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Middle Paxton Township

BOARD OF SUPERVISORS

SPECIAL MEETING MINUTES
December 21, 2015

Call to Order

The December 21, 2015 special meeting of the Middle Paxton Township Board of Supervisors was called to order at 7:00 PM by Chairman Andrew Megonnell in the Township meeting room. Also present were Supervisor James Fisher, Vice-Chairman and Secretary; Supervisor Jeffery Smith, Treasurer; Supervisor Mitch Rissinger; Julie Ann Seeds, Township Manager and Assistant Secretary/Treasurer; Steve Stine, Township Solicitor; and Ed Fisher, Township Engineer. Supervisor Richard Peffer was absent.

Pledge of Allegiance

The meeting was opened with the Pledge of Allegiance.

Public Comments

Chairman Megonnell invited comments from those in attendance who were not listed on the meeting agenda. There were no public comments presented.

Approval of Minutes

Chairman Megonnell requested a motion to approve the minutes from the December 7, 2015 regular monthly meeting. Motion by Supervisor Rissinger to approve the minutes from the December 7, 2015 regular monthly meeting was seconded by Supervisor Fisher. *Motion passed with Supervisor Smith abstaining due to having been absent from the December 7 meeting.*

Agenda Items

Resolution 2015-11 - 2016 General Fund Budget

Motion by Supervisor Rissinger to adopt Resolution 2015-11 establishing the *2016 General Fund Budget* was seconded by Supervisor Smith. *Motion passed unanimously.*

LDI Associates, LLC - Preliminary Subdivision and Land Development Plan for River View at Middle Paxton

Having previously granted the Board a time extension for the preliminary plan approval process until the Board's December 21 special meeting, Eric Clancy, a principal with LDI Associates Dauphin LLC, presented the *Preliminary Subdivision and Land Development Plan for River View at Middle Paxton* including submission of the following additional documents:

- Submittal Memorandum dated December 17, 2015 providing definition and clarification with respect to items discussed in previous meetings with the Board, Planning Commission, Township staff and the public
- *Preliminary Subdivision and Land Development Plan for River View at Middle Paxton* (revised December 16, 2015)
- Preliminary Subdivision Overall Sketch Plan dated December 16, 2015
- Steep Slope Assessment Report dated December 1, 2015 prepared by *Advantage Engineers*
- Traffic and Engineering Study for Speed Limit on Hagy Lane between Hecks Drive and Allegheny Street dated November 19, 2015 prepared by *Traffic Planning and Design, Inc.*

The Board deferred action on the preliminary plan until after the Hagy/Hecks Concerned Citizens Action Committee had an opportunity to direct questions and comments either to the Applicant or the Board.

Hagy/Hecks Concerned Citizens Action Committee

Don Morse, 1011 Hecks Drive, representing the committee addressed the Board and distributed copies of a document entitled '*Residents Input to LDI River View at Middle Paxton*' dated December 21, 2015. Mr. Morse also addressed questions to Mr. Clancy concerning the adequacy of the Allegheny Street access to handle traffic upon full build-out of the LDI property, the provision of public water to the site and the proposed wastewater treatment facilities. Mr. Clancy answered those questions which he noted were individually addressed within the December 17 submittal memorandum, as well as several other questions posed by the committee.

While noting the committee was satisfied with the proposed development access being limited to the lower access road from Hagy Lane with the primary access being from Allegheny Street, Mr. Morse requested the Board place a condition on preliminary plan approval denying any future access to the development site from Hagy Lane. Although the preliminary plan submitted to the Board clearly did not make any provision for an additional access road to Hagy Lane with the exception of a 20' access easement through Lot 4, the Board asked Mr. Clancy whether LDI would accept such a condition upon preliminary plan approval and Mr. Clancy stated such a condition would not be acceptable.

Dauphin-Middle Paxton Fire Company Chief John Fagan inquired whether the proposed public water supply to the development would be adequate for

firefighting use. Mr. Clancy responded that the public water supply engineering and fire hydrant placement would be undertaken by Suez Environmental in accordance with Pennsylvania Public Utility Commission requirements. Chief Fagan also noted the fire company did not have a ladder or tower truck that would reach the height of the proposed 3-story apartment buildings. The Board noted those structures are required to be constructed to meet current BOCA code and would be outfitted with sprinkler systems for fire suppression.

