

PAXTANG BOROUGH COUNCIL
Regular Business Meeting
October 16, 2007

President Spackman 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.

Roll call was taken.

Council Members Present:

Council President	F. Joseph Spackman
Council Vice-President	John Ninosky

Council Members	E. Denny Beaver
	Heather LaCour
	Virginia Panza
	John Rowe
	Deborah Seneca

Mayor	Keldeen Stambaugh
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Borough Manager-Chief	Kenneth Beard
Borough Engineer	W. Max Shradley
Borough Solicitor	Stanley Laskowski
Fire Chief	Todd Zwigart

President Spackman made a change in the order of business in order

MINUTES

*1) Vice-President Ninosky made a motion to dispense with the reading of the Minutes and to approve same. Motion seconded by Councilwoman Panza. Motion carried.

TREASURER'S REPORT

*2) Vice-President Ninosky made a motion to dispense with the reading of the Treasurer's Report and to approve same. Motion seconded by Councilman Beaver. Motion carried.

ADMINISTRATION OF OATH OF OFFICE

President Spackman announced a change to the order of the regular business meeting to accommodate the administration of the Oath of Office for Special Fire Police by Mayor Stambaugh to Mr. Warren Green.

REPORT OF THE FIRE CHIEF

Chief Zwigart presented Council with a written report on the monthly activities for the Fire Company and Fire Police. In addition to his written report, Chief Zwigart offered the following:

- Appreciation extended to Mr. Murvin Grunden and the Fire Police regarding the many special details they were involved with for the month for September.
- Attentive neighbor alerting the Fire Department of an incident at 525 Park Terrace.
- Gratitude to Officer Barrick for his detection of a fire in a light fixture in the 3200 block of Pike Street.
- Chief Zwigart reported the "CrabFest", Walk to School Day, and Fire Prevention Open House were all very successful events.
- Chief Zwigart is in the process of obtaining lighting for Trick or Treat night.

Councilman Beaver commented on the outstanding program offered by the Fire Company regarding their Open House.

REPORT OF THE MANAGER

DCED Mini Comp Plan: Manager Beard referred Council to a memorandum summarizing the Business Owners meeting held on October 3rd as well as a Public Participation meeting held on October 4th.

DCED Playground Grant: A grant initiated in 2005 will need to be finalized by June 2008. Manager Beard asked Council to consider the purchase of a “Twister Terrace” playground unit from GameTyme at a state contract price of \$26,294.91. Discussion was held on the possibility of introducing facilities for 1 to 4 year olds, a sand volleyball court, and fencing at a later date. In order to purchase the equipment at the state contract price of \$26,294.91, it was decided that if need be, finances from the Building Fund would be allocated and then replenished when the grant money was received from the County.

*3) Vice-President Ninosky made a motion to purchase the equipment as detailed in the bid proposal authorizing the office staff, if need be, to transfer funds from the Building Fund to effectuate the purchase in order to make sure we receive the discount and then once we receive the check from the Commonwealth, to replenish the fund as necessary. Motion seconded by Councilman Rowe. Motion carried.

GIS Proposal: Manager Beard presented Council with an explanation on the Geographical Information System that could be used for mapping sewer lines. Manager Beard asked Council to consider purchasing, through Sewer Funds, the software and license. The expenditure would not exceed \$1,280.00. Manager Beard also asked Council to consider the purchase an office computer as an upgrade that would run the new software. This purchase would be accomplished through Sentinel Technology using the state Costars contract and would not to exceed \$1,100.00.

*4) Councilman Beaver made a motion to purchase the software license and computer as requested by Manager Beard. Motion seconded by Councilwoman Panza. Motion carried.

Workers Comp: A Worker’s Compensation form was presented to Council members for their signature. This is mandated by law and these forms will be kept on file.

EMST to LST: Pennsylvania State Association of Boroughs is advising provisions for the EMS Tax will be changing and that if the Borough would like to continue their participation a new Ordinance would need to be prepared and presented for adoption. Manager Beard suggested that Council authorize the Borough Solicitor to prepare the necessary Ordinance.

