

**Regular Business Meeting
3423 Derry Street
September 16, 2025**

President Bloss called to order the September 16, 2025, Regular Business Meeting of the Paxtang Borough Council at 7:03 p.m. with the Pledge of Allegiance led by Vice-President Fillman.

COUNCIL MEMBERS PRESENT

Council President	Kathleen Bloss
Council Vice-President	Eric Fillman
Council President Pro Tempore	Jack Thomas
Council Member	Jennifer Britten
Council Member	Corbin Bower
Council Member	Matthew Leonard
Mayor	Nathan Martin

Council Members Absent	Thomas Wingert
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BOROUGH OFFICIALS

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

PUBLIC COMMENT

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. President Bloss opened the floor for audience members to share their comments. Hearing none, President Bloss proceeded with this evening's meeting.

Greg Borzack 5530 Merivale Ct Lower Paxton Township – mentioned that the Good Shepherd Lutheran Church – 3700 Rutherford Street – Swatara Township would be celebrating the 250th Anniversary of the United States Of America with a reading of the Declaration of Independence on the front steps of the church on July 4th at 12 noon. Mr. Borzack stated the church would be receptive to ideas the Borough might have with regard to celebrating the Semiquincentennial.

Carley Furlow 6355 Lyters Lane Lower Paxton Township – tennis coach and advocate for Automated External Defibrillators (AED's), presented information on a County wide project to provide AED's at public parks in Dauphin County. Ms. Furlow has an interest in providing a unit at Saussaman Park. President Bloss took this opportunity to thank Ms. Furlow for her presentation stating the project sounds like a very valuable resource for all that utilize Saussaman Park. President Bloss stated this matter would be placed on the agenda for a future meeting.

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 this evening's meeting.

MINUTES – AUGUST 19, 2025, REGULAR BUSINESS MEETING

*1) Vice-President Fillman made a motion to dispense with the reading of the Minutes from the August 19, 2025, General Business Meeting and to approve as circulated. Motion seconded by Councilman Thomas. Motion carried.

MINUTES – SEPTEMBER 2, 2025, WORKSHOP MEETING

*2) Councilman Thomas made a motion to dispense with the reading of the Minutes from the September 2, 2025, Workshop and to approve as circulated. Motion seconded by Vice-President Fillman. Motion carried.

TREASURER'S REPORT – MONTH ENDED AUGUST 31, 2025

Secretary Clark read the Report of the Treasurer for the month ending July 31, 2025, as follows:

GENERAL FUND	\$ 900,278.49
SEWER ACCOUNT	\$ 983,154.25
LIQUID FUELS	\$ 107,020.69
SOLID WASTE	\$ 127,688.34
CAPITAL RESERVE	\$ 528,709.00

*3) Vice-President Fillman made a motion to approve the Treasurer's Report for the month ended August 31, 2025. Motion seconded by Councilman Bower. Motion carried.

REPORT OF PUBLIC SAFETY

Swatara Township Police Chief Thomas Stauffer reported there were 62 calls for service in the Borough and 1,322 calls for service in Swatara Township for August 2025. Two traffic citations, 4 traffic warnings, 2 parking violations, and 5-foot patrols were carried out. Crime and Call trends were down from August 2024.

COMMUNITY SERVICE

There were 13 events and presentations, 1 enforcement program, 56.95 pounds of unused and or expired prescription medications were deposited at the drug drop box at the Swatara Municipal building, and 7 Motor Carrier Safety Inspections were carried out.

NATIONAL NIGHT OUT

Various officers participated in or attended National Night Out on Tuesday, August 5, 2025, at Vanatta Park - Swatara Township and National Night Out in Paxtang Borough.

CHICKEN BBQ FUNDRAISER

A fundraiser was held on Saturday September 13 at the Swatara Township Municipal Building with proceeds going towards their K-9 unit.

COFFEE WITH A COP

“Coffee with a Cop” will be held at the Turkey Hill convenience store – 2885 Paxton Street, McDonalds fast food chain - 2929 Paxton Street – and the Target retail store – 4600 High Pointe Boulevard on Wednesday, October 1, 2025.

