

PAXTANG BOROUGH COUNCIL
Regular Business Meeting
January 15, 2008

Vice-President Beaver called the monthly meeting of the Paxtang Borough Council to order at 7:16 p.m., followed by the Pledge of Allegiance to the Flag, led by Mayor Stambaugh.

Roll call was taken.

Council Members Present:

Council Vice-President E. Denny Beaver

Council Members Sheilah Borne Fuller
 Heather LaCour
 Deborah Seneca

Mayor Keldeen Stambaugh

Borough Manager-Chief Kenneth Beard
Borough Engineer W. Max Shradley
Borough Solicitor J. Stephen Feinour
Fire Chief Todd Zwigart – Absent, represented by Lt. Will Skinner

Council Members Absent: John R. Ninosky, Council President
 Virginia Panza – Granted excused absence
 John Rowe

ADMINISTRATION OF OATH OF OFFICE

Vice-President Beaver announced a change to the order of the regular business meeting to accommodate the administration of the Oath of Office for Auditors Frank Tittinger and Frank Divonzo by Mayor Stambaugh.

MINUTES

*1) Councilwoman Fuller made a motion to dispense with the reading of the Minutes from the Regular Business Meeting of December 18, 2007 and to approve same. Motion seconded by Councilwoman Seneca. Motion carried.

TREASURER'S REPORT

*2) Councilwoman Fuller made a motion to dispense with the reading of the Treasurer's Report from the Regular Business Meeting of December 18, 2007 and to approve same. Motion seconded by Councilwoman Seneca. Motion carried.

MINUTES

*3) Councilwoman Fuller made a motion to dispense with the reading of the Minutes from the Reorganization Meeting of January 7, 2008 and to approve same. Motion seconded by Councilwoman Seneca. Motion carried.

REPORT OF THE FIRE CHIEF

In the absence of Fire Chief Todd Zwigart, Will Skinner presented Council with a written report on the monthly activities for the Fire Company and Fire Police.

REPORT OF THE MANAGER

Engineer's Contract 2008: The contract from Rettew Associates has been submitted to Solicitor Laskowski for his review and is now ready for Council's consideration.

*4) Councilwoman LaCour made a motion to accept the contract from Rettew Associates. Motion seconded by Councilwoman Seneca. Motion carried.

Solicitor's Contract: Manager Beard offered for Council's consideration the contract from the Law Firm of Nauman, Smith, Shissler, & Hall.

*5) Councilwoman LaCour made a motion to accept the contract for Borough Solicitor. Motion seconded by Councilwoman Fuller. Motion carried.

Training Seminars: For the benefit of Council, Manager Beard presented information on training seminars available through PSAB for elected officials.

Special Fire Police: Manager Beard shared a letter from Mr. Grunden, Captain of the Fire Police, requesting approval from Council for use of Special Fire Police for non-emergency functions during 2008.

*6) Councilwoman Fuller made a motion to approve the use of Special Fire Police per the request from Mr. Grunden. Motion seconded by Councilwoman LaCour. Motion carried.

Crossing Guard: For the benefit of Council, Manager Beard explained that Fire Police Captain, Mr. Grunden, has been filling in for Mr. Schmolitz as the Crossing Guard for school crossings on Paxtang Avenue while Mr. Schmolitz is recovering from a recent injury. Manager Beard asked Council to consider compensating Mr. Grunden for his service with the purchase of a gift certificate.

*7) Councilwoman Seneca made a motion to purchase a \$100.00 gift certificate to Red Lobster. Motion seconded by Councilwoman Fuller. Motion carried.

Civil Service Commission: The Civil Service Commission has submitted their annual report and request for advertising as mandated by state law.

Leaf Collection: Manager Beard gave an update on the status of the ongoing process of leaf collection. Due to a recent ice storm, there were numerous downed branches throughout the Borough. Options regarding pick up included collecting branches from Borough Shade trees first with the possibility of picking up branches from non-borough trees at the homeowners expense, and the prospect of renting a "chipper" Flyers will be distributed to those homes where piles of branches have been placed at curbside.

*8) Councilwoman LaCour made a motion to rent a "chipper" and to charge residents \$15.00 for time less than one half hour and \$30.00 for more than one half hour to pick up debris. Manager Beard suggested authorizing Borough staff to pick up non-Borough storm damaged limbs at a cost to the homeowner of \$15.00 for less than 30 minutes and \$30.00 for more than 30 minutes. Councilwoman Lacour amended her motion. Councilwoman Seneca seconded the amended motion. Motion carried.

Mini Comp Plan: A written report from Christopher Knarr of Rettew Associates was provided for Council. The steering committee met on January 15, 2008. Topics of discussion included suggested businesses for the downtown area, parking accessibility, and having the committee work towards specific objectives and goals for future presentation to Council.

