DAUPHIN BOROUGH
COUNCIL MEETING MINUTES

September 8, 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 Not Present**
Councilman	**Christopher Smith**
Councilwoman	**Kathryn Burton**
Councilman	**Travis Rosmus**
Jr. Council Member	**Jocelyn Long**
Mayor	**Vacant**
Treasurer/Acting Secretary	**Cindy Long**

Public Comments

Resident Concern: Jenny Book of 508 Erie Street spoke on behalf of her neighbors at 511 Erie Street regarding conditions at the neighboring property located at 511 High Street. She reported that weeds are growing across the fence and that limbs from a planted tree are overhanging the driveway at 511 Erie Street. The residents are unable to address these concerns on their own.

Neighbor Assistance: Dave Ertel stated that, in his understanding, the residents of 511 Erie Street, as property owners, may take action to address encroachments onto their property. He suggested that members of the community may be able to assist them with the work.

> **Council Response: Council President Cuddy stated that an ordinance violation would result in additional fines; however, this matter is a neighbor-to-neighbor issue and is not a Borough responsibility. Once the Mayor position is filled, the Mayor may be able to assist. Council noted that the residents of 511 Erie Street are within their rights to address the weeds and overhanging branches as they deem appropriate.**

Letters of Interest for Mayor

Letter Received: Council received one letter of interest for the Mayor position from Ryan Boyer. Council President Cuddy read the letter aloud.

Appointment Motion: Councilman Rosmus moved to resolve that Ryan Boyer be appointed as Mayor of Dauphin Borough effective immediately. Councilman Smith seconded the motion, which passed unanimously.
A resolution memorializing the appointment of the Mayor will be prepared for the October 2026 meeting.

Swearing in of Mayor

Oath of Office: Ryan Boyer was sworn in as Mayor by Keith Heigel.

Acceptance of Minutes

Motion: Councilman Smith moved to accept the Minutes of the August 4, 2026 Borough Council Meeting. Councilwoman Burton seconded the motion, which passed unanimously.

Dauphin Borough/Middle Paxton Township EMC Report

EMC Workshop Update: Emergency Management Coordinator Mike McKenna was not present to provide a report on the EMC workshop held in August.
Additional Items: There were no additional items to report at this time.

Joint Fire Commission Report

Staffing and Retention Funding Request: Councilman Rosmus reported ongoing staffing challenges within the fire company. The department is exploring ways to retain current personnel and recruit new members. As part of that effort, the fire company requested funding for a gift card incentive program to encourage members to remain on duty. The requested contribution is $3,000 from Middle Paxton Township and $1,500 from Dauphin Borough, consistent with retention efforts used by surrounding fire departments. The Finance Committee will review the request before the October meeting.
Per-Resident Contributions: Discussion also noted differences in annual fire funding between Middle Paxton Township and Dauphin Borough. Fire Chief Shane Swenson reviewed the figures and estimated that Middle Paxton contributes approximately $26 per resident, while the Borough contributes approximately $13 per resident. No immediate action was requested; however, the funding discrepancy has been noted, and the department requested that the gap be addressed during the next budget cycle.

Parks and Recreation Report

Summer Wrap-Up: The pool has closed for the season.
Pool Renovation Planning: The Board is planning several pool renovations, including replacement of the drain system, upgrades to portions of the pump system, and installation of a handicap-accessible ramp to replace the crane system.

Engineer's Report

High Street Project: Farhat Excavating has completed all required documentation and expects to begin work on High Street at the end of October. Keith Heigel will coordinate with Councilman Smith to notify residents.
LDI Project Sewer Capacity Request: A request was received for sewer capacity for Lot 3 of the LDI townhouse project. A meeting with the Solicitor and Council President Cuddy is scheduled for Monday, September 14. The development's planning module included 95,000 gallons per day.
Allegheny Street Sewer Construction: Work continues with Vanguard on sewer construction testing. The storm sewer conflict has been resolved, and the plans have been approved to complete the alignment down Allegheny Street.
DEP CAP Update: Mike Keffer has completed the CAP update for DEP. The update will be submitted next week, and Council has received a copy.
Lateral Connection Application: An application was received for a lateral connection. The Allegheny Street project included a T connection for the gas station.
Small Water and Sewer Grant: Mike Keffer is scheduling a meeting with Troy and Mike Buchenauer to discuss projects for the Small Water and Sewer grant.
Morris Tree Matter: Information was reviewed regarding the Morris Tree matter, including an altered subdivision map and the tax map. A fallen tree damaged fencing, and the owner believed the tree belonged to the Borough. Keith Heigel is not convinced that it is a Borough tree. The Borough will await further communication before determining whether any action is necessary.

Solicitor's Report

Newman Rental Property Notice: A Notice of Violation was sent by certified and regular mail for the Newman rental property after it failed two inspections. The owner has 30 days to correct the issues identified in the inspection report. If the violations are not corrected within that period, the property will be declared unfit for habitation, and court action will be filed. The Codes Officer is optimistic that the owner will address the issues. Keith spoke with the property owner earlier in the evening, and the owner indicated that he will do everything possible to bring the property into compliance.

Mayor's Report

Mayor's Report: No report was presented.

Sewer Delinquency / Rental Property Reports

Council Review: The report was distributed to Council for review and comment.
Lien Follow-Up: Trudy added footnotes to the report and is proceeding with liens on properties as needed.

