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*Middle Paxton Township*

**BOARD OF SUPERVISORS**

WORKSHOP MEETING MINUTES  
December 20, 2016

**Call to Order**

The December 20, 2016 workshop meeting of the Middle Paxton Township Board of Supervisors was called to order at 7:09 PM by Chairman and Treasurer Jeffery Smith in the Township meeting room. Also present were Supervisor James Fisher, Vice-Chairman and Assistant Secretary; Supervisor Wilbur Evans; Supervisor Larry Cooney; Supervisor Richard Peffer; and Julie Ann Seeds, Township Manager, Secretary and Assistant Treasurer.

**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.

**Agenda Items**

Penn Prime Municipal Trust – Property & Casualty Insurance Renewal Proposal

The property & casualty insurance renewal proposal prepared by American Insurance Administrators, Inc. (AIA) for coverage effective January 1, 2017 was reviewed by the Board.

Motion by Chairman Smith to renew the property & casualty insurance coverages pursuant to the AIA proposal and apply \$15,000 of the \$32,868 available Penn Prime Municipal Trust Member Credit against the \$35,612 annual premium payment was seconded by Supervisor Evans. *Motion passed unanimously.*

Dauphin-Middle Paxton Fire Company Request for 2016 Firefighter Training Funds

An email request dated December 15, 2016 from Fire Company president Mike Fagan, Jr. for the Township's 2016 budgeted firefighter training allocation of \$1,000 was presented for the Board's consideration. Also included was an updated training list indicating award

of Firefighter I certification to firefighter Ross and additional course completion by firefighters Ross and Kolivras.

Motion by Chairman Smith to approve the distribution of the 2016 budget allocation of \$1,000 for firefighter training to the Dauphin-Middle Paxton Fire Company was seconded by Supervisor Evans. *Motion passed unanimously.*

#### 2017 General Fund Budget – Resolution No. 2016-11

Motion by Chairman Smith to adopt Resolution No. 2016-11 appropriating specific sums estimated to be required for the specific purposes of the municipal government of Middle Paxton Township as set forth in the *2017 General Fund Budget* and fixing the tax rate of 0.17 mills for fire hydrant maintenance purposes to be levied on all real property within 1,000 feet of a fire hydrant was seconded by Supervisor Fisher. *Motion passed unanimously.*

#### Fee Schedule Review

A copy of the 2016 Fee Schedule was distributed for the Board's review in preparation for the annual reorganizational meeting scheduled for January 3, 2017.

#### Appointments/Compensation

A copy of Resolution No. 2016-01 Appointments/Compensation and a draft Resolution No. 2017-01 Appointments/Compensation was distributed for the Board's review in preparation for the annual reorganizational meeting.

### **Informational Items**

Manager Seeds presented items of general interest, as well as recent correspondence received by the Township. Included was December 15, 2016 correspondence from Keith Heigel offering to provide additional information on Light-Heigel & Associates, Inc. in response to the Township's request for qualifications issued for engineering services.

### **Executive Session**

Not required.

### **Board Member Comments**

Given the considerable publication and mailing costs of the *Middle Paxton Digest* which includes several pages contributed by Dauphin Borough specific to Borough residents, it was the consensus of the Board for the Township Manager to open dialogue with Borough officials concerning cost-sharing of those expenses.

### **Adjournment**

There being no further business, the meeting was adjourned at 8:47 PM upon a motion by Chairman Smith, seconded by Supervisor Evans. *Motion passed unanimously.*

Respectfully submitted,

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James H. Fisher, Assistant Secretary