PSAB Unemployment Compensation Insurance: Manager Beard is in the process of obtaining information in order to provide Council with a cost analysis associated with the PSAB insurance plan. Vice-President Beaver suggested to table the matter until Manager Beard was able to acquire the needed information.

Dauphin County Planning Commission: A letter from the Dauphin County Planning Commission was received inviting the Borough to participate in a Greenway Study that would inventory parks, open spaces, and greenways in Dauphin County and surrounding areas. Due to this matter being time sensitive, Manager Beard authorized the Borough Engineer to send a representative on behalf of the Borough. Engineer Shradley mentioned that their representative is also the spokesperson for two other municipalities as well. In order for the Borough to continue with representation, Manager Beard asked Council to authorize our participation through Rettew Associates. Manager Beard requested that our involvement be contingent upon picking up one third of the cost. Council could participate and allow representation through Rettew Associates as long as the other municipalities agree to do the same.

*9) Councilwoman Seneca made a motion to allow the Borough Manager to authorize Rettew Associates' representative to attend the next meeting of the Dauphin County Greenway Study as long as the cost involved does not exceed \$150.00. Motion seconded by Councilwoman LaCour. Mayor Stambaugh suggested amending the motion to read "cost of representation would not exceed \$150.00." With this amendment, motion carried.

COG Chesapeake Bay Resolution: A letter was received from the Capital Region COG concerning the legal approach to challenge the Chesapeake Bay Tributary Strategy. The COG is filing a legal challenge to block permits for sewer treatment plants. Manager Beard advised Council that we were being asked by the COG to participate by joining a group of municipalities in funding and advancing the legal challenge to the Bay Strategy. The cost to the Borough would be \$500.00. Municipal population determines this amount.

*10) Councilwoman LaCour made a motion to subscribe to the COG Chesapeake Bay Litigation in the amount of \$500.00. Motion seconded by Councilwoman Seneca. Motion carried.

DCNR: Manager Beard presented information for a DCNR Grant workshop offered in Carlisle on February 5th.

Building Appraisal: In 1999 Council solicited an appraisal of the Municipal Building and property of the Borough. We have been receiving requests from the appraisal company offering the following services, \$49.00 for an office update and \$765.00 for a field survey. No action was taken.

Public Works Employee: Manager Beard gave an update on the prognosis of Mr. Saul Schmolitz, who on November 11th was injured in a work related accident that required surgery. The procedure was accomplished and he has been off work since January 7th. Manager Beard has filed the necessary Worker Comp paperwork in order for Mr. Schmolitz to be reimbursed for his salary.

Police Report: Chief Beard referred Council to the written report for the month of December along with a verbal explanation as well.

Waste Management: The "tipping fee", the cost charged to a trash hauler to have trash dropped off at the Harrisburg Incinerator, has increased by 20 percent. Mr. Thomas Stang, Marketing Director for Waste Management, would like to address Council at a future meeting to discuss the possibility of reevaluating our position in regard to our trash contract. Even though we are locked into the contract for 2008, we do have the option if it is mutually agreeable to both parties to extend the terms of the contract for an additional year. Manager Beard advised Council to be aware of this issue and to consider inquiring as to what services could possibly be negotiated on due to the rise in the "tipping" fee.

AUDIENCE PARTICIPATION

Murv Grunden of 3323 Brisban Street presented the following:

- Mr. Grunden offered his appreciation to Council for the compensation offered to him for serving as a Crossing Guard.
- Crime Watch – A meeting with the Executive Board is scheduled to take place at the end of the month to discuss the possibility of closing out their account and placing the monies into the Fire Police Fund for the purchase of safety equipment.
- Historical Society – A meeting was held at the National Civil War Museum on Sunday, January 13th. There were 23 in attendance. Their next meeting will be on Monday, April 7th at 7:00 p.m. at the Municipal Building. Their Speaker will be Lawrence Keener-Farley.

REPORT OF THE MAYOR

Mayor Stambaugh requested permission to hire a Part-Time Police Officer.

*11) Councilwoman LaCour made a motion to interview candidates and to hire a Part-Time Police Officer. Motion seconded by Councilwoman Seneca. Manager Beard suggested adding the phrase "should we find a suitable candidate". With this amendment, motion carried.

Mayor Stambaugh will be attending the Local Government Forum for Elected Officials on January 30th.

Mayor Stambaugh informed Council the Lions Club Pancake Breakfast will be held on Saturday, February 16th. Tickets are available for the Paxtang-Lenker Manor Womens Club Spring Fashion Show. This will take place on Saturday, March 29 in Middletown at the Spring Garden Center.

REPORT OF THE SOLICITOR

No Report

REPORT OF CODES ENFORCEMENT

Codes Enforcement Officer Ed Wenger referred Council to his written report for the month of December and offered a verbal explanation as well. Mr. Wenger gave an over view of the requirements involved in obtaining building permits. Options for ways of managing situations wherein permits were not applied for were discussed as well as implementing a system of informing residents as to our policy for obtaining building permits. Vice-President Beaver suggested taking this matter up at a future Workshop meeting. Mr. Wenger said he was in the process of producing a "point paper" highlighting problems and solutions and will have this information available to Council members before the Workshop. Councilwoman Seneca requested this information be available by the Friday before the scheduled Workshop.