*5) Vice-President Ninosky made a motion to authorize the Borough Solicitor to prepare the appropriate ordinance to change the existing Emergency and Municipal Service Tax to the Local Services Tax. Motion seconded by Councilman Rowe. Motion carried.

Pandemic Toolkit: Pennsylvania State Association of Boroughs is offering a Pandemic Preparedness Toolkit in a CD format. A CD is on order and will be forwarded to Councilman Rowe upon receipt.

2008 Pickup / Snowplow Update: Manager Beard asked for consideration of Resolution No. 11-07 allowing the Borough to “piggyback” onto the Harrisburg City contract in order to purchase the new snowplow at a reduced price.

*6) Vice-President Ninosky made a motion to adopt Resolution No. 11-07. Motion seconded by Councilman Rowe. Motion carried.

Highway Truck Lease: Manager Beard offered for Council’s consideration an agreement plan with Ford Motor Credit Company to facilitate the purchase of the new Highway pickup truck. The plan calls for a payment of \$8,241.82 to be made once annually in 2007 and in each of the following three years. Funding for the highway truck would be drawn from Liquid Fuels up to the maximum of 20% of the annual allocation from the Commonwealth.

*7) Vice-President Ninosky made a motion to approve the Lease with Ford Motor Credit with four payments of \$8,241.82 over a period of four years. Motion seconded by Councilman Rowe. Motion carried.

Highway Garage: The Borough garage presently has two heaters that need to be replaced. Only one heater will be replaced as there is no longer a need for two heaters. Funding for this purchase would be made through the Capital Reserve - Building Account. The following proposals were received:

- Temp Tech, Inc. \$2,050.00
- Eshenaurs Fuels, Inc. \$2,400.00

*8) Councilman Rowe made a motion to award the bid to Temp Tech in the amount of \$2,050.00.

Motion seconded by Councilman Beaver. Motion carried.

Highway Truck Repair: The bulkhead on the Highway dump truck is in need of repair. A proposal to effect those repairs was solicited from M-D Truck Sales and was presented in the amount of \$552.25.

*9) Vice-President Ninosky made a motion to approve the repairs to the bulkhead on the Highway truck for a cost of \$552.25. Motion seconded by Councilman Rowe. Motion carried.

Capital City Adventure Challenge: Manager Beard extended his appreciation to Fire Chief Zwigart and Mr Grunden for their service during this event.

Halloween Parade: Scheduled for Tuesday October 23. The parade will form at 6:30 and start at 7:00

Trick or Treat: Scheduled for Thursday, October 25. Manager Beard is in the process of detailing police for this event.

Banner Poles: Manager Beard referred Council to a bid from Bitner Electric in the amount of \$718.50 for two utility poles. These poles would be placed at Derry Street and Park Terrace for the exclusive purpose of displaying banners. The Fire Company has offered to pay this invoice. Discussion was held on the following:

- Having the Borough match funds with the Fire Company for an amount up to \$600.00
- Purchasing poles that would be more in line with the downtown Mini Comp Plan
- Concern regarding the location of gas lines, sewer lines, and nighttime illumination
- Additional costs that could be incurred with regard to installation

After discussing these matters, Councilman Beaver withdrew his motion in order to look into further options.

Police Pension Interest: PMRS, the holders of the Police pension, has notified Chief Beard that the fund has accrued excess interest and that this needs to be reinvested in a manner directed by Council. The paper work needs to be finalized by November 20th. Chief Beard asked Council to consider forming a committee for the purpose of reinvesting the interest.

*10) Vice-President Ninosky made a motion to appoint a committee comprised of Vice-President Ninosky, Councilman Beaver, and President Spackman. Vice-President Ninosky withdrew his motion due to the fact the motion refers to himself as a prospective appointee.

*11) Councilman Rowe made a motion to authorize Vice-President Ninosky, Councilman Beaver, and President Spackman to form a committee and allow them to reinvest the fund interest at they deem appropriate on behalf of Council. Motion seconded by Councilwoman Panza. Motion carried.

