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Middle Paxton Township

BOARD OF SUPERVISORS

WORKSHOP MEETING MINUTES
February 19, 2019

Call to Order

The February 19, 2019 workshop 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; and Township Manager, Secretary and Assistant Treasurer Julie Ann Seeds.

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 Items2019 – 2020 Healthcare Plan Renewal Options

Supervisor Cooney presented the proposed options for renewal of the Township's healthcare plan prepared by Trilogy Group Benefits with comparative pricing for three *Capital Blue Cross PPO* plans, two *Highmark Premier Balance PPO* plans, *UPMC Silver PPO* plan and *United Healthcare Choice Plus Direct Silver* plan.

He recommended the Township renew its healthcare plan under the *Capital Blue Cross Gold PPO HRA 3500/0/35-700Rx 0* which will provide benefits equivalent to the Township's current healthcare plan. He noted the Township anticipated and budgeted for a 15% healthcare premium increase in the 2019 General Fund Budget, while the premium increase for the recommended plan was 2.4% from the prior year.

Motion by Supervisor Smith to renew the Township's healthcare coverage under the *Capital Blue Cross Gold PPO HRA 3500/0/35 – 700 Rx 0* plan effective March 1 for the 2019 – 2020 plan year was seconded by Supervisor Evans. *Motion passed unanimously.*

Employment Discussions

- *Zoning and Codes Enforcement Officer*

The Board reviewed a February 18 memorandum from Light-Heigel & Associates, Inc. outlining their proposed methodology and fee schedule for fulfilling the Township's Zoning, Code Enforcement and UCC Building Code plan review/inspection requirements. The Board concurred that a meeting with Light-Heigel & Associates, Inc. to better clarify the Township's requirements to retain those proposed administrative functions would be advisable.

The Board requested the Personnel Committee draft a scope of work for both Zoning Officer and Code Enforcement Officer tasks required by the Township and review the Middle Department fee schedule against that of Light-Heigel & Associates, Inc. as it pertains to UCC Building Code enforcement activities.

- *8-Week Student Intern Program*

Manager Seeds presented a description of the Central Dauphin Work Experience Program whereby students have the opportunity to participate in vocational experiences related to their career goals. This program would place a student as an 8-week intern with that student intern paid under the Rescare Paid Work Experience Program.

Motion by Supervisor Smith to authorize Manager Seeds to make arrangements with the Central Dauphin High School Work Experience Facilitator/Transition Coordinator to assign an 8-week student intern to perform duties to be assigned during that period was seconded by Supervisor Sudia. *Motion passed unanimously.*

Miscellaneous Items

- *FCCC Parking Blocks*

Supervisor Smith recommended using concrete parking blocks at the Fishing Creek Community Building versus the recycled rubber parking blocks approved by the Board at its February 4 meeting. He explained that recycled rubber parking blocks have a tendency to crack during adverse winter weather conditions.

Motion by Supervisor Fisher to acquire the required number of concrete parking blocks and rebar anchors from Island Concrete (Duncannon) at a quoted price of \$21 per block including anchors versus the previously approved recycled rubber parking blocks was seconded by Supervisor Smith. *Motion passed unanimously.*

- *Excavating Equipment and Operator Quotes for Calendar 2019*

Excavating equipment and operator hourly quotes solicited from Robinson's Excavating and Mulch LLC, Keystone Contracting, Inc. and Farhat Excavating for work during calendar year 2019 were reviewed by the Board.

Motion by Supervisor Smith to retain the excavating services of Robinson's Excavating & Mulch LLC at the hourly rates quoted for work required by the Township during calendar year 2019 was seconded by Supervisor Evans. *Motion passed unanimously.*

- *Proposed Zero Turn Mower Replacement*
Supervisor Smith presented COSTARS quotes for *Toro* and *John Deere* diesel-powered zero turn mowers to replace one of the *Toro* propane-powered zero turn mowers. The Board requested a third quote be obtained for consideration and also suggested use of the Park Authority's *John Deere* zero turn mower once it is serviced for mowing the Park Authority's grounds could possibly offset the need for purchasing a new zero turn mower at this time.
- *Hot Water/Wet Steam Pressure Washer Purchase*
Motion by Supervisor Fisher to purchase a *NorthStar* hot water/wet steam electric pressure washer at a price of \$1,949.99 from Northern Tool for use in cleaning Township trucks after applying road salt and antiskid materials was seconded by Supervisor Smith. *Motion passed unanimously.*
- *Citizen Recognition Award*
Manager Seeds announced that Mrs. Ellen Jacobs, a long-time Township resident, would be celebrating her 100th birthday on April 1.

Motion by Supervisor Smith to plant a tree at Hagy Park and present a plaque to Mrs. Ellen Jacobs in recognition of her 100th birthday was seconded by Supervisor Cooney. *Motion passed unanimously.*
- *Personnel Action*
Motion by Supervisor Smith to advise Road Crew employees that prior authorization must be obtained from the Township Manager and/or Personnel Committee prior to overnight stays in the Township garage in anticipation of or during times of snow emergencies was seconded by Supervisor Cooney. *Motion passed unanimously.*
- *Red Hill Road Bridge Replacement*
Motion by Supervisor Smith to direct Light-Heigel & Associates, Inc. to cease all further design actions on the Red Hill Road Bridge replacement project until the Board can retain a structural engineer to assess the present structural integrity of the bridge and determine the source of project financing was seconded by Supervisor Evans. *Motion passed unanimously.*

Adjournment

There being no further business, the meeting was adjourned at 8:35 PM upon a motion by Supervisor Smith, seconded by Supervisor Cooney. *Motion passed unanimously.*

Respectfully submitted,

James H. Fisher, Assistant Secretary