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Middle Paxton Township

BOARD OF SUPERVISORS

REGULAR MONTHLY MEETING MINUTES
July 7, 2014

Call to Order

The July 7, 2014 regular monthly 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/Treasurer; Supervisor Jeffrey Smith; Supervisor Dick Peffer; Supervisor Mitch Rissinger; Julie Seeds, Township Manager and Assistant Secretary/Treasurer; Steve Stine, Township Solicitor; and Ed Fisher, Township Engineer.

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 June 2, 2014 meeting. Motion by Supervisor Smith to approve the June 2, 2014 meeting minutes was seconded by Supervisor Fisher. *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 Funds (\$143,572.42), State Accounts (\$378,112.41) and General Account Funds (\$1,374,858.39) to be \$1,896,543.22 as of June 30, 2014.

Ms. Seeds distributed the January - June Profit & Loss Statements and June General Fund Deposit Detail noting year-to-date expenses were \$77,147.83 above revenue. Ms. Seeds inquired as to whether the Board wanted to consider a mid-year budget amendment. It was the Board's consensus that a mid-year budget amendment was unnecessary inasmuch as line item expenses were for the most part in line with the budget.

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

Agenda Items

Joint Municipal Building Water Intrusion Repair at Mezzanine Area

Ms. Seeds reported Ron Carr with D'Huy Engineering inspected the Joint Municipal Building Mezzanine Area Water Intrusion Repair project work being performed by Jones Masonry and approved the color and compound mix of Portland mortar and water repellent to repoint the block joints versus the cement used during the original construction. Mr. Carr suggested the Board may want to consider repointing the step cracks that have appeared in other block wall areas while the masonry contractor is on site.

Motion by Supervisor Smith to request a quote from Jones Masonry to repoint the block wall step cracks and to award a contract addendum to Jones Masonry for that work should the quote not exceed \$7,000 with subsequent verbal notice being given to the Board was seconded by Supervisor Rissinger. *Motion passed unanimously.*

Community Development Block Grant – Disaster Recovery

Ms. Seeds reported having received correspondence from the Dauphin County Office of Community and Economic Development (DCED) regarding project delivery monitoring and quality assurance of the \$75,000 CDBG-DR grant for engineering design, preparation of bid specifications and permit applications for replacement of the Potato Valley Road Bridge. DCED is offering a County-Directed project delivery bundling option to municipal grant recipients which would entail the Township agreeing to delegate administrative control to Dauphin County upon execution of a memorandum of understanding (MOU). Upon MOU execution, Dauphin County would administer the grant, procure services and construction contracts, and deliver the project with DCED overseeing the project delivery process from design through bidding, construction, and commissioning.

Given the preliminary engineering design and site acquisition work for replacement of the Potato Valley Road Bridge already underway by Light-Heigel & Associates retained under the terms of the CDBG-DR grant, it was the Board's consensus to respectfully decline the County's project delivery bundling option.

Stone Arch Lane

Ms. Seeds reported the question of whether or not the Township had ownership of Stone Arch Lane came about when a resident applied for a building permit. March 12, 1942 records indicate the State Department of Highways abandoned the section of Clarks Valley Road (State Route 325) which later became known as Stone Arch Lane. A rather extensive and time-consuming research of archived hard copy records at the Dauphin County Courthouse would be required to determine whether or not the Township still retained ownership of Stone Arch Lane heretofore believed to be a private road.

Motion by Supervisor Fisher to prepare and advertise an ordinance for the Township to vacate Stone Arch Lane was seconded by Supervisor Rissinger. *Motion passed unanimously.*

Hagy Park – A&S Electric Quote for Restroom Door Time Locks

Ms. Seeds presented a quote in the amount of \$2,800 for A&S Electric to install electric locks, time clock and sensors on the Hagy Park restroom doors. The Board requested additional quotes be obtained specifically from locksmith firms.

