



### **2012 Meetings – January Reorganization**

As announced by the Pennsylvania State Association of Boroughs, the 2012 Reorganization Meeting will be held on Tuesday, January 3<sup>rd</sup>. It was the consensus of Council to hold this meeting at 6:00 p.m. All Regular Business Meetings for 2012 will be held on the Third Tuesday of each month at 7:15 p.m. If a Primary or General Election is scheduled for a third Tuesday, the Regular Business Meeting will be held on the Wednesday immediately following the third Tuesday.

\*3) Councilwoman Panza made a motion authorizing the Borough Manager to advertise meetings for 2012. Motion seconded by Councilwoman Borne Fuller. Motion carried.

### **Tax Ordinance No. 627, 628, 629**

Manager Beard presented the following proposed ordinances for Council's consideration at the December Meeting: **Ordinance No. 627**, an ordinance setting the General Real Estate tax rate for 2012 at 10.73 mills, **Ordinance No. 628**, an ordinance imposing an annual charge upon the users of the sewer system, and, **Ordinance No. 629**, an ordinance providing for, and imposing a charge for the collection and disposal of Solid Waste.

\*4) Councilwoman Panza made a motion authorizing the Borough Manager to advertise **Ordinance No. 629**, an Ordinance amending the ordinance providing for, and imposing a charge for the collection and disposal of Solid Waste. Motion seconded by Councilwoman Borne Fuller. Motion carried.

\*5) Councilwoman Panza made a motion authorizing the Borough Manager to advertise **Ordinance No. 628** amending the Ordinance imposing an annual charge upon users of the Sewer system. Motion seconded by Councilwoman Borne Fuller. Motion carried.

\*6) Councilwoman Panza made a motion authorizing the Borough Manager to advertise **Ordinance No. 627** amending the Borough General Real Estate Tax Rate. Motion seconded by Councilwoman Borne Fuller. Motion carried.

### **Non-Uniform Pension**

Manager Beard stated that, according to Mr. Ferrara, the Pension Administrator for the non-uniform pension plan, the plan is antiquated and must be rewritten and that this should be accomplished by the end of 2011. Manager Beard said that the present "Target Benefit" pension plan for Non-Uniform employees would be dissolved and replaced with a "Money Purchase Option" Plan. Manager Beard asked for an Executive Session for the purpose of discussing the Non-Uniform Pension Plan. Vice-President Beaver stated that he would honor this request at the end of the Regular Business Meeting. The account, at present, has accumulated a surplus in the amount of \$11,257.78. Manager Beard has spoken with Mr. Ferrara, as well as the Office of the Attorney General, who have stated that it would be acceptable to pay the administrative fees to Mr. Ferrara from this surplus and to use the excess towards future years contributions. It will become necessary to liquidate the monies out of the pension fund and transfer them into the General Fund to pay the administrator fees. Manager Beard would like to defer further discussion on this matter until after an Executive Session in order for Council to make a decision on how to proceed. Manager Beard indicated that at this point there is no need to deal with the excess contribution other than for authorization to pay the administrator fee of \$1,900.00 from the excess once the monies are transferred to the General Fund. Vice-President Beaver noted that matters related to the pension would be addressed at the executive session.

### **Humane Society Contract**

Manager Beard presented for Council a renewal for the Humane Society Contract.

\*7) Councilwoman Panza made a motion to approve the Humane Society Contract. Motion seconded by Councilwoman Borne Fuller. Motion carried.

### **Flood Insurance**

Manager Beard informed Council that the flood insurance policy for the municipal building is up for renewal as follows: \$8,100.00 coverage for the municipal building, \$2,200.00 on contents with a \$2,000.00 deductible on either one. The annual premium is set at \$217.00. Manager Beard said that reported damages to date, for the most part, are not covered under the policy. Manager Beard inquired about raising the coverage limits for the building to \$50,000.00. Manager Beard asked Council to consider discussing this further at the December Regular Business Meeting. Manager Beard reminded Council that flood insurance is not required as the municipal building is mortgage free.

### **Ordinance No. 630**

Manager Beard presented for Council's consideration **Ordinance No. 630**, an ordinance amending the Borough Code to prohibit "parking, stopping, and standing." Amending this Ordinance is mostly designed for the parking issues at the Paxtang Elementary School. This would also provide the Borough with the tool necessary to change signs on an as needed basis to facilitate parking enforcement.

\*8) Councilwoman Panza made a motion authorizing the Borough Manager to advertise **Ordinance No. 630**. Motion seconded by Councilwoman Borne Fuller. Motion carried.

