

PAXTANG BOROUGH
Municipal Building 3423 Derry Street
Regular Business Meeting
January 17, 2017

President Martin called the monthly meeting of the Paxtang Borough Council to order at 7:00 p.m. followed by the Pledge of Allegiance.

COUNCIL MEMBERS PRESENT

Council President	Nathan Martin
Council Vice-President	Eric Fillman – arrived at 8:16 p.m.
Council President Pro-Tempore	Raymond Patackis

Council Members	Kathy Bloss
	Christopher Spackman
	Jack Thomas
	Thomas Wingert

Mayor	Sheilah Borne Fuller
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BOROUGH OFFICIALS

Borough Manager	Keldeen Stambaugh
Borough Solicitor	J. Stephen Feinour
Borough Engineer	W. Max Shradley
Borough Fire Chief	Todd Zwigart – Absent

President Martin presented for Council's consideration the name of Sheilah Borne Fuller to fill the vacant seat of Mayor for the current term to expire at the end of 2017. This seat is vacant due to the resignation of John R. Ninosky Sr.

*1) Councilman Patackis made a motion to appoint Mrs. Sheilah Borne Fuller to the position of Mayor for the Borough of Paxtang. Motion seconded by Councilman Thomas. Motion carried.

At this point Magisterial District Judge Michael Smith administered the Oath of Office of Mayor to Mrs. Borne Fuller.

President Martin announced that an Executive Session was held following the public Workshop on January 3 2017. Employment issues and pending litigation were discussed

AUDIENCE PARTICIPATION

No comments were brought forth from the audience

MUNICIPAL SEPARATE STORMWATER SEWER SYSTEM (MS-4)

President Martin asked if anyone in attendance had any questions or concerns with regard to the MS-4 program. Hearing no comments, President Martin continued with the meeting.

MINUTES

*2) Councilman Thomas made a motion to dispense with the reading of the Minutes from the December 20, 2016 Regular Business Meeting and to approve the same. Motion seconded by Councilman Spackman. After discussion regarding a correction to the Minutes, motion carried.

APPOINTMENT OF COMMITTEES

President Martin said a discussion on Committee assignments would take place at the February 7, 2017 public Workshop meeting.

TREASURER'S REPORT

Secretary Clark read the Treasurer's Report for the month of December 2016 as follows:

GENERAL FUND	\$102,320.55
SEWER ACCOUNT	\$463,239.04
LIQUID FUELS	\$ 34,951.51
SOLID WASTE	\$ 19,484.45
CAPITAL RESERVE	\$193,533.59

*3) Councilman Spackman made a motion to approve the Treasurer's Report for the month of December 2016. Motion seconded by Councilwoman Bloss. Councilman Patackis asked for clarification of the line item entitled "Plan Review". Discussion was held that this entry was for costs associated with the Land Development Plan for the property of 3200 Pike Street. After discussion motion carried.

POLICE REPORT

Swatara Police Chief Jason Umberger presented an overview of police activities for the month of December stating a total of 110 calls for service were placed for Paxtang. *Vice-President Fillman arrived at 8:16 p.m.* Eighteen foot patrols were carried out in the Borough while 9 foot patrols, 3 lunch visits, and 5 building checks were made at the Paxtang Elementary School during the Holiday break. Swatara police department will be undergoing several changes due to the addition of new positions and promotions. "*Coffee with the Chief*", was held on January 12, at the McDonald's fast food chain located at 2929 Paxton Street, Harrisburg. Dialog focused on community matters while allowing participants the opportunity to meet Chief Umberger.

REPORT OF THE FIRE CHIEF

Fire Captain John Tinari presented the report of Fire Company activities for the month of December 2016. The Fire Company had a total of 35 calls, 1 being in the Borough. The average crew response was 3 for a total of 85 in manpower. Total hours in service were 19 hours and 6 minutes. Total runs were 4 for the Engine, 33 for the Rescue, and 0 for the Duty Officer. Training consisted of 1 Maintenance night and 1 Driver training. Total calls for 2016 were 378, 50 being in the Borough for a total of 202 hours and 13 minutes in service on the calls with 127 runs for the Engine, and 270 for the Rescue.

