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*Middle Paxton Township*

**BOARD OF SUPERVISORS**

MONTHLY BUSINESS MEETING MINUTES

August 6, 2018

**Call to Order**

The August 6, 2018 monthly business meeting of the Middle Paxton Township Board of Supervisors was called to order at 7:00 PM by Supervisor and Chairman Jeffery Smith in the Township meeting room. Also present were Supervisor and Vice-Chairman Mike Sudia; Supervisor and Treasurer Wilbur Evans; Supervisor and Assistant Secretary James Fisher; Supervisor Larry Cooney; Township Manager, Secretary and Assistant Treasurer Julie Ann Seeds; Solicitor Steve Stine; and Ed Fisher representing Light-Heigel & Associates, Inc.

**Pledge of Allegiance**

The meeting was opened with the Pledge of Allegiance.

**Public Comments**

Supervisor Smith invited comments from those in attendance who were not listed on the meeting agenda. Edward Fetterhoff, Jr., 900 Clarks Valley Road, inquired as to what he needed to do to have tree and other debris removed from the upstream side of the Stone Arch Road Bridge which washed in during the July 23-27 storms. Manager Seeds suggested he contact her at the office during regular business hours and she would provide him telephone numbers to contact DEP and/or the Dauphin County Conservation Office to advise him as to the proper procedure to follow.

Mr. Fetterhoff also made mention of an adjoining rental property where junk vehicles were being accumulated, as well as trash being hauled onto the property and burned. With this complaint having been presented, Manager Seeds stated that both the property owner and renter would be issued notices of violation upon verification.

**Approval of Minutes**

Motion by Supervisor Smith to approve the minutes from the July 2, 2018 monthly business meeting was seconded by Supervisor Sudia. *Motion passed unanimously.*

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

Manager Seeds presented the monthly Treasurer's Report showing the total of the *State Account* \$445,587.83; *Fiduciary Accounts* \$97,403.59; *Fire Hydrant Account* \$7,039.96; and *General Account* \$1,160,155.09 funds to be \$1,710,186.47 as of July 31, 2018. The monthly report also reflected the Township's action to transfer various Mid Penn Bank account funds to PLGIT Prime and Term accounts in order to obtain a higher rate of interest.

Motion by Supervisor Smith to accept the July 2018 Treasurer's Report to be filed for audit was seconded by Supervisor Cooney. *Motion passed unanimously.*

## **Agenda Items**

### Potato Valley Road Bridge Replacement and Roadway Realignment Project Update

The August 6 project status report was distributed to the Board with HRG project manager Ryan Hostetter present to brief the Board on various project tasks and answer questions. He reported that ROW acquisition offers would be tendered to affected parcel owners within the next 30 days upon completion of appraisal reviews.

### Pennsylvania Association of Nonprofit Organizations (PANO)

PANO Executive Director Anne Gingerich presented a request for the Township to be a co-applicant on a Local Share Municipal Grant Application for the 2018-2019 grant cycle. PANO provides training, technical support and other resources to local nonprofit organizations such as fire companies, Families United Network, the YMCA, Alzheimer's Association, etc. They are seeking funding to build an online infrastructure including a website with user-friendly interfaces, databases and other digital tools making it possible for nonprofits of all sizes to stay up-to-date and compliant with legal requirements and the latest ethical standards.

Motion by Supervisor Cooney to adopt Resolution 2018-05 whereby the Township agrees to be a co-applicant to the Local Share Municipal Grant Application for the Pennsylvania Association of Nonprofit Organizations was seconded by Supervisor Sudia. *Motion passed unanimously.*

### Fishing Creek Community Center Upgrade Project – Schirmer Construction LLC

- Manager Seeds reported the handicap ramp was completed and the front and side porches framed out with the contractor waiting on delivery of the exterior doors, as well as the standing seam metal roofing materials which were being obtained from the roofing contractor.
- Invoice No. 18020 – Motion by Supervisor Smith to pay Schirmer Construction LLC \$7,000.00 for project work completed as of July 29, 2018 pursuant to Light-Heigel & Associates, Inc. correspondence dated August 2, 2018 was seconded by Supervisor Evans. *Motion passed unanimously.*

### Stormwater Improvement Guarantee Release Request – 1430 Peters Mountain Road

Light-Heigel & Associates, Inc. correspondence dated August 2, 2018 indicated the site is now stabilized with all stormwater management work completed in general conformity with the approved plan for the *3B Ice Cream* property at 1430 Peters Mountain Road and recommended release of the remaining \$500 being held from the \$3,300 Stormwater Improvement Guarantee.

Motion by Supervisor Fisher to release the remaining \$500 from the \$3,300 Stormwater Improvement Guarantee being held for completion of the stormwater facilities on the *3B Ice Cream* property at 1430 Peters Mountain Road pursuant to Light-Heigel & Associates, Inc. correspondence dated August 2, 2018 was seconded by Supervisor Evans. *Motion passed unanimously.*

Improvement Guarantee Release Request – 881 Peters Mountain Road

Light-Heigel & Associates, Inc. correspondence dated August 2, 2018 reported having completed a review of the revised *Dollar General* As-Built Plan and property at 881 Peters Mountain Road noting the line painting was fading and recommended release of \$44,955.25 leaving \$5,200.00 in escrow from the \$50,155.25 Improvement Guarantee pending final inspection.