REPORT OF THE ENGINEER

Engineer Shradley presented Council with the following:

Reconstruction Project: The survey has been completed for the unnamed street south of Sharon St. extending west from Elm St. and for Walnut St., between Derry and Pike. Engineer Shradley informed Council that during the survey, it was brought to his attention by a resident of the Borough that the roadway just east of the Neil Funeral Home, heretofore listed as Walnut Street, had been vacated by the Borough in 1957. Mr. Shradley made inquiry as to who actually owns this property as, in 1985, it does not seem to show ownership. Originally it was thought the roadway, which runs from Derry St. south to Pike St., was a public access road. There is a section of South Paxtang Avenue next to the funeral home on the west side that actually runs from Pike St. north to Derry St. This roadway is currently one way north. Pike St. is two way. There is no other public access onto Pike Street. Engineer Shradley explained at the time it was vacated in 1957 this section of South Paxtang Avenue was two way until PennDOT changed the signals and made this area one way out. At some point in time a former owner of this property was granted authority to construct an addition. that intrudes on what would be Pike St. The length of the street should actually extend past the building but it is not shown to have another point of termination, according to Borough maps. Engineer Shradley informed Council that at this time reconstruction would take place in the area south of Sharon St. Vice-President Beaver asked Engineer Shradley to do some research and to report back to Council his findings.

Microsurfacing and Crack Sealing: Swan St from Derry to Sharon Street, and 32nd St. from Derry to Prince Street are designated for microsurfacing and crack sealing. The approximate cost of this project would be \$35,000.00. Engineer Shradley recommended sending our information to the Capital Region COG and allow them to bid this out on behalf of the Borough. The deadline for submission is January 31st.

*12) Councilwoman Seneca made a motion to authorize Engineer Shradley to submit the required documents to the COG after review and approval from the Borough Manager. Motion seconded by Councilwoman Fuller. Motion carried.

Act 94: Engineer Shradley has received the necessary paperwork for the annual waste management report and will submit the documents to the City.

COMMITTEES

Administration – Vice-President Beaver announced at 8:42 p.m. that Council would retire to Executive Session for the purpose of discussing personnel matters. At 9:20 p.m. Vice-President Beaver reconvened the Regular Business Meeting.

*13) Councilwoman Fuller made a motion with regard to Public Works employee Mr. Saul Schmolitz, if while on Worker's Comp leave his Worker's Compensation payment be less than his salary, the Administrator of Council be directed to make up that difference by what ever means necessary for the time period between January 7th and February 3rd or the date that he returns to work, whichever occurs sooner. Motion seconded by Councilwoman Seneca. Motion carried.

Highway – No Report

Property and Recreation – No Report

Public Safety – No Report

Public Relations – Councilwoman LaCour will be sending information to Manager Beard regarding publication for the Borough newsletter.

Health and Sanitation – Vice-President Beaver acknowledged that Councilwoman Panza has been granted an excused absence at her request.

UNFINISHED BUSINESS – None

NEW BUSINESS – None

COMMUNICATIONS

Manager Beard presented the following:

- January 24th - Meeting of the Professional Recyclers of Pennsylvania
- January 29th - Dauphin – Lebanon County Boroughs Association Dinner – Middletown
- January 30th – PA One Call System Board Meeting
- January 31 thru February 1st – South Central Assembly 10th Anniversary Summit , Barriers, Bridges, and Best Practices on the Road to Productive Calibration – HACC
- March 31st thru April 1st – PSAB Spring Legislative Conference – Grantville

PRESENTATION OF THE BILLS

*14) Councilwoman LaCour made a motion to pay the bills. Motion seconded by Councilwoman Seneca. Motion carried.

Councilwoman Seneca made inquiry as to if anyone would be interested in being the Borough representative to the Greenbelt. No action taken.

ADJOURNMENT

*15) Councilwoman LaCour made a motion to adjourn the regular business meeting. Motion seconded by Councilwoman Seneca. Motion carried. Vice-President Beaver adjourned the regular business meeting at 9:30 p.m.

1. Minutes – Regular Business Meeting
2. Treasurer’s Report – Regular Business Meeting
3. Minutes – Reorganization Meeting
4. Rettew Contract
5. Solicitor Contract
6. Special Fire Police
7. Murv Grunden – Compensation - Crossing Guard
8. Rent “Chipper” Charge Residents – Branch Pick up
9. Greenway Study – Rettew Representative
10. COG Chesapeake Bay Litigation
11. Hire Part-Time Police Officer
12. COG – Microsurfacing – Crack Sealing – Bid
13. Saul Schmolitz – Worker Comp.
14. Pay Bills
15. Adjournment