HALLOWEEN WALK-THRU

Event will take place on October 30 at Vanatta Park – Swatara Township. Vendors will provide treats and giveaways for families in attendance.

President Bloss took this opportunity to express her gratitude to Chief Stauffer for continuing the tradition of “Coffee with a Cop” and for offering evening meetings.

REPORT OF FIRE SERVICES

Chief Stauffer presented the Report of Fire Services as provided by Fire Chief Michael Ibberson: 126 calls for service were placed including 1 in Paxtang Borough. Eight fires, 33 medical calls, 10 hazardous conditions, 10 service calls, 27 good intent calls, and 28 false alarms were carried out. Sixty-six active responders committed to 4,962 staffing hours and 172 training hours. Crews averaged a response time of 4 minutes and 55 seconds. Mutual Aid was provided 22 times and received 28 times. Firefighters were active at National Night Out in Swatara Township and Paxtang Borough, the Swatty Float on the Swatara Creek, Shilo Church of God Community Fair, Stop the Violence backpack give a way, Rutherford Youth Club’s Back to School Day, Swatara Middle School Back to School Night, New Life Academy Ribbon Cutting, and the Swatara Township Labor Day Celebration. Average personnel per incident was 11.18.

Councilwoman Britten stated she was impressed with their response time, number of personnel per incident, and dedicated hours of training.

REPORT OF THE MANAGER

TRASH AND RECYCLING REQUEST FOR PROPOSAL (RFP)

Manager Stambaugh stated the need to readvertise the RFP for the trash and recycling contract so that additional supporting documents could be added and for the word “ashes” to be deleted from the contract. In consultation with the Borough Solicitor and committee chairperson, the original due date of Friday, September 12 was cancelled, and a new packet will be compiled with a due date of Friday October 17, 2025. Advertisement of the RFP to be addressed under Old Business.

TRAFFIC CALMING

Manager Stambaugh will contact The Pennsylvania Local Technical Assistance Program (LTAP). Results will be provided at a future meeting. Manager Stambaugh was in contact with Swatara Police Chief, Thomas Stauffer with the outcome of the meeting suggesting there are no specific concerns as far as law enforcement and whether roadways are marked with a double yellow centerline or a single yellow centerline. Manager Stambaugh spoke with the Borough Public Works Supervisor, and it is the belief that there is space to allow for the painting of double yellow centerlines on Park Terrace. Project will be on hold until suggestions from LTAP are received.

MINIMUM MUNICIPAL OBLIGATION - PENNSYLVANIA MUNICIPAL RETIREMENT SYSTEM (PMRS) POLICE RETIREMENT PLAN 2026 (MMO)

Manager Stambaugh stated the 2026 PMRS MMO would involve a \$60.00 Administration Fee and to apply a credit of \$2,708.00 to our required liability.

PAXTANG LIONS CLUB HALLOWEEN PARADE – OCTOBER 28, 2025

The Paxtang Lions Club Halloween Parade will be held on Tuesday, October 28. Event involves Borough staff and Public Safety personnel.

SHADE TREE COMMISSION MEETING – SEPTEMBER 18, 2025

The Shade Tree Commission will meet on Thursday, September 18, 2025, at 7:00 p.m. in Council Chambers.

ZONING HEARING BOARD MEETING - MONDAY SEPTEMBER 22

The Zoning Hearing Board will meet on Monday, September 22 at 7:00 in Council Chambers for the proposed addition of a school at a day care facility at 2910 Brisban Street.

CODES AND ZONING REPORT FOR AUGUST

3 Building Permits, 3 Street Cut Permits, and 4 Sewer Permits were issued in the month of August

REPORT OF THE MAYOR

No Report due to the absence of Mayor Martin

REPORT OF THE SOLICITOR

No Report from Solicitor Bonn

**REPORT OF THE BOROUGH ENGINEER
2025 ADA RAMP PROJECT**

Engineer Smith stated the Notice of Award was issued to Pro's Concrete, 7 Koser Lane, Shippensburg, PA 17257 at a total bid of \$80,600.00. Manager Stambaugh will sign the contract, a pre-construction meeting will be scheduled for Tuesday, September 23 with work to begin shortly thereafter.

