

DAUPHIN BOROUGH COUNCIL MEETING MINUTES

January 5, 2026

REORGANIZATION MEETING

Keith Heigel, of Light-Heigel & Associates, swore in Mayor Michael McKenna. Mayor McKenna called the Reorganization Meeting to order at 6:30 p.m.

Certificates of Election

- Certificates of Election were presented to and reviewed by Mayor McKenna for the following Council Members:

Brian Cuddy	4-year term
George Bechtel	4-year term
Kathryn Burton	4-year term
Travis Rosmus	4-year term

Affidavits of Residency

- Affidavits of Residency were presented to and reviewed by Mayor McKenna for the following Council Members:

Brian Cuddy
George Bechtel
Kathryn Burton
Travis Rosmus

- Councilmembers Cuddy, Bechtel, Burton, and Rosmus were sworn in by Mayor McKenna.

Nominations for Council Positions

- A motion made by Councilman Bechtel and seconded by Councilman Harris to nominate Councilman Brian Cuddy as Council President was passed unanimously.
- A motion made by Council President Cuddy and seconded by Councilman Harris to nominate Councilman George Bechtel as Council Vice President was passed unanimously.
- A motion made by Council President Cuddy and seconded by Councilman Bechtel to nominate Councilman Steve Harris as Council President Pro Tempore was passed unanimously.

Other Appointments

- A motion made by Council President Cuddy and seconded by Councilman Bechtel to appoint Trudy Koppenhaver as Borough Secretary was passed unanimously.
- A motion made by Councilman Grbich and seconded by Councilman Smith to appoint Cindy Long as Borough Treasurer was passed unanimously.
- A motion made by Council President Cuddy and seconded by Councilman Bechtel to appoint Light-Heigel & Associates, Inc. as Borough Engineer was passed unanimously.
- A motion made by Council President Cuddy and seconded by Councilman Bechtel to appoint Jason Statlor with Johnson Duffie as Borough Solicitor was passed unanimously. Motion was amended by Councilman Grbich, seconded by Council President Cuddy to retain the firm Johnson Duffie as Borough Solicitor, and passed unanimously.
- A motion made by Councilman Grbich and seconded by Councilman Bechtel to retain Mid Penn Bank and PLGIT as Depositor of Funds was passed unanimously.
- A motion made by Council President Cuddy and seconded by Councilman Bechtel to appoint Councilman Rosmus as the Dauphin Borough Council Representative to serve on the Joint Fire Commission was passed unanimously.
- A motion made by Council President Cuddy and seconded by Councilman Bechtel to appoint Councilman Cuddy to serve as the Delegate for the Capital Region Council of Governments (CapCOG) was passed unanimously.
- A motion made by Councilman Grbich and seconded by Councilman Bechtel to appoint Councilman Grbich to serve as the Alternate for the Capital Region Council of Governments (CapCOG) was passed unanimously.
- A motion made by Councilwoman Burton and seconded by Councilman Bechtel to appoint Councilwoman Burton to serve as the Vacancy Board Chairperson was passed unanimously.
- A motion made by Councilman Grbich and seconded by Councilman Bechtel to appoint Councilman Grbich as the Delegate to the Dauphin County Tax Collection Committee was passed unanimously.
- A motion made by Council President Cuddy and seconded by Councilman Grbich to appoint Councilman Smith as the Alternate to the Dauphin County Tax Collection Committee was passed unanimously.

Council President Cuddy called the monthly Council Meeting to order immediately following Reorganization.

COUNCIL

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

Public Comments

- None

Acceptance of Minutes

- A motion made by Councilman Grbich and seconded by Councilman Bechtel to accept the Minutes of the December 2, 2025, Borough Council Meeting was passed unanimously.

Dauphin Borough/Middle Paxton Township EMC Report

- Attended a Buckeye Pipeline Safety seminar.

Joint Fire Commission Report

- No report. January meeting is scheduled for the 27th at 6:30 p.m. at the Township building.

Parks and Recreation Report

- No report.

