

**PAXTANG BOROUGH COUNCIL**  
**Regular Business Meeting**  
**April 15, 2008**

President Ninosky called the monthly meeting of the Paxtang Borough Council to order at 7:15 p.m. followed by the Pledge of Allegiance to the Flag, led by Mayor Stambaugh.

At this point President Ninosky asked that a moment of silence be observed in remembrance of the recent passing of Mr. William Noell a member of the Fire Department and Father of Captain Corey Noell.

Roll call was taken.

Council Members Present:

Council President	John R. Ninosky
Council Vice-President	E. Denny Beaver
Council Members	Sheilah Borne Fuller Heather LaCour Virginia Panza John Rowe Deborah Seneca – arrived at 7:18
Mayor	Keldeen Stambaugh
Borough Manager-Chief	Kenneth E. Beard
Borough Engineer	W. Max Shradley
Borough Solicitor	J. Stephen Feinour
Fire Chief	Todd Zwigart - Absent

**MINUTES**

\*1) Vice-President Beaver made a motion to dispense with and approve the Minutes of the Regular Business meeting of March 18, 2008. Motion seconded by Councilwoman Borne Fuller. Motion carried.

**TREASURER'S REPORT**

\*2) Vice-President Beaver made a motion to dispense with and approve the Treasurer's Report of the Regular Business meeting of March 18, 2008. Motion seconded by Councilwoman Panza. Motion carried.

**REPORT OF THE FIRE CHIEF**

In the absence of Fire Chief Zwigart, Councilman Rowe acknowledged that a written report from Chief Zwigart would be sent to Council Members. Councilman Rowe offered his gratitude for the moment of silence dedicated to Mr. William Noell.

**REPORT OF THE MANAGER**

Manager Beard read the following for the benefit of Council

- April 30 - PSAB Leadership for Elected Officials
- May 11 – PA Leadership Institute 2008 – Hershey
- May 17 – Dauphin Co. Recycling Day at Harrisburg Area Community College

Councilwoman Seneca entered at this point, 7:18 p.m

- May 22 – Eggs and Issues – Sponsored by County Commissioners – Lower Swatara Fire Hall
- June 11 – PSAB business meeting at Seven Springs
- PSAB - State Boroughs Association Constitution. Suggestions may be directed to Manager Beard.

Non-Uniform Pension: Manager Beard summarized recommendations from Mr. Leonard Ferrara, the Administrator for the non-uniformed pension plan.

\*3) Councilman Rowe made a motion to authorize the Borough Manager to proceed with amending the Pension Plan pending Union approval, restate the pension document as needed with the stated costs and to transfer assets from Security Benefits to Franklin Templeton. Motion seconded by Councilwoman Panza. Motion carried.

CDBG: The application for a grant to update zoning and land sub-division within the borough has been denied. The 2009 application deadline is July 14<sup>th</sup>.

\*4) Vice President Beaver made a motion to reapply for the CDBG Grant for 2009 prior to the deadline of July 14<sup>th</sup>. Motion seconded by Councilman Rowe. Motion carried.

Summer Help: Manager Beard made a recommendation to hire the employees from last year's summer recreation program and to advertise for replacements if need be.

\*5) Councilman Rowe made a motion to authorize Manager Beard to hire help for the summer recreation program. Motion seconded by Councilwoman Panza. Motion carried.

Soccer Request: Mike Bowmaster with Swatara Youth Soccer Association requested use of Saussaman Field for the fall of 2009.

\*6) Councilman Rowe made a motion to approve the request as noted in Mr. Bowmaster's memo. Motion seconded by Councilwoman Panza. Motion carried.

Trash Contract: In compliance with our contract obligations with Waste Management, Manager Beard will proceed with Council's recommendations from the Regular Business Meeting of March 18<sup>th</sup>. Manager Beard asked Council to consider looking into options including the possibility of proceeding with a single point of billing. Discussion will be held for a workshop meeting.

Arbor Day: Arbor Day will be celebrated on Saturday, April 26<sup>th</sup> 10:00 on the Rutherford Side of Paxtang Elementary School. Twenty trees have been ordered for planting in various places in the west side of the Borough. Mayor Stambaugh encouraged Council Members to attend the ceremony.

Traffic Signal Maintenance: As soon as the proper paperwork is completed, Mr. Jim Hildum will begin maintaining the traffic signal and school crossing controls, along with installing a preemption switch in the Fire House.

Playground Installation: Mr. Robert Smith, the representative for Bitting Recreation, Inc., the vendor for the recently purchased playground equipment, recommended purchasing a 12 inch play curb, along with a 12 inch handicapped accessible ramp at a cost of \$2,314.31. The play curb is a 12 inch wall that would encompass the perimeter of the playground.

