

**PAXTANG BOROUGH
REGULAR BUSINESS MEETING
3423 DERRY STREET
December 17, 2024**

President Bloss called to order the December 17, 2024, meeting of the Paxtang Borough Council at 7:00 p.m. with the Pledge of Allegiance led by Mayor Nathan Martin.

COUNCIL MEMBERS PRESENT

Council President	Kathleen Bloss
Council Vice-President	Eric Fillman
Council President Pro-Tempore	Jack Thomas

Thomas Wingert
Jennifer Britten
Corbin Bower
Matthew Leonard

Mayor	Nathan Martin
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BOROUGH OFFICIALS

Borough Manager	Keldeen Stambaugh
Borough Solicitor	Joshua Bonn
Borough Engineer	Jeremy Smith
Borough EMA Coordinator	Robin Bloss

PUBLIC COMMENT

President Bloss presented an opportunity for residents and taxpayers to voice their opinions on matters of public concern. Borough Council would listen to speakers and should not interrupt or engage speakers in debate. Public comment is not a question and answer session. Questions raised will be referred to the appropriate committee or to the Borough Manager. Three minutes per speaker for general public comment would be allotted. Comments would begin with Paxtang Borough residents, business, or property owners and then proceed with comments from other individuals. President Bloss opened the floor for audience members to share their comments.

Mr. Nelson Baitzel - 4 Park Terrace voiced his concern with recent action by the Shade Tree Commission regarding the removal of a Shade Tree from in front of where he resides at 4 Park Terrace on December 20, 2024. Mr. Baitzel stated he spoke with Shane Philipps with the Shade Tree Commission, was advised the tree was recommended for removal by Snyder Tree Services, was not pleased that he was not notified of the removal, requested Council update their procedure regarding notification via a letter or post card to homeowner, and is requesting that the Borough replace not only said tree, but any other trees that has been removed without notification. Mr. Baitzel stated in speaking with Celine Colbert, Pennsylvania Urban and Community Tree Canopy Coordinator with the Pennsylvania Department of Conservation and Natural Resources, a Bareroot Tree Program is available that assists communities with increasing the tree canopy by planting on land owned by municipalities. In closing, Mr. Baitzel asked that Council look into this program and thanked them for their time.

MUNICIPAL SEPARATE STORMWATER SEWER SYSTEM PROGRAM (MS-4)

President Bloss opened the floor for anyone wishing to share comments. Hearing none, President Bloss proceeded with this evening's meeting.

MINUTES – NOVEMBER 19, 2024, REGULAR BUSINESS MEETING

*1) Vice-President Fillman made a motion to dispense with the reading of the Minutes from the November 19, 2024, Regular Business Meeting and to approve the same. Motion seconded by Councilman Thomas. Motion carried.

MINUTES – DECEMBER 3, 2024, WORKSHOP MEETING

*2) Vice-President Fillman made a motion to dispense with the reading of the Minutes from the December 3, 2024, Workshop Meeting and approve subject to the correction of a typographical error. Motion seconded by Councilman Thomas. Councilwoman Britten called attention to the misspelling of the word “purchase” in the enumerated item “1” at the conclusion of the Minutes. Motion carried after clarification as to the typographical error.

TREASURER’S REPORT – MONTH ENDED NOVEMBER 30, 2024

In the absence of Secretary Clark, Manager Stambaugh read the Report of the Treasurer for the month ending November 30, 2024, as follows:

GENERAL FUND	\$ 575,206.07
SEWER ACCOUNT	\$ 917,048.05
LIQUID FUELS	\$ 54,613.08
SOLID WASTE	\$ 104,097.64
CAPITAL RESERVE	\$ 529,317.81
AMERICAN RESCUE PLAN	\$ 3,289.00

*3) Vice-President Fillman made a motion to accept the Treasurer’s Report as presented. Motion seconded by Councilman Thomas. Motion carried.

PUBLIC SAFETY REPORT

Swatara Township Police Chief Thomas Stauffer stated 81 calls for service were placed for Paxtang including 1 Driving Under the Influence, 9 traffic citations, 9 traffic warnings, 2 non-traffic citations, 2 parking violations, and 2-foot patrols.

COMMUNITY SERVICE REPORT

Various officers participated in or attended the following: Coffee with a Cop at Fiesta Mexico restaurant located at 3957 Paxton St, and a presentation to the Paxtang Lions Club on fraud and scam awareness.

