

**Mailing Address**

P.O. Box 277  
Dauphin, PA 17018

**Office Address**

10 Elizabeth Avenue  
Dauphin PA, 17018

Phone: 717-921-8128

Fax: 717-474-8146

*Middle Paxton Township*

**BOARD OF SUPERVISORS****MONTHLY BUSINESS MEETING MINUTES**

April 1, 2019

**Call to Order**

The April 1, 2019 monthly business meeting of the Middle Paxton Township Board of Supervisors was called to order at 7:02 PM by Supervisor and Vice-Chairman Mike Sudia in the Township meeting room. Also present were 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. Supervisor and Chairman Jeffery Smith was absent.

**Pledge of Allegiance**

The meeting was opened with the Pledge of Allegiance.

**Public Comments**

Supervisor Sudia invited comments from those in attendance who were not listed on the meeting agenda.

John Tallman, 700 McKelvey Road, recommended the Township be represented on the County's Detweiler Park Master Site Plan Committee and kindly offered his services in that regard. The Board indicated appointment to the County's Detweiler Park Master Site Plan Committee was an agenda item for later this evening and also suggested he could express his interest in serving on that committee when completing the Detweiler Park survey posted on the County's website.

**Approval of Minutes**

Motion by Supervisor Evans to approve the minutes from the March 4, 2019 monthly Business 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 the *PLGIT Prime State Account* (Liquid Fuels) \$119,910.54; *Mid Penn Bank Fire Hydrant Account*

\$4,697.94; Fiduciary Funds (Escrow & Fire Co. Vehicle Replacement) \$159,066.11; *PLGIT Prime* General Fund (Building, Equipment, Parks & Rec) \$135,280.17; *PLGIT Term* Reserve Account (Capital & Sewer) \$768,242.58; and *Mid Penn Bank* General Fund (Public Safety & Operating) \$349,781.32 to be **\$1,536,978.66** as of March 31, 2019.

Manager Seeds reported the PLGIT Term (Capital Reserve Account & Sewer) investment account of \$261,923.00 has a maturity date of April 18 and would need to be reinvested following that date. The Board directed the Finance Committee to meet prior to that date and make a determination as to the most appropriate PLGIT Term in which to reinvest those funds.

Motion by Supervisor Evans to accept the March 2019 Treasurer's Report to be filed for audit was seconded by Supervisor Fisher. *Motion passed unanimously.*

## **Agenda Items**

### Report of Executive Session

Supervisor Sudia reported the Board met in executive session on March 28 to discuss personnel and litigation matters.

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

The HRG April 1 project status report was distributed to the Board. In the absence of HRG project manager Ryan Hostetter, Manager Seeds reported the long awaited PADEP Water Obstruction & Encroachment Permit (WOEP) approval was anticipated within the next day or two. Receipt of that permit should enable the project to be moved up on the PennDOT Bid Letting Schedule.

### Dauphin-Middle Paxton Soccer Association (DMPSA)

Amy Kiefer representing DMPSA questioned the Township's decision to deny DMPSA's request for scheduling soccer practice while softball was being played on immediately adjacent fields at Hagy Park. Dauphin Athletic Association (DAA) president, Tom Scott, and former DMPSA president, Brad Updegrave, both expressed their opinion that there were no safety concerns over possible interplay between those teams.

It was the Board's consensus that Township administrative staff will make the final decision regarding requests for sports field use at Hagy Park based upon applications submitted by sports organizations which must include practice and game schedules, as well as current certificates of insurance.

Ms. Kiefer also questioned the fees associated for use of the playing fields and noted there was a significant difference between recreation team versus traveling team financial ability to pay those fees. The Board noted the fees established by resolution each year for use of the Hagy Park playing fields were based upon fees being charged by the Dauphin-Middle Paxton Joint Park Authority (D-MPJPA), as well as other nearby municipalities to compensate the Township for playing field maintenance which at one time was performed by team parents. The parties representing DMPSA and DAA stated they had entered into lease agreements with D-MPJPA for playing field use and that the Hagy Park fees were not truly comparable.