MUNICIPAL SEPARATE STORMWATER SEWER SYSTEM PROGRAM (MS-4)

The annual Report for the 2024 - 2025 reporting period is in progress. Borough staff will submit the report to the Pennsylvania Department of Environmental Protection prior to September 30.

TRAFFIC CALMING

In accordance with a prior request from Council, Engineer Smith stated speed tables and line striping are 2 items that Lemoyne Borough and Palmyra Borough have utilized with success.

REPORT OF COMMITTEES

Administration – Vice-President Fillman stated with the pending departure of the Borough Manager, Council is actively engaged in searching for a successor and will provide details at the Executive Session scheduled for this evening.

President Bloss stated this matter would be addressed as “potential pending departure”.

Highway and Stormwater – No Report from Councilman Leonard

Property, Recreation, and Shade Tree – No Report from Councilman Bower

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

Public Relations and Grants – No Report from Councilwoman Britten

Health, Sanitation, and Codes – No Report from Councilman Thomas

OLD BUSINESS

ADVERTISE TRASH AND RECYCLING REQUEST FOR PROPOSAL (RFP)

*4) Councilman Thomas made a motion to readvertise the trash and recycling RFP with inclusion of supporting documents. Motion seconded by Vice-President Fillman. Motion carried.

TRAFFIC CALMING

No further action this evening due to Manager Stambaugh gathering information from LTAP

ALLOWING CHICKENS FOR EGG PRODUCTION PRIVATE USE ONLY IN RESIDENTIAL/MIXED RESIDENTIAL ZONES

No action this evening due to the Borough Solicitor updating current documents and obtaining additional information on creating a subcommittee, protocol for the issue of permits, mention of excluding roosters, and providing a 3-month time frame from the passage of the ordinance for anyone currently raising chickens to be in compliance.

NEW BUSINESS

MINIMUM MUNICIPAL OBLIGATION PMRS POLICE RETIREMENT PLAN 2026 (MMO)

*5) Vice-President Fillman made a motion that Council accept and approve the MMO as outlined in the worksheet presented by PMRS which results in the Borough covering a \$60.00 Administration Fee and applying the credit of \$2,708.00 to our required liability. Motion seconded by Councilman Thomas. Motion carried.

APPOINTMENT – RIGHT TO KNOW OFFICER

No action would be taken this evening

COMMUNICATIONS

No Communications were brought forth

PUBLIC COMMENT

President Bloss opened the floor for anyone wishing to share comments. Hearing none, President Bloss proceeded with this evening’s meeting.

PRESESENTATION OF BILLS

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

Secretary Clark was relieved of her duties for this evening

At 7:35 p.m. President Bloss announced Council would retire to Executive Session for the purpose of discussing matters of personnel. Members of Council, Borough Manager, and Borough Solicitor were invited to remain. Meeting would reconvene following the Executive Session.

At 8:09 p.m. President Bloss reconvened the Regular Business Meeting with the following statement and tribute: former Borough Manager, Mr. Kenneth Beard passed away on Monday, September 8, 2025. Mr. Beard was very active in the Borough and lived almost his entire life in the Borough of Paxtang. Mr. Beard was very close to the Bloss family, was best man at the wedding of her and her husband and was Godfather to their youngest son. The death of Mr. Beard was not only a shock to the Bloss family, but a shock to the community as well. A very lovely and well-attended service for Mr. Beard was held last week. Mr. Beard was a great asset to the community of Paxtang and will be missed.

ADJOURNMENT

*7) Councilman Thomas made a motion to adjourn. Motion seconded by Councilwoman Britten. Motion carried. Meeting adjourned at 8:10 p.m.

Secretary

- 1.Minutes August 19, 2025, Regular Business Meeting
- 2.Minutes September 2, 2025, Workshop Meeting
- 3.Treasurer's Report – Month Ended August 31, 2025
- 4.Readvertise RFP – Solid Waste-Recycles
- 5.MMO-Police Pension
- 6.Presentation of Bills
- 7.Adjourn