\*7) Councilman Rowe made a motion to purchase the play curbs. Motion seconded by Vice-President Beaver. Motion carried.

Sewer Project: Engineer Shradley presented Council with a proposal for the Sewer Rehabilitation Project at an estimated cost of \$30,400.00. This project would include the GIS/GPS setup, training Borough staff to use the GIS/GPS equipment, bidding, and administration of the sewer work. This proposal does not include the cost of the software, estimated at \$10,000.00.

\*8) Vice-President Beaver made a motion to approve the sewer rehabilitation project as outlined by Rettew Associates. Motion seconded by Councilwoman Panza. Motion carried.

Computer Consulting: Our current vendor for computer maintenance is Sentinel Technology. Manager Beard is requesting permission to offer Mr. Jim Capp of Anteil Cooperation the opportunity to serve as an additional vendor for computer maintenance and purchases. Since Mr. Capp is related to Councilwoman Seneca, Solicitor Feinour made inquiry if there would be anticipated expenditures in excess of \$1,000.00 per year as no Council Member may have an appreciable interest whether direct or indirect in any purchase

or contract involving an expenditure of \$1,000.00 or more in a calendar year. Manager Beard stated that if necessary, purchases could be made directly through a state contract with guidance from Mr. Capp.

\*9) Councilman Rowe made a motion to authorize the Borough Manager to secure Anteil Cooperation as a vendor for computer services. Motion seconded by Vice-President Beaver. Motion Carried. Councilwoman Seneca abstained from the vote due to the conflict of interest.

Tour de Belt: The Capital Area Greenbelt Association has requested the services of the Fire Police on Sunday, June 8<sup>th</sup> in connection with the 8<sup>th</sup> annual running of the Tour de Belt. Fire Police will also be providing services for the Lions 5-K run on Saturday, May 3<sup>rd</sup>.

Police Vehicle Purchase: Manager Beard is looking into several options regarding the purchase of a police vehicle including the possibility of acquiring a 2007 Ford Crown Victoria.

Police Hire: Chief Beard acknowledged that Mr. David Felsburg should be available for duty as soon as he has completed his certification. Chief Beard asked Council to consider authorization for another part time police hire. President Ninosky agreed to the request of Chief Beard.

Police Report: Chief Beard referred Council to the written Police Report for March and offered a verbal explanation as well. The five burglaries have been cleared and an individual has been arrested

Non-Discrimination / Sexual Harassment Policy: Solicitor Feinour advised Council that the Community Revitalization Grant contract has a provision requiring the municipality to have a written non-discrimination / sexual harassment policy. A review of this policy will be addressed at an upcoming Workshop meeting. If there is no dissention after the Workshop meeting, Manager Beard suggested giving authorization for Solicitor Feinour to implement the policy.

Workshop: A representative from PMRS will make a presentation regarding the police pension plan at the Monday April 28<sup>th</sup> workshop. Police Officers and their Union representative were made aware of this meeting.

DCNR Grant: The application deadline for park and recreation projects is April 25<sup>th</sup>. Councilwoman Seneca will proceed with submitting an application seeking funds for future projects.

Paxtang Curb Project: Manager Beard reported that the contract documents have been signed and executed and that funds should be forthcoming in the next couple of weeks.

#### **AUDIENCE PARTICIPATION**

Murv Grunden of 3323 Brisban Street presented the following:

- Crime Watch – Mr. Grunden has registered the Borough for the National Night Out scheduled for Tuesday, August 5<sup>th</sup>.
- Paxtang Historical Society expressed their gratitude to Council for allowing them use of the Gymnasium on April 7<sup>th</sup> for their meeting.

Mayor Stambaugh asked Councilman Rowe to check with Living Waters Church to see if they would be interested to hosting an evening activity, such as the showing of a movie during National Night Out

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

Mayor Stambaugh reported the annual Paxtang Lenker Manor Womans Club Luncheon was a success.

Mayor Stambaugh advised Council that the Lions Club honored Fire Chief Todd Zwigart at their recent dinner meeting. Several Officers of the Fire Company participated as well.

#### **REPORT OF THE SOLICITOR** – No Report

## **REPORT OF CODES ENFORCEMENT** – No Report

### **REPORT OF THE ENGINEER**

Microsurfacing Project: The low bid has been submitted from Roadite, a division of Stewart and Tate, at a cost of \$21,309.50. Pending review of the documentation from CAPCOG by Engineer Shradley and Solicitor Feinour, Engineer Shradley would recommend that Council consider awarding the bid to Stewart and Tate.

