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Middle Paxton Township

BOARD OF SUPERVISORS

REGULAR MONTHLY MEETING MINUTES

April 6, 2015

Call to Order

The April 6, 2015 regular monthly meeting of the Middle Paxton Township Board of Supervisors was called to order at 7:03 PM by Chairman Andrew Megonnell in the Township meeting room. Also present were Supervisor James Fisher, Vice-Chairman and Secretary; Supervisor Jeffrey Smith, Treasurer; Supervisor Richard Peffer; Supervisor Mitch Rissinger; Julie Ann Seeds, Township Manager and Assistant Secretary/Treasurer; Steve Stine, Township Solicitor; and Ed Fisher, Township Engineer.

Chairman Megonnell noted the Board had met in executive session immediately prior to the start of the regular meeting to discuss personnel matters.

Pledge of Allegiance

The meeting was opened with the Pledge of Allegiance.

Public Hearing for Proposed Ordinance 2015-02

Chairman Megonnell opened the public hearing on the previously advertised Ordinance 2015-02, an *Ordinance Authorizing the Participation of Middle Paxton Township in the PSATS Unemployment Compensation Group Trust Pursuant to the Pennsylvania Intergovernmental Cooperation Law*.

No public comments were presented regarding the proposed ordinance.

Motion by Supervisor Rissinger to close the public hearing and adopt Ordinance 2015-02 was seconded by Supervisor Smith. *Motion passed unanimously.*

Public Comments

Chairman Megonnell invited public comments from those in attendance who were not listed on the meeting agenda.

Barbara Wilhelm, 1941 Clarks Valley Road, approached the dais and presented written correspondence to Chairman Megonnell, but did not specifically address the Board.

Robert Keyser, 1221 Gap View Road, requested the Board's assistance in obtaining enforcement of excessive motorcycle muffler and truck engine retarder noise on U.S. Route 22/322, as well as the placement of signage to prohibit vehicles with three or more axles from using Gap View Road with an exemption for local traffic.

Jason Nye, 1415 Sunrise Drive, advised the Board regarding arrangements to spread and compact approximately 144 tons of 2A stone on Killinger Lane in an attempt to make the private roadway more passable and reduce the mud and silt washing onto Stony Creek Road.

Approval of Minutes

Chairman Megonnell requested a motion to approve the minutes from the March 2, 2015 regular monthly meeting. Motion by Supervisor Smith to approve the minutes from the March 2, 2015 regular monthly meeting was seconded by Supervisor Rissinger. *Motion passed unanimously.*

Treasurer's Report/Monthly Financial Statement

Julie Ann Seeds, Assistant Secretary/Treasurer, presented the monthly Treasurer's Report showing the total of Fiduciary Accounts (\$109,238.70), State Accounts (\$132,353.07) and General Accounts (\$1,375,568.86) to be \$1,617,160.63 as of March 31, 2015.

Motion by Supervisor Rissinger to accept the March 2015 Treasurer's Report to be filed for audit was seconded by Supervisor Smith. *Motion passed unanimously.*

Agenda Items

Zoning Hearing Board Appointments

Motion by Supervisor Fisher to appoint James Allen to a 3-year term (2015-2017); Catherine DeHart to a 2-year term (2015-2016) due to a resignation; and Sandra Reightler as an Alternate for a 3-year term (2015-2017) on the Zoning Hearing Board was seconded by Supervisor Rissinger. *Motion passed unanimously.*

Lawn Maintenance Part-Time Seasonal Employment

Motion by Supervisor Smith to retain Meiz Boozel and Robert Rusbatch as part-time seasonal employees at the hourly rate of \$12.00 was seconded by Supervisor Fisher. *Motion passed unanimously.*

Township Clerk Part-Time Employment

Motion by Supervisor Fisher to retain Linda Megonnell as a part-time employee at the hourly rate of \$10.00 to fill the Township Clerk position was seconded by Supervisor Smith. *Motion passed with Supervisor Peffer abstaining.*

HRG Contract For Professional Services – Preliminary Engineering and Final Design for the Replacement of Potato Valley Road Bridge on a New Alignment

Christopher Bauer, P.E. representing Herbert, Rowland & Grubic, Inc. (HRG) presented a revised proposal dated April 2, 2015 for preliminary engineering and final design for the replacement of Potato Valley Road Bridge on a new alignment. The revised proposal incorporated all Township comments submitted to HRG following review of HRG proposal dated March 2, 2015. Mr. Bauer reported the Dauphin County Board of Commissioners

approved the Township's application for a \$1,212,000 line of credit from the Dauphin County Infrastructure Bank (DCIB) at an interest rate of 0.5% on March 25 which upon monetization, the Township will be required to complete the Local Government Unit Debit Act (LGUDA) process. Mr. Bauer also distributed an updated breakdown of the project's planning cost estimate, funding, schedule and estimated local expense.