### **Microsurfacing**

Manager Beard informed Council that under PennDOT guidelines, all street resurfacing work paid through Liquid Fuels monies must have been completed by October 1<sup>st</sup>. Street resurfacing planned in the Borough for 2011 has not been completed by this cut off date. Engineer Shradley has been in contact with a representative of Stewart and Tate, the vendor for this project, who has advised that the streets under the contract in need of repaving would be done in April of 2012 at the original agreed upon contract price.

### **Shade Tree**

Manager Beard said thirteen (13) Shade Trees have been planted in the last three weeks. During the recent October snow storm approximately eight (8) Shade Trees were in need of removal and several more trees receiving heavy pruning.

### **Municipal Challenge Grant**

The Borough has applied for a Municipal Tree Challenge Grant only to be informed that this program has been eliminated in favor of a DCNR program entitled "Tree Vitalize." This grant would pay \$150.00 per tree up to \$15,000.00 for planting only. In order to proceed, the Borough would be obligated to guarantee a dollar for dollar match for everything provided. Twenty Five percent of this grant match must be in the form of a cash outlay. Documentation must be made available for an "in-kind service match". For every ten (10) trees planted, the Borough would need to provide one person to be trained through the Tree Vitalize program. Vice-President Beaver questioned the work involved with applying for the grant, the cash outlay, and in-kind services required of the grant for such a Borough as Paxtang. Councilman Patackis would like to see DCNR relax the conditions associated with the grant. Vice-President Beaver gave opportunity for Council to offer their opinion on pursuing this grant. Hearing none, Vice-President Beaver moved forward with the meeting.

### **CDBG SALDO Grant**

*Requests for Proposals* have been drafted and advertised. Once received, Manager Beard will distribute RFPs to those Council members expressing an interest in reviewing such proposals.

### **Halloween Parade**

Manager Beard has requested to meet informally with members of the Paxtang Lions Club to discuss the possibility of installing temporary "snow fencing" along Derry Street between Kelso and Swan Streets to keep spectators back away from the curb line. Manager Beard is concerned for the safety of children as they "rush" the street when candy is tossed from parade participants. Mayor Stambaugh said the issue of candy tossing was discussed at a meeting of the Lions Club and that the children look forward to receiving candy. Manager Beard commented that this is a safety issue for Council to address. While Mayor Stambaugh believes snow fencing would help, she is of the opinion that the area in question was quite congested with spectators which could have been more of a safety issue than the actual tossing of candy. Mayor Stambaugh thought this might be the time to discuss the possibility of changing the parade route for the future. Mayor Stambaugh said she would like to speak with a representative of the Lions Club that would be involved with overseeing the parade for 2012.

### **Police Report**

Chief Beard presented for Council a report on police activity for the month of October and offered a verbal explanation as well. Chief Beard reported on four (4) burglaries of garages located between 32nd Street and Park Terrace. Entry was gained by means of force or through an unsecured doorway. Mayor Stambaugh asked if lighting was a factor in this area. No comment on lighting was offered.

### **Request for Executive Session**

Manager Beard asked Council to consider an executive session. Vice-President Beaver stated this request would be honored at the end of the Regular Business Meeting.

### **AUDIENCE PARTICIPATION**

Mr. Murvin Grunden of 3323 Brisban Street presented the following:

- The Paxtang Historical Society will tour Fort Hunter on Sunday December 11<sup>th</sup>. There will be no fee charged for Society members. Mr. Grunden welcomed all in attendance to become members if they so desired.

Councilwoman Seneca said *Patriot Camp* would be sponsoring a food drive on Saturday, November 22, in front of the Visiting Nurse Association, located at 3315 Derry Street. This event will take place from 10:00 a.m. to 1:00 p.m. and will benefit Bethesda Mission.

### **REPORT OF THE MAYOR**

Mayor Stambaugh presented the following:

- The Mayor officiated at a recent wedding aboard the *Pride of the Susquehanna*.
- “*Cookies and Crafts with the Mayor*” will be held either Sunday, December 4<sup>th</sup> or December 11<sup>th</sup> in the Municipal Building gymnasium
- Paxtang Police are using the social networking services of *Facebook* and will be entering data relating to recent events within the Borough
- The committee for the 100<sup>th</sup> Anniversary of the incorporation of the Borough will be held on Wednesday, November 19<sup>th</sup> in Council Chambers

### **REPORT OF THE SOLICITOR**

No Report from Borough Solicitor Feinour

### **REPORT OF THE ENGINEER**

Borough Engineer Shradley stated that final revisions of the Floodplain Ordinance Update have been provided to Dauphin County and the County is waiting for authorization from FEMA to enact the ordinance.

Vice-President Beaver asked when the new Zoning Ordinance Update would be available. Manager Beard indicated that the draft will be sent to Solicitor Feinour and that copies of the Ordinance would be made available in disk form for Council members interested.