Trilogy Group Benefits Health Insurance Quote

Ms. Seeds presented pricing obtained from Trilogy Group Benefits in response to Supervisor Fisher's written request for participation in the Township healthcare plan submitted in accordance with Section 606(c) of the Second Class Township Code. Motion by Supervisor Smith to approve Supervisor Fisher's request for participation in the Township healthcare plan effective September 1 was seconded by Supervisor Rissinger. *Motion passed with Supervisor Fisher abstaining from voting on the motion.*

McConologue – Request for Release of Improvement Guarantee

Township Engineer Ed Fisher reported the required stormwater facilities associated with detached garage construction on the McConologue property located at 820 Fishing Creek Valley Road had been satisfactorily completed and recommended release of the improvement guarantee. Motion by Supervisor Rissinger to release the improvement guarantee being held for the McConologue property at 820 Fishing Creek Valley Road was seconded by Supervisor Smith. *Motion passed unanimously.*

Zoning Hearing Board Resignation

Mr. Don Smith submitted his written resignation from the Zoning Hearing Board effective July 31 due to health reasons. Motion by Supervisor Smith to accept the resignation of Don Smith from the Zoning Hearing Board with regret and the Board's note of appreciation for service to the Township was seconded by Supervisor Rissinger. *Motion passed unanimously.*

Reports

Committee/Organization Reports

- Dauphin-Middle Paxton Joint Park Authority

No report was presented.

- Dauphin-Middle Paxton Joint Public Safety Authority

Chairman Megonnell reported the PinnacleHealth *Community LifeTeam* membership enrollments would be mailed to Township and Borough residents tomorrow. Membership enrollment will provide Basic and Advanced Life Support ambulance coverage from July 1 through December 31 until the 2015 annual 12-month membership enrollment period.

Solicitor – Steve Stine, Esq. – No report was presented. In response to questioning by Supervisor Smith, Solicitor Stine reported the Verizon lawsuit recently filed in Federal Court against the Township due to the Zoning Hearing Board having denied a request by Verizon for a Special Exception to construct a communications tower in Stoney Creek Valley would be defended by the Township's liability insurance carrier PennPRIME.

Engineer – Ed Fisher, P.E. – See attached report.

Road Master – Robert Hofer – See attached report.

Motion by Supervisor Rissinger to authorize Warren's Truck and Auto to perform recommended repairs to the 1991 F-800 dump truck estimated to be \$3,600 and for U.S. Municipal to replace the salt spreader and pump at an estimate of \$5,992.26 was seconded by Supervisor Smith. *Motion passed unanimously.*

Zoning and Codes Enforcement Officer – See attached report.

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

Ms. Seeds reported that she and Mr. Rusbatch had attended a briefing conducted by PennDOT regarding the intended closure of Routes 11/15 during the summer months of 2015 and 2016 for a contractor to clear rocks and stabilize mountainside areas near Marysville and Duncannon. The scheduled closure of Routes 11/15 will result in traffic being diverted onto Routes 22/322 during those summer months. Areas of concern impacting traffic flow and public safety are in the process of being identified in order that contingency plans to manage the increased volume of traffic may be put in place by PennDOT to address those concerns.

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

Review/Approval of Bills

The listing of bills for June was distributed to the Board for review/approval. Motion by Supervisor Smith to pay all General bills for June including the outstanding invoice from Hi Tech-Hi Art in the amount of \$5,497 (gutters and downspouts for FCCB) was seconded by Supervisor Rissinger. *Motion passed unanimously.*

Motion by Supervisor Rissinger to pay the New Municipal Building bills for June was seconded by Supervisor Smith. *Motion passed unanimously.*

Information Items/Letters Received

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

Board Member Comments

Supervisor Smith asked that the Road Master be reminded that trucks being operated by CDL licensed drivers require a pre and post inspection and should not be reported as having burned out lights when presented for state inspection.

Chairman Megonnell reported that poison hemlock, a highly toxic and virulent weed, has been identified in Penn Township (Perry County) and that our road crew should be instructed to avoid any contact with that weed should it be found in the Township.

Executive Session

Not required.

Adjournment

There being no further business, the meeting adjourned at 9:08 PM upon a motion by Supervisor Smith, seconded by Supervisor Rissinger. *Motion passed unanimously.*

Respectfully submitted,

SIGNATURE ON FILE

James H. Fisher, Secretary