Motion by Supervisor Rissinger to accept the terms of the HRG proposal dated April 2, 2015 and authorize the Township Manager to sign the authorization statement for work to begin was seconded by Supervisor Smith. *Motion passed unanimously.*

Settino Subdivision 12-lot Sketch Plan – Blue Mountain Parkway

A sketch plan for a 12-lot subdivision of the Settino property on Blue Mountain Parkway dated March 2, 2015 was previously submitted by Dawood Engineering, Inc. The Board took no action inasmuch as neither a representative of Dawood Engineering nor the property owner was in attendance to present and discuss the proposed sketch plan.

Declaration of Consolidation of Previously Subdivided Lots – Joseph & Ginger Rock

A *Declaration of Consolidation of Previously Subdivided Lots* dated March 26, 2015 by Joseph J. Rock, Jr. and Ginger L. Rock of 1260 Hillcrest Avenue was submitted for approval to consolidate and combine lots identified as Dauphin County UPI 43-044-001-000-0000 and 43-044-013-000-0000 into a single lot and cancel the individual status of the component lots.

Motion by Supervisor Smith to approve the *Declaration of Consolidation of Previously Subdivided Lots* dated March 26, 2015 by Joseph J. Rock, Jr. and Ginger L. Rock subject to the Declaration being recorded in the Dauphin County Recorder's Office and a stamped copy of the recorded deed being received by the Township was seconded by Supervisor Rissinger. *Motion passed unanimously.*

Sunrise Landscape Lawn Maintenance Agreement for Hagy Park

Sunrise Landscape Service, Inc. submitted a proposal dated April 4, 2015 in the total amount of \$3,350 for four (4) lawn applications (broadleaf weed and crabgrass control and fall/winter fertilization) at Hagy Park throughout the year. Ms. Seeds noted the proposal pricing is the same as the past three (3) years.

Motion by Supervisor Rissinger to accept the Sunrise Landscape Service, Inc. proposal dated April 4, 2015 was seconded by Supervisor Fisher. *Motion passed unanimously.*

2015 Pennsylvania State Elite Time Trial Championship Event

Quaker City Wheelmen submitted a request dated March 18, 2015 for Township acknowledgment of a bicycle time trial event scheduled for Saturday, July 25 with approximately 150 riders using the safety lane of Clarks Valley Road (Route 325) from the intersection with Route 225 to the DeHart Reservoir.

Motion by Supervisor Rissinger authorizing the Township Manager to sign the acknowledgment letter subject to the Township being named as a certificate holder on the USA Cycling insurance policy covering the event was seconded by Supervisor Smith. *Motion passed unanimously.*

Manada Conservancy – Grant Support Letter

The Manada Conservancy submitted a request dated March 30, 2015 for the Township to support its efforts to secure grant funding from the Pennsylvania Department of Conservation and Natural Resources (DCNR) to purchase a conservation easement on 165 acres of mountain property identified as tax parcel 43-011-013 (1451 Stackpole Lane) to protect the headwaters of two tributaries to Clarks Creek and open up to 95 acres to the public for passive recreation.

Motion by Supervisor Fisher to authorize the Township Manager to issue a letter supporting the efforts of Manada Conservancy to secure DCNR grant funding for a conservation easement on tax parcel 43-011-013 was seconded by Supervisor Rissinger. *Motion passed unanimously.*

Township Park and Recreation Facilities Application

The current application for use of Township park and recreation facilities was distributed to the Board for review. Comments were requested specifically regarding scheduled field events and associated facility use at Hagy Park for discussion at the next monthly meeting.

2015 Proposed PSATS Resolutions

The proposed resolutions to be considered by the delegates to the 2015 PSATS Annual Education Conference and Trade Show (April 19-22) and the corresponding recommendations of the PSATS Resolution Committee were reviewed.

Motion by Supervisor Fisher to oppose *Resolution 15-18 that PSATS seek legislation to amend the Second Class Township Code to allow elected township supervisors to receive life insurance coverage commensurate with policies in effect for other township employees* and to concur with the recommendations of the Resolution Committee pertaining to all other proposed resolutions was seconded by Supervisor Smith. *Motion passed unanimously.*

Board Updates

- School Zone Flashing Lights – Ms. Seeds reported having received a check in the amount of \$2,605 from Central Dauphin School District representing 50% of the cost associated with replacing the school zone flashing lights with new LED units.

