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Middle Paxton Township

BOARD OF SUPERVISORS

REGULAR MONTHLY MEETING MINUTES

October 5, 2015

Call to Order

The October 5, 2015 regular monthly meeting of the Middle Paxton Township Board of Supervisors was called to order at 7:00 PM by Chairman Andrew Megonnell in the Township meeting room. Also present were Supervisor James Fisher, Vice-Chairman and Secretary; Supervisor Jeffery Smith, Treasurer; Supervisor Mitch Rissinger; Supervisor Richard Peffer; Julie Ann Seeds, Township Manager and Assistant Secretary/Treasurer; Steve Stine, Township Solicitor; and Ed Fisher, Township Engineer.

Pledge of Allegiance

The meeting was opened with the Pledge of Allegiance.

Public Comments

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

Rick Roadcap, 1321 Stony Creek Road, requested the speed limit be reduced to 25 MPH through the Stony Creek Road 'S' turn and questioned to what extent the Township intended to widen Stony Creek Road through the 'S' turn. Reading verbatim from the June 1, 2015 Board minutes, Supervisor Fisher stated it was the Board's consensus for Light-Heigel & Associates, Inc. to prepare final engineering detail and cost estimates for proposed Stony Creek Road 'S' curve improvements to accommodate large school buses. In response to Mr. Roadcap's question whether the rip-rap at the discharge of the culvert pipe would be cemented, Township Engineer Fisher noted PA DEP recommends a natural stream bottom and strongly discourages use of cement to bond rip-rap at the point of discharge.

Nancy Clemm, 1311 Stony Creek Road, announced she was recording the meeting.

Approval of Minutes

Chairman Megonnell requested a motion to approve the minutes from the August 3, 2015 regular monthly meeting inasmuch as that action had been deferred from the September 8th meeting. Motion by Supervisor Smith to approve the minutes from the August 3, 2015 regular monthly meeting was seconded by Supervisor Fisher. *Motion passed with Chairman Megonnell and Supervisor Rissinger abstaining due to their absence from the August 3rd meeting.*

Chairman Megonnell requested a motion to approve the minutes from the September 8, 2015 regular monthly meeting. Motion by Supervisor Rissinger to approve the minutes from the September 8, 2015 regular monthly meeting was seconded by Supervisor Smith. *Motion passed with Supervisor Peffer abstaining due to his absence from the September 8th meeting.*

Treasurer's Report/Monthly Financial Statement

Julie Ann Seeds, Assistant Secretary/Treasurer, presented the monthly Treasurer's Report showing the total of Fiduciary Accounts \$114,424.47, State Accounts \$215,067.53 and General Accounts \$1,474,449.00 to be \$1,803,941.00 as of September 30, 2015.

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

Agenda Items

Potato Valley Road Bridge and Roadway Realignment Project

Chris Bauer (Herbert, Rowland & Grubic, Inc.) reported PennDOT approved the PA Infrastructure Bank (PIB) loan that will be used to capitalize the Dauphin County Infrastructure Bank (DCIB) loan to the Township for the Potato Valley Road Bridge and Roadway Realignment Project. DCIB loan closing should occur prior to the end of 2015 and is not currently impacting the project. Mr. Bauer presented the preliminary design showing the existing bridge and roadway versus proposed bridge placement and roadway realignment and answered questions posed by the Board.

Draft Joint Comprehensive Plan

Carolyn Yagle (Environmental Planning & Design, LLC) presented proposed refinements to the draft Joint Comprehensive Plan in response to the Board's comments on the initial draft reviewed during the August 3rd Board meeting, as well as subsequent discussions with representatives of the Joint Park Authority.

Motion by Supervisor Smith for Environmental Planning & Design LLC to incorporate the proposed refinements within the draft Joint Comprehensive Plan and publish the final draft Joint Comprehensive Plan to initiate the Municipalities Planning Code (MPC) required 45-day review period upon concurrence by Dauphin

Borough Council was seconded by Supervisor Rissinger. *Motion passed unanimously.*

Final Subdivision Plan for Henry Lee Miller and Park I. Barner, Jr.

Tony Trost (Third Mountain Surveying) representing landowners Henry Lee Miller, 481 Frog Hollow Road, and Park I. Barner, Jr., 471 Frog Hollow Road, presented a Final Subdivision Plan to subdivide Lot 1A from Lot 1 and convey Lot 1A from Henry Lee Miller to be combined with an adjacent existing parcel (Lot 2) owned by Park I. Barner, Jr. and requested a waiver of the Township's Subdivision and Land Development Ordinance (SALDO) Article 3, Section 304 – Preliminary Plan Approval.

The Planning Commission reviewed and recommended approval of the plan (drawing dated June 29, 2015), as well as the requested waiver based upon Township Engineer Ed Fisher's correspondence dated August 10, 2015.

