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*Middle Paxton Township*

**BOARD OF SUPERVISORS**

REGULAR MONTHLY MEETING MINUTES  
November 7, 2016

**Call to Order**

The November 7, 2016 regular monthly meeting of the Middle Paxton Township Board of Supervisors was called to order at 7:01 PM by Chairman and Treasurer Jeffery Smith in the Township meeting room. Also present were Supervisor James Fisher, Vice-Chairman and Assistant Secretary; Supervisor Larry Cooney; Julie Ann Seeds, Township Manager, Secretary and Assistant Treasurer; Township Solicitor Steve Stine; and Township Engineer Ed Fisher. Supervisor Richard Peffer and Supervisor Wilbur Evans were absent.

**Pledge of Allegiance**

The meeting was opened with the Pledge of Allegiance.

**Public Comments**

Chairman Smith invited comments from those in attendance who were not listed on the meeting agenda. No comments were presented.

**Approval of Minutes**

Motion by Supervisor Fisher to approve the minutes of the October 3, 2016 regular monthly meeting was seconded by Chairman Smith. *Motion passed unanimously.*

Motion by Chairman Smith to approve the minutes of the October 18, 2016 workshop meeting was seconded by Supervisor Cooney. *Motion passed unanimously.*

**Treasurer's Report/Monthly Financial Statements**

Manager Seeds presented the monthly Treasurer's Report showing the total of *State Accounts* \$220,070.12; *Fiduciary Accounts* \$101,132.58 and *General Accounts* \$1,491,846.85 to be \$1,813,049.55 as of October 31, 2016. Manager Seeds also distributed the October deposit detail, October P&L, January – October P&L and January – October P&L versus Budget statements. Manager Seeds also reported having requested interest rate quotations from Pennsylvania Local Government Investment Trust (PLGIT), Centric Bank and Mid Penn Bank for presentation during upcoming budget discussions at the November 15 workshop meeting.

Motion by Chairman Smith to accept the November 2016 Treasurer's Report to be filed for audit was seconded by Supervisor Cooney. *Motion passed unanimously.*

## **Agenda Items**

### Declaration of Consolidation of Previously Subdivided Lots – Shirley Schrope

Shirley Schrope owner of 704 and 706 River Road submitted a *Declaration of Consolidation of Previously Subdivided Lots* dated October 18, 2016 intended to be recorded in order to consolidate and combine those adjoining lots known as Dauphin County Tax Parcel Nos. 43-021-012 and 43-021-013.

Motion by Supervisor Fisher to approve consolidation of previously subdivided adjoining lots known as Dauphin County Tax Parcel Nos. 43-021-012 and 43-021-013 subject to the owner providing proof of having recorded the Declaration of Consolidation within 60 days of this action was seconded by Supervisor Cooney. *Motion passed unanimously.*

### Request for Release of Stormwater Escrow – Jonathan & Joann Hepler

Light-Heigel & Associates, Inc. correspondence dated October 27, 2016 indicated required stormwater facilities have been completed in general conformity with the approved plan for the Jonathan and Joann Hepler property at 599 Blue Mountain Parkway and recommended release of the improvement guarantee being held in escrow.

Motion by Chairman Smith to release the \$3,465.00 improvement guarantee being held in escrow for completion of the stormwater facilities on the Jonathan and Joann Hepler property at 599 Blue Mountain Parkway pursuant to Light-Heigel & Associates, Inc. October 27, 2016 correspondence was seconded by Supervisor Cooney. *Motion passed unanimously.*

### Joint Public Safety Authority – Partial release of funds against 2017 Budget Request

In his capacity as Secretary of the Dauphin-Middle Paxton Joint Public Safety Authority, Supervisor Fisher presented the recorded action of the Authority requesting an advance of \$5,000 against the Authority's 2017 budget request of \$10,216.80 to the Township. Supervisor Fisher explained the Authority's request was deemed necessary to avoid a shortfall in its current account balance prior to the end of the year should an expected insurance refund and insurance reimbursements due under the *Community LifeTeam* lease agreement not be received in a timely fashion.