### **REPORT OF CODES ENFORCEMENT**

Vice-President Beaver read for Council the written report from Codes Enforcement Officer, Ed Wenger. Opportunity was given for questions or concerns.

### **COMMITTEE REPORTS**

*Administration* – Vice-President Beaver presented for Council the **First Reading** of the proposed Budget for 2012. Mayor Stambaugh asked that if Harrisburg City were to impose an increase to upgrade their sewer plant, how would this impact the budget for 2012? Manager Beard said that the City has presented its Act 94 report listing the Authority's budget for 2012. This report also serves notice to municipalities that the City sewer rates “may” go up. Mayor Stambaugh asked how much of a notice the City was required to give if rates were to be increased. Manager Beard stated he believed that to be thirty (30) days but that that could not be guaranteed.

Mayor Stambaugh indicated that a Borough resident had addressed concerns that the Sewer Fund has a balance of more than \$750,000.00.

Vice-President Beaver explained that the Borough receives Conveyance Fees from four (4) surrounding municipalities in order for them to use portions of our sewer lines. Manager Beard mentioned that funds

were made available from the Sewer Fund for the purchase of the new Fire Engine and that those funds will be replaced over an agreed upon period of time.

Mayor Stambaugh asked if the Borough has increased the cost of the conveyance fees for the municipalities that use our sewer lines. Vice-President Beaver said the Borough has not and that the Borough would need to show justification for such an increase. Engineer Shradley stated that rates could only be justified for the sewer lines actually used by the individual municipalities.

Councilman Patackis asked for a copy of the 2012 Budget. Vice-President Beaver responded that Manager Beard had emailed the proposed Budget to Council members.

*Highway* – No Report from Councilwoman Seneca

*Property and Recreation* – No Report due to the absence of Councilwoman Kipp

*Public Safety* – Councilwoman Borne Fuller echoed her sentiments, along with Mayor Stambaugh, regarding the Police using the social networking service of *Facebook* and posting information of interest to Borough residents.

*Public Relations* - Councilwoman Panza informed Council that the deadline for articles for the Paxtang Post newsletter would be Thursday, December 15<sup>th</sup>. Articles will cover the period of January, February and March, 2012.

*Health and Sanitation* – No Report from Councilman Patackis

**UNFINISHED BUSINESS** – No Business to Report

**NEW BUSINESS** – No Business to Report

### **COMMUNICATIONS**

Manager Beard presented Council with the following communications:

- Ms. Jan Zarick of 3623 Rutherford Street, voicing her concerns with what she feels is the presence of dangerous drivers within the Borough.
- Mr. Dave Sadler of 120 Park Terrace, expressing his appreciation with the fast and efficient cleanup of debris from the snowstorm in late October, thanking the Borough staff for a job well done.
- Mr. Donald Kuhn of 3118 Duke Street, expressing his pleasure with the Shade Tree planted in front of his property. Mr. Kuhn presented the Borough with a contribution asking that it be used for the beautification of Paxtang.
- Jason White, Complex Director, on behalf of Hershey Entertainment and Resorts Company and the Children's Miracle Network, extending his appreciation to the Special Fire Police for their assistance with the Hershey Half Marathon on October 16, 2011. A check representing \$20.00 for each Special Fireman that Paxtang sent to this event was enclosed.

At 8:25 p.m. Vice-President Beaver announced that Council would retire to Executive Session for the purpose of discussion employee issues.

At 8:47 p.m. Vice-President Beaver reconvened the Regular Business Meeting announcing that employee issues had been discussed.

Vice-President Beaver stated that \$1,950.00 from the excess accumulated in the non-uniform pension plan would be used to pay administration fees to Pension Administrator, Mr. Ferrara.

\*9) Councilwoman Panza made a motion to pay administration fees from the non-uniform pension fund. Motion seconded by Councilwoman Seneca. Motion carried.

**PRESENTATION OF THE BILLS**

\*10) Councilwoman Panza made a motion to pay the bills. Motion seconded by Councilwoman Seneca. Motion carried.

**ADJOURNMENT**

\*11) Vice-President Beaver declared the Regular Business Meeting to be adjourned at 8:49 p.m.

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Secretary

1. Minutes
2. Treasurer's Report
3. Advertise 2012 Meetings
4. Advertise Ord. 629 – Solid Waste
5. Advertise Ord 628 – Sewer Rate
6. Advertise Ord 627 – Tax Rate
7. Renew Humane Society Contract
8. Advertise Ord. 630 – Parking-Stopping-Standing
9. Pay Non-Uniform Pension Administrator Fees
10. Pay Bills
11. Adjourn