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Middle Paxton Township

BOARD OF SUPERVISORS

MONTHLY BUSINESS MEETING MINUTES

December 6, 2021

Call to Order

The December 6, 2021 monthly business meeting of the Middle Paxton Township Board of Supervisors was called to order by Supervisor and Vice-Chairman Mike Sudia at 7:00 PM in the Township meeting room. Also present were Supervisor and Treasurer Wilbur Evans (arrived at 7:34 PM after attending to a family emergency); Supervisor and Assistant Secretary James Fisher; Supervisor Larry Cooney; Township Manager, Secretary and Assistant Treasurer Julie Ann Seeds; Township Solicitor Steve Stine; and Ed Fisher representing the Township Engineer, *Light-Heigel & Associates, Inc.* Supervisor and Chairman Jeffery Smith was absent.

Pledge of Allegiance

The meeting was opened with the Pledge of Allegiance.

Public Comments

Supervisor Sudia invited comments from those in attendance who were not listed on the meeting agenda. Jack McClain, 1220 Hagy Lane, reported that the street light at the intersection of Allegheny Street and Hagy Lane has not been functional for some time. The Board thanked Mr. McClain for having brought that to the township's attention and noted that a service request would be submitted to PennDOT inasmuch as that particular street light was installed and maintained by PennDOT in addition to the lighting surrounding the park-and-ride area on Allegheny Street.

Approval of Minutes

Motion by Supervisor Cooney to approve the minutes from the November 1, 2021 Monthly Business Meeting was seconded by Supervisor Sudia. *Motion passed unanimously.*

Motion by Supervisor Fisher to approve the minutes from the November 16, 2021 Monthly Workshop Meeting was seconded by Supervisor Cooney. *Motion passed unanimously.*

Treasurer's Report/Monthly Financial Statement

The November monthly Treasurer's Report showed the total of the *PLGIT Prime* State Account (Liquid Fuels Fund) \$39,855.33; *Mid Penn Bank* Fire Hydrant Account \$9,831.04; Fiduciary Funds (Escrow & Fire Co. Vehicle/Equipment Accounts) \$348,374.35; *PLGIT Prime* General Fund (Building, Equipment, Parks & Rec Accounts) \$243,043.49; *PLGIT Term* Reserve Account (Capital & Sewer) \$549,084.30; *PLGITARPA* Funds \$268,256.89; *Mid Penn Bank* Money Market Account \$379,064.84; *Mid Penn Bank* General Fund (Public Safety & Operating) \$946,485.88; and *Mid Penn Bank* FEMA Grant Account (Flood Mitigation Assistance Program) \$1.00 to be **\$2,783,997.12** as of November 30, 2021.

Manager Seeds reported that the Finance Committee reviewed the various account interest rates and recommended transferring the Reserve Account (Capital & Sewer) from investment under *PLGIT Term* to *Mid Penn Bank* due to the current interest rate differential (0.25% versus 0.01%) offered by *Mid Penn Bank*.

Motion by Supervisor Fisher to transfer the Reserve Account (Capital & Sewer) from investment under *PLGIT Term* to *Mid Penn Bank* and accept the November 2021 Treasurer's Report subject to audit was seconded by Supervisor Sudia. *Motion passed unanimously.*

Agenda Items

Lieutenant Brian Wolfe – Pennsylvania State Police Troop H

Lt. Wolfe introduced himself as the new Station Commander of Troop H, Harrisburg serving the township and reported Harrisburg Station statistics included a total of 1,900 calls of service, 130 criminal responses, 60 DUI arrests and 11 DUI crashes investigated, and a total of 150 traffic accident responses during the month of November. The Board thanked Lt. Wolfe for having appeared at the meeting, as well as for the law enforcement services provided within the township by the troopers under his command and noted that troopers on patrol within the township have been granted key fob access to the township building at all times.

Red Hill Road Bridge/Culvert Replacement Project

The HRG December 6 status report indicated completion of structure type size and location design during the past month with work continuing on roadway design, structure plans, and General Permit GP-11.