Board Action - Preliminary Subdivision and Land Development Plan for River View at Middle Paxton

Township Engineer Ed Fisher (Light-Heigel & Associates, Inc.) correspondence dated December 21, 2015 provided final engineering review comments on the *Preliminary Subdivision and Land Development Plan for River View at Middle Paxton* and noted no objection to the Applicant's requested waiver of Section 502.D.2.7 to permit a 5% versus 4% leveling grade at the proposed intersection of Hagy Lane and Access Drive C. Township Engineer Ed Fisher also distributed a separate planning memorandum dated December 21, 2015 to the Board detailing nine (9) recommended conditions for plan approval.

Motion by Supervisor Smith to prepare and advertise an ordinance to post a maximum safe speed of 25 MPH for Hagy Lane north of Allegheny Street based upon the traffic and engineering study conducted by *Traffic Planning and Design, Inc.* to determine appropriate posted speed limit for Hagy Lane between Hecks Drive and Allegheny Street was seconded by Supervisor Rissinger. *Motion passed unanimously.*

Motion by Supervisor Smith to approve the Applicant's waiver of Section 502.D.2.7 to permit a 5% versus 4% leveling grade at the proposed intersection of Hagy Lane and Access Drive C was seconded by Supervisor Fisher. *Motion passed unanimously.*

Motion by Supervisor Smith to approve the *Preliminary Subdivision and Land Development Plan for River View at Middle Paxton* (revised December 16, 2015) conditioned upon satisfying all final review comments noted within Light-Heigel & Associates, Inc. correspondence dated December 21, 2015 and those conditions stated within Light-Heigel & Associates, Inc. Planning Memorandum dated December 21, 2015 was seconded by Supervisor Fisher. *Motion passed unanimously.*

Chairman Megonnell and Supervisor Rissinger individually addressed the audience concerning the Township's actions on the preliminary plan, as well as the legislative and regulatory requirements governing municipal review and action on subdivision and land development plans.

Resolution 2015-10 Disposition Resolution for Destruction of Specific Records

Motion by Supervisor Smith to adopt Resolution 2015-10 Disposition Resolution for Destruction of Specific Records authorizing destruction of public records listed in Appendix A attached thereto was seconded by Supervisor Rissinger. *Motion passed unanimously.*

Proposed 2016 Fee Schedules and Appointments

The Board reviewed and discussed the current fee schedules, as well as the term of appointments to the various Township boards, commissions and authorities. Vacancies as a result of resignations and term limits were identified. Resolutions for 2016 Fee Schedules and Appointments will be presented for action at the Board's January 4, 2016 reorganizational meeting.

Executive Session

The Board recessed into executive session at 8:19 PM to discuss personnel matters upon a motion by Supervisor Smith, seconded by Supervisor Rissinger. *Motion passed unanimously.* The Board reconvened into regular session at 8:42 PM and took the following personnel actions.

Motion by Supervisor Rissinger to grant Jeff Warfel an additional \$0.10/hour pay increase effective January 1, 2016 above the \$0.25/hour pay increase previously awarded during the November 17 workshop meeting was seconded by Supervisor Smith. *Motion passed unanimously.*

Motion by Supervisor Rissinger to amend the *Township Employee Policy* to provide a total of four (4) weeks paid vacation for all full-time employees having completed 20 years of service to the Township was seconded by Supervisor Smith. *Motion passed unanimously.*

Information Items

Township Manager Seeds reported the Township has accrued *PennPrime* Loss Control Credits in the amount of \$32,115 available to be applied against the Buildings and Property Insurance premium for 2016. Motion by Supervisor Smith to apply \$15,000 of the *PennPrime* Loss Control Credit against the Buildings and Property Insurance premium for 2016 was seconded by Supervisor Rissinger. *Motion passed unanimously.*

Board Member Comments

Supervisors Smith and Fisher expressed their appreciation to Chairman Megonnell and Supervisor Rissinger for their years of service to the Board of Supervisors and wished them well as they depart their elected office at the close of the year.

Adjournment

There being no further business, the meeting was adjourned at 8:48 PM upon a motion by Supervisor Smith, seconded by Supervisor Fisher. *Motion passed unanimously.*

Respectfully submitted,

SIGNATURE ON FILE

James H. Fisher, Secretary