly training meetings. Meetings were temporarily suspended due to COVID-19 guidelines handed down by Governor Tom Wolf.

#### **EQUIPMENT MAINTENANCE**

Yearly routine maintenance will be performed on air packs and other essential equipment. Equipment will be serviced on July 31, 2020.

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

##### **29TH AND DERRY STREET SEWER REPLACEMENT PROJECT**

Engineer Smith reported that the contractor, The Greenskeeper, has sprayed the lawn area for weeds and will return to finish with the addition of top soil and seeding. Borough Public Works employees will hand out instructional flyers for tips on maintaining the lawn. The Greenskeeper was awarded the contract at the April 21, 2020 Regular Business Meeting

##### **2017 MUNICIPAL SEPARATE STORMWATER SEWER SYSTEM DEPARTMENT OF ENVIRONMENTAL PROTECTION BEST MANAGEMENT PRACTICES IMPLEMENTATION FUNDING PROJECT**

Engineer Smith met with Borough Public Works employees and the contractor, Farhat Excavating stating now that the area is fully covered with vegetation, surface water is in fact filtering through the soil as intended. This project is located at Brookwood Street and Park Terrace.

#### **REPOINTING OF BOROUGH BUILDING**

Public Works employees will meet with a structural engineer to discuss repointing of the Building. Engineer Smith will prepare a memo with the findings from that meeting.

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

Mayor Borne Fuller mentioned there is a "Little Free Library" in front of the The Tiger Eye coffee shop located at 3418 Derry Street. Books geared towards young readers will be available. Mayor Borne Fuller encouraged all to promote and donate books if able. Little Free Library is a nonprofit organization that promotes neighborhood book exchanges.

#### **REPORT OF COMMITTEES**

*Administration* – No Report from Councilman Eisner

*Public Safety* - No Report from Councilman Gui

*Highway* - Councilman Wingert asked for a status on a recent discussion regarding the installation of a traffic control sign at 30th and Derry St. Manager Stambaugh said new signage would be addressed under the revised or amended Traffic Ordinance.

*Public Relations* - No Report from Councilman Gonzalez

*Health and Sanitation* - Manager Stambaugh reported a Request For Proposal (RFP) will be prepared to solicit bids for a Solid Waste contract for 2021.

### *Property and Recreation*

#### **ANNUAL COMMUNITY YARD SALE**

Manager Stambaugh reported the annual Community Yard Sale will take place on Saturday June 13 and has been advertised in *The Savings Guide*. The Savings Guide is direct mailed to customers within the community and surrounding areas of interest. Participants will be encouraged to follow regulations under the Yellow Phase due to the COVID 19 situation. Permit fees have been waived for this annual event.

#### **NATIONAL NIGHT OUT - OCTOBER WORKSHOP**

In light of the Coronavirus pandemic, the National Association of Town Watch is encouraging officials to move activities to Oct. 6, 2020 to observe the annual National Night Out. Typically, the day of recognition is the first Tuesday in August. Manager Stambaugh informed Council that the Workshop for October falls on this date as well. If Council would desire to change the date of the Workshop, or add an additional date, an advertisement stating the change would be in order.

#### **LOCAL SHARE MUNICIPAL GRANT/GAMING GRANT REQUESTS**

Manager Stambaugh asked for Council's recommendation on entertaining requests for municipal sponsorship from establishments seeking funding through local share grants. It was the general consensus of Council and the Mayor to decline any sponsorships since Paxtang would be applying for local share grants as well. Applications would be submitted for mandated upgrades to the municipal parking lot, repairs to the municipal building roof, and repointing of brick to the building as well.

#### **BUILDING REPOINTING**

Even though an official report has not been received from the engineer that evaluated the structure of the building, his thought is there are no structural concerns at this time. He recommended the repointing be addressed as soon as possible as the situation continues to deteriorate. Estimates are being solicited.

#### **INDEPENDENCE DAY PARADE**

Due to the Coronavirus pandemic, the 2020 July 4 Independence Day Parade has been cancelled.

