

**PAXTANG BOROUGH COUNCIL**  
**Regular Business Meeting**  
**May 20, 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 President Ninosky.

Roll call was taken:

Council Members Present:

Council President	John R. Ninosky
Council Vice-President	E. Denny Beaver

Council Members	Heather LaCour
	Virginia Panza
	John Rowe

Mayor	Keldeen Stambaugh – Absent
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Council Members Absent:	Sheilah-Borne Fuller
	Debra Seneca

Borough Manager-Chief	Kenneth E. Beard
Borough Engineer	Christopher Knarr – Rettew Associates
Borough Solicitor	J. Stephen Feinour
Fire Chief	Todd Zwigart

**MINUTES**

\*1) Vice-President Beaver made a motion to dispense with and approve the Minutes of the Regular Business Meeting of April 15, 2008. Motion seconded by Councilwoman Panza. 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 April 15, 2008. Motion seconded by Councilwoman Panza. Motion carried.

**REPORT OF THE FIRE CHIEF**

Chief Zwigart referred Council to his written reports for the months of March and April. A fundraiser will take place at The Texas Roadhouse Restaurant on May 21<sup>st</sup>. Since the last meeting the Fire Company held a Chicken Bar-B-Q and Election Day Bake Sale.

**REPORT OF THE MANAGER**

Manager Beard read the following for the benefit of Council:

- May 22 Eggs and Issues - County Commissioners - Lower Swatara Fire Hall
- June 2 HATS Meetings for the 2009 through 2012 Transportation Improvement Plan.
- June 4 Community Day at the Humane Society.
- June 4 Tri-County Regional Planning – Model Ordinances and Subdivision Zoning. Manager Beard suggested possible representation from our Borough Engineer.
- June 11 PSAB Conference, Seven Springs, PA
- June 24 PSATS - Workshop Securing a Financial Future

Council was encouraged to attend the Memorial Day Picnic, Monday May 26 and to meet at 11:30 a.m. at Saussaman Park.

Non Uniform Pension: Manager Beard summarized recommendations from Mr. Leonard Ferrara, Pension Administrator for the non-uniformed pension plan. President Ninosky suggested we look into the possibility of redrafting a new pension document for the existing pension.

Trash Contract: Manager Beard advised Council our contract with Waste Management is up for renewal and the bidding process will need to be initiated within the next two months. As stated in the Minutes of March 18, 2008, we will continue to pay the normal billing pursuant to the contract.

Yard Sale: The Community Yard Sale is scheduled for Saturday, June 14<sup>th</sup>. Spring Clean up is scheduled for June 21<sup>st</sup>.

Arbor Day was held on Saturday, April 25<sup>th</sup> with the planting of a tree at the Paxtang Elementary School.

Greenway Study: Rettew Associates has offered to continue representation on behalf of the Borough if Council so desires.

\*3) Councilman Rowe made a motion to extend the representation of Rettew Associates for an additional two months and to revisit the situation if necessary. Motion seconded by Vice-President Beaver. Motion carried.

Shade Tree Grant: A 'Challenge Grant' Agreement with the PA Urban And Community Forestry Council has been applied for. This Grant is for an amount of \$1,500 and is designated for the planting of trees. The Borough would need to match this grant by way of cash, in-kind services, or a combination of both.

\*4) Councilwoman Panza made a motion to move forward with the Challenge Grant. Motion seconded by Vice-President Beaver. The motion carried with Councilman Rowe dissenting.

The application for this grant requires that the Borough will provide a policy for maintaining a drug free workplace. Manager Beard encouraged Council to authorize the Solicitors and the Borough Manager to develop and implement a drug policy for the employees that is consistent with labor agreements.

\*5) President Ninosky made a motion that, upon consultation with our Solicitors, Manager Beard develop a policy relating to a drug free workplace. Motion seconded by Councilman Rowe. Motion carried.

Traffic Signal Maintenance: Mr. Jim Hildum of Hildum Electric will be proceeding with the installation of the preemption devise in the Fire House.

Surplus Property Sale: Manager Beard asked Council to consider authorization for the Borough Manager to dispose of, in accordance with State guidelines, the surplus GMC Pick Up Truck.

\*6) Vice-President Beaver made a motion to dispose of the GMC Pick Up Truck. Motion seconded by Councilwoman Panza. Motion carried.

Police Hire: Chief Beard presented an opportunity for Council members to meet and greet our newest police hire, Officer David Felsburg. Mayor Stambaugh administered the Oath of Office to Officer Felsburg prior to this evening.

