

DAUPHIN BOROUGH COUNCIL MEETING MINUTES

November 5, 2025

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

COUNCIL

Council President	Brian Cuddy
Council Vice-President	Kevin Musselman
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

- Cheryl Cuddy provided details for the annual Christmas tree lighting. The annual tree lighting will take place on Friday, December 5th at 7:00 p.m. The Middle Paxton Elementary choir will be singing carols, and the Boy Scouts will provide cookies and cocoa. The road crew was looking at the decorations. Mr. Good evaluated the tree and determined by next spring the tree will need to be replaced. The one that we have was not intended to be a long-term tree. Ross Good does the decorations on the tree and the gazebo. The new light posts do not have outlets. Holiday Committee is looking into alternatives to the previous decorations that would plug in. The Committee is willing to look at timed LED lights. Mrs. Cuddy brought to the attention of Council that the lights on the Borough sign are not working. Councilman Smith will have Ryan look into the lights on the sign. Mrs. Cuddy requested Mayor McKenna to speak at tree lighting and check in with Santa to see if he is available on the 5th.

Acceptance of Minutes

- A motion made by Councilman Smith and seconded by Councilwoman Burton to accept the Minutes of the October 7, 2025, Borough Council Meeting was passed unanimously.

Dauphin Borough/Middle Paxton Township EMC Report

- The annual fire prevention visit at Happy Hollow was completed and went well.
- Mayor McKenna is getting Emergency Management booklets to keep at the Borough and Township buildings.
- Mayor McKenna will be posting winter safety tips on Savvy Citizen.

Joint Fire Commission Report

- Currently pending budget approvals.
- Bingo started again. It takes place on the first and third Thursdays of each month.
- There will be one Township resident and one Borough Council member vacancy on the board for 2026 that will need to be filled

Parks and Recreation Report

- Ron Hull reported that the track project was completed.
- The Park Authority is seeking additional grants to enhance or repair the tennis courts.
- The Park Authority chose a gentleman for project design, then will be seeking bids for the full rehab project.

Engineer's Report

- A preconstruction meeting with Vanguard will be taking place November 6th at 2:00 p.m. before any substantial work begins. They have been laying out erosion sedimentation control.
- Light-Heigel plans to create communication for the High Street residents for the sewer project containing the start date and proposed end date of construction, what to do if there is an emergency situation, and where to park. Council President Cuddy requested to see the drafts before the information is sent out to residents. Information about trash collection and mail will need to be included. This memo should be comprehensive.
- Community Building advertisement is complete. There was a mandatory pre-bid meeting. It was decided that the fire suppression hood and the propane tank will be purchased by the Borough. Two bids were received for the project.
- Bids were opened for the Community Building:
 - Bid # 1: Ryan Jorich/Final Grade – Dauphin, PA – Total bid amount \$485,663; alternate bid (to include different heights of ceiling, placeholder for hood, and concrete encasement for sanitary) \$73,312; Total including alternates is \$558,975.
 - Bid # 2: Farhat Excavating, LLC – Duncannon, PA – Total bid amount \$598,415; alternate bid (to include different heights of ceiling, placeholder for hood, and concrete encasement for sanitary) \$99,000; Total including alternates is \$697,415.

Ryan Jorich is designated as the lowest responsible bidder, pending review of documents and signing of contract.

A motion made by Councilman Smith and seconded by Councilwoman Burton to accept Ryan Jorich as the lowest responsible bidder pending the review of documents, with payment being made upon approval by Keith Heigel, was passed unanimously.

Solicitor's Report

- Solicitor comments will be provided under other agenda items.

Mayor's Report

- There were 22 fire department calls for the month and 1 Duty Officer call.
- The Pennsylvania State Police 3rd quarter report released with the following information:
 - 7 criminal investigations
 - 6 criminal arrests
 - 1 drug investigation
 - 2 crashes on 322, one of which was a DUI.
 - 7 citations
 - 6 warrants
- Mayor is actively using Savvy Citizen to communicate with Borough residents.
- Mayor McKenna participated in Heritage Day.

Sewer Delinquency / Rental Property Reports

- There is currently one landlord that is not in compliance.
- The sewer report looks good. It appears that the increased late fees seem to be encouraging residents to pay their bill.

Treasurer's Report

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

Unfinished Business

- A meeting for the residents of High Street was held on Monday, November 3rd. Advertising was sent a little late on social media, only 3 residents attended. We are looking to get out more mass communication as discussed under the Engineer's report. If necessary, a second meeting for the residents will be held.
- Community building discussion was covered under the Engineer's report.
- Cindy is applying for the Local Share Statewide grant for a new truck. The Borough is looking to replace the Ford F550 that has severe rust damage. Quotes received by Troy estimated a cost

of approximately \$130,000 for the truck and an additional cost for attachments. A resolution needs to be passed by Council to apply for the grant and designate Cindy Long and Brian Cuddy to execute all documents and agreements.

A motion to approve the resolution to apply for the Local Share Statewide Grant for a total amount of \$150,000 for a new truck with attachments was made by Councilman Smith, seconded by Councilman Grbich and passed unanimously.

New Business

- The finance committee distributed the proposed 2026 budget to council via email. There are no tax increases for 2026; however, due to the rising cost of trash removal, a \$6.00 per month increase in trash billing was included in the budget.

A motion to advertise the 2026 proposed budget was made by Councilwoman Burton, seconded by Councilman Harris and passed unanimously.

- The December meeting agenda should include the 2026 Tax Levy Resolution with no tax increase.
- The January meeting will be a reorganization meeting. Mayor McKenna will be sworn in by Keith prior to the start of the reorganization meeting. Mayor McKenna will then lead the reorganization meeting until the Council President is voted on and approved.

Correspondence

- None.

Committee Reports

Administration – Cuddy, Bechtel, Grbich

- All comments were made under New Business regarding the budget. No further report.

Public Works – Musselman, Smith

- No report.

Community Affairs – Burton, Harris

- Councilman Harris submitted proposed speed bumps to the finance committee. We can place them anywhere throughout the Borough and use State Liquid Fuels and Federal monies, each requiring a study to be completed. Councilman Harris asked for Mayor McKenna's input for location of the speed bumps and will provide additional information at the December meeting with regards to the number of speed bumps and proposed locations.

Junior Council Person – Jocelyn Long

- **No report.**

ADJOURNMENT FROM COUNCIL

The public meeting adjourned at 7:55 p.m.

EXECUTIVE SESSION

- None

Attest:

Approved:

Cynthia Long
Acting Secretary

Brian Cuddy
President, Borough Council