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Middle Paxton Township

BOARD OF SUPERVISORS

MONTHLY BUSINESS MEETING MINUTES

February 7, 2022

Call to Order

The February 7, 2022 monthly business meeting of the Middle Paxton Township Board of Supervisors was called to order at 7:00 PM by Supervisor and Chairman Jeffery Smith in the Township meeting room. Also present were Supervisor and Treasurer Wilbur Evans; Supervisor and Assistant Secretary James Fisher; 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 Vice-Chairman Mike Sudia and Supervisor Larry Cooney were absent.

Pledge of Allegiance

The meeting was opened with the Pledge of Allegiance.

Public Comments

Supervisor Smith invited comments from those in attendance who were not listed on the meeting agenda. No comments were presented.

Approval of Minutes

Motion by Supervisor Smith to approve the minutes from the January 3, 2022 Annual Reorganizational and Monthly Business meeting was seconded by Supervisor Evans. *Motion passed unanimously.*

Motion by Supervisor Smith to approve the minutes from the January 18, 2022 Monthly Workshop meeting was seconded by Supervisor Evans. *Motion passed unanimously.*

Treasurer's Report/Monthly Financial Statement

The January monthly Treasurer's Report showed the total of the *PLGIT Prime* State Account (Liquid Fuels Fund) \$39,858.08; *Mid Penn Bank* Fire Hydrant Account \$9,525.18; Fiduciary Funds (Escrow & Fire Co. Vehicle/Equipment Accounts) \$410,008.67; *PLGIT Prime* General Fund (Building, Equipment, Parks & Rec Accounts) \$243,060.27; *PLGIT Term* Reserve Account (Capital & Sewer) \$1.49; *PLGIT ARPA* Funds \$268,275.41; *Mid Penn Bank* Money

Market Account \$379,225.83; *Mid Penn Bank* General Fund (Public Safety & Operating) \$816,214.65; *Mid Penn Bank* Reserve Account (Capital & Sewer) \$549,208.37; and *Mid Penn Bank* FEMA Grant Account (Flood Mitigation Assistance Program) \$1.00 to be **\$2,715,378.95** as of January 31, 2022.

Manager Seeds reported the Finance Committee would review the current *PLGIT* Term interest rates to determine whether certain funds should be transferred to optimize interest earnings and that the 2021 annual audit was scheduled to begin tomorrow.

Motion by Supervisor Fisher to accept the January 2022 Treasurer's Report to be filed for audit was seconded by Supervisor Evans. *Motion passed unanimously.*

Agenda Items

Red Hill Road Bridge/Culvert Replacement Project Status

The HRG February 7 status report indicated final design, Right-of-Way acquisition and utility coordination work should be completed during April and included a copy of the precast concrete box culvert general plan. The project remains on schedule for a June bid opening, award/construction notice to proceed during July and substantial completion during November 2022.

Dauphin Borough Council – George Bechtel

Councilman George Bechtel invited the township to participate in a joint community planning effort to replace the fire damaged former Dauphin School building that has been declared a total loss and must be demolished. He noted that the building has been the home of the Middle Paxton Lions Club and Dauphin-Middle Paxton Historical Society for many years, as well as hosted numerous Dauphin-Middle Paxton community events.

Councilman Bechtel explained that insurance proceeds will not be sufficient to replace the demolished structure and that Borough Council was seeking community involvement to work towards a common vision for a new community center, as well as to identify sources of grants and/or other funding for a replacement structure that will serve the Dauphin-Middle Paxton community for the foreseeable future.

Motion by Supervisor Smith to appoint two (2) township representatives to a joint committee and to actively participate with Borough Council and other community organizations in an effort to design and fund a new Dauphin-Middle Paxton community center to replace the former Dauphin School building was seconded by Supervisor Evans. *Motion passed unanimously.*

Declaration of Consolidation of Previously Subdivided Lots

Motion by Supervisor Fisher to approve the Declaration of Consolidation of Previously Subdivided Lots to consolidate and combine Lot or Parcel No. 43-005-124 and Lot or Parcel No. 43-005-145 as shown on a certain subdivision plan of lots entitled *Samuel Peffer Estate* into a single lot, piece or parcel of land owned by Roger A. Peffer and abrogate and cancel the individual status of the component Lots was seconded by Supervisor Smith. *Motion passed unanimously.*

Final Minor Subdivision Plan for Sean & Elizabeth Miriello Time Extension

A January 20, 2022 written grant of extension of plan review time until April 11, 2022 to allow time to resolve outstanding issues pertaining to the Final Minor Subdivision Plan for Sean & Elizabeth Miriello was received from Melham Associates, PC.

