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Middle Paxton Township

BOARD OF SUPERVISORS

REGULAR MONTHLY MEETING MINUTES

March 6, 2017

Call to Order

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

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.

Robert Keyser, 1221 Gap View Road, stated he continued to be plagued by excessive motorcycle and truck noise emanating from State Route 22/32 and requested the Township ask PennDOT to install acoustical shields to the jersey barriers along the roadway.

Matt DeSantis, 150 Destiny Lane, inquired as to when the Kennedy Field grandstands would be repaired for use by spectators. The Board explained the Township Engineer has been assigned to assist the Dauphin-Middle Paxton Joint Park Authority with preparing bid specifications for the Kennedy Field grandstand renovation project being funded under a Dauphin County Local Share Gaming Grant, but that the Park Authority and not the Township is the responsible owner to complete that project undertaking.

Approval of Minutes

Motion by Supervisor Fisher to approve the minutes from the February 6, 2017 regular monthly meeting was seconded by Supervisor Evans. *Motion passed unanimously.*

Motion by Chairman Smith to approve the minutes from the February 21, 2017 workshop 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 *State Accounts* \$219,355.84; *Fiduciary Accounts* \$93,002.10; and *General Accounts* \$1,346,673.46 to be \$1,659,031.40 as of February 28, 2017.

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

Agenda Items

2017 Township Road Paving Projects – Bid Results

Bids received for the advertised 2017 paving projects were reviewed and summarized in bid opening reports prepared by Light-Heigel & Associates, Inc. Manager Seeds reported that State Liquid Fuel funds in the approximate amount of \$220,000 were anticipated to be received during 2017 in addition to the funds currently in the Liquid Fuel Account to cover the costs for those projects.

Motion by Supervisor Fisher to award a contract for the non-option bid for a 9.5 mm asphalt overlay in the amount of \$164,428.00 to Pennsy Supply for the McKelvey Road project was seconded by Chairman Smith. *Motion passed unanimously.*

Motion by Chairman Smith to award a contract for the alternate bid for a leveling course, bituminous seal coat (chip seal) and application of a highly-polymerized asphalt emulsion fog seal in the amount of \$62,715.14 to Meckley's Limestone for the Frog Hollow Road project was seconded by Supervisor Fisher. *Motion failed to pass with Supervisor Evans voting Nay.*

The Board then discussed the cost-benefit of applying a leveling course, bituminous seal coat and high-polymerized asphalt emulsion fog seal (alternate bid) to maintain and preserve a low volume roadway such as Frog Hollow Road versus a 9.5 mm asphalt overlay (non-option bid).

Motion by Chairman Smith to award a contract for the alternate bid in the amount of \$62,715.14 to Meckley's Limestone for the Frog Hollow Road project was seconded by Supervisor Evans. *Motion passed unanimously.*

Motion by Chairman Smith to reject the non-option bids submitted for the Frog Hollow Road project was seconded by Supervisor Evans. *Motion passed unanimously.*

Motion by Supervisor Evans to reject the non-option bid submitted for the Heckton Road project was seconded by Chairman Smith. *Motion passed unanimously.*

Request for Release of Stormwater Escrow – John and Sally Saponsky Project

Light-Heigel & Associates, Inc. March 2, 2017 correspondence indicated the required stormwater facilities have been completed in general conformity with the approved plan for the John and Sally Saponsky project located at Autumn Glen, Lot 31 and recommended release of the improvement guarantee being held in escrow.

Motion by Chairman Smith to release the \$3,300 improvement guarantee being held in escrow for completion of the stormwater facilities for the John and Sally Saponsky project located at Autumn Glen, Lot 31 pursuant to Light-Heigel & Associates, Inc. March 2, 2017 correspondence was seconded by Supervisor Evans. *Motion passed unanimously.*

Hagy Park Playing Field Maintenance and Walking Trail Project

Steve Mumma, 900 Hecks Drive, representing the local Krunch Softball team requested Township assistance with resurfacing the softball practice field at Hagy Park. He stated the team coaches and parents would provide the labor to resurface the field if the Township would provide the approximate 22 ton of Diamondtex material needed on the infield playing surface.

