

PAXTANG BOROUGH COUNCIL
Municipal Building 3423 Derry Street
Regular Business Meeting
January 20, 2009

Vice-President Beaver 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 Stambuagh.

Roll call was taken

Council Members Present:

Council Vice-President E. Denny Beaver

Council Members Sheila Borne Fuller – entered at 7:22 p.m.
Heather LaCour
Virginia Panza
John Rowe
Deborah Seneca

Mayor Keldeen Stambuagh

Council Members Absent

Council President John R. Ninosky, Sr.

Borough Manager-Chief Kenneth E. Beard
Borough Engineer Chris Knarr Representing Rettew Associates
Borough Solicitor J. Stephen Feinour
Fire Chief Todd Zwigart – entered at 8:23 p.m.

MINUTES

*1) Councilwoman Panza made a motion to dispense with the reading of the Minutes from the Regular Business Meeting of December 16, 2008 and to approve the same. Motion seconded by Councilwoman LaCour. Motion carried.

TREASURER'S REPORT

*2) Councilwoman Panza made a motion to dispense with the reading of the Treasurer's Report from the Regular Business Meeting of December 16, 2008 and to approve the same. Motion seconded by Councilwoman LaCour. Motion carried.

REPORT OF THE FIRE CHIEF

In the absence of Fire Chief Zwigart, Manager Beard referred Council to Chief Zwigart's written report for the month of December.

REPORT OF THE MANAGER

Information on future seminars was sent to Council members prior to the meeting for their review. Manager Beard offered Council an opportunity for discussion.

PENNVEST: Manager Beard received a request from the engineering firm of HRG for a PENNVEST application on behalf of The Harrisburg Authority regarding proposed upgrades to the wastewater treatment facility that serves the Borough.

*3) Councilman Rowe made a motion to send a letter to the engineering firm of Herbert, Rowland, & Grubic, Inc. encouraging PENNVEST to provide appropriate funding for this project. Motion seconded by Councilwoman LaCour. Motion carried.

Payroll: The Accountant for the Borough, Mr. Martin Flannery, will now be providing payroll services for Borough employees. Mr. Flannery will be providing these services at a savings over what our current vendor, Paychex, is charging.

Dauphin Co. Planning Commission: A letter has been received from the Dauphin Co. Planning Commission seeking participation from the Borough in their Municipal Planning Advisory Services. After consulting with the Borough Engineering firm of Rettew Associates, it was discovered that these services are already available through them. Manager Beard made a recommendation that the Borough not participate in the County Municipal Planning Commission and allow Rettew Associates to continue providing municipal planning services for the Borough.

Councilwoman Borne Fuller entered at this point – 7:22 p.m.

Records Retention and Destruction: It has come to the attention of Manager Beard that the existing Ordinance regarding the procedure for retaining and disposing of municipal records is inadequate. In order to comply with the PA Historical Museum Commission's retention and destruction schedule, one must adopt the entire schedule instead of just certain sections of their schedule as was done when the Borough Ordinance was adopted. Manager Beard asked Council to authorize the preparation and advertisement of any Ordinance modification needing to take place in order to be in compliance with the PA Historical Museum Commission's retention and destruction schedule. Manager Beard will seek the advice of the Borough Solicitor on this matter.

*4) Councilwoman Panza made a motion to authorize the preparation and advertisement of any Ordinance modification needed for compliance. Motion seconded by Councilwoman Borne Fuller. Motion carried.

Fire Police: Chief Beard offered to Council the opportunity to recognize and congratulate Mr. Murvin Grunden in his new capacity as President of the Dauphin County Fire Police Association. Commissioner DiFrancesco administered the Oath of Office to Mr. Grunden on January 19th in Council Chambers. Chief Beard received a letter from Captain Grunden requesting approval from Council for use of Special Fire Police for non-emergency functions during 2009.

*5) Councilwoman Panza made a motion to approve the use of Special Fire Police per the request from Captain Grunden. Motion seconded by Councilwoman Borne Fuller. Motion carried.

Appointments: Manager Beard noted several terms of offices were to expire this year and asked Council to consider the following appointments:

Sylvia Beard – Secretary of the Board of Health

Nicholas Sgagias – Zoning Hearing Board – Three Year Term – This is a new term.

Louise Nenadovich – Zoning Hearing Board - Open Term as an Alternate

Richard Flowers – Shade Tree Commission – Five Year Term

David Shade – Recreation Board – One Year Term

Wes Bower – Recreation Board – One Year Term

Warren Martin – Vacancy Board – One Term

*6) Councilwoman Panza made a motion to appointment those officials as recommended by Manager Beard. Motion seconded by Councilwoman Borne Fuller. Motion carried.

Joint Energy Purchase Agreement: Manager Beard received a letter from Benchmark Energy Solutions outlining the initial steps for a power and energy purchase program. Manager Beard will bring this to the attention of the Borough Solicitor as well as the Borough Engineer for their review.