TEACHING, EDUCATING, AND MENTORING PROGRAM

The Teaching, Educating, And Mentoring team presented lessons to students at St. Catherine Laboure Church/School located at 4000 Derry Street - Swatara Township, and to students at the Lawnton Elementary School located at 6500 Rutherford Street – Swatara Township.

CLICK IT or TICKET

A Click It or Ticket campaign was carried out with 9 details resulting in 78 contacts with motorists resulting in 53 citations, 49 warnings, and multiple warrants.

AGGRESSIVE DRIVER COMPAIGN

Thirteen details were carried out resulting in 77 contacts with motorists, including 83 citations and 1 warning.

DRIVING UNDER THE INFLUENCE ENFORCEMENT

A detail was carried out resulting in 8 contacts with motorists, 6 warnings, 2 citations, and 1 arrest.

SAFETY SEAT INSTALLATIONS

Seven child passenger safety seats were installed by officers certified as car seat installation technicians.

MOTOR CARRIER SAFETY ASSISTANCE PROGRAM (MCSAP)

The MCSAP Commercial Driver Vehicle Inspection Program is ongoing with inspections of commercial motor vehicles.

SHOP WITH A COP EVENT

Officers partnered with the Harrisburg Area Police Athletic League, multiple local law enforcement agencies, Swatara Township Fire and Rescue, and the Walmart Retail store located at 6535 Grayson Road - Swatara Township. Law enforcement members assisted children with shopping for members of their family. Gift cards were provided by Walmart.

WREATHS ACROSS AMERICAN

Officers participated in the laying of grave site wreaths of military Veterans at the Midland Cemetery in Swatara Township.

DRUG AND ALCOHOL PRESENTATION

A presentation will be offered to the Congolese Community of Harrisburg at the Crossroads Christian Ministries Church located at 350 North Harrisburg Street.

RETIREMENT OF OFFICER MICHAEL BOWSER

Chief Stauffer announced that Swatara Township Officer, Michael Bowser would be retiring at the end of December 2024 after 26 years of service. Well wishes were extended to Officer Bowser.

REPORT OF FIRE SERVICES

Swatara Fire Chief Michael Ibberson stated they responded to 127 calls for service which included 8 fires, 34 medical incidents, 5 hazardous conditions, 8 service calls, 28 good intent calls, and 44 false alarms. Two calls for service were handled in Paxtang Borough. Fifty seven active responders contributed 2,853 staffing hours, and 140 training hours. There was an average of 8.1 responders per incident and an average response time from dispatch to arrival of 4 minutes and 38 seconds. Mutual Aid was provided 21 times and received 37 times. One smoke detector was installed.

COMMUNITY SERVICE EVENTS

Santa was escorted to the Bass Pro Shop sporting goods retail store located at 3501 Paxton Street for their Bass Pro Winter Wonderland Event.

VETERANS MEMORIAL SERVICE

Officers participated in the Rutherford Veterans Memorial Service at Veterans Circle in Rutherford.

President Bloss commented on the exceptional response time and outstanding average personnel per incident that has been able to be maintained. Chief Stauffer noted staff at the Paxtang Elementary School recently responded to a serious medical event. A positive outcome was attributed to staff being trained in cardiopulmonary resuscitation. Swatara Fire and Rescue was able to respond with 15 to 16 personnel.

Vice-President Fillman stated that he and Council are continuously grateful for services provided by Swatara Fire and Rescue. Councilman Wingert noted the response time of Swatara Fire and Rescue is outstanding, and that a new candidate application has been submitted for consideration. Chief Ibberson stated interested parties will now complete and submit inquiry forms directly online. President Bloss stated the new protocol will provide for good organization and proficiency.

Emergency Management Coordinator, Robin Bloss, stated he was of the understanding that persons played a vital role by administering cardiopulmonary resuscitation and was able to reestablish a pulse to the person who sustained a serious medical event as mentioned by Chief Ibberson earlier this evening.

President Bloss expressed her gratitude to the Swatara Township Police Department and Swatara Fire and Rescue for their service.

REPORT OF THE MANAGER

PUBLIC COMMENT

Manager Stambaugh stated while she was obligated to leave the meeting for a short period during the Public Comment portion of tonight's meeting, she was able to comprehend the major points as presented. Manager Stambaugh will look into the comments as presented by Mr. Baitzel stating the Shade Tree Commission is a separate authority, they make decisions regarding trimmings, removals, plantings, and traditionally are responsible for communications. Manager Stambaugh noted that typically residents are offered the opportunity to consider planting when a tree is removed and that removals are carried out when absolutely necessary. The decision in question was consulted with professionals as those serving on the commission are volunteers. Manager Stambaugh closed by stating there are vacancies on the commission and asked Mr. Baitzel to consider serving as he presented himself in a very confident manner and was well spoken on the subject matter.