Motion by Supervisor Fisher to approve the quote from A&S Electric in the amount of \$5,210 to replace the school zone flashing lights at the Peters Mountain Road (Route 225) approaches to the Middle Paxton Elementary School was seconded by Supervisor Smith. *Motion passed unanimously.*

- Road Signage for McElwee Road – Ms. Seeds reported further discussions will be required with PennDOT regarding posting of signs in the Peters Mountain Road (Route 225) right-of-way to restrict 3-axle vehicles from attempting to use McElwee and Briardale Roads as through roads.
- Proposed Ordinance 2015-01 Repealing Zoning Ordinance Article 12 – Flood Plain District – Ms. Seeds reported publication of the public hearing notice for adoption

of proposed Ordinance 2015-01 was awaiting a response from Tri-County Regional Planning Commission who has 45 days to review all proposed zoning related ordinances.

- Proposed security cameras at Hagy Park and the Fishing Creek Community Building – Ms. Seeds reported having requested quotes from Knight Security, Moorefield and Higher Information Group regarding their recommendations for installation of security cameras at Hagy Park and the Fishing Creek Community Building.

Reports

Solicitor – Steve Stine, Esq.

No report was presented.

Engineer – Ed Fisher, P.E.

See attached report. Mr. Fisher reported the proposed relocation of the culvert crossing Stony Creek Road at the Hoover property was acceptable to the property owner who also requested some associated underdrain installation work.

Motion by Supervisor Smith to proceed with relocation of the Stony Creek Road culvert and outfall at the Hoover property with any associated underdrain installation work being the sole responsibility of the property owner was seconded by Supervisor Rissinger. *Motion passed unanimously.*

Mr. Fisher also reported the proposed Township roadway management plan should be presented at the next monthly meeting for review and discussion.

Road Master – Robert Hofer

See attached report.

Zoning and Codes Enforcement Officer

See attached report.

Emergency Management Coordinator – Robert Rusbatch

See attached report.

Motion by Supervisor Smith to communicate the Township's request for installation of mileage markers on Routes 22/322 to the PennDOT District Engineer and our state Representative and Senator in advance of the upcoming construction projects on Routes 11/15 and 22/322 was seconded by Supervisor Rissinger. *Motion passed unanimously.*

Manager's Report – Julie Seeds

See attached report. Ms. Seeds also reported the Township was invited to submit an application to Dauphin County for allocation of County Liquid Fuels Tax Funds in the amount of \$165,000 for construction of the joint municipal salt storage shed with the

understanding the Township could make a request to reallocate the corresponding Gaming Grant funds for a proposed energy-efficiency project.

Motion by Supervisor Rissinger for the Township to submit an application to Dauphin County for allocation of County Liquid Fuels Tax Funds for construction of the joint municipal salt storage shed was seconded by Supervisor Smith. *Motion passed unanimously.*

Ms. Seeds reported the municipal building security camera and key fob systems were not fully functional as a result of increased security and firewall software installations on the primary Township server required to mitigate recent hacking attempts. Both Moorefield and Microtec recommended installation of a dedicated server for the security camera and key fob systems as the best solution.

Motion by Supervisor Rissinger to approve a Microtec quote in the amount of \$593 to install a dedicated server for the security camera and key fob systems was seconded by Supervisor Smith. *Motion passed unanimously.*

Committee/Organization Reports

- Dauphin-Middle Paxton Joint Park Authority

No report was presented.

- Dauphin-Middle Paxton Joint Public Safety Authority

No report was presented.

- Capital Region Council of Governments (CapCOG)

Supervisor Fisher reported little interest was expressed at the March 20th meeting regarding participation in the CapCOG Chesapeake Bay Pollutant Reduction Plan or the joint TCRPC/CapCOG initiative to engage Cohen Law Group to update municipal Wireless Communication Ordinances. Supervisor Fisher also noted the annual CapCOG surplus equipment auction was scheduled for Wednesday, July 15 at Sporting Hill Elementary School (Hampden Township).

Review/Approval of Bills

The listing of bills for March was distributed to the Board for review/approval. Motion by Supervisor Rissinger to pay all vendor bills listed for March was seconded by Supervisor Smith. *Motion passed unanimously.*

Information Items/Letters Received

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

Board Member Comments

No comments were presented.

Executive Session

Not required.

Adjournment

There being no further business, the meeting was adjourned at 8:42 PM upon a motion by Supervisor Smith, seconded by Supervisor Rissinger. *Motion passed unanimously.*

Respectfully submitted,

James H. Fisher, Secretary

SUBJECT TO BOARD APPROVAL ON MAY 4, 2015