



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
REGULAR MONTHLY MEETING MINUTES
February 4, 2013**

Call to Order

The February 4, 2013 regular monthly meeting of the Middle Paxton Township Board of Supervisors was called to order at 7:00 p.m. by Chairman Andrew Megonnell in the Township meeting room. Also present were Jim Fisher, Vice Chairman and Secretary; Richard Pepper, Treasurer; Mitchell Rissinger, Supervisor; Mary Jane Davis, Supervisor; Julie Seeds, Township Manager and Assistant Secretary/Treasurer; Steve Stine, Solicitor; and Ed Fisher, Township Engineer.

Public Comments

Following the Pledge of Allegiance, public comments were requested from those in attendance.

Robert Berry of 1129 Berry Lane inquired whether vacated township roads were returned to the respective property owner(s) and received an affirmative reply. Mr. Berry also inquired whether there was a building moratorium on lots accessed via Le Sentier Lane and was informed that there was no building moratorium in effect on existing lots.

Chris Vogle of 1331 Mountain Road inquired whether the Township had an ordinance regulating wind power. Mr. Vogle was informed that the Township has given notice of a public hearing to be held on February 19 at 6:30 PM in the Township Municipal Building to consider adoption of an ordinance that would amend the Zoning Ordinance to include provisions for small wind energy systems.

Approval of Minutes

Chairman Megonnell requested a motion to approve the minutes from the January 7, 2013 Board of Supervisors annual reorganization meeting. Motion made by Supervisor Rissinger to approve the minutes was seconded by Supervisor Davis. *Motion passed unanimously.*

Treasurer's Report/Monthly Financial Statement

Julie Seeds, Assistant Secretary/Treasurer, presented the Treasurer's Report and reported that Mid Penn Bank CD# 1420 which matured in January was used to open Money Market Account# 6079 designated as the Parks and Recreation Board Fund. She also reported that Centric Bank CD# 1688 which matured in January was deposited in the Mid Penn Bank Money Market Account# 9127 to the credit of the Sewer Fund. Ms. Seeds noted that Centric Bank CD# 1550 in the amount of \$126,468.86 would mature in April and suggested the Board consider depositing those funds in the Mid Penn Money Account# 9127 to further embellish the Sewer Fund in preparation for future update of the Township's 537 Plan.

Ms. Seeds reported that County Gaming Grant reimbursements of approximately \$85,000 are being compiled for submission this week. As of January 31st, Township designated funds totaled \$406,507.42 and undesignated funds totaled \$1,659,606.23.

Motion made by Supervisor Rissinger to approve the Treasurer's Report and Monthly Financial Statement to be filed for audit was seconded by Supervisor Fisher. *Motion passed unanimously.*

Old Business

Stony Creek Road (Borough Section) – Correspondence received from the Borough of Dauphin in response to the Township's inquiry regarding maintenance of the Borough's 2/10 mile section of Stony Creek Road indicated that roadway rehabilitation and maintenance was not a priority inasmuch as no Borough residential properties adjoined the roadway. The correspondence did, however, suggest the Borough would consider entering into an agreement whereby the Township could maintain the roadway for continued use versus possible road closure. The Board requested its solicitor prepare a response to the Borough's correspondence indicating the Township would contest any proposed closure of Stony Creek Road and that the Township was seeking to enter into dialogue regarding a maintenance agreement.

New Business

Letters of Interest for Part-Time Employment – Ms. Seeds reported that letters of interest in part-time seasonal employment on the Township road crew had been received from Mr. Robert Snyder and Mr. Kevin Hoffman. Motion made by Supervisor Rissinger to employ Messrs. Snyder and Hoffman as part-time seasonal employees at the current part-time seasonal hourly rate for plowing snow contingent upon the aforementioned individuals successfully completing the necessary CDL drug testing was seconded by Supervisor Davis. *Motion passed unanimously.*

Dauphin Area Senior Transit (DAST) Van - Ms. Seeds and Supervisor Davis reported DAST was intending to sell its used Chevrolet Venture minivan now that it has been replaced with a new vehicle. Supervisor Davis suggested the Board consider purchasing the used minivan versus employees having to use their own vehicles when conducting official Township business. It was the consensus of the Board that further details be obtained regarding the costs to purchase and maintain insurance on the used DAST minivan.

Reports

Road Master – Robert Hofer - See attached report.

Mr. Hofer's report indicated the lowest COSTARS quotes for replacement of the small (3-ton) dump truck were received from the New Holland Auto Group with a Ford F-550 4X4 truck chassis quoted as \$39,714.96 and a Dodge Ram 5500 4X4 truck chassis quoted as \$44,810.00. The lowest COSTARS quote for the dump body, plow and spreader was received from U.S. Municipal at \$31,814.00. A motion by Supervisor Fisher to purchase the Ford F-550 truck chassis from New Holland Auto Group and the dump body, plow and spreader from U. S. Municipal was seconded by Supervisor Peffer. *Motion passed unanimously.*

Emergency Management Coordinator – Robert Rusbatch – Mr. Rusbatch circulated for the Board's signatures the annual Promulgation of our local emergency operations plan which provides policy and procedures to be followed when responding to emergencies in compliance with all applicable federal, state and county regulations. Mr. Rusbatch requested the Supervisors and Township Manager be present during a briefing to local officials on the current status of the Township and Borough emergency management response system scheduled for 6:30 PM on Tuesday, February 11th at the Dauphin Borough building. Speaking on behalf of the Dauphin-Middle Paxton Fire Company, Mr. Rusbatch invited the Township to once again participate in the Fire Company's Open House scheduled for September 28th.