Motion by Chairman Smith to provide an advance payment of \$5,000 against the Dauphin-Middle Paxton Joint Public Safety Authority's 2017 budget request was seconded by Supervisor Cooney. *Motion passed unanimously.*

### Preliminary/Final Lot Addition and Land Development Plan for Dollar General

Michael Swank of Steckbeck Engineering & Surveying, Inc. representing Dauphin DPP, LLC presented a *Preliminary/Final Lot Addition and Land Development Plan for GBT Realty Corporation for Dollar General Retail Store*. Light-Heigel & Associates, Inc. plan review comments dated November 7, 2016 were addressed as follows:

- Comment #11 under Subdivision and Land Development – additional details and plan revisions are needed to match the notes provided on the plan intended to address the review comment.

- Comment #12 under Subdivision and Land Development – it was the Board’s consensus that there was no requirement for providing sidewalks to connect to existing sidewalks inasmuch as there were no existing sidewalks.
- Comment #5 under Stormwater Management – Steckbeck Engineering & Surveying, Inc. correspondence dated November 7, 2016 requested a waiver/modification of the stormwater release rate, Section 304.B.1-2 of the Stormwater Management Ordinance, and provided supporting correspondence dated October 11, 2016 from the Dauphin County Conservation District, as well as a copy of NPDES Permit No. PAG-02-0022-16-026 indicating stormwater runoff flows directly to the Susquehanna and not first through another watershed, i.e. Clarks Creek or Stoney Creek watersheds as currently delineated in the Dauphin County Act 167 Plan.

Motion by Supervisor Fisher to approve the requested waiver/modification of the rate reduction of stormwater runoff, Section 304.B.1-2 of the Stormwater Management Ordinance, pursuant to a recommendation contained in Light-Heigel & Associates, Inc. memorandum to the Board dated November 4, 2016 was seconded by Chairman Smith. *Motion passed unanimously.*

- Comment #30 under Stormwater Management – Mr. Steckbeck presented a *Co-Applicant Agreement for a Highway Occupancy Permit for Enclosed Surface Storm Water Facilities* proposed to be entered into between the Township and Dauphin DPP, LLC pursuant to submission of an application to obtain a *Highway Occupancy Permit* for utilization of a PennDOT stormwater drainage system.

Motion by Chairman Smith to enter into a *Co-Applicant Agreement for a Highway Occupancy Permit for Enclosed Surface Storm Water Facilities* with Dauphin DPP, LLC providing the Township a one-time security payment of \$5,000 for its construction, maintenance and indemnity obligations stated in Article I regarding the enclosed surface stormwater facilities was seconded by Supervisor Cooney. *Motion passed unanimously.*

Motion by Chairman Smith to approve the *Preliminary/Final Lot Addition and Land Development Plan for GBT Realty Corporation for Dollar General Retail Store* with the conditions that all remaining comments of Township staff, Dauphin County Planning Commission and Light-Heigel & Associates, Inc. correspondence dated November 7, 2016 be addressed to the satisfaction of Township staff; a Highway Occupancy Permit be received from PennDOT; and the site improvement guarantee in the amount agreed is posted prior to signing and recording of the plans was seconded by Supervisor Cooney. *Motion passed unanimously.*

## **Reports**

Engineer – Ed Fisher (Light-Heigel & Associates, Inc.)

A written report for the month of October 2016 was presented.

Roadmaster – Robert Hofer

A written report dated November 7, 2016 was presented. Chairman Smith noted complaints have been received regarding crack sealing of Hagy Lane which amounted to tar and chipping several sections of the roadway. Supervisor Fisher suggested crack sealing be limited to application of the synthetic product applied in the previous year and, where necessary, a bituminous seal coat and an additional fog seal over the chip application be contractor applied when broader sections of roadway need repair.

Solicitor Stine reported he was awaiting a return call from Dauphin Borough Solicitor Mike Cassidy to discuss the proposed ordinance to prohibit parking at the Joint Municipal Building driveway entrance pursuant to Title 75 Section 3353 (a)(2)(v), as well as the entire length of Elizabeth Avenue.

Zoning and Codes Enforcement Officer – Julie Ann Seeds

A written report dated November 7, 2016 was presented.

Emergency Management Coordinator – Robert Rusbatch

No report was presented.

Manager – Julie Ann Seeds

A written report dated November 7, 2016 was presented. Manager Seeds also reported she and Chairman Smith had a meeting with Keith Heigel of Light-Heigel & Associates, Inc. to discuss complaints received regarding Sewage Enforcement Officer (SEO) performance, as well as complaints regarding what appear to be excessive stormwater management requirements being imposed on building and land development projects.

