



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 3, 2023

Call to Order

The April 3, 2023 monthly business meeting of the Middle Paxton Township Board of Supervisors was called to order at 7:01 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; Township Solicitor Steve Stine; and Jacob Hoffman representing the Township Engineer, Herbert, Roland & Grubic, Inc. (HRG).

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 March 6 Monthly Business meeting was seconded by Supervisor Evans. *Motion passed unanimously.*

Treasurer's Report/Monthly Financial Statement

The March monthly Treasurer's Report showed the total of the *PLGIT* Liquid Fuels Fund \$687.83; *Mid Penn Bank* Fire Hydrant Account \$5,829.65; *Mid Penn Bank* Escrow Account \$202,716.55; *PLGIT* Fire Company Vehicle/Equipment Fund \$262,776.76; *PLGIT* DCIB-G Fund (Potato Valley Road Improvements) \$666,086.74; *PLGIT* General Fund (Building, Equipment, Parks & Rec) \$508,552.37; *PLGIT* Capital Reserve & Sewer Account \$558,359.10; *PLGIT* American Rescue Plan Act (ARPA) Fund \$549,497.14; *PLGIT* Public Safety Account \$409,189.27; *Mid Penn Bank* General Operating Account \$241,173.98; *Mid Penn Bank* FEMA Grant Account (Flood Mitigation Assistance Program) \$1.00 to be **\$3,404,870.39** as of March 31, 2023.

Manager Seeds reported *PLGIT Term* Capital Reserve & Sewer Account funds having matured during the month were reinvested for an additional 150 days and \$65,000 was transferred from the General Fund to the Fire Company Vehicle/Equipment Fund pursuant to the corresponding 2023 Budget line item.

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

Agenda Items

Custer Development Company – Fishing Creek Estates Sewer Treatment Agreement

Attorney James Clippinger representing *Custer Development Company* and the *Fishing Creek Estates Homeowners' Association* presented a request for the township to sign as Joinder to the Sewer Treatment Agreement executed between the *Fishing Creek Estates Homeowners' Association* and *Custer Development Company* acknowledging transfer of ownership and responsibility, as well as full operational control, management and responsibility for the sewage treatment facility and access road to the *Fishing Creek Estates Homeowners' Association*.

Motion by Supervisor Fisher for the township to acknowledge its consent to the Sewer Treatment Agreement executed between the *Fishing Creek Estates Homeowners' Association* and *Custer Development Company* by making a pen and ink change replacing the word "Joinder" with "Consent" in the underlined header on page 6 and replacing the words "joins and approved" with the word "acknowledges" in the following sentence on page 6 and replacing the word "President" with the word "Chairman" in the sentence following the notary seal on page 7 was seconded by Supervisor Cooney. *Motion passed unanimously.*

Resolution 2023-04 for Plan Revision for New Land Development

Motion by Supervisor Smith to adopt Resolution 2023-04 to be submitted to the Pennsylvania Department of Environmental Protection for approval of the attached Sewage Facilities Planning Module for the Dauphin County Detweiler Park-Main Entrance as a revision to the "Official Sewage Facilities Plan" of the municipality was seconded by Supervisor Sudia. *Motion passed unanimously.*

Reports

Township Engineer - Herbert, Roland & Grubic, Inc. (HRG)

A written engineering report dated March 29 was presented. Jacob Hoffman summarized engineering services provided during the month, as well as future potential projects, municipal planning opportunities and funding opportunities under review for township consideration.

Public Works – Roadmaster Robert Hofer

A written activity report dated April 3 was presented. Supervisor Smith requested that any questions from the Board pertaining to items listed in the report be presented to Manager Seeds.

Zoning & Codes Enforcement – Barry Isett & Associates, Inc.

A written Building-Zoning-Code Enforcement Activity Report for the month of March was presented. Supervisor Smith requested that any questions from the Board pertaining to items listed in the report be presented to Manager Seeds.

Emergency Management Coordinator – Robert Rusbach

A written report was submitted highlighting events scheduled during the months of April and May. EMC Rusbach provided additional details regarding the 3-9 PM April 20th table-top exercise being administered by Dauphin County Emergency Management Agency regarding response to a reported train derailment in northern Dauphin County and a propane tank leak at a hospital facility. He also announced the 1 PM May 10th (rain date May 11th) Middle Paxton Elementary School evacuation drill when students and staff will relocate from the school to the Dauphin-Middle Paxton Fire Company No. 1 station located at the Middle Paxton Township Building.

Sewage Enforcement Officer – Brian McFeaters

A written activity report for the month of March was presented. Supervisor Smith requested that any questions from the Board pertaining to items listed in the report be presented to Manager Seeds.

Township Manager – Julie Ann Seeds

Manager Seeds summarized activities accomplished during the month of March together with a list of upcoming activities anticipated for the month of April.

Committees/Organizations

- *Dauphin-Middle Paxton Joint Park Authority* – Supervisor Cooney reported a grant application was being submitted to DCNR to help fund Phase 1 of the recently adopted Master Site Plan.
- *Capital Region Council of Governments (CapCOG)* – A written report dated April 3 was presented with action items summarized by Supervisor Fisher.
- *Dauphin-Middle Paxton Fire Company Oversight Committee* – Supervisor Fisher reported the Committee meeting scheduled for March 27 was canceled and is in the process of being rescheduled.
- *Dauphin County Tax Collection Committee* – Supervisor Evans reported current EIT and delinquent tax collections continue to increase monthly when compared to the previous year.

Review/Approval of Bills

Motion by Supervisor Smith to pay all vendor bills listed for the April meeting and to authorize payment of all recurring monthly expenses upon receipt to avoid late-charge penalties was seconded by Supervisor Evans. *Motion passed unanimously.*

Informational Items/Letters/Emails Received

Manager Seeds presented Dauphin County Gaming Local Share Municipal Grant award letters indicating the allocation of \$163,000 for debt reduction of the DCIB loan for the Potato Valley Road Improvement and Red Hill Road Bridge replacement projects, as well as \$40,000 for the fire company's Outdoor Message Sign project. A request was also received for a municipal land use response letter pertaining to the proposed Dauphin County Parks & Recreation Detweiler Park Main Entrance project, as well as a conditional letter of National Flood Insurance Program map revision from FEMA pertaining to property at 1320 Fishing Creek Valley Road.

Board Member Comments/Announcements

Supervisor Smith announced that the Board will hold a Workshop Meeting on Tuesday, April 18. No other comments were presented.

Adjournment

There being no further business, the meeting was adjourned at 7:40 PM upon a motion by Supervisor Sudia, seconded by Supervisor Cooney. *Motion passed unanimously.*

Respectfully submitted,

SIGNATURE ON FILE

James H. Fisher, Assistant Secretary