Motion by Supervisor Sudia to waive fees for only recreation teams utilizing Hagy Park playing fields until the Township administrative staff can revisit the fee schedule and

make a recommendation to the Board whether the Hagy Park fees established under Resolution 2019-02 should be modified was seconded by Supervisor Cooney. *Motion passed with Supervisor Evans voting NAY.*

#### Preliminary Land Development Plan - Chestnut Hill

Elliot Shibley with Integrated Development Partners representing Chestnut Hill Holdings, LLC displayed the Preliminary Land Development Plan – Chestnut Hill seeking the Board’s approval for a proposed subdivision to construct 39 homes on 60 acres of land between Clarks Creek and Speece Lane.

Mr. Shibley was informed the only documents submitted to the Board consisted of a 1-page letter from Integrated Development Partners dated March 27 requesting a waiver of SALDO Sections 22-502.F/22-502.I.2.b and a 2-page letter from ELA Group, Inc. dated March 28 offering comments on the Transportation Impact Study for Chestnut Hill Residential Development.

The Board indicated it would be unable to take any action on the preliminary plan lacking copies of the preliminary land development plan, the Township Engineer and Dauphin County Planning Commission plan review comments, the applicant’s response to those review comments and a recommendation from the Planning Commission. Upon learning the time remaining for Board action on the preliminary plan would expire before the next meeting date, Mr. Shibley was informed the Board would have no recourse other than to disapprove the preliminary plan without the grant of a time extension.

Mr. Shibley subsequently submitted a hand-written grant of a time extension until June 10, 2019 for the Preliminary Land Development Plan – Chestnut Hill on behalf of Chestnut Hill Holdings, LLC.

Motion by Supervisor Evans to accept the Chestnut Hill Holdings, LLC grant of a time extension until June 10, 2019 for the Preliminary Land Development Plan – Chestnut Hill was seconded by Supervisor Cooney. *Motion passed unanimously.*

#### Dauphin County’s Detweiler Park Master Site Plan Committee

Motion by Supervisor Evans to request the Dauphin County Commissioners appoint Manager Seeds to officially represent the Township on the Detweiler Park Master Site Plan Committee was seconded by Supervisor Sudia. *Motion passed unanimously.*

#### H.B. 959 – An Act Amending Title 44

Motion by Supervisor Sudia to notify Representative Sue Helm and Senator John DiSanto that the Township strongly opposes H.B. 959 to amend Title 44 of the Pennsylvania Consolidated Statutes imposing a fee for service on municipalities for municipal patrol services provided by the Pennsylvania State Police was seconded by Supervisor Evans. *Motion passed unanimously.*

#### Light-Heigel & Associates, Inc. Proposal for Professional Services

A proposal dated March 26 descriptive of Nuisance Ordinance and Zoning Administration, UCC Building Code Inspection and Plan Review professional services offered by Light-Heigel & Associates, Inc. was presented to and reviewed by the Board. Supervisor Cooney reported the Personnel Committee had also reviewed a corresponding March 7 Light-Heigel & Associates, Inc. proposal for Code and Zoning Enforcement Services,

compared the proposed UCC Inspection and Plan Review fee schedule against the Middle Department Inspection Agency (MDIA) fees charged residents for several projects and found the Light-Heigel & Associates, Inc. fees significantly lower in the majority of cases.

Motion by Supervisor Cooney to retain the Nuisance Ordinance and Zoning Administration, UCC Building Code Inspection and Plan Review professional services offered by Light-Heigel & Associates, Inc. and prepare corresponding amendments to Resolutions 2019-01 and 2019-02 denoting those appointments and associated fee schedules for the remainder of calendar year 2019 was seconded by Supervisor Evans. *Motion passed unanimously.*

#### PSATS Proposed Change to Bylaws and 2019 Resolutions

The proposed change to the Pennsylvania State Association of Township Supervisors (PSATS) Bylaws and the 2019 Resolutions to be presented to the membership during the Annual Educational Conference and Trade Show were reviewed by the Board.