Engineer's Report

- Engineer Heigel met with bridge inspector and emailed recommendations and conclusions. There were two bridges inspected; one that carries Allegheny over Susquehanna, and the other carries Allegheny over Stony Creek.
- Farhat was off over the holidays. Residents and Council will continue to be informed as work progresses.
- Chapter 94 annual report for sewer plant is due at the end of March. Mike Keffer is working on that and should have it by the March meeting.
- Construction for the new Community Building ran into an old cesspool for the school, filled it in as needed, and were able to run the water line as planned to the site. Ryan is communicating with Veolia regarding the location of the meter pit. A video of the lateral sewer line was completed,

and it was discovered there is a bow to it and two additional laterals connecting. Ryan Jorich is submitting a quote to remove and replace the bowed section and close off the lateral if unused. The pipe is PVC. Brian's signature is needed for the permit for the foundation walls. The project is running on schedule.

- Councilman Bechtel inquired about the water pressure problem experienced in the Borough in late December. Mayor McKenna stated that the issue was a problem in Marysville according to Veolia. Mayor McKenna will be getting additional details.
- Vanguard is requesting a meeting for January 6th at 9:00 a.m. to verify submittals and would like to have PennDOT present. Keith will send Councilman Smith the link to attend the online meeting.

Solicitor's Report

- No formal report. Additional comments will be made during other items later on the agenda.

Mayor's Report

- Busy month. Had over thirty calls between fire and Duty Officer calls combined.
- The yearly stats for PSP are not out yet but will be provided when available.
- 309 Allegheny Street stated mailbox was struck by plow. Mayor researched and determined it was not the Borough plow truck.
- The bolts for a street sign were loosened, and the sign was flipped upside down. Also, a mailbox on Allegheny Street was down. Mayor believes that someone may be going around doing the damage. Mayor McKenna contacted PennDOT about the sign.

Sewer Delinquency / Rental Property Reports

- No questions.
- Trudy requested a meeting with the Admin Committee regarding placing a property lien in the winter when shut-offs are not allowed.

Treasurer's Report

- A motion to accept the December 2025 Treasurer's Report was made by Councilman Smith, seconded by Councilman Bechtel, and passed unanimously.

Unfinished Business

- Items for discussion under Unfinished Business were addressed during the Engineer Report.
- The last communication for the Community Building indicated that it may be placed as soon as February. The insurance check has been received. The insurance funds along with additional grant funds will cover the majority of the building costs.
- Councilman Bechtel brought to the attention of council that discussions should take place for the status of the current Borough building after the new building is complete.

New Business

- A motion to make a \$1,000 donation to the America 250th Celebration was made by Councilman Rosmus, seconded by Councilman Bechtel, and passed unanimously.
- A motion to continue using the Dauphin County Treasurer as Real Estate Tax Collector was made by Councilman Grbich, seconded by Councilman Smith, and passed unanimously.

- A motion to adopt Resolution 2026-01 appointing the Dauphin County Treasurer as Real Estate Tax Collector for Dauphin Borough was made by Councilman Grbich, seconded by Councilman Smith, and passed unanimously.
- At present, the Borough has a resolution that formalizes the salary for the position of Tax Collector for the Borough. A resolution or ordinance can be adopted by Council formalizing a zero-dollar salary for the position of Dauphin Borough Tax Collector. Solicitor Statler will prepare the necessary document for adoption at the February meeting.

Correspondence

- None

Committee Reports

Administration – Cuddy, Bechtel, Grbich

- A list of duties for each committee was presented to the Council members. Council President Cuddy will formally appoint committee members in February.
- Annual reviews with the two full-time employees will be completed on Tuesday, January 6.

Public Works – Smith

- Troy worked on removing decorations from light poles.
- Troy and Ryan continue to do a good job with the storms and salting the roads.

Community Affairs – Burton, Harris

- Moving forward with collecting information for speed calming measures. Engineer Heigel provided additional information for Councilman Harris to review.
- Resident Kevin Musselman requested a “No Parking from here to corner” sign for the corner of Erie and Market Streets and the corner of Church and Allegheny Streets. Public Works and the Mayor will investigate requests.

Junior Council Person – Jocelyn Long

- The information for the Newsletter needs to be submitted before the end of January for Spring/Summer issue. Mayor will provide verbiage for no parking at corners; Council President Cuddy will provide verbiage for Community Building. Jocelyn will include information for grass clippings off roadways, fireworks, and curbing dogs.

ADJOURNMENT FROM COUNCIL

The regular meeting adjourned at 7:36 p.m. with an executive session to follow.

EXECUTIVE SESSION

- Executive Session began at 8:35p.m. The subject under discussion was on-going litigation. Council meeting did not resume after the Executive Session.

Attest:

Cynthia Long
Acting Secretary

Approved:

Brian Cuddy
President, Borough Council