President Bloss called to order the monthly meeting of the Paxtang Borough Council at 7:00 p.m. with the Pledge of Allegiance led by Mayor Borne Fuller.

**COUNCIL MEMBERS PRESENT**
Council President        Kathleen Bloss
Council Vice President  Christopher Spackman
Council President Pro-Tempore  Jack Thomas

Council Members
Joshua Eisner
David Gui
Bonnie Pugliese
Thomas Wingert

**BOROUGH OFFICIALS**
Borough Manager        Keldeen Stambaugh
Borough Solicitor      J. Stephen Feinour
Borough Engineer       Jeremy Smith
Borough Fire Chief     Todd Zwigart – Absent

**AUDIENCE PARTICIPATION**
Mr. Steve (inaudible) resident of 2531 Boas Street Penbrook Borough asked Council to review the “No Parking” situation on Brisban Street and Elm Street. President Bloss said residents have access to parking on premises, parking directly across the street and free parking in the municipal parking lot. For safety purposes, “No Parking” is designated in this area due to the configuration of Brisban Street.

**MUNICIPAL SEPARATE STORMWATER SEWER SYSTEM PROGRAM (MS-4)**
President Bloss asked if anyone had questions or concerns with regard to the MS-4 program. Hearing none, President Bloss proceeded with the Regular Business Meeting.

**MINUTES**
*1) Vice-President Spackman made a motion to dispense with the reading of the Minutes from the October 15, 2019 Regular Business Meeting and to approve the same. Motion seconded by Councilman Thomas. Motion carried.

**TREASURER’S REPORT**
Secretary Clark read the Treasurer’s Report for the month of October, 2019

<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL FUND</td>
<td>$154,275.23</td>
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<tr>
<td>SEWER ACCOUNT</td>
<td>$639,159.52</td>
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<tr>
<td>LIQUID FUELS</td>
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<td>SOLID WASTE</td>
<td>$ 37,155.34</td>
</tr>
<tr>
<td>CAPITAL RESERVE</td>
<td>$315,439.35</td>
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*2) Councilman Thomas made a motion to approve the Report of the Treasurer for the month ending October 31, 2019. Motion seconded by Councilman Gui. Motion carried.

**POLICE REPORT**
Swatara Township Lieutenant Dennis Krahling stated 78 calls for service were placed for Paxtang for the month of October. Twelve traffic citations, 18 traffic warnings, 4 parking tickets, 1 traffic enforcement detail, 6 foot/bicycle patrols, and 6 directed motor patrol details in response to drug related intelligence received through various methods were carried out.
COMMUNITY SERVICE REPORT
Officers participated in numerous community service events including: Duds for Donuts at the Lawnton Elementary School, Home Depot Safety Event, Penn State Children’s Hospital Trauma Prevention Unit, Walk to School Day at Steelton-Highspire Elementary School, Paxtang Elementary School Fall Festival, State Representative Patty Kim annual senior health fair, Rutherford Fire Company Open House, Big Brothers Big Sisters Capital Region event, Swatara Township Halloween and Trick or Treat events, Paxtang Elementary School Halloween Parade, National Drug Take Back Day, Safety presentation at the Paxton Street Ministries, Active Shooter trainings, Criminal Justice classes at Middletown Area High School, installed child vehicle safety seats, and held their 7th annual 5-K Hero Run.

COFFEE WITH A COP
Coffee with a Cop will be held on Thursday, December 12 at 9:00 a.m. at the McDonald’s Restaurant, 850 Eisenhower Boulevard. This event allows citizens the opportunity to meet with officers in a causal setting to discuss community matters of interest.

REPORT OF THE FIRE CHIEF
Lieutenant Matthew Lemmon presented the report as Fire Chief Zwigart was in attendance at a meeting of the Dauphin County Fire Chiefs Association. Time in service for calls was 10 hours and 25 minutes with an average crew of 4. The Engine ran 7, Rescue 18, Utility 0, OIC 1 and Fire Police 2. Calls in the Borough were 2 automatic fire alarms, 1 motor vehicle accident, and 1 EMS assist. Office In Charge call was in regard to the Borough Burn Ordinance. Two calls went unanswered for the month of October. Trainings were held On Nozzle Testing, and Engine Company Operations with a total manpower of 6. Top five responders were Lieutenant Lemmon at 13, Chief Zwigart at 12, Deputy Chief Tinari at 12, Firefighter Clark at 8 and Firefighter Schaeffer at 8. Lieutenant Lemmon reported several new people have stepped up to volunteer with the Company.

REPORT OF EMERGENCY MEDICAL SERVICES (STEMS)
Due to the absence of Chief Matthew Bailey, Executive Director/Chief with Susquehanna Township EMS, President Bloss presented the following report: 8 emergency calls for service were placed for Paxtang. The average call length was 57.5 minutes with an approximate total time handling calls at 7.67 hours.