#### **GENERAL USE OF THE PAVILION**

Parties interested in renting the pavilion, and using the playground are advised to adhere to the Governor's mandates on group gatherings.

#### **PATRIOT CAMP**

Patriot Camp will be held the last week of June through to and including July 3. This event will be held at Saussaman Park. Manager Stambaugh will communicate with organizers regarding daily cleaning and adhering to the Governor's guidelines during the Coronavirus pandemic. Solicitor Feinour will work with Manager Stambaugh on drafting an agreement outlining responsibility and daily cleaning of the facilities. Patriot Camp is not a Borough sponsored event.

#### **2020 HIGH SCHOOL GRADUATE – PROCESSION – CELEBRATORY DRIVE**

Manager Stambaugh reported event planners are seeking gratis use of the pavilion on June 20. Details were discussed under the report of Fire Chief John Tinari.

#### **BOROUGH BUILDING UNDER COVID - 19 YELLOW PHASE**

The Borough building is closed to public access during the Yellow Phase of COVID-19. Borough staff remains diligent with providing updated information and general services to Borough residents and businesses during this pandemic. Manager Stambaugh reported since the gymnasium was used as a polling venue for the Primary on June 2, the area will be disinfected by a contractor through Dauphin County. Manager Stambaugh will request that the restroom facilities be cleaned as well.

**CROSSWALK IMPROVEMENTS** A request has been received asking that improvements be made to the crosswalk at the intersection of Derry Street and the Greenbelt crossing. The Highway Committee will be discussing this in conjunction with revisions or amendments to the Borough traffic ordinance.

## **REPORT OF THE SOLICITOR**

### **STORMWATER AUTHORITY PUBLIC HEARING**

Solicitor Feinour said the Public Hearing for the intent to form a Stormwater Authority would take place on July 21, 2020.

### **FOOD TRUCK VENDORS**

Solicitor Feinour has submitted a draft copy of an ordinance concerning food truck vendors. Solicitor Feinour will await the decision from Council regarding advertising an ordinance.

### **USE OF SAUSSAMAN PARK - PATRIOT CAMP**

\*1) Councilman Gui made a motion authorizing Patriot Camp gratis use of Saussaman Park for the week of June 29, 2020. Motion seconded by Councilman Eisner. Motion carried. Council requested that it be communicated to camp organizers the use is permitted under the parameters of the guidelines mandated by the Governor for group gathering with daily cleaning precautions as recommended under the Center for Diseases Control (CDC)

### **USE OF PAVILION AT SAUSSAMAN PARK - SENIOR CLASS OF 2020**

\*2) Councilman Eisner made a motion authorizing the Senior Class of 2020 gratis use of the pavilion at Saussaman Park for any one day during the third week of June. Motion seconded by Councilman Wingert. Use of the park is for students who attended Paxtang Elementary School and are now graduating from high school in the year 2020.

### **AUDIENCE PARTICIPATION**

**Joann Shipe of 500 Park Terrace** said she appreciated the information received tonight. President Bloss thanked Ms. Shipe for attending.

### **EXECUTIVE SESSION**

At 8:05 p.m. President Bloss announced Council would retire to Executive Session for the purpose of discussing personnel matters, pending litigation, and to seek advice from the Borough Solicitor. The Borough Manager, Borough Solicitor, Council Members, and the Mayor were invited to attend. At this time phone lines were muted.

At 8:41 p.m. phone lines were unmuted and President Bloss reconvened the meeting stating items relating to personnel matters, pending litigation and advice from the Borough Solicitor were discussed.

### **ADJOURNMENT**

\*3) Councilman Eisner made a motion to adjourn the June 2, 2020 Workshop Meeting. Motion seconded by Councilman Gonzalez. Motion carried.

Meeting adjourned at 8:42 p.m.

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Secretary – Transcribed via Zoom recording

1. Use of Pavilion – Patriot Camp
2. Use of Pavilion – Senior Class 2020
3. Adjourn