

**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**REGULAR MONTHLY MEETING MINUTES**

February 6, 2017

Call to Order

The February 6, 2017 regular monthly meeting of the Middle Paxton Township Board of Supervisors was called to order at 7:00 PM by Vice-Chairman and Assistant Secretary James Fisher in the Township meeting room. Also present were Supervisor Richard Peffer; Supervisor Wilbur Evans; Supervisor Larry Cooney; Julie Ann Seeds, Township Manager, Secretary and Assistant Treasurer; Township Solicitor Steve Stine; and Ed Fisher representing Light-Heigel & Associates, Inc. Supervisor Jeffery Smith, Chairman and Treasurer, was absent.

Pledge of Allegiance

The meeting was opened with the Pledge of Allegiance.

Public Comments

Supervisor Fisher invited comments from those in attendance who were not listed on the meeting agenda. No comments were presented.

Public Hearing

Solicitor Stine opened the public hearing on the proposed Ordinance No. 1 of 2017 vacating a Township road commonly known as "McLaughlin lane", formerly a portion of the right-of-way of State Route 0225 (Peter's Mountain Road), inasmuch as the road is no longer used by the public for travel. Solicitor Stine invited comments pertaining to the proposed ordinance.

Daniel S. Morekin, 1270 Peter's Mountain Road, asked what implications would result from the Township adopting the proposed ordinance. Solicitor Stine explained McLaughlin Lane would no longer be deemed a public road and public right-of-way, that ownership of McLaughlin Lane would revert to the adjoining property owners and the Township would have no further liability or responsibility for maintenance of McLaughlin Lane.

No other comments were presented pertaining to the proposed adoption of Ordinance No. 1 of 2017 and Solicitor Stine closed the public hearing at 7:04 PM.

Approval of Minutes

Motion by Supervisor Evans to approve the minutes from the January 3, 2017 regular monthly meeting was seconded by Supervisor Pepper. *Motion passed unanimously.*

Treasurer's Report/Monthly Financial Statements

Manager Seeds presented the monthly Treasurer's Report showing the total of *State Accounts* \$219,567.05; *Fiduciary Accounts* \$92,994.97 and *General Accounts* \$1,403,861.46 to be \$1,716,423.48 as of January 31, 2017. Manager Seeds reported the Board approved payment in the amount of \$69,347.00 was issued to Farhat Excavating, LLC from the Building Account (Mid Penn Bank #9093) for the Hagy Park Walking Trail project. DCNR grant funds in the amount of \$53,000 will be received to offset a major portion of that expense upon project completion.

Motion by Supervisor Evans to accept the January 2017 Treasurer's Report to be filed for audit was seconded by Supervisor Cooney. *Motion passed unanimously.*

Agenda Items

Ordinance No. 1 of 2017 – Vacating a Township Road Commonly Known as McLaughlin Lane

Motion by Supervisor Evans to adopt Ordinance No. 1 of 2017 vacating a Township road commonly known as "McLaughlin Lane", formerly a portion of the right-of-way of State Route 0225 (Peter's Mountain Road), was seconded by Supervisor Pepper. *Motion passed unanimously.*

Dauphin-Middle Paxton Joint Park Authority – Recommendation to fill a Board Vacancy

Authority board member Ron Hull reported the Authority was recommending Tim Wenrich for appointment to fill the vacancy on the Authority following the expiration of John Greider's term. The consensus of the Board was to take the Authority's recommendation under advisement, but to wait to make an appointment until after the vacancy has been publicized in the upcoming issue of the Township newsletter.

MS4 Update – Eric Harmon (Light-Heigel & Associates, Inc.)

Mr. Harmon provided a synopsis of the Municipal Separate Storm Sewer System (MS4) program which represents the stormwater requirements of the federal Clean Water Act. Light-Heigel & Associates, Inc. recently filed an MS4 permit waiver request with DEP on behalf of the Township in preparation for the March 2018 MS4 permit cycle.

Mr. Harmon noted the Township has had an MS4 permit waiver listed as "pending" under the 2013 permit cycle, however, that waiver was never officially issued. While he anticipated affirmative action by DEP on the Township's current MS4 permit waiver request, he advised the Board that a denial would require the Township to prepare and advertise a *Pollution Reduction Plan* for public comment by August 3, 2017 and file a *Notice of Intent* (NOI) by September 16, 2017.

Group Healthcare Insurance Plan Renewal

Supervisor Cooney presented a summary of two healthcare plan options down-selected from a total of seven renewal options offered by the Township's benefit broker (Trilogy

Group Benefits) and reported the current Capital Blue Cross (CBC) HRA 350 plan is no longer available. The options presented were the CBC HRA 45 plan representing an 11.4% premium cost increase over the previous period and the CBC Gold 25 plan representing a 9% increase, but requiring use of a "Flex Card" for payment of the plan deductible with an annual Flex Card administration cost of approximately \$2,000.

Motion by Supervisor Cooney to enroll those covered under the Township's group healthcare insurance plan in the Capital Blue Cross HRA 45 healthcare insurance plan for the coverage period beginning March 1, 2017 was seconded by Supervisor Evans. *Motion passed unanimously.*

Fishing Creek Community Building – Water System Test Report

Manager Seeds reported a bacteriological test of the water system at the Fishing Creek Community Building (FCCB) indicated a high coliform count (no E.coli was detected) requiring notification to DEP inasmuch as FCCB is a public use facility. DEP issued a violation notice, provided corresponding instructions that are being pursued in an attempt to correct the problem and water use restriction warning signs have been posted at the facility.