HUMANE SOCIETY CONTRACT RENEWAL

Manager Stambaugh stated the Harrisburg Humane Society has announced their yearly agreement has increased from \$250.00 a year to \$1,200.00 a year. The \$1,200.00 is strictly for the opportunity to enter into a contract with the Society. Animal intake would be at an additional fee as dictated by the Society. Discussion was held that at this point there seems to be no other alternatives to choose from. Participating municipalities would make their own decision as to who they would appoint to the task of surrendering animals to the Society. To be addressed under Business.

CODES AND ZONING

1 Building Permit, and 2 Zoning Permits were issued in the month of November.

REPORT OF THE MAYOR

Mayor Martin expressed his gratitude to the Paxtang Lions Club, Swatara Township Fire Police, and to everyone that helped make the tree lighting ceremony a success on Sunday, December 1. Mayor Martin offered his congratulations to Officer Bowser on his retirement. Best wishes for a happy and healthy holiday season were extended to the Swatara Township Police, Swatara Township Fire and Rescue, Members of Council, all in attendance, Borough residents, Borough Engineer, and Borough legal team for their service through the year and is looking forward to seeing everyone in 2025.

REPORT OF THE SOLICITOR – FIRE COMPANY

Solicitor Bonn provided an update with regard to the Fire Company litigation as follows: Paxtang Fire Department Captain, Steven Bartholomew has been arrested on multiple criminal charges.

A hearing was held in Dauphin County where the Borough asked that Mr. Bartholomew be excluded from the building as he destroyed Borough property. Mr. Bartholomew stood in front of the building with a hose and sprayed water for no reason into the middle of the street for an extended period of time. On several occasions Mr. Bartholomew brought women and children into the building without authorization in violation of the facility use agreement. The Court initially denied the Borough's request to restrict Mr. Bartholomew from the building.

On December 4, 2024, Mr. Bartholomew was charged with forging his training certificates to prove that he was qualified to be a firefighter. It was alleged that Mr. Bartholomew did not have a driver's license. It was alleged that Mr. Bartholomew drove fire apparatus on at least 10 occasions without a driver's license. Mr. Bartholomew was charged with recklessly endangering another person for those offenses.

A motion for the Court to reconsider barring Mr. Bartholomew from the building was immediately filed. The Fire Company did not oppose that motion and Judge Dowling entered an order that enjoined Mr. Bartholomew from being present at the Borough Municipal building or in the municipal parking lot and also enjoins the Fire Company from allowing Mr. Bartholomew to engage in fire protection services. While the Attorney for the Fire Company stated that Mr. Bartholomew is no longer a member of the Paxtang Fire Company, it was thought it was necessary to go through the court as another member of the Paxtang Fire Company, who is facing a felony criminal charge and although he was removed from the fire company operations, he was not removed from his membership. The Fire Company still allowed him to access the building so it was thought that it was necessary to get court intervention which was granted.

Solicitor Bonn stated there may be some concerns from persons with regard to how the Fire Company leadership allowed someone with forged training certificates and without a driver's license to act as a firefighter. Solicitor Bonn said the Borough is not pursuing any action in court at this time for two reasons. It is the understanding of Solicitor Bonn that the Paxtang Fire Company has been taken out of service by Dauphin County Emergency Services and the Borough is scheduled to go to trial the week of January 7 to eject the Fire Company from the Borough Building.

During a conference call with Judge Dowling regarding the motion for reconsideration, at that time the Attorney for the Fire Company informed the court that the Fire Company still intends to occupy the building until there is a court order forcing them to leave.

In closing, Solicitor Bonn stated that unfortunately, the Borough will have to devote a lot of resources to go to trial and obtain a legal ruling on that issue even though the Fire Company can no longer operate as a Fire Company.

REPORT OF THE ENGINEER

SAUSSAMAN PARK PHASE I – DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES

Engineer Smith stated DCNR issued a letter closing out the Grant for **Phase I**. Final payment to the Borough will follow.

SAUSSAMAN PARK PHASE II – DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES

DCNR posted the award for the 2024 Community Conservation Partnership Program. Paxtang Borough was awarded a \$64,800.00 grant towards **Phase II** renovations.