\*10) Councilman Rowe made a motion to authorize the Borough Engineer, upon approval from Solicitor Feinour to move forward with awarding the bid to Roadite of Stewart and Tate. Motion seconded by Councilwoman Panza. Motion carried.

Street Reconstruction: A pre-construction meeting with Roegele Inc. is scheduled for Thursday, April 17<sup>th</sup> 8:00 a.m. at the Borough office.

Pike Street Right-of-Way: No action has been taken regarding the Pike Street Right-of-Way.

Mini-Comp Plan: The committee met on Thursday, April 10<sup>th</sup> at the Borough Building. Plans for future land use and community development objectives were the topics of discussion.

Capital Area Greenbelt: Engineer Shradley will present a proposal to the committee regarding a plan to reroute a portion of the Greenbelt through the Borough. Councilwoman Seneca stated her intentions of stepping down as the Borough Representative for the Greenbelt Association. Mayor Stambaugh suggested the possibility of having a community member represent the Borough. Councilwoman Seneca will make some contacts.

Greenway Study: Engineer Shradley has updated information with regard to the parks within the borough and has sent a draft of the park map to the committee.

### **COMMITTEES**

*Administration* – The Capital Tax Collection Bureau will hold a meeting on Thursday, April 16, at Central Dauphin East High School, 6:00 p.m. to discuss tax collection options for the Bureau. Vice-President Beaver, our CAPTAX representative, will attend this meeting and asked Council to consider his recommendation to stay with Capital Tax Collection Bureau as the Borough Earned Income Tax Collector.

\*11) Councilwoman Panza made a motion that the Borough continue with the Capital Tax Collection Bureau. Motion seconded by Councilwoman Borne Fuller. Discussion followed with a further explanation from Vice-President Beaver of the collection process. Motion carried

*Highway* – Councilwoman Seneca made inquiry as to ownership of the traffic sign at Paxtang Avenue and Derry Street. The sign belongs to the Borough and a new one has been ordered since this sign was damaged during a recent traffic accident at this intersection.

*Property and Recreation* – Councilman Rowe is working on plans for the May 26<sup>th</sup> Memorial Day Picnic. Councilwoman Seneca acknowledged that playground equipment is available from the now closed Fishing Creek Elementary School. The new owner is interested in giving the equipment away. The equipment must be dug up, taken apart, and transported to the Borough.

Vice-President Beaver discussed the possibility of constructing a new addition for the municipal garage. An additional bay with a separate entrance door will be the focus of the plans. While the Borough would contract out for the roof and concrete block work, Borough Public Works employees would also be involved in the construction. The new construction would tie in with the existing structure.

\*12) Councilwoman Panza made a motion to authorize Vice-President Beaver to begin construction on the municipal garage and for the Borough to act as the general contractor. Motion seconded by Councilman Rowe. Discussion followed with Councilman Rowe expressing his concern of the removal of a support column and the result this might have on a bearing wall. Vice-President Beaver acknowledged this would be held for further study. Motion carried

*Public Safety* – No Report

*Public Relations*- No Report

*Health and Sanitation* –No Report

**UNFINISHED BUSINESS** – No Report

**NEW BUSINESS** – No Report

**COMMUNICATIONS**

Manager Beard presented the following:

- Autism Law Enforcement and First Response Training – Tuesday May 13<sup>th</sup>.
- Dauphin Lebanon County Boroughs Association Dinner – Tuesday April 29<sup>th</sup>
- National Library Week – Friday April 18<sup>th</sup> \$100.00 per person
- 2008 Outstanding Council Members of the Year Award – Nominate by May 16<sup>th</sup>

**PRESENTATION OF BILLS**

\*13) Vice-President Beaver made a motion to pay the bills. Motion seconded by Councilwoman Panza. Motion carried.

**ADJOURNMENT**

\*14) Councilwoman Panza made a motion to adjourn the regular business meeting. Motion seconded by Councilman Rowe. Motion carried.

President Ninosky adjourned the regular business meeting at 8:35 p.m.

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Secretary

1. Minutes
2. Treasurer's Report
3. Pension Plan
4. Apply CDBG Grant
5. Summer Recreation Employees
6. SYSA Soccer Saussaman Park
7. Purchase Play Curbs – Lower Playground
8. Sewer Rehabilitation Project
9. Anteil Corp. – Computer Services
- 10 Award Bid – Roadite/Stewart and Tate – Microsurfacing
11. Capital Tax Collection Bureau
12. Garage Construction
13. Pay Bills
14. Adjourn