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Middle Paxton Township

BOARD OF SUPERVISORS**MONTHLY BUSINESS MEETING MINUTES**

June 3, 2019

Call to Order

The June 3, 2019 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. No comments were presented.

Approval of Minutes

Motion by Supervisor Smith to approve the minutes from the May 6, 2019 monthly Business meeting was seconded by Supervisor Evans. *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) \$342,351.43; *Mid Penn Bank* Fire Hydrant Account \$4,118.42; Fiduciary Funds (Escrow & Fire Co. Vehicle Replacement) \$173,530.84; *PLGIT Prime* General Fund (Building, Equipment, Parks & Rec) \$135,845.31; *PLGIT Term* Reserve Account (Capital & Sewer) \$776,537.82; and *Mid Penn Bank* General Fund (Public Safety & Operating) \$395,036.87 to be **\$1,827,420.69** as of May 31, 2019.

Manager Seeds reported the *PLGIT Term* (Reserve Account) investment funds having a maturity date of May 8 were reinvested at a rate of 2.50% with a new maturity date of

February 4, 2020 at the recommendation of the Finance Committee. Supervisor Fisher suggested the *Public Safety Account* (Mid Penn Bank Account #5923) be transferred to PLGIT for the higher rate of interest.

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

Agenda Items

Girl Scout Troup 14004 Request for Contribution

Kimberly Gibney, Girl Scout leader of Troop 14004, explained that the troop had purchased a "buddy bench" for the playground at Middle Paxton Elementary School and was seeking funds to replenish the approximate \$500 expense for that purchase made from their camping fund. A "buddy bench" is a positive mental and emotional health setting placed on a school playground where a child can go when they want someone to join in conversation. Ms. Gibney noted that the Dauphin-Middle Paxton Home Association donated \$200 and was requesting the Township consider a like amount to show support for the Girl Scout Troop's initiative.

Motion by Supervisor Smith for the Township to donate \$200 to Girl Scout Troop 14004 toward their "buddy bench" project at the Middle Paxton Elementary School was seconded by Supervisor Cooney. *Motion passed unanimously.*

Declaration of Consolidation of Previously Subdivided Lots

Cameron and Jenna Funk, owners of adjoining Lots 2 & 3 on Potato Valley Road presented a Declaration of Consolidation of Previously Subdivided Lots intending to consolidate and combine existing Lot 1 (Tax Parcel 43-029-039) and adjacent existing Lot 2 (Tax Parcel 43-029-035) into a single new lot consisting of 5.33 acres.

Motion by Supervisor Fisher to approve the Declaration of Consolidation of Previously Subdivided Lots for Tax Parcels 43-029-039 and 43-029-035 subject to the Declaration presented to the Board being recorded as a covenant running with the land comprising said Lots and evidence of recording being presented to the Township was seconded by Supervisor Smith. *Motion passed unanimously.*

Potato Valley Road Bridge Replacement and Roadway Realignment Project Update

In the absence of HRG project manager Ryan Hostetter, Manager Seeds presented the June 3 project status report. The report indicated the solicitation for bids would be advertised in the PennDOT ECMS on June 6 with a scheduled bid letting (opening) date of July 11. Contract award is anticipated to be an agenda item at the Township's August 5 monthly business meeting, followed by PennDOT issuing the contractor a notice to proceed on or about October 7.

Preliminary Subdivision and Land Development Plan – River View at Middle Paxton

Eric Clancy, a principal with LDI Associates Dauphin LLC (LDI), distributed sheets 1-18 of the *Preliminary Subdivision and Land Development Plan – River View at Middle Paxton* conditionally approved by the Board on December 21, 2015. He also distributed a copy of the Preliminary Subdivision Overall Sketch Plan, as well as a modified copy of that sketch plan depicting the proposed location for a pump station/well and force main concept layout to achieve connection to the Dauphin Borough wastewater collection system.