VILLAGE PLANNING MODULE REQUEST

A Village Planning Module was submitted to the Borough by The Church of Jesus Christ of Latter-day Saints located in Lower Paxton Township. Paxtang is being notified as all downstream conveyance and treatment facility owners must be notified of such action. More information will be provided at a future meeting. Engineer Smith extended Happy Holidays to all in attendance.

REPORT OF COMMITTEES

Administration – Vice-President Fillman extended Happy Holidays to all in attendance, and offered well wishes to all Borough staff as he would be unable to attend an upcoming staff function.

Highway and Stormwater – No Report from Councilman Leonard

Property and Recreation and Shade Tree Advisory – No Report from Councilman Bower

Public Safety – No Report from Councilman Wingert

Public Relations and Grants – No Report from Councilwoman Britten

Health, Sanitation, and Codes – No Report from Councilman Thomas

BUSINESS

PROPOSED BUDGET – SECOND READING

Vice-President Fillman presented the **Second Reading** of the proposed 2025 Budget.

*4) Vice-President Fillman made a motion to adopt the Budget for the calendar year 2025. Motion seconded by Councilman Wingert. Vice President Fillman commented on the complexity involved in creating a budget and found it gratifying to see the literal thoughtfulness as presented by Borough staff, stating this is a remarkable amount of responsibility for the small landlocked agency that Paxtang is. Vice-President Fillman is very confident and pleased with the projection of revenue as presented by Manager Stambaugh and is very confident that this is a very reasonable spending plan for 2025. After commentary, motion carried.

RESOLUTION 24-09 TAX RATE FOR 2025

President Bloss read **Resolution 24-09** fixing the Tax Rate for 2025 with a tax rate of 11.4 mills for general Borough purposes, .08 tax rate for fire protection, and .75 mills for highway for a total tax rate of 12.23 mills. Present Bloss noted there was no tax increase for 2025.

*5) Vice-President Fillman made a motion to accept **Resolution 24-09** fixing the Tax Rate for the calendar year 2025. Motion second by Councilman Thomas. Councilman Wingert stated that for multiple years there has not been a millage rate increase, and yet utilities and services are still able to be maintained. Councilman Leonard echoed the

sentiments of Councilman Wingert stated with increased costs as seen in the last couple of years along with inflation, that to hold the millage rate the same is a great achievement. After commentary, motion carried.

RESOLUTION 24-10 SEWER FEE FOR 2025

President Bloss read **Resolution 24-10** setting Sewer fees for 2025.

*6) Councilman Thomas made a motion that Council accept **Resolution 24-10** setting sewer fees for 2025. Motion seconded by Councilman Bower. Vice-President Fillman commented that this is a good, effective and manageable rate for residents. President Bloss echoed the sentiments of Vice-President Fillman. After comments, motion carried.

RESOLUTION 24-11 SOLID WASTE FEES FOR 2025

President Bloss read **Resolution 24-11** setting Solid Waste Fees for 2025 at the annual rate of \$290.00 per dwelling unit.

*7) Councilman Thomas made a motion to approve **Resolution 24-11** setting the Solid Waste Fees for 2025. Motion seconded by Vice-President Fillman. President Bloss stated there is no change in the cost to Borough residents from that of 2024. After comment, motion carried.

RESOLUTION 24-12 - BORROW FROM SEWER FUND

President Bloss read **Resolution 24-12**, a Resolution to borrow from the Sewer Fund an amount not to exceed \$100,000.00 for any present or future emergency in 2025.

*8) Councilman Thomas made a motion to approve **Resolution 24-12** to borrow from the Sewer Fund an amount not to exceed \$100,000.00. Motion seconded by Vice-President Fillman. Vice-President Fillman noted this is standard practice to approve the Resolution each year as taxes are not collected until mid-spring resulting in a very temporary gap between revenue and expenditures. President Bloss said while this is typically passed, it has not normally been called upon to be put into use. After commentary, motion carried.

RENEWAL SWATARA TOWNSHIP POLICE CONTRACT – 2025-THROUGH 2029

Councilman Wingert read for Council **Resolution R-2024-57**, A Resolution of the Board of Commissioners of Swatara Township authorizing the updated Intergovernmental Cooperation Agreement for the provision of Police services to the Borough of Paxtang. Councilman Wingert stated the present contract would expire at the end of December 31, 2024. The new Agreement would commence on January 1, 2025, and end December 31, 2029. Year one would be at a cost of \$394,263.00 with increases not taking effect until the beginning of 2026.