Gymnasium Request: A letter has been received from Mr. Larry Selkowitz acting on behalf of a group of athletes utilizing the gymnasium on a weekly basis for basketball games. Mr. Selkowitz is seeking relief from the current gymnasium rental rate of \$25.00 per hour and is proposing the Borough consider allowing

use of the facility at a reduced rate of \$3.00 per player, which would amount to approximately \$27.00 per week instead of \$50.00 per week.

*7) Councilwoman Panza made a motion to keep the rates of the gym consistent with the gym guidelines. Motion seconded by Councilman Rowe. Motion carried.

Gym Renovations: In view of the fact that use of the gymnasium for social events has been increasing, Manager Beard would like to have the walls painted so as to make the area more aesthetically pleasing for such events. Manager Beard encouraged Council to stop by the gymnasium and offer their comments on the proposed color scheme and let him know if it would be agreeable to move forward with the project. Manager Beard noted the kitchen has been painted as well. Councilman Rowe reported it has come to his attention that the back access doors in the gymnasium are cumbersome to operate. Manager Beard will look into possible solutions to allow better operation of the access doors.

2009 May Regular Business Meeting: Manager Beard has been notified by the Dauphin County Bureau of Registration and Elections that the Municipal Primary Election will fall on Tuesday, May 19th. This is the same date already scheduled for Council's Regular Business Meeting.

*8) Councilwoman Panza made a motion to reschedule the May Regular Business Meeting from Tuesday, May 19th to Wednesday, May 20 and to advertise this change. Motion seconded by Councilman Rowe. Motion carried.

Economic Stimulus Submission: Manager Beard informed Council that Engineer Shradley has prepared an economic stimulus submission on behalf of the Borough. This submission could possibly lead to a grant that would provide funding for the renovations of the downtown area. Manager Beard anticipates receiving more information regarding this submission in the near future and at that time will present the findings to Council.

Solid Waste Contract: Three bids were received for the Solid Waste contract with the successful bid awarded to Waste Management. The contract has been sent to Waste Management for their signature, which they have declined to sign, asking that language be inserted into the contract that would allow for rate adjustments based upon proposed increases in Tipping Fees. Council offered Mr. Thomas Stang, the Marketing Director for Waste Management, the opportunity to voice his concerns regarding the contract and Tipping Fees. Mr. Stang indicated the Harrisburg Authority has proposed an increase in the Tipping Fee from \$68.00 to \$168.00. Mr. Stang acknowledged that their bid did not include calculations for this increase. Mr. Stang stated the contract will expire at the end of next month and asked if Council would consider extending the contract under the current terms and conditions or reject the bids and re-bid the contract and insert language that would accommodate for the increase in the Tipping Fee. Solicitor Feinour stated that if Waste Management rejects the contract as presented, then the Borough must rebid and readvertise the contract and any costs associated with the rebid may be imposed on the original successful bidder.

Vice-President Beaver asked Manager Beard for his comments. Manager Beard commented that Council could at this time agree to a motion to revisit the terms and conditions of the contract at a later specified date later. In this manner Waste Management could execute the contract. Vice-President Beaver suggested Council take a look at the situation and offer their advice at a later date. Manager Beard stated the language in the contract provides that one could change the contract by mutual agreement based upon circumstances that may develop during the course of the contract. Manager Beard reminded Vice-President Beaver that the Borough could be without trash service in two weeks. Mr. Stang indicated he would be willing to extend the current contract until negotiations could be completed. Councilwoman Seneca suggested rebidding the contract. A public Council Workshop meeting is scheduled for Monday, January 26th. Mr. Stang was informed he was welcome to attend if he so desired in order to discuss this matter further.

Vacation of Right of Way: Clean up of properties along 29th and Brookwood Streets has begun in preparation for the Right-of-Way vacation.

TMI: A tabletop exercise is scheduled for Thursday, February 12th in Council Chambers. Manager Beard encouraged Council to participate.

Paxtang Avenue Curbs: The Borough has made the final payment To PennDOT. Of the 35 billable properties, payment has been received from 27. Letters will be sent to property owners that have not paid as of this date, reminding them that payment is due within 30 days from the date of the letter.

Codification: The office staff had their preliminary meeting with the representative from General Code and should expect to hear from them in approximately 6 months regarding the recodification project.

Police Report: Chief Beard referred Council to the written report for police activities for the month of December and offered a verbal explanation as well.

Fire Chief Todd Zwigart entered at this point – 8:23 p.m.

AUDIENCE PARTICIPATION

Mr. George Murphy of 215 Kelso Street questioned why the Borough website has not been updated. Vice-President Beaver stated that quite possibly Mr. Murphy had viewed a site no longer in use by the Borough and furnished Mr. Murphy with the current Borough website.

Mr. Murphy questioned when new street signs would be installed throughout the Borough as he had had funds set aside for this purpose when he was a member Council. Councilwoman Seneca advised that most signs that were unreadable have been replaced. Vice-President Beaver asked Mr. Murphy if the funds were set aside in an account dedicated for this project or if the money was part of the General Fund. Mr. Murphy was not sure of the account status. Vice-President Beaver offered Mr. Murphy the opportunity to sit down with him and go over the budget if he so desired.

