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Middle Paxton Township

BOARD OF SUPERVISORS
WORKSHOP MEETING MINUTES
February 18, 2014

Call to Order

The February 18, 2014 workshop meeting of the Middle Paxton Township Board of Supervisors was called to order at 7:01 PM by Chairman Andrew Megonnell in the Township meeting room. Also present were Supervisor James Fisher, Vice Chairman and Secretary/Treasurer; Supervisor Richard Peffer; Supervisor Mitchell Rissinger; Supervisor Jeffrey Smith; and Julie Seeds, Township Manager and Assistant Secretary/Treasurer. Regular monthly business items were included on the workshop meeting agenda inasmuch as the February 3, 2014 regular monthly meeting had been cancelled due a snow storm.

Pledge of Allegiance and Public Comments

Following the Pledge of Allegiance, Chairman Megonnell invited public comments from those in attendance who otherwise were not listed on the agenda. There were no public comments presented.

Approval of Minutes

Chairman Megonnell requested a motion to approve the minutes from the January 6, 2014 annual re-organization and regular monthly meeting. Motion by Supervisor Smith to approve the minutes from the January 6, 2014 meeting was seconded by Supervisor Rissinger. *Motion passed unanimously.*

Treasurer's Report/Monthly Financial Statement

Julie Seeds, Assistant Secretary/Treasurer, presented the monthly Treasurer's Report and reported the total of Fiduciary (\$352,595.11) and General Account (\$1,494,619.45) funds to be \$1,847,214.56 as of January 31, 2014. Ms. Seeds

also distributed the January Profit & Loss Statement and General Fund Deposit Detail noting that the P&L Statement net income was -\$23,792.57 for the month due primarily to low EIT receipts typically experienced during January.

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

Agenda Items

Group Healthcare Plans

The Board reviewed a summary of Capital Blue Cross, Highmark Blue Shield and Health America medical insurance plan renewal options compiled by its consultant Michael A. Alfonso, Sr. representing Trilogy Group Benefits LLC. The Capital Blue Cross plan most comparable to the Township's current Capital Blue Cross plan meeting labor union contract requirements would result in an annual premium increase of 11.94%.

Motion by Supervisor Rissinger to renew employee medical insurance coverage with Capital Blue Cross under its Healthy Benefits HRA 1000.0 PD health plan (providing a \$1,000 health reimbursement account set up with the employee contributing \$500 and the Township contributing \$500) effective March 1, 2014 was seconded by Supervisor Fisher. *Motion passed unanimously.*

Motion by Supervisor Smith to encourage employee dependent spouse and children having medical insurance benefits available through their employer to seek medical insurance coverage under those policies with the understanding that this recommendation may be made mandatory upon the Township's next medical insurance plan renewal on March 1, 2015 was seconded by Supervisor Rissinger. *Motion passed unanimously.*

Stormwater Management Ordinance Amendments

Ms. Seeds reported that DEP recently approved amendments to the Commonwealth's Stormwater Management Plan that requires municipalities to incorporate those amendments in Stormwater Management Ordinances by May 22, 2014. A corresponding amendment to the Township's Stormwater Management Ordinance will be prepared for Board action at an upcoming meeting.

RFP for Joint Comprehensive Plan - Proposal Review Committee Appointments

Ms. Seeds reported having received six (6) responses to the request for proposal (RFP) soliciting professional community planning consultants to assist the Township and Borough of Dauphin with preparation of a Joint Comprehensive Plan being funded in part by a Regional Connections Grant. Ms. Seeds noted the

Borough has appointed three council members to the proposal review committee charged with making a recommendation for contract award to the Township Board of Supervisors and Borough Council and requested the Board to appoint Township representatives to the proposal review committee.

Motion by Supervisor Smith to appoint Ms. Seeds and Supervisor Fisher to represent the Township on the proposal review committee was seconded by Supervisor Rissinger. *Motion passed unanimously.*

Reports

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

Engineer – Ed Fisher – See attached report.

Road Master – Robert Hofer – See attached report.

Zoning and Codes Enforcement Officer – See attached report.

Emergency Management Coordinator – Robert Rusbatch – No report was presented.

Ms. Seeds reported that EMC Rusbatch has been in contact with PEMA to make certain the Township's requirement for road salt was included on their list of municipalities requiring additional road salt deliveries due to the rather severe winter weather which has depleted road salt supplies state-wide.