*9) Councilman Wingert made a motion to pass **Resolution R-2024-57** extending the Swatara Township Police Department Contract for providing police services for the Borough of Paxtang. President Bloss stated while this is a Resolution under Swatara Township, Paxtang shall pass said document as an Intergovernmental Agreement for Police Contract Services with Swatara Township. Motion seconded by Councilwoman Britten. President Bloss stated there was an initial contract, a first renewal, and now a second renewal. Council acknowledged their sentiments of excellent service provided by Swatara Township. After commentary, motion carried.

MEETING DATES FOR 2025

Mayor Martin read for Council's consideration meeting dates for 2025

*10) Vice-President Fillman made a motion to approve meeting dates as presented for 2025. Motion seconded by Councilman Thomas. Vice-President Fillman stated there is no Workshop meeting in August and that the May 21 meeting and the November 5 meeting are scheduled for Wednesdays, due to Election Days falling on a Tuesday. President Bloss stated there is no Workshop meeting in August due to the Borough participating in National Night Out. After commentary, motion carried.

PENNPRIME INSURANCE RENEWAL FOR 2025

*11) Councilman Bower made a motion to accept the PennPRIME Insurance renewal for 2025 as he reviewed the proposal stating everything looks to be in good order. Motion seconded by Vice-President Fillman. Motion carried.

RETTEW ASSOCIATES CONTRACT RENEWAL 2025 ENGINEER SERVICES

*12) Vice-President Fillman made a motion that Council renew the contract with RETTEW Associates for services as Borough Engineer for 2025. Motion seconded by Councilman Thomas. Vice-President Fillman questioned the line item of "Nuclear Density Gauge" as outlined on the Expense Per Usage portion of the contract. Engineer Smith explained this item is utilized in identifying thickness, density, or make up of a wide variety of material or surfaces. After discussion, motion carried.

HUMANE SOCIETY AGREEMENT - 2025

President Bloss noted that while the Humane Society has announced a significant increase to their annual agreement to contract with them, there does not appear to be alternatives at this time to discuss.

*13) Councilman Thomas made a motion to accept the Humane Society Agreement at \$1,200.00. Motion seconded by Councilman Leonard. Discussion was held to reach out to surrounding veterinary centers/clinics for assistance and or solutions as well as possible legal matters with ownership and rehousing. Discussion was held if the Agreement as presented was for a 1 year term at \$1,200.00 or a 3 year term at a cost of \$1,200.00 per year. Council discussed presenting a counter offer to entertain a 1 one year Agreement at \$1,200.00. After discussion, the Motion on the floor was withdrawn.

*14) Vice-President Fillman made a motion to authorize the Borough Manager to make a 1-year agreement offer at \$1,200.00 for the year 2025. Motion seconded by Councilman Thomas. Motion carried.

COMMUNICATIONS

No Communications were brought forth

PUBLIC COMMENTS

President Bloss opened the floor for audience members to share their comments. Hearing none, President Bloss proceeded with the meeting.

PRESENTATION OF BILLS

*15) Vice-President Fillman made a motion that the Borough pay its just and lawful debts. Motion seconded by Councilman Thomas. Motion carried.

EXECUTIVE SESSION

At 8:12 p.m. President Bloss announced Council would retire to Executive Session to discuss matters of litigation. Borough Mayor, Council Members, Borough Solicitor, and Borough Manager were invited to remain. Meeting to reconvene directly following the Executive Meeting.

At 8:38 p.m. President Bloss reconvened the December 17, 2024, Regular Business Meeting after an Executive Meeting where matters of litigation and unexpected matters of personnel were discussed.

ADJOURNMENT

*16) Councilman Thomas made a motion to adjourn. Motion seconded by Vice-President Fillman. Motion carried. Meeting adjourned at 8:39 p.m.

Happy Holidays were expressed by Members of Council to all in attendance.

Secretary

- 1.Minutes November 19, 2024, Regular Business Meeting
2. Minutes December 4, 2024, Workshop
- 3.Treasurers Report for End of November 2024
- 4.Proposed Budget 2025
- 5.Resolution 24-09 – Tax Rate 2025
- 6.Resolution 24-10 – Sewer Rate 2025
- 7.Resolution 24-11 – Solid Waste Rate 2025
- 8.Resolution 24-12 – Borrow from Sewer Fund
- 9.Resolution R – 2024-57 – Renew Swatara Township Police Contract
- 10.Approve 2025 Meeting Minutes
- 11.Renew PennPRIME Insurance Contracts
- 12.Renew RETTEW Associates Engineer Contract
13. Humane Society Agreement – One With Drawn
14. Humane Society Agreement
- 15.Pay Bills
16. Adjourn