Treasurer's Report

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

Unfinished Business

Community Building Occupancy: The occupancy permit remains pending until two railings are installed. The kitchen area was used during the carnival. Ryan Boyer contacted the contractor for an update, and the contractor indicated that he would have more information by Tuesday; however, Ryan has not yet received a follow-up. Ryan will contact the contractor again on Thursday for a status update. The temporary occupancy permit is valid for six months.
Waste Management Contract Review: Waste Management initially proposed a fee increase. A quote was also received from Valley Waste; however, it did not include the same level of service currently provided by Waste Management. Councilman Rosmus contacted Waste Management with the competitive bid, and Waste Management agreed to delay the increase for one year, with inflation-based increases in years two and three of the contract. Based on the reduced pricing and future reasonable inflation adjustments, the Public Works Committee recommends continuing service with Waste Management.

> **Motion: Councilwoman Burton moved to follow the recommendation of the Public Works Committee and approve a three-year contract with Waste Management. Councilman Harris seconded the motion, which passed unanimously.**

High Street Vegetation Removal: Brennan K. plans to address the High Street vegetation as a temporary improvement. Council President Cuddy suggested notifying the community when the work is scheduled so others may assist. Brennan is waiting for appropriate weather before beginning and will coordinate with Ryan Boyer on removal and disposal. Ryan suggested that the vegetation could be taken to the disposal site in Middle Paxton Township.
High Street Funding and Project Scope: Funding research indicated that the High Street project may be too small to qualify for some of the grant sources reviewed. Brennan recommended developing the project scope first to determine funding needs, then considering additional improvements that could help meet grant minimum requirements. She suggested including Allegheny Street in the project to improve funding eligibility. Councilwoman Burton also suggested considering improvements near the Dauphin Borough entrance sign and addressing overgrowth near Hillside Road and Lower Erie Street.

Community Building Plaque: Discussion of the Community Building plaque will continue at the October meeting.
Tree at 511 High Street: A Notice of Violation was sent to the resident, and no response was received. At the August meeting, Council discussed the possible removal of the tree at 511 High Street because of the hazard it poses to surrounding property. Keith contacted two certified arborists, and copies of their letters were provided to Council. The tree has been determined to be dead and hazardous, with potential impacts to power lines, adjacent properties, and the public right-of-way.
Solicitor Statler recommended sending the certified arborists' letters to the homeowner along with a Notice of Violation specific to the tree before any removal occurs. Council President Cuddy requested that the letter be sent this week and that the resident be given 10 days to take action. Council would like to see progress before the October meeting. The limb discussed at the August meeting will not be removed at this time, as residents are concerned that removing it could further destabilize the tree. Council will wait to remove the entire tree while following proper procedures. Councilwoman Burton requested an executive session.
Speed Controls: Councilman Harris has not yet received a contract from Mr. Jorich.
High Street Paving Project: The High Street paving project was addressed during the Engineer's Report and is scheduled to begin in October.
Employee Move to New Building: Trudy and Cindy will move to the new building as soon as possible. Council President Cuddy requested that they provide a list of any items needed, with the goal of completing the move by the end of the year. Comcast is expected to install internet access within two weeks.

New Business

New Location for Borough Council Meetings: Council would like to begin holding Borough Council meetings in the new building starting with the October 2026 meeting. The updated location must be advertised. Trudy will advertise the new meeting location for the October, November, and December meetings. Junior Council Person Long also included a reminder in the newsletter advising residents to watch for notification through Savvy Citizen and the Borough website regarding the updated meeting location.

> **Motion: Councilman Smith moved to relocate Borough Council meetings to the new building. Councilman Rosmus seconded the motion, which passed unanimously.**

New Voting Location for Dauphin Residents: Voting for the November election cannot be moved to the new building because the Board of Elections must first inspect and approve the location. The Borough will work toward changing the voting location by 2027.

Dauphin Pool Permit Fees: The Park Authority requested that Dauphin Borough waive permit fees for work being completed at the pool. Permits will still be applied for and issued; the request applies only to the fees.

Motion: Councilman Rosmus moved to waive the permit fees for the Dauphin Pool. Councilwoman Burton seconded the motion, which passed unanimously.

Correspondence

Correspondence Received: Councilman Rosmus reported receiving a phone call from a concerned resident regarding e-bike use. The resident did not file a formal complaint or request Borough action. The concern involved a young person riding through an intersection without obeying posted signage or traffic laws.

Committee Reports

Administration – Cuddy, Bechtel, Grbich

Administration Committee: No meeting was held during the past month.

Public Works – Rosmus, Smith

Public Works Committee: No Public Works matters were reported.

Community Affairs – Burton, Harris

Savvy Citizen Access: Councilman Harris is continuing to work on obtaining Savvy Citizen access for himself and will add Mayor Boyer as an administrator.

Junior Council Person – Jocelyn Long

Newsletter Submission: Junior Council Person Long reported that the fall/winter newsletter was submitted.
Newsletter Topics: The newsletter includes a thank-you to Mayor McKenna for his service, reminders for Borough residents regarding updates to the new building, online sewer and trash payments, and ordinances related to weather and snow removal.
Junior Council Person Vacancy: Jocelyn Long will step down as Junior Council Person in January 2027. A notice was included in the newsletter inviting interested residents to apply for the position.

ADJOURNMENT FROM COUNCIL

The public meeting adjourned at 8:24 p.m.

EXECUTIVE SESSION

Council met in executive session to discuss potential litigation with no formal business discussed after executive session.

Attest: **Approved:**

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Cynthia Long **Brian Cuddy**
Acting Secretary **President, Borough Council**