Resolution 2021-07 (2022 Budget)

Motion by Supervisor Fisher to adopt Resolution 2021-07 appropriating specific sums estimated to be required for the specific purposes of municipal government during the year 2022 and fixing the tax rate of 0.17 mills on each dollar of assessed valuation for fire hydrant maintenance (pertaining only to real property within 1,000 feet of a fire hydrant) during the year 2022 was seconded by Supervisor Sudia. *Motion passed unanimously.*

Supervisor Fisher noted that the adopted 2022 budget was balanced with a total projected revenue and corresponding expense of \$1,539,115 for municipal government operations.

Dauphin-Middle Paxton Fire Company No. 1 Request for Funding Assistance

Shane Swenson representing the fire company requested funding assistance to procure new folding chairs, tables and table/chair dollies to replace those items previously borrowed to initiate their weekly Bingo fund raiser events which have been well received by the

community. Estimated costs for 128 contoured plastic folding chairs, 10 additional plastic folding tables and the associated table/chair dollies totaled \$5,900.

Supervisor Fisher noted that the *Joint Fire Commission* had previously reviewed this funding request and recommended the fire company also seek funding assistance from the *Dauphin-Middle Paxton Home Association*. Manager Seeds suggested the Board consider donating the plastic folding tables stored at the Fishing Creek Community Center and then acquire new tables for use at that site.

Motion by Supervisor Fisher to donate the plastic folding tables from the Fishing Creek Community Center to the fire company and provide matching funds not to exceed \$2,500 toward the fire company's intended purchase of the folding chairs and table/chair dollies was seconded by Supervisor Sudia. *Motion passed unanimously.*

Stormwater Escrow Release Request

Light-Heigel & Associates, Inc., correspondence dated November 19, 2021 indicated the required stormwater facilities have been completed in general conformity with the approved plan for the Design Build Custom Construction, LLC Grant Street parcel# 43-016-081 and recommended release of the stormwater escrow being held for that project.

Motion by Supervisor Fisher to release the stormwater escrow in the amount of \$2,983.75 being held for the Design Build Custom Construction, LLC Grant Street parcel# 43-016-081 pursuant to Light-Heigel & Associates, Inc. correspondence dated November 19, 2021 was seconded by Supervisor Cooney. *Motion passed unanimously.*

The McNaughton Company Sketch Plan for the Townes at Stoney Creek

Joel McNaughton presented a sketch plan for the Townes at Stoney Creek depicting a 114 unit single family attached (townhome) community on 59.52 acres of land located off Floral Lane (adjacent to Dauphin Borough), Stoney Creek Road and Delwood Avenue. The proposed development is situated in an R-2 Medium Density Residential Zoning District and was previously known as the Toby Farm.

The community is proposed to include a nature trail and a private clubhouse with a pool and playground area with townhouses clustered along a 2,300 foot winding public street originating from Stoney Creek Road and connecting with Delwood Avenue. Sanitary sewage disposal is proposed via connection to the Dauphin Borough Wastewater Treatment Plant with public water to be provided by Suez Environmental.

Mr. McNaughton indicated the initial step to be undertaken would be their filing of a proposed text amendment to the township's Zoning Ordinance to permit a 25 foot front yard setback versus the currently required 40 foot setback for homes in an R-2 Zoning District prior to preparing a preliminary development plan for submittal to the Planning Commission.

2022 Proposed Road Projects

Motion by Supervisor Fisher authorizing Light-Heigel & Associates, Inc. to prepare and advertise bid specifications for chip and fog seal road projects, as well as any necessary base repair to township dedicated roadways within the Stoney Mountain Meadows Subdivision, Stoney Creek Manor Subdivision, Delwood Subdivision, Cottonwood Subdivision (included as an alternative bid), Orchard Lane and Singer Lane was seconded by Supervisor Sudia. *Motion passed unanimously.*

Light-Heigel & Associates, Inc. continues its planning efforts necessary to prepare specifications to improve Potato Valley Road including stormwater pipe replacement, stream realignment, tree removal and application of a roadway leveling course and super pave wearing course with costs intended to be covered by the reallocation of DCIB loan funds remaining from the completed Potato Valley Road Bridge Replacement and Roadway Realignment project. Planning efforts are also underway for McKelvey Road culvert replacements between the intersections with Fulton Road and Speece Lane, as well as at the eastern end immediately before its termination with Peters Mountain Road.

