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Middle Paxton Township

BOARD OF SUPERVISORS

MONTHLY WORKSHOP MEETING MINUTES

January 18, 2022

Call to Order

The January 18, 2022 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; and Township Manager, Secretary and Assistant Treasurer Julie Ann Seeds. Supervisor Larry Cooney was absent.

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.

Agenda Items

Barry Isett & Associates, Inc. – Proposed Professional Services Agreement

Jared Gasiewski, Operations Manager, and Jeff Gardner, BCO, representing Barry Isett & Associates, Inc. a multi-discipline engineering firm with a Capital Region office located at 2 Market Plaza Way, Mechanicsburg presented their firm's offer to provide PA Uniform Construction Code (UCC) plan review and inspection services, Building Code Official (BCO) administration services, and Zoning and Code enforcement services.

Mr. Gasiewski indicated their Code Inspection & Plan Review Department staff members hold International Code Council certifications and participate in continuing education programs to maintain and update their professional certifications. Mr. Gardner noted that he would be the primary contact for Zoning and Codes enforcement services and would be available to schedule 1 to 2 days/week within the township office for appointments with residents seeking assistance with filing permit applications.

The Board thanked Messrs. Gasiewski and Gardner for their presentation, as well as for answering various questions posed by the Board regarding the Barry Isett & Associates, Inc. professional services offerings.

Cellco Partnership d/b/a Verizon Wireless Land – Proposed Land Lease Agreement

Wesley Winner, Site Acquisition Specialist II with AIROSMITH Development, representing Cellco Partnership d/b/a Verizon Wireless provided an overview and responded to the Board's questions regarding a proposed Land Lease Agreement granting Verizon Wireless the right to install, maintain and operate communications equipment upon a portion (approximately 10,000 square feet) of township property located to the north of the upper maintenance garage. Verizon Wireless proposes to construct a 50' x 50' telecommunications compound to include a proposed 150' monopole antenna tower, equipment storage and backup generator inside a 100' x 100' fenced area within the township's brush and roadway material storage site.

Motion by Supervisor Smith to approve the proposed Land Lease Agreement between the township and Cellco Partnership d/b/a Verizon Wireless with the addition of a clause whereby the Land Lease Agreement is contingent upon corresponding land development plan approval by the Planning Commission and Board of Supervisors was seconded by Supervisor Sudia. *Motion passed unanimously.*

Public Works Buildings/Garages Maintenance Proposals

- N.A.S. Contracting LLC – Manager Seeds presented estimate No. E2022001 received from N.A.S. Contracting, LLC (1381 Little Buffalo Road, Newport, PA) to provide all materials and labor to install outdoor LED wall pack lighting fixtures in various areas of the upper and lower maintenance garages, as well as updating outlets in the lower maintenance garage for an estimated cost of $2,125.00.

Motion by Supervisor Smith to authorize N.A.S Contracting, LLC to complete the work described in their estimate No. E2022001 at an estimated cost of $2,125.00 with the addition of an LED wall pack lighting fixture to be installed in the rear of the upper maintenance garage at a cost not-to-exceed $600 was seconded by Supervisor Sudia. *Motion passed unanimously.*

- Matt Smith Construction – Manager Seeds presented proposal No. 1068 received from Matt Smith Construction (1257 Peters Mountain Road, Dauphin, PA) to provide all materials and labor to replace existing downspouts on the upper maintenance garage, correct the detached soffit on the entire rear of the upper maintenance garage requiring installation of new soffit and fascia, as well as the removal of existing metal framed single pane glass windows on the lower maintenance garage to be replaced with *Simonton* vinyl low E double hung windows for a total cost of $6,450.00.

Motion by Supervisor Sudia to authorize Matt Smith Construction to complete the work described in their proposal No. 1068 at the fixed cost of $6,450.00 was seconded by Supervisor Fisher. *Motion passed with Supervisor Smith abstaining from voting due to a potential conflict of interest resulting from Matt Smith Construction being a business with which a member of his immediate family is associated.*

Higher Information Group – Proposed Office Copier Lease and Maintenance Contract
Manager Seeds presented office copier lease and maintenance contract information provided by Higher Information Group, but indicated the information submitted for consideration was incomplete. The Board requested Manager Seeds seek additional COSTARS quotes for an office copier of the size and functionality deemed suitable to replace currently leased equipment with expired terms to include both lease payment and purchase pricing options.

Executive Session

It was deemed unnecessary for the Board to enter into executive session to discuss personnel matters inasmuch as no visitors were present in the meeting room.

Motion by Supervisor Smith to enter into a Professional Services Agreement with Barry Isett & Associates, Inc. effective February 21, 2022 to provide PA Uniform Construction Code (UCC) plan review and inspection services, Building Code Official (BCO) administration services, and Zoning and Code enforcement services while continuing to retain Light-Heigel & Associates, Inc. to provide Floodplain Administration services, Stormwater Management services and Municipal Engineering services, as well as services necessary to complete UCC plan reviews and inspections, zoning cases and permit applications currently in process was seconded by Supervisor Evans. *Motion passed unanimously.*

Adjournment

There being no further business, the meeting was adjourned at 8:52 PM upon a motion by Supervisor Sudia, seconded by Supervisor Smith. *Motion passed unanimously*.

Respectfully submitted,

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James H. Fisher, Assistant Secretary