Solicitor – Steven Stine, Esquire – No report was presented.

Engineer – Ed Fisher – See attached report.

Mr. Fisher noted that the Longacre easement agreement was a permanent easement granted to the Township and that no costs associated with the proposed culvert work by the Township would be assessed to Mr. and Mrs. Longacre. Mr. Fisher also noted that an easement would be needed before repairing a culvert that is outside the Township's right-of-way on Denison Drive.

The Board requested Mr. Fisher prepare the bid specifications for renovation of the Fishing Creek Community Building intended to be accomplished under an anticipated Dauphin County Gaming Grant award. Upon consultation with the Solicitor, it was determined that the renovations described as the Fishing Creek Community Building Renovation Project in the grant application would have to be bid as one project versus separate requests for bids being issued for HVAC, roof replacement, repointing of the exterior brickwork, entryway improvements building security system installation and an ADA compliant handicap ramp.

Zoning and Codes Enforcement Officer – Alicia Riegel-Kanth – See attached report.

The Zoning Hearing Board will hold its annual reorganizational meeting on Wednesday, February 13th and a hearing on Case# 2013-01 in which Jennifer del Sol (Applicant) of 440 River Road is appealing the decision of the Zoning Officer.

Manager's Report– Julie Seeds – Ms. Seeds

Ms. Seeds read correspondence received from Kim Bowman Rowley requesting the Township post 'deer crossing' warning signs at five various locations along Red Hill Road. The Board requested Ms. Seeds respond to Ms. Rowley's correspondence indicating that deer frequently cross most Township roadways and drivers in rural areas must anticipate and be alert at all times to avoid deer crossing or being present on our secondary roadways.

Ms. Seed reported that all required fourth quarter reports have been filed and that employee W-2s have been issued.

Ms. Seeds also reported on having attended a meeting at Fort Hunter with representatives of our adjoining municipalities that was organized by Lower Paxton Township to discuss marking of trails and greenways that cross various municipal boundary lines including the Darlington Trail which traverses the top of Blue Mountain.

Ms. Seeds noted the following: Township auditors were scheduled to meet on February 6th to conduct the Liquid Fuels audit; articles for the first joint Township/Borough newsletter were due by February 8th; a joint Township/Borough FaceBook page would be created for publication of 'official' news by the Borough and Township; grant applications have been submitted for the ~ \$70,000 Potato Valley Road Bridge engineering fees, as well as the ~ \$20,000 estimated cost to improve the Dauphin Narrows railroad access road for emergency purposes; and the roof above the men's room in the Fishing Creek Community Building was leaking once again and would need temporary repairs before the building roof is replaced.

Newspaper advertising has been placed for the public hearings to consider adoption of Ordinance 2013-02 amending the Zoning Ordinance to include provisions for Alternative Energy Systems and Ordinance 2013-01 amending the Zoning Ordinance to add a definition for 'no-impact home based business' and to amend text pertaining to off street parking for churches. The public hearings will be held on February 19 at 6:30 PM, followed by the Supervisors' workshop meeting.

Review/Approval of Bills

General Bills – Motion made by Supervisor Rissinger to pay the January 2013 General bills was seconded by Supervisor Davis. *Motion passed unanimously.*

New Municipal Building Bills – Motion made by Supervisor Rissinger to pay the January 2013 New Municipal Building bills was seconded by Supervisor Davis. *Motion passed unanimously.*

Information Items/Letters Received

No items or letters were presented.

Board Member Comments

Supervisor Rissinger questioned whether the Township had completed its task in establishing the Parks and Recreation Board. Ms. Seeds indicated that the upcoming newsletter would invite interested residents to apply to be considered for appointment to the three remaining seats on the 5-

member board and the question whether an ordinance or resolution was required to establish the Parks and Recreation Board under the Second Class Township Code was referred to Solicitor Stine for action.

Supervisor Rissinger suggested the Board consider hiring a part-time seasonal employee for mowing grass at the Township parks and playing fields. He requested the upcoming newsletter include a notation that a part-time seasonal position opening may be available for mowing grass at Township parks to determine interest.

Chairman Megonnell requested that baby changing stations be acquired and installed in the Municipal Building male and female restrooms, as well as those at Hagy Park and the Fishing Creek Community Building.

Chairman Megonnell noted that the Pennsylvania Recreation and Park Society's annual conference was being held on March 24-27th at the Hershey Lodge and that DCNR was accepting grants for park rehabilitation. He suggested these informational items be passed on to our appointees to the Dauphin-Middle Paxton Joint Park Authority.

Chairman Megonnell also noted that the state Covered Devices Recycling Act now prohibits curbside trash collection of electronic devices and suggested the Township consider operating a transfer station whereby Township residents could drop off electronic devices for transportation to the Dauphin County Recycling Center at 1620 South 19th Street.

Adjournment

There being no further business, the meeting was adjourned at 8:37 PM upon a motion by Supervisor Rissinger, seconded by Supervisor Fisher. *Motion passed unanimously.*

Respectfully submitted,

SIGNATURE ON FILE

James H. Fisher, Secretary