Mr. Clancy reported that PADEP directed LDI to once again seek approval from Dauphin Borough to convey wastewater to the Borough's sewage treatment facility from the proposed development rather than approving LDI's proposed plan to construct and operate a package treatment system on the development site. He further reported LDI and Dauphin Borough entered into a Letter of Intent for LDI as a "single customer" to construct a pump station and force main extending from the development site to connect with the Borough's collection system. He explained the proposed pump station and force main concept would provide wastewater treatment for development of the entire LDI owned tract including the Commercial and Office District (C-O), High Density Residential District (R-3) and Low Density Residential District (R-1).

An Intermunicipal Agreement between the Township and Borough would be required to facilitate conveyance of sewage generated in the Township to the Borough collection system. At the request of LDI, the Borough and Township solicitors are in the process of drafting such an agreement for presentation to their respective municipalities.

Proposed Ordinance 2019-01

A proposed ordinance directing the Dauphin-Middle Paxton Joint Public Safety Authority to cease its activities and convey all of its assets to the Township of Middle Paxton and the Borough of Dauphin was presented to the Board.

Motion by Supervisor Smith to adopt Ordinance 2019-01 directing the Dauphin-Middle Paxton Joint Public Safety Authority to cease its activities and convey all of its assets to the Township of Middle Paxton and the Borough of Dauphin was seconded by Supervisor Cooney. *Motion passed with Supervisor Fisher voting NAY.*

Johnson Controls – Municipal Building Fire Alarm Control Panel Update Quotation

Manager Seeds presented a quotation from Johnson Controls to replace the 4010 legacy fire alarm control panel with a new 4010ES control panel and change out the remote LCD annunciator in the main lobby. Manager Seeds explained that Johnson Controls was contacted due to a battery failure alarm. Upon inspection, it was determined that in addition to the battery needing replaced, the fire alarm control panel was beyond its "end of life" and Johnson Controls recommended it be replaced because parts were no longer available should the control panel fail.

Motion by Supervisor Smith to award a contract in the amount of \$8,635.00 to Johnson Controls for equipment and services to update the municipal building fire alarm control panel in accordance with quotation No. 528440097 contingent upon assurance from Johnson Controls that the proposed equipment is the most up-to-date and that no additional devices resulting in additional costs would be required was seconded by Supervisor Sudia. *Motion passed unanimously.*

PennDOT Traffic Control Sign Replacements

Supervisor Evans reported his wife Sonia was recently involved in an accident when a motorist mistakenly entered the exit lane from S.R. 22/322 to S.R. 225 (Peters Mountain Road) and that the directional signage was missing from an existing sign post which may have contributed to that accident. He said that in response to his telephone call to PennDOT reporting the missing sign, he was informed such a request to PennDOT had to come from the municipality.

The Board requested Manager Seeds submit a written request to PennDOT for replacement of all missing signage where noted on state routes throughout the Township.

Robert Rusbatch Letter of Resignation

A letter of resignation effective May 31, 2019 from the summer seasonal (lawn Maintenance) part-time position held by Robert Rusbatch was presented. The Board thanked Mr. Rusbatch for his service to the Township and wished him well in his new endeavor.

Blue Mountain Parkway Roadway Reflectors

The Board requested pricing be obtained for contractor installation of center of the road reflectors to be milled and embedded in epoxy beginning at the top of the Blue Mountain Parkway extending to White Pine Drive, as well as for the entire Blue Mountain Parkway extending to Fishing Creek Valley Road upon completion of the resurfacing project.

McElwee Road Traffic Count

Motion by Supervisor Smith directing Light-Heigel & Associates, Inc. conduct a traffic count and speed study on McElwee Road in order to determine whether roadway improvements planned for the McElwee and Creek Road intersection would qualify for funding under PennDOT's *Dirt, Gravel and Low-Volume Road Program* was seconded by Supervisor Evans. *Motion passed unanimously.*

Resolution 2019-06 Revised Schedule of Appointments

Motion by Supervisor Fisher to adopt Resolution 2019-06 designating Ed Fisher (Light-Heigel & Associates, Inc.) as the Township *Building Code Official (BCO)* and Light-Heigel & Associates, Inc. as the Township *UCC Third Party Inspector/Plan Reviewer* was seconded by Supervisor Smith. *Motion passed unanimously.*

Reports

Engineer – Light-Heigel & Associates, Inc.