Motion by Chairman Smith for the Township to acquire and deliver approximately 22 ton of Diamondtex material to the softball practice field at Hagy Park was seconded by Supervisor Evans. *Motion passed unanimously.*

Motion by Chairman Smith to award a contract in the amount of \$3,600 to All Phase Landscaping to overseed, fertilize and place straw in the disturbed areas surrounding the perimeter of the recently constructed all-weather walking trail at Hagy Park was seconded by Supervisor Evans. *Motion passed unanimously.*

Resolution 2017-03 – Emergency Operations Plan Promulgation

Motion by Supervisor Fisher to adopt Resolution 2017-03 to approve, adopt and place into immediate effect the Emergency Operations Plan of Dauphin County was seconded by Supervisor Evans. *Motion passed unanimously.*

Resolution 2017-01 (Revised) – Appointments/Compensation

Motion by Supervisor Fisher to revise Resolution 2017-01 to clarify that Light-Heigel & Associates, Inc. is the appointed Township Engineer versus their assigned Municipal Representative, Ed Fisher, was seconded by Supervisor Evans. *Motion passed unanimously.*

Reports

Engineer – Light-Heigel & Associates, Inc.

A written report for the month of February was presented.

Roadmaster – Robert Hofer

A written report dated March 6 was presented.

Zoning and Codes Enforcement Officer – Julie Ann Seeds

A written report dated March 6 was presented.

Emergency Management Coordinator – Robert Rusbatch

Mr. Rusbatch reported the *South Central Alert* refresher training session to include both Township and Borough officials will be delayed due to Dauphin County Emergency Management Agency preparations for the upcoming TMI drill.

Manager – Julie Ann Seeds

A written report dated March 6, as well as a 2017 project list annotated with the current status of each project were presented. Supervisor Fisher expressed concern that the Solar Field Project legal advertisement for bids placed in the Patriot-News by HRG on March 3 did not appear to align with a December 5, 2016 motion by the Board directing HRG to complete the project bid specifications and solicit contractor bids for turn-key procurement of all required solar project components including installation for comparison against COSTARS contract pricing.

Committee/Organization Reports

- *Dauphin-Middle Paxton Joint Park Authority* – No report was presented.
- *Dauphin-Middle Paxton Joint Fire Commission* – Supervisor Fisher reported the Commission met on February 21 and was advised of the fire company's decision to dispose of the 1992 Special Unit 38 vehicle when the new Utility 38 vehicle is placed into service. The Commission recommended using the Municibid online government auction site to arrange for the sale of Special Unit 38. A Right-to-Know request received by the Township seeking a copy of an incident report for a fire at 421 Fried Drive was forwarded to the fire company. The Township had denied that request inasmuch as the Township does not have access to fire department incident reports. The next Commission meeting was scheduled for 5:30 PM Tuesday, March 28 in the Township meeting room.
- *Dauphin-Middle Paxton Joint Public Safety Authority* – Supervisor Fisher reported 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 CapCOG Board of Delegates met on Monday, February 28 with a presentation from Steve Deasy (Sustainable Resources Consulting) regarding the benefits of multi-municipal cooperative agreements for curbside waste and recycling collection, as well as the handling of organics, yard waste and composting. SRC services are also available to ensure competitive procurement when municipalities are soliciting bids from waste haulers. Bids for various materials and quantities for member municipalities were opened and are being tabulated for award. Stormwater management, human resources and fire service/public official cooperative training programs are being offered by CapCOG. The next Board of Delegates meeting will be held at 7:00 PM on Monday, March 20 at the Hampden Township office.

Review/Approval of Bills

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

Information Items/Letters Received

Manager Seeds presented items of general interest, as well as recent correspondence received by the Township.

Executive Session

Not required.

Board Member Comments

Motion by Supervisor Fisher to pay both full-time and part-time Road Crew employees for a minimum of four (4) hours whenever they are called-in during non-working hours whether or not those hours would constitute overtime pay for full-time employees and to incorporate that as a provision within the appropriate section of the Township Employee Handbook was seconded by Chairman Smith. *Motion passed unanimously.*

Adjournment

There being no further business, the meeting was adjourned at 8:10 PM upon a motion by Chairman Smith, seconded by Supervisor Evans. *Motion passed unanimously.*

Respectfully submitted,

James H. Fisher, Assistant Secretary