Motion by Supervisor Rissinger to approve the requested waiver to SALDO Article 3, Section 304 was seconded by Supervisor Fisher. *Motion passed unanimously.*

Motion by Supervisor Rissinger to approve the *Final Subdivision Plan for Henry Lee Miller and Park I. Barner, Jr.* subject to completion of those items noted in Light-Heigel & Associates, Inc. correspondence dated October 5, 2015 was seconded by Supervisor Fisher. *Motion passed unanimously.*

Preliminary/Final Subdivision Plan for Carolyn W. Shaffer

Randy Allen (Dauphin Engineering Co.) representing landowner Carolyn W. Shaffer, 2300 Fishing Creek Valley Road, presented a Preliminary/Final Subdivision Plan to re-subdivide two existing lots, Lot 2-A and Lot 2-B, by reconfiguring the lot lines to create New Lot 1 and New Lot 2 and requested a waiver of the Township's Subdivision and Land Development Ordinance (SALDO) Article 3, Section 304 – Preliminary Plan Approval.

The Planning Commission reviewed and recommended approval of the plan (drawing dated 8/25/15), as well as the requested waiver based upon Township Engineer Ed Fisher's correspondence dated September 14, 2015.

Motion by Supervisor Fisher to approve the requested waiver to SALDO Article 3, Section 304 was seconded by Supervisor Rissinger. *Motion passed unanimously.*

Motion by Supervisor Fisher to approve the *Preliminary/Final Subdivision Plan for Carolyn W. Shaffer* subject to completion of those items noted in Light-Heigel & Associates, Inc. correspondence dated October 5, 2015 was seconded by Supervisor Rissinger. *Motion passed unanimously.*

2016 Budget Requests

- Dauphin-Middle Paxton Joint Park Authority – based upon a 2016 expense budget, a 2016 budget request in the amount of \$14,000 in addition to the Township continuing in-kind services of mowing all park lawns was submitted.
- Dauphin-Middle Paxton Fire Company – based upon a 2016 expense budget, a 2016 budget request in the amount of \$25,000 plus \$1,000 for firefighter training and \$15,000 for the vehicle escrow account held by the Township was submitted.
- Emergency Management Coordinator – a 2016 budget request in the amount of \$3,600 for EMC salary, \$500 for EMC training expenses and \$1,500 for contingencies (materials, supplies, sheltering expenses, etc.) was submitted.
- Dauphin Area Senior Transit (DAST) – a 2016 budget request for vehicle fuel in addition to the Township continuing in-kind office services for rider scheduling was submitted.
- Dauphin-Middle Paxton Joint Public Safety Authority – no funds were requested from the Township for budget year 2016.

2016 Budget Discussion

Township Manager Seeds distributed General Fund and Liquid Fuels Fund actual year-to-date statements versus the 2015 Budget and requested the Board's input concerning projects for 2016 such as website reconstruction, codification of ordinances into a Township Code, roadway resurfacing, etc.

Reports

Solicitor – Steve Stine, Esq.

No report was presented.

In response to questions from the Board, Solicitor Stine acknowledged the Township now has the right to possess the easements required to commence the Stony Creek Road 'S' turn culvert replacement project.

Engineer – Ed Fisher, P.E.

See attached report.

Township Engineer Fisher distributed updated design plans for the joint municipal salt storage shed for the Board's review and indicated the project should be ready to be bid within the next two weeks. The Board requested the roof structure be designed to support future installation of solar photovoltaic panels.

Motion by Supervisor Smith for Light-Heigel & Associates, Inc. to complete final engineering design and bid specifications for the Stony Creek Road 'S' turn widening project to enable the Township to solicit bids and award a contract prior to the end of 2015 was seconded by Supervisor Rissinger. *Motion passed unanimously.*

Road Master – Robert Hofer

See attached report.

Zoning and Codes Enforcement Officer – Julie Seeds

See attached report.

Emergency Management Coordinator – Robert Rusbatch

No report was presented.

Manager’s Report – Julie Seeds

See attached report.

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 he and Manager Seeds attended the September 21st annual CapCOG picnic at Sunset Golf Club with the next regular meeting scheduled for October 19th.

Review/Approval of Bills

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

Information Items/Letters Received

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

Motion by Supervisor Rissinger to approve the two nominees for Trustees recommended by the PSATS Unemployment Compensation Trust was seconded by Supervisor Fisher. *Motion passed unanimously.*

Board Member Comments

Supervisor Peffer questioned the costs being incurred for use of Flagger Force to provide flagging of traffic at Township roadway construction sites.

Supervisor Rissinger recommended the Solicitor or a designated alternate be present at all regular Board meetings.

Supervisor Smith expressed concern over the frequent accidents and resultant closures of Route 22/322 impacting the motoring public. The Board directed its Solicitor to draft correspondence to PennDOT, Representative Helm, Senator Teplitz and the Pennsylvania State Police regarding the need for increased traffic

speed enforcement and highway improvements to mitigate the high frequency of accidents resulting in closure of Route 22/322.

Executive Session

Not required.

Adjournment

There being no further business, the meeting was adjourned at 9:33 PM upon a motion by Supervisor Smith, seconded by Supervisor Rissinger. *Motion passed unanimously.*

Respectfully submitted,

James H. Fisher, Secretary