Motion by Supervisor Fisher to release \$44,955.25 from the \$50,155.25 Improvement Guarantee being held for work completion at the *Dollar General* property at 881 Peters Mountain Road pursuant to Light-Heigel & Associates, Inc. correspondence dated August 2, 2018 was seconded by Supervisor Smith. *Motion passed unanimously.*

2019 Dauphin County Gypsy Moth Suppression Program

A July 9, 2018 memorandum from the *Dauphin County Conservation District* indicated the County will be offering landowners the opportunity to receive aerial insecticide spraying to suppress the gypsy moth infestation in the year 2019. Participation in the County's 2019 Gypsy Moth Suppression Program requires the Township to either provide municipal funds ranging from \$50 to \$60 per acre being sprayed or collect those funds directly from landowners in the spray blocks.

Motion by Supervisor Fisher for the Township to participate in Dauphin County's 2019 Gypsy Moth Suppression Program and collect the funds directly from landowners in the spray blocks to reimburse the Township for program costs was seconded by Supervisor Smith. *Motion passed unanimously.*

Proposed Signs on S.R. 225

Ed Fisher reported on his discussions with PennDOT concerning proper sign placement to prohibit thru traffic for 18-wheeler trucks attempting to enter either McElwee Road or Briardale Road from S.R. 225 (Peters Mountain Road). He explained that PennDOT will allow the Township to place signage within 25 feet of those intersections, but had requested an exhibit of the signage for their review. The Board directed Light-Heigel & Associates, Inc. to prepare the necessary exhibits for submission to PennDOT.

Dauphin Soccer Club – Request to Waive Tournament Fees

Manager Seeds reported having received a request from the Dauphin Soccer Club for the Township to waive the \$150 per field tournament fee for an upcoming fall tournament scheduled at Hagy Park with the Newport and Susquenita soccer teams inasmuch as those fees had not been budgeted by the Dauphin Soccer Club at the time of tournament scheduling.

Motion by Supervisor Fisher to waive the fee for one (1) soccer tournament to be held by the Dauphin Soccer Club at Hagy Park during the 2018 season was seconded by Supervisor Sudia. *Motion passed with Supervisor Evans voting NAY.*

## Reports

### Engineer – Light-Heigel & Associates, Inc.

A written report for the month of July was presented. Ed Fisher also reported the Stony Creek Road paving project was delayed until sometime after August 20 due to the excessive number of days it has been raining during the month. He also reported having placed traffic counters on Blue Mountain Parkway to assist the Township in obtaining traffic counts to support its Local Share Municipal Grant application for funding to offset costs associated with the planned parkway paving improvement project.

### Roadmaster – Robert Hofer

A written report dated August 6 was presented.

### Zoning Officer – Matt Sauer

A written report dated August 3 was presented.

### Emergency Management Coordinator – Robert Rusbach

A written report dated August 6 was presented summarizing local Emergency Management Agency (EMA) efforts during the July 23-27 flooding event attributed to excessive rain that fell during those days. EMC Rusbach reported he was investigating the feasibility of acquiring a drone for future damage assessment purposes, as well as search and rescue efforts. He also reported on the upcoming bicycle ride event originating in Harrisburg and continuing through Fishing Creek Valley on Sunday, August 26.

The Board of Supervisors expressed its gratitude and commended EMC Rusbach for his services, as well as those of all emergency service volunteers and the Township Road Crew who worked diligently around the clock in responding to life-threatening events and managing roadway closures during the July 23-27 storms and flooding event.

### Manager – Julie Ann Seeds

A written report dated August 6 was presented.

### Committee/Organization Reports

- *Dauphin-Middle Paxton Joint Park Authority* – Supervisor Cooney reported the Authority intended to invite PA DCNR to attend a future meeting to discuss potential funding for a master site plan.
- *Dauphin-Middle Paxton Joint Public Safety Authority* – A written report dated August 6 was presented by Supervisor Fisher.
- *Capital Region Council of Governments (CapCOG)* – A written report dated August 6 was presented by Supervisor Fisher.
- *Dauphin-Middle Paxton Fire Company Oversight Committee* – A written report dated August 6 was presented by Supervisor Fisher.

## Review/Approval of Bills

The listing of vendor bills for the August meeting was distributed to the Board for review/approval. Motion by Supervisor Smith to pay all vendor bills listed for the August meeting and authorize payment of all recurring monthly expenses upon receipt to avoid late-charge penalties was seconded by Supervisor Fisher. *Motion passed unanimously.*

## **Executive Session**

Motion by Supervisor Smith to enter into executive session at 8:20 PM to discuss pending litigation was seconded by Supervisor Fisher. *Motion passed unanimously.*

The Board reconvened the regular monthly business meeting at 8:36 PM noting that an employment discrimination complaint had been filed with the Pennsylvania Human Relations Commission with the handling of that complaint being referred to the Township's insurance carrier at the advice of its solicitor.

## **Information Items/Letters Received**

Manager Seeds presented items of general interest, as well as recent correspondence received by the Township. Manager Seeds reported having been advised that West Nile virus mosquitos have been found in the Township and that PA DEP has approved the Fishing Creek Community Center water system.

## **Board Member Comments**

No comments were presented.

## **Adjournment**

There being no further business, the meeting was adjourned at 8:41 PM upon a motion by Supervisor Smith, seconded by Supervisor Sudia. *Motion passed unanimously.*

Respectfully submitted,

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James H. Fisher, Assistant Secretary