Project Reports

- *Potato Valley Road Bridge Replacement and Roadway Realignment Project* – A status report dated October 27, 2016 was presented by HRG. The Combined Public Officials Meeting and Public Plans Briefing for the *Potato Valley Road Bridge Replacement and Roadway Realignment Project* will be held at the Fishing Creek Community Building on November 15 in conjunction with the Board's workshop meeting.
- *Hagy Park Walking/Fitness Trail Project* – Paving of the walking trail by the contractor has been completed with follow up work continuing by the Township's Road Crew.
- *Joint Municipal Building Energy Efficiency (Solar) Project* – Manager Seeds reported HRG has placed solicitation for solar project PV system contractor bids on hold pending resolution of whether or not project materials specified to be purchased by the Township can be acquired under the COSTARS program.

Committee/Organization Reports

- *Dauphin-Middle Paxton Joint Park Authority* – No report was presented.
- *Dauphin-Middle Paxton Joint Fire Commission* – Supervisor Fisher reported the next meeting is scheduled for 5:30 PM Tuesday, November 22 in the Township meeting room.
- *Dauphin-Middle Paxton Joint Public Safety Authority* – Supervisor Fisher reported the Authority met on October 12<sup>th</sup> in the Township meeting room. Supervisor Fisher also reported that demolition of the 2-story house on the Authority's property at 930 Peters Mountain Road intended to start this week was on hold pending issuance of a demolition permit. The next Authority meeting is scheduled for Wednesday, December 14 at 6 PM in the Township meeting room.
- *Capital Region Council of Governments (CapCOG)* – Supervisor Fisher reported the October 17 Board of Delegates meeting opened with an enlightening presentation on the 2018 MS-4 General Permit requirements. A resolution urging the General Assembly to eliminate the undue financial burden of the Pennsylvania Prevailing Wage Act of 1961 was adopted.

Motion by Supervisor Fisher to adopt Resolution No. 2016-10 urging the General Assembly to free municipalities and taxpayers from the undue burden placed upon them by the Pennsylvania Prevailing Wage Act of 1961 and to forward a copy of that Resolution to Pennsylvania State Representative Sue Helm, Senator Rob Teplitz and Governor Tom Wolf was seconded by Supervisor Cooney. *Motion passed unanimously.*

Supervisor Fisher also reported the NOV 2016 - OCT 2017 salt and deicer bid awards were ratified with the salt contract awarded to American Rock Salt at \$59.99/ton. An Intergovernmental Agreement for the purpose of creating a joint Building Code Department under the direction of CapCOG was distributed for consideration by the delegates. The Public Safety Committee recommended establishing a part-time fire administrator position to provide administrative support to fire companies serving member municipalities. The draft 2017 budget showing no increase in membership dues was distributed with further review and adoption intended to take place during the next Board of Delegates meeting scheduled for Monday, November 21 in the Hampden Township meeting room.

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

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

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

Manager Seeds presented items of general interest, as well as recent correspondence received by the Township. Manager Seeds announced the pending retirement of Raymond Dively as chairman of the Dauphin Area Senior Transit (DAST) operation at the close of 2016.

Motion by Chairman Smith to recognize Raymond Dively for his 29 years of service dating from formation of Dauphin Area Senior Transit (DAST) by presenting Mr. Dively an engraved plaque at a future Board function was seconded by Supervisor Cooney. *Motion passed unanimously.*

Manager Seeds reported that presentation of the Township's Gaming Grant applications was scheduled for 5:30 PM Wednesday, November 16 in the DCED offices at the County's Veterans Memorial Building and that the Township's application under the Tri-County Regional Planning Commission Regional Connections Grant program for funding assistance to update the Zoning Ordinance had been denied.

### **Executive Session**

Not required.

### **Board Member Comments**

None presented.

## **Adjournment**

There being no further business, the meeting was adjourned at 9:05 PM upon a motion by Chairman Smith, seconded by Supervisor Cooney. *Motion passed unanimously.*

Respectfully submitted,

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James H. Fisher, Assistant Secretary

SUBJECT TO BOARD APPROVAL ON DEC 5, 2016