DAUPHIN BOROUGH
COUNCIL MEETING MINUTES

August 4, 2026

Council meeting came to order at 7:00 p.m.

COUNCIL

Council President	Brian Cuddy
Council Vice-President	George Bechtel
Councilman Pro Tem	Steve Harris
Councilman	David Grbich
Councilman	Christopher Smith
Councilwoman	Kathryn Burton
Councilman	Travis Rosmus
Jr. Council Member	Jocelyn Long
Mayor	Michael McKenna
Treasurer/Acting Secretary	Cindy Long

Public Comments

Middle Paxton Lions Club Carnival: Liz Rodda, president of the Middle Paxton Lions Club, reminded Council that the carnival will be held August 11–15, 2026.

Community Building Meeting Request: Rodda requested permission for the Lions Club to hold its monthly membership meetings in the new Community Building. She provided Cindy with a schedule of meeting dates for distribution to Council. The first meeting is scheduled for August 20, 2026.

Council Response

Council President Cuddy stated that the occupancy permit was expected to be issued shortly and that Council supported allowing the Lions Club to meet in the new building.

Acceptance of Minutes

Motion: Councilwoman Burton moved to accept the Minutes of the July 7, 2026 Borough Council Meeting. Councilman Grbich seconded the motion, which passed unanimously.

Dauphin Borough/Middle Paxton Township EMC Report

Burn Ban: The burn ban imposed in July was lifted over the weekend.

EMC Workshop: Mayor McKenna will attend an EMC workshop later this month and report to Council at the September meeting.

Joint Fire Commission Report

July Activity: Councilman Rosmus reported that the Fire Company had a busy July, responding to approximately 44 calls.

New Engine Fundraising: The Fire Company continues to raise funds for a new engine, and its bingo fundraising activities are progressing well. The Fire Company formally requested a Borough contribution toward the engine in 2027.

Parks and Recreation Report

Dauphin Pool and Grant Compliance: Although Ron Hull did not attend the previous meeting, he provided an update on discussions involving the Dauphin Pool/Dauphin Recreation Association and the Park Authority. Hull stated for the record that the Park Authority intends to keep the pool open and make necessary upgrades in accordance with the requirements governing the grant funds received.

Engineer's Report

High Street Paving Contract: The paving contract with Farhat Excavation is ready for signature. A project start date will be provided after the contract is executed.

> **Motion:** Councilman Smith moved to authorize Council President Cuddy to sign the contract. Councilman Harris seconded the motion, which passed unanimously.

CAP Update Extension: DEP approved the extension discussed in July, allowing additional time to incorporate inflow and infiltration data from the High Street Sewer Project.

Small Water Grant: Light-Heigel is coordinating with Troy and Ryan on the grant. Although the funds are available through 2029, a prioritized project list should be developed so work can proceed.

Final Grade Payment Request No. 5: A payment request for $73,951.23 was received. A $5,000 retainage is being withheld. The request will be discussed further under Unfinished Business.

Zoning and Enforcement: Work at 111 Erie is moving forward and will continue to be monitored.

Vanguard Letter of Credit: Vanguard requested a $410,466.93 reduction in its letter of credit, leaving a remaining balance of $2,188,851.51. Council considers reductions as the project reaches specified benchmarks. Light-Heigel recommended approval.

> **Motion:** Councilman Rosmus moved to approve the $410,466.93 reduction in the letter of credit. Councilman Smith seconded the motion, which passed unanimously.

Allegheny Utility Conflict: During construction, a sewer line was found to conflict with a storm sewer crossing Allegheny. The conflict required corrective action.

Solicitor's Report

Mayoral Vacancy: Under the Borough Code, Council must fill the vacancy within 30 days after accepting the mayor's resignation. Interested and eligible individuals should submit a letter of interest for Council's review at the September meeting.
Mayor McKenna was elected in 2025 to a four-year term. The appointee will serve until the 2027 municipal election, when voters will elect a mayor to complete the remaining two years of the term. Candidates for Mayor must meet the one-year Borough residency requirement to be eligible. The Borough must notify the Dauphin County Bureau of Elections of the vacancy for the 2027 municipal election.
Councilman Bechtel inquired as to whether a Borough Employee would be eligible to serve as Mayor. Solicitor Statler will review Borough Code and reported his findings to Council.

Insurance Claim: Solicitor Statler expects a follow-up from the insurance carrier during the third week of August.

Memorial Park Deed Restriction: At the July meeting, the Park Authority asked about establishing a deed restriction on land that includes Memorial Park. Solicitor Statler is awaiting contact from the Park Authority's attorney.

Mayor's Report

Borough Activity: Mayor McKenna reported that the Borough had a quiet month.

Mayor Resignation: The letter of resignation will be reviewed and accepted under New Business; however, Mayor McKenna thanked everyone for their assistance and support throughout his nine years of service as mayor.

Sewer Delinquency / Rental Property Reports

Council Review and Follow-Up: The report was distributed to Council for review and comment. Council President Cuddy agreed with the comments and recommendations provided by Trudy and recommended involving Solicitor Statler in addressing certain delinquent accounts.

Treasurer's Report

Motion: Councilman Grbich moved to accept the July 2026 Treasurer's Report. Councilman Rosmus seconded the motion, which passed unanimously.

Unfinished Business

Community Building: A temporary occupancy permit is expected by the end of the week, with the full occupancy permit anticipated the following month. All punch-list items have been completed except for the installation of two handrails at the rear steps.