Mayor Borne Fuller commended the Fire Department for arranging to have Santa Claus visit throughout the Borough last December noting that the event was well received as always.

REPORT OF THE BOROUGH MANAGER

DAUPHIN-LEBANON COUNTY BOROUGH ASSOCIATION

Manager Stambaugh reported that the Dauphin Lebanon County Boroughs Association will hold their dinner and meeting on January 31 at the City Line Diner located at 3302 Derry Street in Paxtang. Council members wishing to attend should contact Manager Stambaugh.

CAPITAL REGION COUNCIL OF GOVERNMENTS (CAPCOG)

Manager Stambaugh and Councilman Patackis attended the Capital Region Council of Governments dinner on January 16. The topic of discussion was the future of volunteer Fire Companies with a presentation on a “feeder program” to be offered through local high schools. The program is coordinated with fire companies, municipalities and Harrisburg Area Community College. The intent is to foster an interest in the fields of firefighting and emergency medical technician

TRAFFIC CONTROL DEVICE – SIGNAL INTERRUPTION

Manager Stambaugh reported on an ongoing investigation into a “Hit and Run” incident involving a tractor trailer and the traffic control device at the intersection of Derry Street and Paxtang Avenue. The incident has been turned over to the Borough insurance company.

REPORT OF THE MAYOR

Mayor Borne Fuller stated how pleased she is to be back in Borough Chambers.

REPORT OF THE BOROUGH SOLICITOR

No Report from Solicitor Feinour

REPORT OF CODES AND ZONING

Manager Stambaugh reported 0 building permits and 0 zoning permits for the month of December.

REPORT OF THE ENGINEER

Engineer Shradley offered for Council’s consideration a list of streets for repair for 2017, approval to finalize the list based on available funds, and to prepare documents for bid. It was the decision of Council to table the issue till members were able to review the list as offered by Engineer Shradley.

TELEVISIONING OF SANITARY SEWER SYSTEM

Discussions are ongoing with regard to the resumption of inspections, cleaning, and internal repair work of the existing sewers. This initiative was suspended in 2003 due to funding concerns.

LAND DEVELOPMENT PLAN – 3200 PIKE STREET

Rettew Associates has reviewed the Plan and provided comments on compliance with the Borough’s Subdivision and Land Development Ordinance.

REPORT OF COMMITTEES

Administration – No Report from Councilwoman Bloss

Highway – Councilman Wingert noted that while Paxtang has had a significant lack of snow to date, he is certain that the Public Works employees will follow through with a fantastic job of clearing the roadways when snow does fall this winter.

Property and Recreation – Councilman Patackis expects delivery of the municipal generator by the end of the week. Public Works employees will expand the existing concrete pad to accommodate the larger unit. Fire Hydrant Flags have been installed on all the fire hydrants throughout the Borough, and the sewer and water

project for the highway garage is moving right along. President Martin said Public Works employee Mr. Saul Schmolitz is very appreciative for the ability to wash municipal vehicles in the highway garage after snow storms.

Public Safety - Vice President Fillman presented for Council's consideration the reappointment of Todd Zwigart to a three year term as Fire Chief.

*4) Vice-President Fillman made a motion to reappoint Todd Zwigart to fill a three year term as Fire Chief beginning January 2017. Motion seconded by Councilman Wingert. Motion carried.

Vice-President Fillman presented for Council's consideration the appointment of Fire Captain John Tinari to the position of Deputy Fire Chief.

*5) Vice-President Fillman made a motion to appoint Fire Captain John Tinari to the position of Deputy Fire Chief. Motion seconded by Councilwoman Bloss. Motion carried. Mayor Borne Fuller administered the Oath of office to Mr. John Tinari to the position of Deputy Fire Chief. President Martin thanked Chief Zwigart and Deputy Chief Tinari for their willingness to serve the residents of Paxtang.

