



**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 1, 2016

**Call to Order**

The February 1, 2016 regular monthly meeting of the Middle Paxton Township Board of Supervisors was called to order at 7:02 PM by Chairman and Treasurer Jeffery Smith in the Township meeting room. Also present were Supervisor James Fisher, Vice-Chairman and Assistant Secretary; Supervisor Richard Peffer; Supervisor Wilbur Evans; Supervisor Larry Cooney; Julie Ann Seeds, Township Manager, Secretary and Assistant Treasurer; Township Solicitor Steve Stine; and Township Engineer Ed Fisher.

**Pledge of Allegiance**

The meeting was opened with the Pledge of Allegiance.

**Public Comments**

Chairman Smith invited comments from those in attendance who were not listed on the meeting agenda.

Rick Roadcap, 1321 Stony Creek Road, commended the Road Crew for a job well done in clearing Township roadways and maintaining them passable during the January 22-23 record-breaking snow storm.

Gene Stilip, 1550 Fishing Creek Valley Road, reported water runoff from several driveways in the 1500 block of Fishing Creek Valley Road was pooling on the roadway due to the vast amount of snow accumulated on the edge of the roadway and expressed concern over anticipated storm water runoff problems with the heavy rain forecast for Wednesday. While acknowledging the potential roadway hazard described by Mr. Stilip, the Board suggested his complaint be directed to PennDOT inasmuch as they would have issued the driveway permits and be responsible for mitigating the pooling of water on the state-owned roadway.

## **Approval of Minutes**

Motion by Supervisor Peffer to approve the minutes from the January 4, 2016 annual reorganization and regular monthly meeting was seconded by Supervisor Evans. *Motion passed unanimously.*

Motion by Chairman Smith to approve the minutes from the January 19, 2016 workshop meeting with correction to Supervisor Evans last name was seconded by Supervisor Fisher. *Motion passed with Supervisor Peffer abstaining due to having been absent from the January 19 meeting.*

## **Treasurer's Report/Monthly Financial Statement**

Township Manager Seeds presented the monthly Treasurer's Report showing the total of State Accounts \$242,889.14; Fiduciary Accounts \$101,672.83 and General Accounts \$1,408,332.51 to be \$1,752,894.48 as of January 31, 2016. Township Manager Seeds also distributed the monthly Profit & Loss statement.

Motion by Supervisor Fisher to accept the January 2016 Treasurer's Report to be filed for audit was seconded by Chairman Smith. *Motion passed unanimously.*

## **Agenda Items**

### Joint Comprehensive Plan

Carolyn Yagle (Environmental Planning & Design, LLC) distributed change pages to the draft Joint Comprehensive Plan incorporating review comments from Tri-County Regional Planning Commission (TCRPC) during the Municipalities Planning Code (MPC) required 45-day public review period. The public review period was initiated following action taken by the Township and Dauphin Borough at their respective October 2015 regular monthly meetings.

Ms. Yagle noted no other comments were received during the public review period and the Joint Comprehensive Plan Advisory Committee met on January 27 to review the proposed changes which the Committee did not consider to be substantial changes to the draft plan. The Committee recommended those changes be incorporated into a final draft Joint Comprehensive Plan for adoption at public hearings concurrent with Township and Dauphin Borough regular monthly meetings in March.

Motion by Chairman Smith for EP&D to incorporate the proposed changes within the draft Joint Comprehensive Plan and to advertise the final draft Joint Comprehensive Plan for adoption at a public hearing to be held on Monday, March 7, 2016 was seconded by Supervisor Fisher. *Motion passed unanimously.*

### Stony Creek 'S' Turn Widening Project

Township Engineer Ed Fisher distributed Light-Heigel & Associates, Inc. correspondence dated February 1, 2016 summarizing the bids received and

opened on January 29 for the Stony Creek 'S' Turn Widening Project. The lowest responsive bidder was G&R Charles Excavating (Port Trevorton) at \$38,899.95, Farhat Excavating (Halifax) bid \$43,300.00 and Handwerk Site Contractors (Hummelstown) bid \$45,905.00.

Motion by Supervisor Fisher to award a contract to G&R Charles Excavating in the amount of \$38,899.95 for the Stony Creek "S' Turn Widening Project was seconded by Chairman Smith. *Motion passed unanimously.*

#### Declaration of Consolidation – Township Parcels

Motion by Supervisor Fisher to approve a Declaration of Consolidation pertaining to Township tax parcels 43-023-014 and 43-023-013 upon which the lower and upper maintenance garages are situated was seconded by Supervisor Evans. *Motion passed unanimously.*

#### Request for Release of Stormwater Improvement Guarantee – David Campbell

David Campbell requested release of the \$21,851.00 improvement guarantee being held in escrow for completion of stormwater facilities on the Campbell property located at 760 Blue Mountain Parkway. Light-Heigel & Associates February 1, 2016 correspondence noted the site still needs to be stabilized and cleaned up along the driveway edges and recommended release of \$20,351.00 with \$1,500.00 to remain in escrow until the remaining work is completed in general conformity with the approved plan.

Motion by Chairman Smith to release \$20,351.00 of the improvement guarantee being held in escrow for completion of the stormwater facilities on the Campbell property located at 760 Blue Mountain Parkway pursuant to Light-Heigel & Associates, Inc. February 1, 2016 correspondence was seconded by Supervisor Peffer. *Motion passed unanimously.*

#### Snow Blower Purchase Request

Telephone bids obtained for the proposed purchase of a walk-behind snow blower were distributed and discussed. It was the consensus of the Board that additional information was required regarding the larger Toro model that reportedly operated without shear pins.

