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*Middle Paxton Township*

**BOARD OF SUPERVISORS**

REGULAR MONTHLY MEETING MINUTES  
June 2, 2014

**Call to Order**

The June 2, 2014 regular monthly meeting of the Middle Paxton Township Board of Supervisors was called to order at 7:02 PM by Chairman Andrew Megonnell in the Township meeting room. Also present were Supervisor James Fisher, Vice Chairman and Secretary/Treasurer; Supervisor Jeffrey Smith; Julie Seeds, Township Manager and Assistant Secretary/Treasurer; and Ed Fisher, Township Engineer. Supervisor Dick Peffer and Supervisor Mitch Rissinger were excused and Steve Stine, Township Solicitor, was out of the country.

**Pledge of Allegiance and Public Comments**

Following the Pledge of Allegiance, Chairman Megonnell invited public comments from those in attendance who otherwise were not listed on the agenda.

Mr. Ron Hull representing the Dauphin Recreation Association (DRA) reported the pool was open for the session, but that they were experiencing some rather extensive water leakage in a pressure line. Mr. Hull was reminded of the Board's previous recommendation that DRA seek non-profit 501(c)3 status to qualify for grants that could enable infrastructure upgrades to ensure continued operation.

Mr. Hull also inquired as to whether the Dauphin-Middle Paxton Joint Park Authority could assume responsibility for pool operations. He was advised that the DRA Board of Directors should provide written communication to the Park Authority, as well as Dauphin Borough and the Township indicating their intent before any further discussions could be undertaken in that regard.

## **Approval of Minutes**

Chairman Megonnell requested a motion to approve the minutes from the May 5, 2014 meeting. Motion by Supervisor Smith to approve the May 5, 2014 meeting minutes was seconded by Supervisor Fisher. *Motion passed unanimously.*

## **Treasurer's Report/Monthly Financial Statement**

Julie Seeds, Assistant Secretary/Treasurer, presented the monthly Treasurer's Report and reported the total of Fiduciary Funds (\$155,457.13), State Accounts (\$389,199.08) and General Account Funds (\$1,424,829.11) to be \$1,969,485.32 as of May 31, 2014. Ms. Seeds distributed the January - May Profit & Loss Statement and May General Fund Deposit Detail noting that revenues were now leading expenses.

Ms. Seeds reported she had requested a quote from Mid Penn Bank to transfer the General Checking Account (Susquehanna Bank Account #1329) to the Operating Fund (Mid Penn Bank Account #3367) for all check writing transactions. Ms. Seeds also reported having received the Dauphin County 2013-2014 Gaming Grant award agreement and that debt reduction fund requests can now be submitted to be applied against the municipal building mortgage principal and the fire truck loan. Upon receipt of those funds, the balance in the building fund will be more than sufficient to enable the Township to pay off the remaining municipal building mortgage.

Motion by Supervisor Smith to approve the Treasurer's Report to be filed for audit was seconded by Supervisor Fisher. *Motion passed unanimously.*

Ms. Seeds introduced Ms. Sally Foster who is the PA Department of Community and Economic Development (DCED) summer student intern being hosted by the Township. Ms. Foster is serving her internship with the Township on a 3-day week assignment for a total of 300 hours during the summer months.

## **Agenda Items**

### Joint Municipal Building Water Intrusion Repair at Mezzanine Area

Ms. Seeds reported D'Huy Engineering completed its review of the five bids submitted for the Joint Municipal Building Mezzanine Area Water Intrusion Repair project as recorded in the May 2 meeting minutes. D'Huy Engineering recommended a contract be awarded to Jones Masonry as the lowest responsible bidder after having determined their bid to be in full conformance with the advertised bid specifications.

Motion by Supervisor Smith to award a contract to Jones Masonry in the amount of \$22,200 to complete the Joint Municipal Building Mezzanine Area Water Intrusion Repair project was seconded by Supervisor Fisher. *Motion passed unanimously.*

#### Potato Valley Road Bridge Replacement - Update

Ms. Seeds reported having received a Dauphin County CDBG-DR grant award notice in the amount of \$75,000 for engineering design and preparation of bid specifications and permit applications for replacement of the Potato Valley Road Bridge. In anticipation of additional grants being made available through Transportation Infrastructure funding programs, bridge replacement is planned to occur during 2015.