REPORT OF THE MANAGER
PAXTANG RECYCLES DAY
Manager Stambaugh reported Paxtang Recycles Day was held on Saturday November 16 at the Borough Gymnasium. Items were collected for the Salvation Army, electronics for the Dauphin County Recycle Center, eyeglasses for the Paxtang Lions Club, items for the Humane Society, as well as for the Sewin’ Sisters Sowing organization, Friends of Kline Village Library, Recycle Bicycle, and cell phones were collected for the Armed Services. Gratitude was given to Fire Police for the assistance during the event.

TREE LIGHTING CEREMONY
The Paxtang Lions Club will hold their holiday tree lighting ceremony on Sunday, December 8 in front of the municipal building. Council and Manager Stambaugh thanked Councilman Wingert for donating the tree.

2020 REORGANIZATION MEETING
The biennial Reorganization meeting will take place on Monday, January 6, at 7:00 p.m. Kathleen Bloss, Thomas Wingert, Christopher Spackman, Joshua Eisner, and Angel Gonzalez will be sworn into office. Janice Hutchison and Frank Tittiger will be sworn in as Auditors.

REPORT OF CODES AND ZONING
One Zoning and 5 sidewalk permits were issued for the month of November. Approximately 260 second notice mailings were sent to property owners who did not contact the Borough office in regard to repairs to their sidewalks.

REPORT OF THE MAYOR
No Report from Mayor Borne Fuller
At this point Manager Stambaugh recognized Borough Treasurer, Mr. E. Denny Beaver for attending the meeting.

**REPORT OF THE SOLICITOR**
No Report from Solicitor Feinour

**REPORT OF THE ENGINEER**
**2016 AND 2017 MUNICIPAL SEPARATE STORMWATER SEWER SYSTEM DEPARTMENT OF ENVIRONMENTAL PROTECTION BEST MANAGEMENT PRACTICES IMPLEMENTATION FUNDING PROJECTS**
Engineer Smith said operation and maintenance agreements for the 2016 and 2017 BMP have been submitted to the City of Harrisburg for review and approval. Projects are located at Prince Street and Park Terrace and at Brookwood Street and Park Terrace.

**DERRY STREET SANITARY SEWER REPLACEMENT**
Borough Public Works employees cut down weeds and removed ground netting placed by the contractor. Ankiewicz Enterprises will correct the ongoing issue of the area not holding grass seed or the Borough will hire a landscaper to address this issue and deduct any costs from future payments to Ankiewicz.

**REPORT OF COMMITTEES**
*Health and Sanitation – No Report from Councilman Thomas*

*Public Relations – No Report from Councilwoman Pugliese*

*Public Safety – No Report from Councilman Gui*

*Property and Recreation – Vice-President Spackman said in response to the Dauphin County audit of election polling places within Dauphin County, the municipal parking lot will need to be upgraded in order to be in compliance with the Americans With Disabilities Act.*

Vice President Spackman said the municipal building roof is in need of repairs. Manager Stambaugh is waiting for a roofing company to inspect the overall condition of the roof.

Manager Stambaugh said caulking was done on the side and back of the municipal building. Doors have been ordered for the gymnasium in order to comply with the Americans With Disabilities Act.

*Highway – Councilman Wingert stated due to an excessive volume of vehicles traveling off of Derry Street to 30th Street, he would like a traffic study carried out to make 30th Street One Way South to Derry Street. Manager Stambaugh will follow up with Swatara Police.*

*Administration – Councilman Eisner stated the Borough Fee Schedule would be updated and implemented on November 20, 2019. To be addressed under New Business.*

**SECOND READING OF THE PROPOSED BUDGET FOR 2020**
President Bloss read for Council the Second Reading of the proposed Budget for 2020.

Conversation was held on a possible increase in millage, implementation of a Stormwater Management Fee, obtaining a Municipal loan as well as discussion on ways to reduce a deficit within the Budget. Council members were encouraged to review the proposed Budget and attend the December 3 Workshop meeting to discuss the 2020 Budget.

**NEW BUSINESS**
**RESOLUTION TO CONVERT STREET LIGHTS TO LIGHT EMITTING DIODE (LED)**
*3) Councilman Thomas made a motion to convert all Borough street lights to LED lights. Motion seconded by Councilman Gui. Motion carried.*
SCHEDULE OF FEES
*4) Councilman Eisner made a motion to approve the Schedule of Fees effective November 20, 2019. Motion seconded by Councilman Thomas. Vice-President Spackman asked if it would be necessary for him to abstain due to a conflict of interest. Solicitor Feinour said it would not be necessary. After discussion, motion carried.

HUMANE SOCIETY AGREEMENT
President Bloss noted Council was in receipt of the proposed 2020 Municipal Domestic Animal Protective Service Agreement prior to the Regular Business Meeting.
*5) Councilman Thomas made a motion to accept the Humane Society Agreement for 2020. Motion seconded by Vice-President Spackman. Motion carried.