Reports

Engineer – Light-Heigel & Associates, Inc.

A written report for the month of January was presented by Light-Heigel & Associates, Inc. Upon questioning by Supervisor Fisher, Ed Fisher of Light-Heigel & Associates, Inc. reported bid specifications are being prepared to accomplish the recommended 2017 roadway improvement work specified during the January 3 regular meeting with the request for bids to be advertised, bids received and reviewed and recommendations for award intended to be presented to the Board at its March 6 regular meeting.

Roadmaster – Robert Hofer

A written report dated February 6 was presented.

Zoning and Codes Enforcement Officer – Julie Ann Seeds

A written report dated February 6 was presented.

Emergency Management Coordinator – Robert Rusbatch

Mr. Rusbatch reported he will be scheduling a *South Central Alert* refresher training session to include both Township and Borough officials. He also encouraged the Township to request PennDOT install mileage markers on State Route 22/322 to better identify incident sites and reduce emergency services response times. The Board requested Manager Seeds send written correspondence to the PennDOT District 8 Executive requesting mileage markers be posted along State Route 22/322 and to copy our state representative and senator with that correspondence.

Manager – Julie Ann Seeds

A written report dated February 6, as well as a 2017 project list annotated with the current status of each project were presented. Manager Seeds was pleased to announce the launch of the Township's website and encouraged the Board to report any items needing correction and/or suggestions for additional content to her attention.

Committee/Organization Reports

- *Dauphin-Middle Paxton Joint Park Authority* – No report was presented.
- *Dauphin-Middle Paxton Joint Fire Commission* – Supervisor Fisher reported the Fire Commission met on January 24 and approved the fire company's requested expenditure of \$13,511.42 for *911 Rapid Response* (Annville, PA) to fully outfit (emergency lighting and siren warning system, scene lighting, switching systems and console, vehicle graphics and bed liner) the new Chevrolet 2500 4x4 Crew Cab truck to be designated as Utility 38. Swab Wagon Company (Elizabethville, PA) also submitted a competing, but higher cost quotation. The fire company's proposal for either re-use or disposal of the existing 1992 model Utility 38 vehicle will be an agenda item at the next meeting scheduled for 5:30 PM Tuesday, February 21 in the Township meeting room.
- *Dauphin-Middle Paxton Joint Public Safety Authority* – Supervisor Fisher reported the Authority met on January 11 and received an update on *Community LifeTeam* EMS operations from Steve Boyer, CLT's newly designated liaison to the Authority. The Authority encouraged CLT to utilize Station 12 (930 Peters Mountain Road) as a substation and/or rendezvous point between CLT's northern Dauphin County EMS units and those from its recently relocated Main (Cameroon and Paxton Streets) and Uptown (Polyclinic Hospital) stations. The next Authority meeting is scheduled for Wednesday, April 12 at 6 PM in the Township meeting room.
- *Capital Region Council of Governments (CapCOG)* – Supervisor Fisher reported the Annual Dinner Meeting and Election of Officers was held at the Hershey-Harrisburg Sheraton on January 16. Notice was received that a grant submitted to the National Fish and Wildlife Foundation by the Center for Watershed Protection (CWP) on behalf of CapCOG was approved. Under the terms of the grant, CWP will be providing CapCOG and its member municipalities with technical assistance related to MS4 program development. The next Board of Delegates meeting will be held at 7:00 PM on Monday, February 20 at the Hampden Township office.

Review/Approval of Bills

The listing of vendor bills for January 2017 was distributed to the Board for review/approval. Motion by Supervisor Evans to pay all vendor bills listed for January 2017 was seconded by Supervisor Cooney. *Motion passed unanimously.*

Information Items/Letters Received

Manager Seeds presented items of general interest, as well as recent correspondence received by the Township. Manager Seeds noted the Township's trash and recycling contract with *Waste Management* will terminate in September and the Board authorized Solicitor Stine to prepare the bid specification required to be advertised for that contracted service. Manager Seeds also reported having been notified the requested Joint Municipal Building security inspection will be performed by Pennsylvania State Police during April.

Manager Seeds distributed a draft of the *Township Employee Handbook* prepared by Mike Miller, Esq. of Eckert Seamans Cherin & Mellott, LLC in conjunction with the Personnel Committee. She requested Board member review comments be submitted in a timely fashion for consideration by the Personnel Committee as work continues to finalize that document to be followed by the drafting of job descriptions corresponding to current staff and workforce positions.

Executive Session

Not required.

Board Member Comments

Supervisor Fisher reported PennDOT graded the area adjacent to the Peters Mountain Road and Mountain Road paved shoulders this past Friday in an attempt to redirect stormwater runoff to the culvert and cross-pipe under Mountain Road and mitigate the ponding and freezing of water on the roadway at that intersection. Email correspondence was sent to District 8 Executive Mike Keiser thanking PennDOT for having completed that requested action.

Adjournment

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

Respectfully submitted,

James H. Fisher, Assistant Secretary