Public Relations – No Report from Councilman Spackman

Health and Sanitation – Councilman Thomas said new trash and recycle carts will soon be delivered to property owners.

NEW BUSINESS

APPOINTMENT – TAX COLLECTOR

President Martin presented for Council's consideration the nomination of Mr. F. Joseph Spackman to the position of Tax Collector. The position is open due to the resignation of former Tax Collector Mrs. Helen Koser. President Martin asked Secretary Clark to call the roll. Motion carried as follows:

Councilwoman Bloss – Yea

Councilman Patackis - Yea

Councilman Spackman – Abstain

Councilman Wingert - Yea

Vice-President Fillman – Yea

Councilman Thomas – Yea

Councilman Christopher Spackman abstained from a vote due to family involvement. Mayor Borne Fuller administered the Oath of Office to Mr. F. Joseph Spackman.

CONFINED SPACE ENTRY POLICY AND PROCEDURE

Manager Stambaugh referred Council to a policy ensuring safe work practices utilized during activities involving confined entry by Public Works employees. The policy would permit submission of a safety grant to purchase required equipment that ties into this document. Councilman Wingert suggested looking into being compliant with the Occupational Safety and Health Administration (OSHA) before applying for the grant. Training could be provided through the services of RETTEW Association at their facility.

*6) Councilman Wingert made a motion to proceed with the policy as presented. Motion seconded by Councilwoman Bloss. Motion carried.

LAND DEVELOPMENT PLAN - 3200 PIKE STREET

Mr. Richard Murphy, P.E. with Cumberland Design and Building Company, Inc. offered for Council's consideration variance requests as presented to the Zoning Hearing Board for 3200 Pike Street. In addition Cumberland Design has agreed to use full cut-off lighting fixtures for all external lights.

*7) **Section 306 – Waiver of the Preliminary Plan Submission:** Vice-President Fillman made a motion to approve the waiver of the Preliminary Plan Submission. Motion seconded by Councilman Thomas. Motion carried.

*8) **Section 612-E Waiver of the Requirement for Street Trees:** Councilman Thomas made a motion to waive the requirement for street trees. Motion seconded by Councilman Spackman. Motion carried.

*9) **Section 606 Waiver from the Requirement for Curbing:** Councilman Spackman made a motion to waive the requirement for curbing. Motion seconded by Councilman Wingert. Motion carried.

*10) **Section 605 Request of Waiver from the Requirement for Sidewalks:** Councilman Thomas made a motion to waive the requirement for sidewalks. Motion seconded by Councilwoman Bloss. Motion carried.

*11) **Approve Final Subdivision and Land Development Plan:** Plan shall be approved contingent upon written notice from the Zoning Hearing Board and satisfaction of any outstanding issues that have been identified and as recorded on the comments. Vice-President Fillman made a motion to approve the Final Subdivision and Land Development Plan upon written notification from the Zoning Hearing Board and the satisfaction of any outstanding issues as identified and recorded on the comments. Motion seconded by Councilman Thomas. Motion carried.

REQUEST FOR USE OF GYMNASIUM

The Friends of Kline Library is asking for gratis use of the municipal gymnasium for their Spring Book sale April 23 through to and including April 29 and October 15 through to and including October 21, 2017.

*12) Vice-President Fillman made a motion for grant gratis use of the municipal gymnasium to the Friends of Kline Library for their Spring and Fall book sales. Motion seconded by Councilman Patackis. Motion carried.

OLD BUSINESS

No Business to report

COMMUNICATIONS

No Communications to report

PRESENTATION OF THE BILLS

*13) Councilman Spackman made a motion that the Borough pay its just and lawful debts. Motion seconded by Councilwoman Bloss. Motion carried.