A written report for the month of May was presented.

Roadmaster – Robert Hofer

A written report dated June 3 was presented.

Zoning Officer

A written report dated June 3 was presented.

Emergency Management Coordinator – Robert Rusbatch

EMC Rusbatch reported that Fire Company training on spill control has been rescheduled for 6:30 PM on June 19 at the Hagy Park dump site utilizing only water as the agent to be contained. He also reported the PA Task Force has scheduled rescue training exercises at the Susquehanna River between Fort Hunter and the Dauphin Narrows for August 14-15 which would include support from PA National Guard helicopters.

Manager – Julie Ann Seeds

A written report dated June 3 was presented.

Committees/Authorities/Organizations

- *Dauphin-Middle Paxton Joint Park Authority* – Supervisor Cooney reported the current challenge before the Authority is to repair the sewer lateral from the restrooms to the Borough's sewer collection line under Claster Boulevard.
- *Dauphin-Middle Paxton Joint Public Safety Authority* – A written report dated June 3 was presented by Supervisor Fisher. The report included a copy of an email exchange between representatives of *Community LifeTeam EMS* and *Dauphin County Emergency Management Agency* summarizing a May 28 meeting held solely to ascertain the interests of those agencies in occupying all or a portion of Station 12. Supervisor Fisher pointed out the email clearly stated the mutual interests of those agencies would be presented to the Township and Borough for their consideration, contradicting allegations made earlier this evening that the Authority was negotiating to sell Station 12 and that the Board was not being fully informed of Authority actions.
- *Capital Region Council of Governments (CapCOG)* – A written report dated June 3 was presented by Supervisor Fisher.
- *Dauphin-Middle Paxton Fire Company Oversight Committee* – A written report dated June 3 was presented by Supervisor Fisher.
- *Zoning Ordinance Update Committee* – Manager Seeds reported the committee met to complete its review of Articles 13 – 17 and that a second draft of the proposed changes to the Zoning Ordinance would be prepared for presentation to the Planning Commission for their review.
- *Dauphin-Middle Paxton Joint Safety Committee* – Supervisor Cooney reported the committee held a meeting the previous week.

Review/Approval of Bills

The listing of vendor bills for the June meeting was distributed to the Board for review/approval. Motion by Supervisor Evans to pay all vendor bills listed for the June 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

Not required.

Information Items/Letters Received

Manager Seeds indicated that all items of general interest, as well as recent correspondence received by the Township were noted in her Manager's Report. She distributed a copy of the *Townships Today* 2nd quarter newsletter published by PSATS descriptive of the public safety crisis facing ambulance companies. Also distributed was a copy of the PSATS Fulfilled Resolutions report and the Resolutions adopted by the membership at the PSATS 2019 Annual Educational Conference and Exhibit Show.

Supervisor Smith reported that Manager Seeds' son Robert has enlisted in the Army, but was available to temporarily fill the vacated summer seasonal (lawn maintenance) part-time position until he was scheduled to report for basic training.

Motion by Supervisor Smith to hire Robert Seeds as a summer seasonal (lawn maintenance) part-time employee was seconded by Supervisor Cooney. *Motion passed unanimously.*

Manager Seeds requested the Board review and provide comments on the draft Roadmaster job description prepared by the Personnel Committee and included in their meeting packet.

Board Member Comments

Supervisor Sudia stated that while he supported enactment of Ordinance 2019-01, he was disappointed in the manner in which it was presented. He suggested the Board needs to work together in harmony and be more transparent when such decisions are being made.

Supervisor Fisher tendered his resignation from the Dauphin-Middle Paxton Joint Public Safety Authority to be effective concurrent with the effective date of Ordinance 2019-01 (five days from the date of enactment) given the Board's obvious vote of "no confidence" in his actions as the Authority's secretary demonstrated through the Board's rush to enact Ordinance 2019-01 over his objections.

Adjournment

There being no further business, the meeting was adjourned at 8:20 PM upon a motion by Supervisor Smith, seconded by Supervisor Sudia. *Motion passed unanimously.*

Respectfully submitted,

James H. Fisher, Assistant Secretary