Police Car: Chief Beard advised Council that one of the Police vehicles was involved in a minor incident and the emergency light bar is in need of replacement. Chief Beard asked Council to consider the purchase of a light bar through a state contract in the amount of \$1,538.4 with additional charges of \$120.00 to replace the computer antenna and \$350.00 in labor charges for a total of \$2,008.43. The back window has already been replaced for an amount of \$250.00.

*12) Vice-President Ninosky made a motion to purchase the appropriate items necessary to repair the Police vehicle. Motion seconded by Councilman Rowe. Motion carried.

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

AUDIENCE PARTICIPATION

Murv Grunden of 3323 Brisban Street presented the following items for Council's consideration:

- The Citizen's Advisory Committee reported that a garage on the west side of Elm Street between Sharon and Montour has a roof that is in need of repair. The Borough Code Officer is aware of the situation.
- The Historical Society will be participating in the 100th year anniversary celebration of the Paxtang Elementary School on Saturday November 3rd.

Vice-President Ninosky mentioned that the school is selling engravable Commemorative Bricks in honor of the 100th year anniversary of Paxtang Elementary School. Order forms will be in the Borough Office. A pancake breakfast will also be offered at the school on Saturday, November 3rd. Tickets may be purchased in advance as well as at the door.

Shirley Grunden of 3323 Brisban Street asked if a thank you note could be sent to the person that has been taking care of the flowerbeds at the park located by Park Terrace and Kelso Street. Ms. Grunden mentioned the crosswalk in front of the Borough Building is hard to see at night. Much discussion was held regarding the condition of the crosswalks within the Borough and the possibility of securing Pedestrian Crossing signs through PennDOT.

REPORT OF THE MAYOR

Mayor Stambaugh asked if any information has been gathered regarding construction projects in anticipation of a potential Grant from Senator Piccola's office. Manager Beard stated this funding could be used for future paving projects and has been in contact with the Borough Engineer as to costs involved with these items.

Mayor Stambaugh reminded Council of the Dauphin-Lebanon County Boroughs Association dinner scheduled for Wednesday, October 24th in Penbrook. Mayor Stambaugh asked Council to consider covering the Borough's anticipated costs associated with this dinner.

*13) Vice-President Ninosky made a motion to pay what is necessary to cover the costs. Motion seconded by Councilman Rowe. Motion carried.

REPORT OF THE SOLICITOR

Solicitor Laskowski presented Council Ordinance 610 for their consideration along with an explanation of the proposed agreement with Penbrook regarding the joint purchase of the Sewer Flushing Unit. Councilman Beaver called attention to the fact that the wording in the second line of the agreement needs to be changed from Borough of Penbrook to Borough of Paxtang.

*14) Vice-President Ninosky made a motion to adopt Ordinance No 610 with the correction of changing the wording of Borough of Penbrook to Borough of Paxtang. Motion seconded by Councilman Beaver. Motion carried.

Solicitor Laskowski will send a letter to the Solicitor for Penbrook notifying him of the passage of this Ordinance.

Payment Agreement with PennDOT: Solicitor Laskowski presented for signature the payment agreement with PennDOT regarding the Paxtang Avenue curb project. As previously requested, Solicitor Laskowski made inquiry to PennDOT as to the possibility of automatic bill payments. Solicitor Laskowski is to receive information from PennDOT on this matter. As a reminder, Solicitor Laskowski informed Council that the agreement indicates there would be a "default" if there is not a payment within 10 days but the Borough would have to be given at least 30 days before going through any collection process.

REPORT OF CODES ENFORCEMENT

Code Enforcement Officer Ed Wenger presented Council with his written report for the month of September and offered a verbal explanation as well.

REPORT OF THE ENGINEER

Engineer Shradley acknowledged that due to the fact items were already covered earlier, he would not need to present an additional report.

COMMITTEES

Administration – Councilman Beaver presented Council with the draft projected Budget for 2008. He is still receiving input and should have a finalized Budget report for the next regular business meeting in November.

A Request For Proposal for municipal solicitor services has been posted in preparation for the appointment of Solicitor for 2008. Advertising was provided through the Dauphin County Journal and Cumberland County Journal.