At 8:00 p.m., President Martin announced that Council would retire to Executive Session for the purpose of discussing potential litigation and employee personnel matters.

At 8:12 p.m., President Martin reconvened the Regular Business Meeting stating matters of pending litigation and employee matters were discussed.

LETTER OF RESIGNATION – VICE-PRESIDENT FILLMAN

Vice-President Fillman read a letter drafted to Paxtang Borough Council in care of Nathan Martin, Council President announcing with regrets that he would be resignation from Paxtang Borough Council due to a change in employment. Mr. Fillman noted that his resignation would take effect with the close of the Regular Business Meeting of this evening, January 17, 2017. Mr. Fillman said it has been his genuine pleasure to serve as Borough Councilman for three years and Vice President for one year with such a distinguished group of elected officials. President Martin expressed his gratitude on behalf of Borough residents for the service given by Vice-President Fillman. President Martin said Council has relied upon Mr. Fillman for his wisdom, insight, ability to listen and understand the underlying perspectives of people and to carry out appropriate actions.

Mr. Wingert expressed his gratitude to Mr. Fillman for his insight and service to Council and residents during his time on Council.

RESIGNATION – VICE-PRESIDENT FILLMAN

*14) Councilman Wingert made a motion to accept with regrets the resignation of Vice-President Fillman. Motion seconded by Councilman Patackis. Motion carried.

APPOINT TRUSTEE FOR THE NON UNIFORM PENSION PLAN

President Martin noted that Mr. Fillman also served as a Trustee for the Non-Uniform Pension Plan and since he is resigning from Council, a new Trustee would need to be nominated.

*15) Councilman Thomas made a motion to nominate Councilwoman Bloss. Motion seconded by Councilman Wingert. Motion carried.

REPRESENTATIVE TO CAPITAL REGION COUNCIL OF GOVERNMENTS (CAPCOG)

President Martin noted that Mr. Fillman also served as the Borough representative for the Capital Region Council of Governments and since he is resigning from Council, a new representative would need to be appointed. Councilwoman Bloss, who has served as Borough alternate, has agreed to serve as Borough representative.

*16) Councilman Thomas made a motion to appoint Councilwoman Bloss as Borough representative to CAPCOG. Motion seconded by Councilman Wingert. Motion carried.

ALTERNATE TO CAPITAL REGION COUNCIL OF GOVERNMENTS

President Martin noted that since Councilwoman Bloss has been appointed as Borough representative to CAPCOG, a new alternate would need to be appointed. Councilman Spackman has agreed to serve as alternate.

*17) Councilman Thomas made a motion to appoint Councilman Spackman to serve as alternate to CAPCOG. Motion seconded by Councilman Wingert. Motion carried.

ADJOURNMENT

*18) Councilwoman Bloss made a motion to adjourn the Regular Business Meeting. Motion seconded by Councilman Spackman. Motion carried. Meeting adjourned at 8:22 p.m.

Secretary

- 1.Appoint Mayor – Sheilah Borne Fuller
- 2.Minutes
- 3.Treasurer’s Report
- 4.Reappoint Fire Chief – Todd Zwigart
- 5.Appoint Fire Deputy Chief – John Tinari
6. Confined Space Policy
- 7.Central State Land Development Plan – Waive Preliminary Plan
- 8.Central State Land Development Plan – Waive Tree Plantings
- 9.Central State Land Development Plan – Waive Curbing
- 10.Central State Land Development Plan – Waive Sidewalks
- 11.Central State Land Development Plan – Approve Final Plan
12. Request for Use – Gymnasium - Friends of Kline Library
- 13.Presentation of Bills
- 14.Resignation – Council Vice-President Eric Fillman
- 15.Approve Trustee – Non Uniform Pension Plan –Councilwoman Bloss
- 16.Appoint Representation-CAP COG – Councilwoman Bloss
- 17.Appoint Alternate Representative- CAP COG – Councilman Spackman
- 18.Adjourn