Mr. Murphy suggested Council Members “walk the Borough”, take note of situations needing attention, and report them to the Codes Enforcement Officer. Mr. Murphy specifically asked if something could be done involving a situation involving a roof in the 3700 block of Derry Street that he feels needs attention. Mr. Murphy suggested writing letters to residents informing them of conditions that are in need of repair.

Mr. Murvin Grunden of 3323 Brisban Street expressed his gratitude to Council for the use of Council Chambers for the January meeting of the Historical Society. Also, as President of the Dauphin County Fire Police Association, President Grunden offered a thank you to Council for use of Council Chambers for their meeting. Mr. Grunden offered his gratitude and appreciation to Police Chief Beard and Fire Chief Zwigart for their support of the Fire Police.

REPORT OF THE MAYOR

Mayor Stambaugh reported that she had the privilege of being able to attend the Dauphin County Fire Police Association meeting where Mr. Murvin Grunden was recognized as President of this organization.

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 promised that he will look into the situation regarding the porch roof that Mr. Murphy had referred to.

Mayor Stambaugh received a complaint from a resident regarding an issue with scattered trash. Mr. Wenger informed Mayor Stambaugh that this issue has been addressed. Mayor Stambaugh also noted this resident commented on the wonderful job the Codes Enforcement Officer and Manager Beard did in having this area cleaned up within the past two years.

As Deputy EMA Directed, Mr. Wenger asked Council to please consider attending the TMI tabletop exercise on Thursday, February 12th. This will be held at 7:00 in Council Chambers.

REPORT OF THE ENGINEER

Chris Knarr of Rettew Associates referred Council to the monthly report of projects performed for the Borough for the month of December. In regard to the 2009 street project, Manager Beard recommended that if Penbrook Borough is still willing, to join with Penbrook Borough and jointly bid road projects instead of utilizing the CAP COG.

*9) Councilman Rowe made a motion to authorize the Borough Manager to proceed with bidding roadway materials for appropriate road projects jointly with Penbrook, if they are willing. Motion seconded by Councilwoman Borne Fuller. Motion carried.

Mr. Knarr has provided CD's and two hardbound color copies of the Mini Comp Plan and the Downtown Improvement Plan. Mr. Knarr is asking that Council consider uploading a PDF version to the Borough website as well as displaying a hard copy at the office for residents to view, and then provide a copy to Tri-County Regional Planning Commission, Central Dauphin School District, City of Harrisburg, Swatara Township, and Susquehanna Township for the required 45 day review time period. At that time if it be the desire of Council, consideration for advertising the public hearing and possible adoption by Resolution of the Mini Comp Plan and Downtown Improvements Plan should be addressed. Councilwoman Borne Fuller asked if any funds have been set aside for this project and what the total projected cost would be for the downtown plan. Mr. Knarr advised that the Borough did apply for and was successful in obtaining a \$25,000 CDBG Grant to update the zoning and sub-division land development ordinance and that he will obtain the projected cost information per Councilwoman Borne Fuller's request.

COMMITTEES:

Administration – Vice-President Beaver referred Council to the Treasurer's monthly report and gave a verbal explanation as well. An article regarding the budget and proposed town meeting will be prepared for the Paxtang Post. A meeting is planned for Tuesday, January 27th with a Peer-to-Peer Management Program representative from the Department of Community and Economic Development.

Highway – Councilwoman Seneca informed Council there is still an issue with cars parking in the alley at the elementary school during the afternoon. time slot for student pick up.

Property and Recreation – No Report

Public Safety – No Report

Public Relations – Councilwoman LaCour is still accepting articles for the newsletter. Contact her if you have articles for publication. Councilwoman LaCour informed Council that a web design representative will be offering a presentation at the next workshop meeting regarding a proposal for a Borough logo.

Health and Sanitation – No Report

UNFINISHED BUSINESS – No Report

NEW BUSINESS – No Report

COMMUNICATIONS – Manager Beard presented the following communications:

A letter from Penbrook Borough Police giving credit to Paxtang Borough Police for their assistance during a recent armed robbery. Manager Beard acknowledged that Paxtang Police were also instrumental in the capture of four individuals from another armed robbery in Penbrook.

A letter from the Edward C. Scholarship Foundation presented to selected students in each of six (6) districts of the Pennsylvania State Association of Boroughs. For more information contact the Borough office.

PRESENTATION OF THE BILLS

*10) Councilman Rowe made a motion to pay the bills. Motion seconded by Councilwoman Borne Fuller. Motion carried.

ADJOURNMENT

*11) Councilman Rowe made a motion to adjourn the Regular Business Meeting. Motion seconded by Councilwoman Borne Fuller. Motion carried. Vice-President Beaver adjourned the Regular Business Meeting at 8:47 p.m.

Secretary

1. Minutes
2. Treasurer's Report
3. PENNVEST Letter – Upgrade Wastewater Facility
4. Update Record Retention Ordinance
5. Special Fire Police Functions 2009
6. Appointments
7. Selkowitz Gym Request
8. Reschedule May 2009 Regular Business Meeting
9. Roadway Materials – Joint Bid with Penbrook
10. Pay Bills
11. Adjourn