Highway – Councilwoman Seneca commented that International Walk to School Day was well attended and Mayor Stambaugh proclaimed the day as International Walk to School Day. The event received television coverage as well as an article in the local newspaper.

Property and Recreation – Inquiry was made as to why there are lengths of pipe being stored at Saussaman Park. Councilman Beaver commented that United Water is involved in a project in the area and is storing the necessary pipe on the ballfield until ready for use.

Public Safety – Vice-President Ninosky presented Council with the following positive comments:

- Improvement in the new traffic pattern at the school
- Commended Chief Beard on a job well done in regard to patrolling this area.
- Acknowledged Officers for their diligence regarding traffic stops and their high visibility within the Borough

Councilwoman LaCour offered a positive comment as to the Police patrolling the Borough as well.

Vice-President Ninosky mentioned that the Teamsters Local Union has requested dates for the purpose of discussing police contract negotiations in the upcoming year. Dates have been set for May, 2008.

Councilman Rowe asked that Officer Jay Barrick be recognized for his part in locating reporting the Pike Street structure fire mentioned earlier by Chief Zwigart in his report. Officer Barrick's actions undoubtedly minimized the damage to the building and resulted in a prompt and early response to this emergency.

Vice-President Ninosky asked if something should be done for Barrick regarding his service of 25 years with the Borough. Mayor Stambaugh is to provide a Proclamation. Manager Beard indicated that he is making plans for such recognition.

Public Relations – Councilwoman Panza reported the *Paxtang Post* has been delivered, and proceeded to thank everyone involved with the process of delivering the newsletter.

Health and Sanitation – No Report

UNFINISHED BUSINESS - None

NEW BUSINESS – Mayor Stambaugh asked for a status on the Census (LUCA) program. Manager Beard stated that things are moving along.

Councilman Beaver mentioned that the Borough highway garage is in need of repairs and will be gathering information regarding possible solutions for presentation at a future regular business meeting.

COMMUNICATIONS

Mayor Stambaugh shared with Council that she was approached from someone living outside of the Borough who spoke very highly of Officer Corkle and the manner in which he handled a recent incident.

Manager Beard presented the following:

- Letter from Williams Valley Elementary School in Tower City, thanking Mr. Wenger for a presentation on fire prevention he held for the school.
- October 19 thru 21 is the Fall Leadership Conference sponsored by the Pennsylvania State Association of Boroughs.
- October 24 – Dauphin-Lebanon Boroughs Association Dinner, at Penbrook Borough
- November 14 – Floodplain Management Workshop at the Dauphin County Agriculture and Natural Resources Center
- Local Government Day 2008. Area municipalities are encouraged to submit an application regarding any projects and or programs that implemented in order to improve the lives of Pennsylvania citizens. An award ceremony will be announced at a later date.
- Nightingale Health and Wellness Services is offering flu vaccines at \$20.00 per person for municipal employees and First Responders.
- Letter of invitation to participation in the 2007 State Forest Management Plan Update from DCNR

PRESENTATION OF THE BILLS

*15) Vice-President Ninosky made a motion to pay the bills. Motion seconded by Councilman Beaver. Motion carried.

ADJOURNMENT

*16) Vice-President Ninosky made a motion to adjourn the regular business meeting. Motion seconded by Councilman Rowe. Motion carried.

Secretary

1. Minutes
2. Treasurers' Report
3. Purchase Playground Equipment
4. Purchase GIS Software and Computer
5. Solicitor prepare EMS to LST Ordinance
6. Adopt Res. 11-07 PA Capital City Automotive and Equipment Contract
7. Approve Highway Truck Lease
8. Award Bid – Temp Tech – Garage Heaters
9. Repair Bulkhead – Highway Truck
10. Ninosky – Form Committee PMRS (Withdrawn)
11. Rowe – Form Committee PMRS
12. Repair 2004 Police Cruiser
13. Pay Costs associated with Dauphin-Lebanon Dinner
14. Adopt Ord 610, Sewer Flushing Unit Agreement
15. Pay Bills
16. Adjourn