#### Group Healthcare Insurance Plan Participation Request

Supervisor Wilbur Evans submitted a written request for participation in the Township's group healthcare insurance plan in accordance with Section 606(c) of the Second Class Township Code. Solicitor Stine explained that inclusion in the Township's group healthcare insurance plan only requires submission of a written request for participation at a regularly scheduled Board meeting.

## **Reports**

### Engineer – Ed Fisher, P.E.

An engineering report for the month of January 2016 was presented.

### Roadmaster – Robert Hofer

A written report dated February 1, 2016 was presented.

The Board commended the Roadmaster and Road Crew for their exemplary service during the record-breaking winter storm of January 22-23 and expressed the appreciation of Township residents for the clearing of Township roadways during that 2-day period. It was noted that Roadmaster Hofer and Jeff Warfel remained available in the Township throughout the evening of January 22 and Township equipment was dispatched to clear both Township and private roads for emergency vehicles responding to four medical emergencies during the storm.

### Zoning and Codes Enforcement Officer – Julie Ann Seeds

A written report dated February 1, 2016 was presented.

### Emergency Management Coordinator – Robert Rusbatch

Mr. Rusbatch reported he was compiling reports of costs incurred by both the Township and Dauphin Borough over a 48-hour period (January 23-24) coinciding with the record-breaking snow storm. Those reports will be filed with Dauphin County Emergency Management Agency and consolidated with reports received from the County's municipalities that will subsequently be filed with the Pennsylvania Emergency Management Agency (PEMA) and the Federal Emergency Management Agency (FEMA) for reimbursement assuming total costs meet and/or exceed the threshold for reimbursement (\$957,117 for Dauphin County and \$17,910,354 for Pennsylvania).

### Manager – Julie Ann Seeds

A written report dated February 1, 2016 was presented.

### Committee/Organization Reports

- Dauphin-Middle Paxton Joint Park Authority – No report was presented.
- Dauphin-Middle Paxton Joint Public Safety Authority – Supervisor Fisher reported the Authority met on January 13, 2016 for their annual reorganization meeting with Matt Smith re-elected as Chairman, Bob Klutas re-elected as Vice-Chairman, Dianne Price re-elected as Treasurer and Jim Fisher elected as Secretary. Supervisor Fisher also noted the contracted EMS provider, *PinnacleHealth Community Life Team*, was not represented at the meeting although there were no particular ambulance calls brought to the attention of the Authority requiring discussion. The Authority continues in its attempt to locate a salvage or demolition company interested in removal of the house at 930 Peter's Mountain Road immediately adjacent to the apparatus garage leased to *PinnacleHealth Community Life Team*.

- Capital Region Council of Governments (CapCOG) – Supervisor Fisher reported having attended the January 18, 2016 annual dinner meeting accompanied by Supervisor Evans and Township Manager Seeds. Dauphin County's Department of Community and Economic Development (DCED) Director Skip Memmi was presented CapCOG's Perry Albert award that evening. The next CapCOG Board of Delegates meeting is scheduled for February 15, 2016.

## **Review/Approval of Bills**

The listing of vendor bills for January was distributed to the Board for review/approval. Motion by Supervisor Peffer to pay all vendor bills listed for January was seconded by Supervisor Evans. *Motion passed unanimously.*

Township Manager Seeds reported having received a \$45,035.04 invoice from Herbert, Rowland & Grubic, Inc. (HRG) that was not entered onto the listing of vendor bills for January inasmuch as no associated project report was provided, nor has the Dauphin County Infrastructure Bank (DCIB) loan been processed to cover HRG engineering costs for the Potato Valley Road Bridge Replacement and Roadway Realignment Project in excess of the \$75,000 CDBG grant being administered by Dauphin County DCED. It was the Board's consensus the HRG invoice be held until such time HRG provides an explanation why engineering design work has continued beyond that funded by the CDBG grant inasmuch as the Board had the understanding HRG had suspended work as a result of PennDOT being unable to release funds from the PA Infrastructure Bank (PIB) loan to capitalize the DCIB loan until the 2015-2016 state budget is fully approved.

## **Information Items/Letters Received**

Township Manager Seeds presented items of general interest, as well as recent correspondence received by the Township.

Etzweiler and Associates correspondence dated January 27, 2016 requesting the Township consider taking an eminent domain action for taking certain property of James D. and Frances Huffman, 1320 Stony Creek Road, necessary to shave the northwest bank of Stony Creek Road to improve sight distance when exiting the driveway of the Howard E. Clemm, Jr. and Nancy J. Clemm residence, 1311 Stony Creek Road, on the opposite side of the roadway from the Huffman property was distributed to the Board. Township Engineer Ed Fisher confirmed the requested work would extend beyond the Township right-of-way.

Motion by Chairman Smith for Solicitor Stine to provide a response to Etzweiler and Associates indicating the Township would consider undertaking the sight distance improvement work requested by Mr. and Mrs. Howard Clemm should they obtain cooperation from the affected property owner to execute a construction easement at no cost to the Township was seconded by Supervisor Evans. *Motion passed unanimously.*

## **Board Member Comments**

Supervisor Evans expressed appreciation to the Dauphin-Middle Paxton Fire Company for their stand-by assistance and response to emergency incidents during the 2-day record-breaking snow storm of January 22-23.

## **Executive Session**

Not required.

## **Adjournment**

There being no further business, the meeting was adjourned at 8:17 PM upon a motion by Chairman Smith, seconded by Supervisor Peffer. *Motion passed unanimously.*

Respectfully submitted,

SIGNATURE ON FILE

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James H. Fisher, Assistant Secretary