Motion by Supervisor Fisher for the Township's voting delegate to oppose Resolution 19-13 seeking an increase in the compensation for the elected office of township supervisor and to vote in favor of the proposed PSATS bylaw change and the remaining proposed resolutions supported by the PSATS Resolution Committee was seconded by Supervisor Cooney. *Motion passed unanimously.*

#### Middle Paxton Lions Club Supplemental Funding Request

Supervisor Evans presented a request from the Middle Paxton Lions Club for additional funds in the amount of \$500 toward the fireworks display during the annual carnival scheduled for July 9 – 13. He noted that funding in the amount of \$1,000 for the carnival fireworks display was included in the Township's 2019 General Fund Budget.

Motion by Supervisor Evans to increase the budgeted contribution to the Middle Paxton Lions Club for the fireworks display during the annual carnival from \$1,000 to \$1,500 was seconded by Supervisor Cooney. *Motion passed unanimously.*

## **Reports**

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

A written report for the month of March was presented.

#### Roadmaster – Robert Hofer

A written report dated April 1 was presented.

#### Zoning Officer

A written report dated April 1 was presented. The Board requested the Zoning Permit fee be reviewed and any recommendation for change be included in the proposed amendment to Resolution 2019-02 capturing the fee schedule changes as a result of the Board's earlier action to retain the Nuisance Ordinance and Zoning Administration, UCC Building Code Inspection and Plan Review professional services offered by Light-Heigel & Associates, Inc.

#### Emergency Management Coordinator – Robert Rusbatch

A written report for the month of April was presented. EMC Rusbatch invited any interested members of the Board to attend the fire company training session on handling downed power lines being presented by PPL on Wednesday evening at 6:30 PM.

#### Manager – Julie Ann Seeds

A written report dated April 1 was presented.

#### Committees/Authorities/Organizations

- *Dauphin-Middle Paxton Joint Park Authority* – Supervisor Cooney reported opening day for the park was scheduled for April 13 and that members of the Board should have received invitations to attend the re-opening and re-dedication ceremony for the renovated Joseph A. Kennedy Field grandstand to be held at noon that date.
- *Dauphin-Middle Paxton Joint Public Safety Authority* – A written report dated April 1 was presented by Supervisor Fisher. Supervisor Cooney reported he would be scheduling a meeting of the recently appointed *Joint Public Safety Committee*.
- *Capital Region Council of Governments (CapCOG)* – A written report dated April 1 was presented by Supervisor Fisher.
- *Dauphin-Middle Paxton Fire Company Oversight Committee* – A written report dated April 1 was presented by Supervisor Fisher.
- *Zoning Ordinance Update Committee* – Manager Seeds reported the committee will be reconvened to complete its review of the remaining Sections 14 – 18 of the Zoning Ordinance and Ordinance of Definitions. The committee also intends to distribute a copy of the second working draft of Sections 1 – 13 for review by the Planning Commission as soon as it is received from our consultant, EP&D.

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

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

### **Executive Session**

Not required.

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

Manager Seeds presented items of general interest, as well as recent correspondence received by the Township. She informed the Board the Township received Local Share Municipal Grant award notices that the Township's Blue Mountain Parkway – Road Resurfacing Project was awarded \$100,000; the Township's Potato Valley Road Bridge Project was awarded \$124,000 for DCIB loan debt reduction; and Dauphin Area Senior Transit (DAST) was awarded \$30,000 to replace its transportation van.

Manager Seeds suggested the Board consider forming a coalition with the Upper Dauphin County municipalities to gain support for an alternate or emergency route to and from Harrisburg when Route 22/322 through the Dauphin Narrows is closed due to flooding and/or major accidents that occur on a too frequent basis.

## **Board Member Comments**

Supervisor Evans requested the Board establish a vehicle replacement policy whereby aging vehicles are routinely scheduled for replacement as they approach their usable life. He also suggested Linda Corson be recognized for her actions to capture, neuter and release feral cats after he recently participated in a situation that arose at an abandoned house in Singerville.

The Board requested Manager Seeds prepare a certificate of commendation to be presented to Linda Corson recognizing her diligent efforts to control the feral cat population within the Township.

Supervisor Sudia thanked the administrative staff, Roadcrew and Board members for their cooperation in doing a great job for our Township.

## **Adjournment**

There being no further business, the meeting was adjourned at 9:02 PM upon a motion by Supervisor Evans, seconded by Supervisor Cooney. *Motion passed unanimously.*

Respectfully submitted,

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James H. Fisher, Assistant Secretary