

DAUPHIN BOROUGH COUNCIL MEETING MINUTES

December 2, 2025

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

COUNCIL

Council President	Brian Cuddy
Council Vice-President	Kevin Musselman (Not present)
Councilman Pro Tem	George Bechtel
Councilman	David Grbich
Councilman	Christopher Smith
Councilwoman	Kathryn Burton
Councilman	Steve Harris
Jr. Council Member	Jocelyn Long
Mayor	Michael McKenna
Treasurer/Acting Secretary	Cindy Long

Public Comments

- Council President Cuddy introduced Travis Rosmus who will be joining Council in January.
- The January meeting will be held on Monday, January 5, 2026. The reorganization meeting will begin at 6:30 with the regular monthly meeting starting immediately afterward.
- Ryan Evans, representing the Dauphin Middle Paxton USA 250 committee, was present to discuss the plans for the celebration of the 250th anniversary of America. The committee has set a date of June 27, 2026 with a parade starting at the Middle Paxton Township building and ending at the Dauphin Borough building. Additional activities planned to take place on the Borough park grounds include various historical games and activities, including a “Best of Town” contest.

The committee submitted a lease agreement asking for use of the Borough park grounds for the day. In addition, they are requesting the Dauphin Borough contribute \$1,000 toward the event to assist with the insurance coverage for the day. The anticipated expenditures for the day are estimated at \$7,000, and Middle Paxton Township has committed a \$5,000 donation. Additional funds will be raised through fundraising and grant efforts.

Acceptance of Minutes

- A motion made by Councilman Bechtel and seconded by Councilman Smith to accept the Minutes of the November 5, 2025, Borough Council Meeting was passed unanimously.

Dauphin Borough/Middle Paxton Township EMC Report

- No report

Joint Fire Commission Report

- Financials were reviewed for the month and there was discussion on moving forward with the purchase of a new engine.
- Bingo is continuing twice a month and is going great.
- There is no December meeting. Meetings will resume in January.

Parks and Recreation Report

- No report.

Engineer's Report

- The bridge inspection was completed. Light Heigel will be meeting with the inspector to review the report on December 18th to see what recommendations they have for two bridges within the Borough.
- Pre-construction meeting with Vanguard. They provided the escrow/financial security and a letter of credit. Engineer Heigel is reviewing the way Vanguard is handling the extensions, and providing a copy to Solicitor Statler, and will report back next month on that.

Solicitor's Report

- The reorganization meetings are required every even numbered year. The reorganization meeting will be held on January 5, 2026. Solicitor Statler stated that the meeting date and agenda need to be advertised three days before the meeting and suggests that the Borough advertise before Christmas. Additionally, the 2026 meeting schedule should be advertised as well.

Mayor's Report

- There were 17 fire department calls for the month and 5 Duty Officer call.
- The yearly Pennsylvania State Police report will be available next month.
- Two noise complaints, one parking complaint, and addressed a boat that was left on Erie Street.
- No phone calls were received about the snow plowing that took place throughout the day.

Sewer Delinquency / Rental Property Reports

- No comments.

Treasurer's Report

- A motion to accept the November 2025 Treasurer's Report was made by Councilman Grbich, seconded by Councilwoman Burton and passed unanimously.

Unfinished Business

- A Notice to Proceed and a final draft for door hangers was sent to council via email for the High Street Project. The contractor will do everything he can to ensure accessibility; however, the residents will experience some inconvenience. The start date for construction will be December 8th or the 15th depending on when the material is received and/or any weather delays.
Once an official start date is set, Mayor McKenna needs to be notified, at which point he will go to the Postmaster and notify Dauphin County 911 and EMS/Life Team to contact the fire company for all emergencies, along with posting information on Savvy Citizen.
Councilman Smith will contact Waste Management.
Paint markings will be put on the pavement for pedestrian traffic. Use of residential sewer/water facilities will be day to day, and the contractor will communicate with affected residents as needed.
- Last month Council accepted bids for Final Grade LLC (Ryan Jorich). Documents have been reviewed by the Engineer and Solicitor and the Notice of Award sent out. The contractor, Final Grade LLC, now has 15 days to get bonds. On Friday, December 12th there will be a meeting at site for a number of different things. A video of the sewer line out front of the building location was completed and is in great condition. The certificate of insurance was received, and Engineer Heigel will be in contact with the Treasurer regarding payment

New Business

- The donation for the 250th anniversary will be added to the January agenda to be voted on.
- A motion to approve the community park lease agreement for the use of the park for 250th anniversary celebration was made by Councilwoman Burton, seconded by Councilman Bechtel and passed unanimously.
- A motion to adopt the 2026 budget as advertised was made by Councilman Smith, seconded by Councilman Bechtel and passed unanimously.
- Resolution 2025-06 fixing the 2026 Tax Rate on real property for the 2026 year. The tax rates will remain the same as the previous year:
 - General Purpose: 4.65 mils
 - Fire Protection: 0.35 mils
 - Road Tax: 1.0 mil

A motion to accept Resolution 2025-06 was made by Councilwoman Burton, seconded by Councilman Harris and passed unanimously.

Council President Cuddy restated that although there is not a tax increase for 2026, there is a \$6.00 per month increase for the trash billing due to increased costs by Waste Management. Trash billing is a pass-through cost for the Borough.

Correspondence

- Borough annual tree lighting will be on Friday, December 5th at 7:00 p.m. at the Gazebo.

Committee Reports

Administration – Cuddy, Bechtel, Grbich

- Performance reviews will be completed for the full-time staff at the end of the year.

Public Works – Musselman, Smith

- Troy and Ryan did a good job plowing.
- The light at the Borough sign has been replaced.
- There is a request from the holiday committee to have the tall grasses near the gazebo by the red ornaments trimmed down by Friday.
- Council recognized Councilman Musselman for his contributions to the Borough and years of service.

Community Affairs – Burton, Harris

- Troy hung an “Opposing Traffic Does Not Stop” sign on Schuylkill Street, and it seems to be helping.
- The committee is continuing to do research on speed calming measures and working to determine what PennDOT requires. Once additional information is received, the plan would be to start on Claster first.
- Councilwoman Burton suggested an effort for community outreach for those struggling financially, or otherwise, to have a dedicated space where residents can do exchanges of items. Council President Cuddy stated if a local group or person wants to spearhead a project for that purpose, the Borough would support that and offer space; however, the Borough will not specifically take on that project.

Junior Council Person – Jocelyn Long

- The new resident/Borough informational brochure will be finalized after the reorganization meeting.

ADJOURNMENT FROM COUNCIL

The public meeting adjourned at 7:45 p.m.

EXECUTIVE SESSION

- None

Attest:

Approved:

Cynthia Long
Acting Secretary

Brian Cuddy
President, Borough Council