Discussion ensued whether the Township's recent snow emergency declaration should be terminated and it was the Board's consensus for the declaration to remain in effect at least until the Board's March meeting.

Motion by Supervisor Smith for the Township to draft a snow emergency ordinance including a protocol for declaration of a snow emergency, as well as a requirement for vehicles to be removed from certain Township road right-of-ways during a snow emergency was seconded by Supervisor Rissinger. *Motion passed unanimously.*

Manager's Report – Julie Seeds – See attached report.

Review/Approval of Bills

The listing of bills being compiled in preparation for the March meeting versus the listing of bills for review/approval during the February meeting was inadvertently distributed to the Board. Motion by Supervisor Rissinger to pay all General and New Municipal Building bills that are due prior to the March regular meeting was seconded by Supervisor Smith. *Motion passed unanimously.*

Information Items/Letters Received

Ms. Seeds presented items of general interest, as well as correspondence of general interest received by the Township during the previous month that did not require Board action.

Ms. Seeds reported the Dauphin County Commissioners awarded the Township grants in the amount of \$125,000 (debt service for shared municipal services building) and \$26,518 (debt service for the loan entered into by the Township for the fire company's pumper/tanker) from the county's share of the gaming revenues generated by the Hollywood Casino at Penn National.

Ms. Seeds also reported she is seeking clarification regarding Dauphin County correspondence advising the Township of the pending award of a Community Development Block Grant (CDBG) in the amount of \$68,650 for engineering design and permits required for the Potato Valley Road Bridge.

Ms. Seeds also reported the Planning Commission had reviewed the Fort Hunter Station Adaptive Reuse plan submitted by Dauphin County as requested by the Zoning Hearing Board and had once again approved that plan contingent upon Zoning Hearing Board action.

Architect James Crum correspondence dated January 30, 2014 certifying the combined amount of \$8,755.85 for payment numbers 11 and 12 submitted by Fire Mak, Inc. under Contract No. 20091-05 Fire Protection as being due and payable was presented. Motion by Supervisor Rissinger to release final payment in the amount of \$8,755.85 to Fire Mak, Inc. under Contract No. 20091-05 based upon architect James Crum certification and advice of special counsel Matt Chabal was seconded by Supervisor Smith. *Motion passed unanimously.*

Motion by Supervisor Smith to pay architect James Crum's final invoice in the amount of \$836.01 for the Middle Paxton Township Joint Municipal and Fire Station Building project was seconded by Supervisor Rissinger. *Motion passed with Supervisor Peffer voting nay.*

Supervisor Fisher provided a brief synopsis of the agenda items presented during the Dauphin County Local Government Forum for Elected Officials held February 10, as well as the Capital Region Council of Governments Board of Delegates Meeting held on February 17.

Board Member Comments

Chairman Megonnell and Supervisor Fisher both noted having received numerous compliments from residents regarding the efficiency of the Township road crew in maintaining Township roadways safe and passable for vehicular traffic during the

recent back-to-back winter snow storms. Ms. Seeds was also complimented on the excellent presentation of the recently distributed winter 2014 edition of the Township newsletter.

Executive Session

The Board recessed into executive session at 8:29 PM to discuss matters pending litigation upon a motion by Supervisor Smith, seconded by Supervisor Fisher. *Motion passed unanimously.*

The Board reconvened into regular session at 8:50 PM and took the following action.

Motion by Supervisor Fisher to 1) reject the McNees Wallace & Nurick LLC (representing municipal building general contractor Poole Anderson) response dated January 21, 2014 to the Township's settlement proposal dated January 7, 2014 prepared by special counsel Matthew Chabal; 2) request special counsel Matthew Chabal advise McNees Wallace & Nurick LLC the Township intends to seek bids for remediation of the mezzanine wall exteriors to mitigate water intrusion, restore the Fire Company day room interior wall to its original finish and replace the carpeting within the day room as was specified in the Township's January 7, 2014 settlement proposal with the full costs of building remediation and restoration including engineering services to be placed against the balance being withheld from Poole Anderson under the parties' contract; and 3) engage D'Huy Engineering, Inc. to draw up the bid specifications for the work to be performed and inspect the final work to verify conformance with the bid specifications was seconded by Supervisor Smith. *Motion passed unanimously.*

Adjournment

There being no further business, the meeting adjourned at 8:55 PM upon a motion by Supervisor Rissinger, seconded by Supervisor Fisher. *Motion passed unanimously.*

Respectfully submitted,

SIGNATURE ON FILE

James H. Fisher, Secretary