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*Middle Paxton Township*

**BOARD OF SUPERVISORS**

WORKSHOP MEETING MINUTES  
February 21, 2017

**Call to Order**

The February 21, 2017 workshop meeting of the Middle Paxton Township Board of Supervisors was called to order at 7:04 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; and Julie Ann Seeds, Township Manager, Secretary and Assistant Treasurer. Supervisor Peffer was 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.

**Agenda Items**

Bid Opening – Lawn Maintenance Services

Manager Seeds reported three (3) interested parties attended the mandatory pre-bid meeting on Thursday, February 9, but only one (1) bid was received in response to the Township’s advertised request. The following bid was opened and read:

Bidder: Nick Foster, 6350 Lyters Lane, Harrisburg, PA 17111

Total Lump Sum Bid: \$62,100

- Municipal Building and Public Works - \$17,600
- Public Safety Authority (Station 12) - \$3,570
- Hagy Park - \$11,800
- FCCB - \$6,450
- Ibberson Park - \$5,950
- Dauphin-Middle Paxton Joint Park Authority - \$16,660

Manager Seeds provided a summary of labor and equipment operating costs incurred during 2016 for lawn maintenance which was significantly below the lump sum bid amount.

Motion by Chairman Smith to reject the bid submitted and to continue annual lawn maintenance using part-time seasonal employees and Township equipment was seconded by Supervisor Evans. *Motion passed unanimously.*

#### Request for Release of Stormwater Escrow – Horst/Lovejoy Project

Light-Heigel & Associates, Inc. February 16, 2017 correspondence indicated the required stormwater facilities have been completed in general conformity with the approved plan for the Horst/Lovejoy property located at 3801 Clarks Valley Road (Tax Parcel 43-014-001) and recommended release of the improvement guarantee being held in escrow.

Motion by Supervisor Fisher to release the \$6,600 improvement guarantee being held in escrow for completion of the stormwater facilities for the Horst/Lovejoy project located at 3801 Clarks Valley Road pursuant to Light-Heigel & Associates, Inc. February 16, 2017 correspondence was seconded by Chairman Smith. *Motion passed unanimously.*

#### No Parking Ordinance – Elizabeth Avenue

Manager Seeds reported Tri-County Regional Planning Commission (TCRPC) research using PASDA mapping indicates the Dauphin Borough boundary line is on the south side of Elizabeth Avenue placing the roadway entirely within Middle Paxton Township. Discussions between the Township and Dauphin Borough, as well as between their respective Solicitors indicate a consensus for the Township to enact an ordinance prohibiting parking on both sides of Elizabeth Avenue due to the narrowness of the roadway at the entrance to the Joint Municipal Building, Public Works Garage and intersection with Peters Mountain Road.

The Board had made a previous motion on October 3, 2016 directing the Township Solicitor to prepare an 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. The delay encountered in following through with that action came about due to the uncertainty regarding the Township and Borough boundary line along Elizabeth Avenue which is now resolved by the TCRPC research. *I do not have it in my notes this was actually stated at the meeting. Cannot insert if it wasn't actually stated during the Public Meeting.*

Motion by Chairman Smith to proceed with preparation of an ordinance to prohibit parking on both sides of Elizabeth Avenue for its entire length beginning at the southern intersection with Peters Mountain Road to the northern intersection with Peters Mountain Road was seconded by Supervisor Cooney. *Motion passed unanimously.*

#### Engineering Services Qualification Statements

Supervisor Fisher reported the committee appointed to review the six (6) qualification statements received from engineering firms interested in being considered to provide municipal engineering, sewage enforcement, zoning and code enforcement services has narrowed those firms under consideration to three (3). Additional information has been requested and the committee will be engaging in discussion with the selected finalist in

order to present a written recommendation to the Board for consideration at a future meeting.

### **Informational Items**

Manager Seeds presented items of general interest, as well as recent correspondence received by the Township.

### **Executive Session**

Not required.

### **Adjournment**

There being no further business, the meeting was adjourned at 7:52 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

SUBJECT TO BOARD APPROVAL ON MAR 6, 2017