Motion by Supervisor Smith to accept the grant of extension of plan review time until April 11, 2022 for the *Final Minor Subdivision Plan for Sean & Elizabeth Miriello* was seconded by Supervisor Fisher. *Motion passed unanimously.*

2022 Healthcare Plan Renewal

Motion by Supervisor Fisher to renew the *Capital BlueCross Silver PPO* healthcare plan with an increase in the HRA deductible from \$4,000 to \$5,000 limiting the monthly premium cost increase to 1.6% and to renew the *United Concordia* dental and *Highmark* vision plans was seconded by Supervisor Smith. *Motion passed unanimously.*

Hagy Park Playing Field Maintenance Proposal

Motion by Supervisor Fisher to engage the services of *Tomlinson Bomberger* at a cost of \$2,220 under COSTARS contract #325392 to provide spring and fall turf care treatments as follow up to their reseeding of the Hagy Park playing fields this past fall was seconded by Supervisor Smith. *Motion passed unanimously.*

2022 Equipment/Labor Quotes

Motion by Supervisor Smith to contract for additional roadway maintenance equipment with an operator from B.R. Mutzabaugh, Jr., Inc. during 2022 based upon comparative pricing quotes from Keystone Contracting, Farhat Excavating, and Robinson's Excavating & Mulch, LLC was seconded by Supervisor Evans. *Motion passed unanimously.*

Ordinance Adding an On-Lot Sewage Management Program Governing Municipal Management of On-Lot Sewage Disposal Facilities

Action on the Board's March 2, 2020 motion to advertise the proposed ordinance was delayed due to the state-wide Declaration of Disaster Emergency in response to the coronavirus (COVID-19) pandemic and associated mitigation requirements which restricted attendance at a public hearing.

The Board requested the proposed *Ordinance Adding an On-Lot Sewage Management Program Governing Municipal Management of On-Lot Sewage Disposal Facilities* be advertised to be considered for adoption after a public hearing to be held immediately preceding the April 4, 2022 regular monthly meeting.

Reports

Township Engineer – Light-Heigel & Associates, Inc.

A written engineering report for the month of January 2022 was presented. The Board requested a copy of the final bid specifications for construction of the archive room in the lower level of the Joint Municipal Building for its approval to proceed at the March 7, 2022 monthly business meeting.

Public Works – Roadmaster Robert Hofer

A written activity report dated February 7, 2022 was presented.

Zoning & Codes Enforcement – Light-Heigel & Associates, Inc.
A written activity report dated February 3, 2022 was presented.

Emergency Management Coordinator – Robert Rusbach
A written report for the February meeting was presented.

Sewage Enforcement Officer – Brian McFeaters
A written activity report for the month of January was presented.

Township Manager – Julie Ann Seeds
A written activity report for the month of January was presented.

Supervisor Smith introduced Dauphin Borough Jr. Council Member Jocelyn Long who was present in the audience. Ms. Long was recently appointed to the Dauphin Recreation Association's Board of Directors and was commended by the Board for her continued interest in public service as she begins her continuing education towards a law degree.

Committees/Organizations

- *Dauphin-Middle Paxton Joint Park Authority* – No report was presented.
- *Capital Region Council of Governments (CapCOG)* – A written report dated February 7 was presented by Supervisor Fisher.
- *Dauphin-Middle Paxton Fire Company Oversight Committee* – A written report dated February 7 was presented by Supervisor Fisher.
- *Zoning Ordinance Update Committee* – Manager Seeds reported a final draft of the updated Zoning and Ordinance of Definition is being edited for grammar and consistency prior to being submitted to the Planning Commission.
- *Dauphin County Tax Collection Committee (DCTCC)* – Supervisor Evans reported the DCTCC reorganized during its January 19 meeting held in the township's meeting room and elected Manager Seeds as its new chairman.
- *Parks & Recreation Committee* – Manager Seeds reported that a mid-March meeting is being planned.

Review/Approval of Bills

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

Informational Items/Letters/Emails Received

No items or correspondence were presented.

Board Member Comments

Supervisor Fisher noted that registration was now open for the 2022 Pennsylvania State Association of Township Supervisors (PSATS) Educational Conference & Exhibit Show to be held April 24 – 27 at the Hershey Lodge & Convention Center and suggested those interested in attending inform Manager Seeds so registrations can be submitted.

Adjournment

There being no further business, the meeting was adjourned at 7:51 PM upon a motion by Supervisor Smith, seconded by Supervisor Evans. *Motion passed unanimously.*

Respectfully submitted,

SIGNATURE ON FILE

James H. Fisher, Assistant Secretary