ADVERTISE ORDINANCE – OPENING AND EXCAVATING STREETS AND SIDEWALKS
President Bloss noted this topic was discussed at previous Workshops.
*6) Councilman Wingert made a motion to approve the advertisement of an Ordinance for the Opening and Excavating of streets and sidewalks. Motion seconded by Councilman Gui. Motion carried.

ADVERTISEAMENT AMENDMENT TO THE ZONING ORDINANCE – RESTRICT SALE OF ELECTRONIC NICTINE DELIVERY SYSTEMS
*7) Councilman Wingert made a motion to approve the advertisement of an amendment to the Zoning Ordinance at a Public Meeting to be held on December 17 at 6:15 p.m. prior to the Regular Business Meeting of Council. Motion seconded by Councilman Eisner. For clarity of majority rule, President Bloss instructed Secretary Clark to call the roll. Motion carried with the following votes:

Vice President Spackman – Nay
Councilman Thomas - Nay
Councilman Eisner – Aye
Councilwoman Pugliese - Aye
Councilman Gui – Aye
Councilman Wingert – Aye

APPROVAL OF PAYMENT DAUPHIN COUNTY TAX ASESSMENT – 3114 DERRY STREET
President Bloss asked for a motion for approval of payment regarding the Dauphin County Tax Assessment adjustment for 3114 Derry Street. President Bloss stated this was discussed at a recent Workshop.
*8) Councilman Gui made a motion to approve the payment regarding the Dauphin County Tax Assessment adjustment for 3114 Derry Street. Motion seconded by Councilman Thomas. Motion carried.

ADVERTISEMENT OF ORDINANCE 668 – INTER GOVERNMENTAL AGREEMENT FOR POLICE SERVICES – SWATARA TOWNSHIP
President Bloss noted Council was provided with a copy of the Ordinance authorizing Swatara Township Police to provide services to Paxtang Borough.
*9) Councilman Eisner made a motion to approve advertisement of Ordinance 668. Motion seconded by Councilman Thomas. Manager Stambaugh said since the prior agreement date has expired, action would need to be taken for renewal and formality purposes. After discussion, motion carried.

MUNICIPAL LOAN – CAPITAL RESERVE CAPITAL PURCHASE 2020 BUDGET
*10) Councilman Eisner made a motion to grant the Borough Manager authority to research or discuss a possible municipal loan as it relates to the Capital Reserve Capital Purchase 2020 Budget. Motion seconded by Councilman Thomas. President Bloss requested Manager Stambaugh provide members of Council with information regarding any offer for a Request For Proposal (RFP). Motion carried after discussion.

DECEMBER WORKSHOP MEETING – DISCUSSION ON THE 2020 BUDGET
*11) Councilman Eisner made a motion that the 2020 Budget will be discussed at the December 3 Workshop meeting along with considerations for any actions. Motion seconded by Vice-President Spackman. It was the general consensus that the December 3 Workshop meeting has already been advertised as a public meeting. The meeting will be publicized to make the public made aware that the Budget will be discussed at the December 3 Workshop. Motion withdrawn.
OLD BUSINESS
No Old Business to report

COMMUNICATIONS
Manager Stambaugh read for Council a note from the Friends of Kline Library offering their appreciation for gratis use of the municipal gym for their Fall book sale. A check in the amount of $100.00 was given to the Borough for use of the municipal building.

USE OF SAUSSAMAN PARK - PATRIOT CAMP
A request for use of Saussaman Park for the week of June 29 through to and including July 3, 2020 was received from Ms. Deborah Seneca. No formal action needed.

USE OF THE MUNICIPAL GYMNASIUM – LIONS CLUB PANCAKE BREAKFAST
A request for use of the municipal gymnasium and kitchen was received from Mr. Jack Thomas for the Paxtang Lions Club Pancake Breakfast Thursday February 13 to through and including Saturday February 15 for set up and actual event. No formal action needed.

EXCELM SIREN TESTING
Excelon Generation will sound emergency sirens during a three-minute test on Thursday, December 4 to begin at 12:15 p.m. All 96 sirens within a 10 mile radius of Tree Mile Island will be tested.

PRESENTATION OF THE BILLS
*12) Vice-President Spackman made a motion that the Borough pay its just and lawful debts. Motion seconded by Councilman Thomas. Motion carried.

ADJOURNMENT
*13) Councilman Thomas made a motion to adjourn the Regular Business Meeting. Motion seconded by Councilman Eisner. Motion carried.

Secretary

1. Minutes
2. Treasurer’s Report
3. Convert Street Lights to LED
4. Approve Fee Schedule
5. Approve Humane Society Agreement
6. Advertise Ord – Excave Streets – Sidewalks
7. Advertise Amendment to Zoning
8. Payment - Dauphin County Tax Assessment – 3114 Derry St.
9. Advertise Ord 668-Inter-Government Agreement With Swatara – Police Services
10. Research Municipal Loan
11. Workshop- December Discuss Budget – Withdrawn
12. Pay Bills
13. Adjourn