Playground Equipment: With assistance from our Borough Public Works employees, Dauphin County Prison inmates, Engineer Shradley, and Vice-President Beaver, the playground equipment at the lower field has now been installed. Due to the contribution of their labor, the Borough will see a savings of \$6,500.00. This will be applied as an in-kind match to the grant for the playground.

The Tour de Belt: Is scheduled for Sunday June 8<sup>th</sup>. The Fire Police will provide services for this event.

Police Vehicle Purchase: The following bids were received:

- Day Fleet           \$21,470.00 plus \$150.00 Contract Cost
- Warnock Fleet   \$22,645.83
- Winner Ford     \$23,421.00

Day Fleet and Winner Ford has a projected delivery date of 10 to 12 weeks. Warnock Fleet would have a vehicle available in one week. Manager Beard has been in contact with the Borough Solicitor regarding this purchase and has made a recommendation that we proceed with Warnock Fleet through a State Contract with a purchase price of \$22,645.83.

\*7) Vice-President Beaver made a motion to approve the bid from Warnock Fleet pursuant to the State Contract. Motion seconded by Councilwoman Panza. Motion carried.

Police Hire: Kenneth Horst was extended a provisional offer of employment as a Part-Time Police Officer.

Police Report: Chief Beard offered a verbal report with regard to police activity for the month of April.

**AUDIENCE PARTICIPATION** – No Report

**REPORT OF THE MAYOR** – No Report

**REPORT OF THE SOLICITOR** - No Report

**REPORT OF CODES ENFORCEMENT**

Codes Enforcement Officer Ed Wenger explained the procedure involved in issuing citations to residents of the Borough. President Ninosky asked Solicitor Feinour to apprise Council of what would be involved regarding initiating the process of Re-Codification, what the fee would be, and to provide this information at our June meeting.

**REPORT OF THE ENGINEER**

Christopher Knarr referred Council to the written report from Engineer Shradley. Mr. Knarr asked Council to consider authorization for Rettew Associates to proceed with preparing the MS-4 Annual Report.

\*8) Councilwoman Panza made a motion to authorize Rettew Associates to prepare documentation for the MS-4 Annual Report. Motion seconded by Councilman Rowe. Motion carried.

**COMMITTEES**

*Administration* - Vice-President Beaver provided an update regarding the Capital Tax Collection Bureau and the collection of the Earned Income Tax. A CAPTAX Board meeting is scheduled for May 22. Vice-President Beaver asked Manager Beard to report on the status on the Grant regarding the Paxtang Avenue Curb project. Manager Beard indicated we have not received the funds as of this date.

*Highway* – No Report

*Property and Recreation* – Councilman Rowe informed Council that things were moving along regarding the Memorial Day Picnic and offered his gratitude to the Borough staff for their assistance.

*Public Safety* – No Report

*Public Relations* – No Report

*Health and Sanitation* – No Report

**UNFINISHED BUSINESS** – No Report

Christopher Knarr stated for the benefit of Council that they have a Funding Specialist available for grant writing if Council would see a need for this type of service in the future. President Ninosky suggested Mr. Knarr obtain a fee schedule for this service.

Manager Beard advised Council that the Cohen Law group is interested in the Borough completing a survey regarding the Verizon franchise negotiations and asked Council for their input. It was the decision of Council to make a request for a franchise fee of 5 percent, which is the maximum amount allowable by Federal Law, along with contracting for cable and internet services at no charge for Borough entities. Manager Beard will contact CAPCOG and advise them of our proposal.

**NEW BUSINESS** – No Report

**COMMUNICATIONS**

- Donations from private sources as well as community organizations have been received for the playground equipment located at the lower field.
- Ms. Julie Mosser regarding the issue of skunks in the Borough.
- Mr. Arch Werner asking for removal of a tree due to the possibility of roots causing numerous sewer backups. Council suggested a letter from the Borough be sent to Mr. Werner requesting documentation on this matter.
- East Brunswick Township in Schykill County requesting support in their efforts to defend their sewage sludge Ordinance against the suit filed by the Office of the Attorney General.

On behalf of the Lions Club President Ninosky expressed their appreciation to Mr. Grunden, Manager Beard, and to all that provided assistance during the recent Lions 5-K Run.

**PRESENTATION OF THE BILLS**

\*9) Vice-President Beaver made a motion to pay the bills. Motion seconded by Councilman Rowe. Motion carried.

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**ADJOURNMENT**

\*10) 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 8:18.

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**SECRETARY**

1. Minutes
2. Treasurer's Report
3. Greenway Representation
4. Shade Tree Grant
5. Drug Free Workplace Policy
6. GMC Pick Up – Dispose
7. Bid – Warnock Fleet – Police Vehicle
8. MS 4 Annual Report
9. Pay Bills
10. Adjourn