Final Grade Payment Request: Final Grade submitted a payment request for $73,951.24. A $5,000 retainage will be held until the project is complete.

> **Motion:** Councilman Smith moved to approve payment of $73,951.24 to Final Grade. Councilwoman Burton seconded the motion, which passed unanimously.

Community Building—Scheduling and Use: The Borough will maintain a schedule for the new building. Council intends to allow the Middle Paxton Lions Club to hold its monthly meetings there and may approve use by other individuals or groups when the proposed event is appropriate for the space.
Ryan Boyer and Trudy Koppenhaver, who currently coordinate activities at the existing building, may continue in that role for the new facility. Inquiries about use of the community space should be directed to the Borough office or Ryan.
The Middle Paxton Lions Club donated the building's appliances to the Borough, which is responsible for their maintenance.

High Street Vegetation Removal: Vegetation was removed at the ends of the wall to improve sightlines. The Borough supports both short-term maintenance and a long-term restoration strategy using available grants and technical assistance.
Resident Brennan K. of 604 Erie Street emailed additional project information to the Borough office and discussed grant opportunities for restoring the High Street wall and managing vegetation, including an anticipated project timeline.

> **Motion:** Councilwoman Burton moved to accept and support Brennan's proposed plan for the High Street Vegetation Project. Councilman Rosmus seconded the motion, which passed unanimously.

Community Building Plaque: Junior Councilperson Long obtained a quote of $1,209.99 for a plaque designed to match the park plaque. Councilman Grbich asked whether the plaque should list Council members or Building Committee members. Council tabled the discussion until the September meeting.

Noncompliant Rental Properties: Light-Heigel continues to monitor progress toward compliance and will notify Council if a property requires further action.

Tree at 511 High Street—Inspection and Options: Before the previous meeting, Marti, Light-Heigel's Code Enforcement Officer, notified the resident that the tree constituted a public nuisance and allowed 30 days for its removal. The resident has not removed the tree.
Light-Heigel found that the tree is not entirely dead and does not pose an imminent danger to the roadway; however, an overhanging limb presents an imminent hazard to the right-of-way and should be removed. The Borough may remove the hazardous limb and bill the resident. If Council wishes to pursue removal of the entire tree, Light-Heigel recommends obtaining a professional assessment of its condition.
Borough employees are comfortable removing the hazardous limb, but removal of the entire tree would require a professional tree service. Councilman Grbich requested that employees document their time and costs so the resident can be billed for the limb removal.

> **Motion:** Councilman Grbich moved to authorize a Borough employee to remove the hazardous limb. Councilman Rosmus seconded the motion, which passed unanimously. Council will revisit removal of the entire tree at the September meeting.

Speed Controls: Councilman Harris received a revised proposal. Although the total cost is slightly higher, it remains within budget. Councilman Harris will distribute the proposal to Council and obtain a contract so the project can proceed.

New Business

Waste Management Contract: The current Waste Management contract expires at the end of August. The proposed three-year renewal was higher than expected, and Council is reviewing competitive bids. Council was not prepared to select a contractor at this meeting.

> **Motion:** Councilman Smith moved to authorize the Finance/Administration and Public Works committees to meet with a prospective new hauler. Councilwoman Burton seconded the motion, which passed unanimously. No quorum will be present during the discussions, and Council will consider ratification of a new contract at the September meeting.

Burn Ban Ratification: The burn ban imposed in early July has been lifted. Although a formal resolution is not required, Council agreed to ratify the prior action.

> **Motion:** Councilman Harris moved to ratify the burn ban. Councilman Rosmus seconded the motion, which passed unanimously.

Mayor's Resignation: Before considering Mayor McKenna's resignation, a fireworks application was submitted by the Middle Paxton Lions Club and approved by the Mayor.
Council President Cuddy read Mayor McKenna's resignation letter. Council thanked Mayor McKenna for his service to the Borough.

> **Motion:** Councilman Rosmus moved to accept the resignation of Mayor Michael McKenna. Councilman Grbich seconded the motion, which passed unanimously.

Correspondence

Correspondence Received: None.

Committee Reports

Administration – Cuddy, Bechtel, Grbich

Budget Status: Borough expenditures remain in line with the approved budget.

Administrative Matters: No administrative matters were discussed.

Public Works – Rosmus, Smith

No Public Works matters to report.

Community Affairs – Burton, Harris

Stairway Near the Home Association: Caution tape has been placed across the stairway connecting the Home Association property to Riverview Terrace. Councilman Harris asked why the stairway had been closed. Although it was recently weeded and shows no apparent structural damage, concerns remain regarding its condition, maintenance, and liability.
Half of the stairway is owned by Riverview Terrace homeowners, and the other half is owned by the Home Association. Borough resident Dave Ertel has voluntarily maintained the steps during winter weather for approximately 20 years.
Council President Cuddy spoke with both property owners and believes they intend to discuss the stairway's future. Councilman Grbich recommended that the Borough not pursue an easement that would make it responsible for the stairway.

Junior Council Person – Jocelyn Long

Junior Council Person Long had no new items to report. She thanked Mayor McKenna for his service and for appointing her as the Borough's first Junior Council Person.

ADJOURNMENT FROM COUNCIL

The public meeting adjourned at 8:20 p.m.

EXECUTIVE SESSION

None

Attest:

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Cynthia Long
Acting Secretary

Approved:

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Brian Cuddy
President, Borough Council