Addition to the Agenda - Declaration of Consolidation of Previously Subdivided Lots

Motion by Supervisor Fisher to add an item to the meeting agenda for the Board to consider action on a proposed Declaration of Consolidation of Previously Subdivided Lots was seconded by Supervisor Cooney. *Motion passed unanimously.*

Motion by Supervisor Fisher to approve the Declaration of Consolidation of Previously Subdivided Lots to consolidate and combine Lot or Parcel No. 43-023-010, Lot or Parcel No. 43-023-014, Lot or Parcel No. 43-023-013 and Lot or Parcel No. 43-023-012 as shown on a certain subdivision plan of lots entitled *Forest Hills Little Farms Plan* said lots being Lots 1, 2, 7, 8 and 9 on said plan into a single lot, piece or parcel of land owned by Middle Paxton Township and abrogate and cancel the individual status of the component Lots was seconded by Supervisor Sudia. *Motion passed unanimously.*

Departmental Reports

Township Engineer

Light-Heigel & Associates, Inc. submitted a written report of items and activities completed during the month of November. Ed Fisher responded to several questions asked by Supervisor Fisher regarding stormwater management control plan reviews.

Motion by Supervisor Fisher authorizing Light-Heigel & Associates, Inc. to advertise the bid specifications for construction of the archive room in the lower level of the Joint Municipal Building was seconded by Supervisor Cooney. *Motion passed unanimously.*

Public Works

Road Master Robert K. Hofer II submitted a written report dated December 6, 2021.

Zoning & Codes Enforcement

Zoning Officer Ed Fisher submitted a written report dated December 3, 2021.

Emergency Management Coordinator

No report was submitted.

Sewage Enforcement Officer

SEO Brian S. McFeaters submitted a written activity report for the month of November.

Township Manager

Manager Seeds submitted a written activity report for the month of November, as well as projects and matters currently being addressed.

Committee/Organization Reports

Dauphin-Middle Paxton Joint Park Authority

Supervisor Cooney reported no meetings are scheduled during the months of November and December. Manager Seeds reported the township was assisting the Park Authority with preparing a request for proposals for a consultant to prepare a Master Site Plan.

Capital Region Council of Governments (CapCOG)

Supervisor Fisher submitted a written report dated December 6. He corrected the stated date of the 2022 Annual Dinner meeting as being January 17 and noted that PA Auditor General Timothy L. DeFoor was just announced as the Keynote Speaker.

Dauphin-Middle Paxton Fire Company Oversight Committee (aka Joint Fire Commission)

Supervisor Fisher submitted a written report dated December 6.

Zoning Ordinance Update Committee

Manager Seeds reported the committee has compiled a final draft of the updated Zoning Ordinance and Ordinance of Definition which is currently being proof-read before being submitted for review by the Planning Commission. A public hearing will also be scheduled before it is presented to the Board and advertised for adoption.

Dauphin County Tax Collection Committee (DCTCC)

Manager Seeds reported that long-standing Committee chairman August "Skip" Memmi was stepping down inasmuch as he will be relocating outside of the county with a new chairperson to be elected at the next meeting.

Approval/Payment of Bills

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

Informational Items/Correspondence Received

Manager Seeds reported that the October-November website survey for parks and recreation recommendations resulted in only ten responses that will be presented to the reconstituted Parks and Recreation Board when it meets in 2022.

Board Member Comments/Announcements

No comments were presented.

Adjournment

There being no further business, the meeting adjourned at 8:24 PM upon a motion by Supervisor Cooney, seconded by Supervisor Sudia. *Motion passed unanimously.*

Respectfully submitted,

SIGNATURE ON FILE

James H. Fisher, Assistant Secretary