#### Transit Quote

A written quote in the amount of \$2,035.50 from DriveKore, Inc. for a model GL412 transit included training being provided to the roadcrew for its use was presented to the Board. Motion by Supervisor Smith to purchase a transit model GL412 and accessories in the amount of \$2,035.50 from DriveKore, Inc. was seconded by Supervisor Fisher. *Motion passed unanimously.*

#### ADA Portable Restroom Quotes for Fishing Creek Community Building

Ms. Seeds reported having obtained quotes to locate an ADA portable restroom at the Fishing Creek Community Building for casual users during the spring-fall season when the building is not open for use of the restrooms. The lowest quote in the amount of \$115/month including weekly maintenance was provided by Associated Products. Motion by Supervisor Smith to enter into agreement with Associated Products at a monthly rate of \$115 to place an ADA portable restroom at the Fishing Creek Community Building was seconded by Supervisor Fisher. Motion passed unanimously.

#### Laurel Summit Lot #5 – Request for Release of Stormwater Improvement Guarantee

Township Engineer Ed Fisher reported the required stormwater improvements had been satisfactorily completed for Laurel Summit Lot #5 and recommended release of the stormwater improvement guarantee. Motion by Supervisor Smith to release the stormwater improvement guarantee in the amount of \$11,918.50 being held for Laurel Summit Lot #5 was seconded by Supervisor Fisher. *Motion passed unanimously.*

## **Reports**

### Committee/Organization Reports

- Dauphin-Middle Paxton Joint Park Authority

No report was presented.

- Dauphin-Middle Paxton Joint Public Safety Authority

Chairman Megonnell reported the Public Safety Authority was scheduled to meet on July 5 at 6 PM and was still in the process of negotiating a triple-net lease agreement for PinnacleHealth Community Life Team EMS to house its vehicles and crew at the ambulance station, as well as an operating services agreement to provide basic and advanced life support EMS coverage to the Township and Borough.

Solicitor – Steve Stine, Esq. – No report was presented.

Engineer – Ed Fisher, P.E.

Mr. Fisher reported on having completed the following items:

- Provided a stack out for installation of the new playground at the Dauphin-Middle Paxton Joint Park.
- Working with Meckley's Limestone Products to complete contract documents required to proceed with the Stony Creek Road paving project.
- Working with the Penn Vistas developer to complete contingency items in order to record the Final Subdivision Plan approved during the Board's March 3 meeting.
- Meeting with contractor Hi Tech-Hi Art to review corrective actions being undertaken to eliminate roof leakage issues at the Fishing Creek Community Building.
- Reviewed stormwater improvements completed at Laurel Summit Lot #5.
- Reviewing final stormwater pipe connections for Lot #5 of the Hagy subdivision.

Road Master – Robert Hofer – See attached report.

Zoning and Codes Enforcement Officer – See attached report.

Emergency Management Coordinator – Robert Rusbatch

Mr. Rusbatch encouraged the supervisors to attend the ICS/EOC Interface course sponsored by PEMA and Harrisburg Area Community College being presented at

the Dauphin County Emergency Management Agency on Saturday, July 12 from 8 AM to 5 PM.

Manager's Report – Julie Seeds – See attached report.

### **Review/Approval of Bills**

The listing of bills for May was distributed to the Board for review/approval. Motion by Supervisor Smith to pay all General and New Municipal Building bills presented for May with the exception of Hi Tech-Hi Art in the amount of \$5,497 (gutters and downspouts for FCCB) was seconded by Supervisor Fisher. *Motion passed unanimously.*

### **Information Items/Letters Received**

Ms. Seeds presented items of general interest, as well as correspondence received by the Township during the previous month that did not require Board action.

Ms. Seed reported the kick-off meeting of the Joint Comprehensive Planning Committee was scheduled for June 19<sup>th</sup>. She also reported Dauphin County Court of Commons Pleas Judge Richard Lewis had upheld the Zoning Hearing Board's decision in the Merritt case that had been appealed by the applicant.

### **Board Member Comments**

Supervisor Fisher indicated that his previously submitted request for participation in the Township's healthcare plan should be deferred until the July 7 meeting inasmuch as no action could be taken on that request given the absence of two supervisors during the meeting. Chairman Megonnell asked Ms. Seeds to check with our insurance carrier as to whether coverage can be obtained for a non-employee supervisor applicant with an effective date of September 1 and to obtain associated pricing.

Chairman Megonnell reported having been approached by Bob Megonnell regarding the backstop installed on Kennedy Field by the Park Authority. That issue was referred to the Park Authority as being the responsible party.

### **Executive Session**

Not required.

## **Adjournment**

There being no further business, the meeting adjourned at 8:22 PM upon a motion by Supervisor Smith, seconded by Supervisor Fisher. *Motion passed unanimously.*

Respectfully submitted,

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James H. Fisher, Secretary