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*Middle Paxton Township*

**BOARD OF SUPERVISORS**

MONTHLY BUSINESS MEETING MINUTES

July 1, 2019

**Call to Order**

The July 1, 2019 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 Vice-Chairman Mike Sudia; Supervisor and Treasurer Wilbur Evans; Supervisor and Assistant Secretary James Fisher; Supervisor Larry Cooney; Township Manager, Secretary and Assistant Treasurer Julie Ann Seeds; Solicitor Steve Stine; and Ed Fisher representing Light-Heigel & Associates, Inc.

**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 Sudia to approve the minutes from the June 3, 2019 monthly Business meeting was seconded by Supervisor Fisher. Discussion followed.

Motion by Supervisor Cooney to amend the minutes from the June 3, 2019 monthly Business meeting by deleting in its entirety the second of the three paragraphs under Proposed Ordinance 2019-01 and to approve the minutes from the June 3, 2019 monthly Business meeting as amended was seconded by Supervisor Smith. *Motion passed with Supervisor Fisher voting NAY.*

**Treasurer's Report/Monthly Financial Statements**

Manager Seeds presented the monthly Treasurer's Report showing the total of the *PLGIT/Prime* State Account (Liquid Fuels) \$342,813.95; *Mid Penn Bank* Fire Hydrant Account \$7,765.16; Fiduciary Funds (Escrow & Fire Co. Vehicle Replacement)

\$173,648.44; *PLGIT/Prime* General Fund (Building, Equipment, Parks & Rec) \$136,117.44; *PLGIT/Term* Reserve Account (Capital & Sewer) \$776,538.25; and *Mid Penn Bank* General Fund (Public Safety & Operating) \$333,785.94 to be **\$1,770,669.18** as of June 30, 2019. The report also included the January through June and April through June 2019 Profit & Loss statements, as well as the January through June 2019 Profit & Loss Budget Performance statement.

Motion by Supervisor Fisher to transfer the *PLGIT/Term* (Reserve Account) investment funds (\$254,665.52) having a maturity date of July 1 to *PLGIT/Prime* was seconded by Supervisor Cooney. *Motion passed unanimously.*

Motion by Supervisor Smith to accept the June 2019 Treasurer's Report to be filed for audit was seconded by Supervisor Cooney. *Motion passed unanimously.*

## **Agenda Items**

### Potato Valley Road Bridge Replacement and Roadway Realignment Project Update

No project status report was submitted by HRG. Manager Seeds reported a July 18 meeting is scheduled at the project site with HRG and representatives of the Central Dauphin School District transportation department to discuss school bus rerouting during roadway closure due to construction.

### Final Minor Subdivision & Lot Addition Plan

A Final Minor Subdivision & Lot Addition Plan over lands of Jason W. Reckner & Lisa M. Duffy-Reckner and Nicholas & Lindsay R. Mastrippolitio dated May 20, 2019 was presented by Ben Kirk representing Burget & Associates, Inc. The purpose of the plan is to subdivide a 10.605 acre tract (Existing Lot 3) into two lots and create lot additions to adjoining lands (Existing Lot 1 and Existing Lot 2) to be consolidated together.

The applicant submitted the following waiver requests in writing stating the grounds for claiming a hardship based on the physical condition of the land, the provisions of the ordinance involved and the minimum modification necessary:

- Section 304 – Preliminary Plan Submission
- Section 307 – Sheet Size
- Section 308.D – Steep Slope Report
- Section 305.O – Slope Percentages

Motion by Supervisor Smith to approve the requested waivers was seconded by Supervisor Evans. *Motion passed unanimously.*

Motion by Supervisor Smith to approve the Final Minor Subdivision & Lot Addition Plan over lands of Jason W. Reckner & Lisa M. Duffy-Reckner and Nicholas & Lindsay R. Mastrippolitio subject to incorporation of all review comments stated in Light-Heigel & Associates, Inc. correspondence dated June 6, 2019 and the Dauphin County Subdivision/Land Development Review Report No. 19-048 was seconded by Supervisor Sudia. *Motion passed unanimously.*

### Stormwater Escrow Release – Marvin Shiner, 280 McKelvey Road

Motion by Supervisor Smith to release the remaining \$1,000 improvement guarantee held for completion of the required stormwater facilities on the Marvin Shiner property at 280

McKelvey Road as recommended in Light-Heigel & Associates, Inc. correspondence dated June 28, 2019 was seconded by Supervisor Evans. *Motion passed unanimously.*

Stormwater Escrow Release – Richard Vogelsong, 1750 Landis Road

Motion by Supervisor Smith to release the \$3,000 improvement guarantee held for completion of the required stormwater facilities on the Richard Vogelsong property at 1750 Landis Road as recommended in Light-Heigel & Associates, Inc. correspondence dated April 15, 2019 was seconded by Supervisor Evans. *Motion passed unanimously.*

Municipal Building Front Entrance Walkway Repair Quotations

Quotations to replace an approximate 220 square feet of concrete walkway at the front entrance to the municipal building were received from Houck Services, Inc. in the amount of \$9,074 and B.C. Wright Concrete Contractor, LLC in the amount of \$7,670.

Motion by Supervisor Evans to award a contract to B.C. Wright Concrete Contractor, LLC in the amount of \$7,670 to perform the work specified in proposal dated 6-26-19 was seconded by Supervisor Smith. *Motion passed unanimously.*

Blue Mountain Parkway Raised Pavement Marker Bid Proposal

A bid proposal in the amount of \$5,800 was received from DW Miller to mobilize equipment (unit price of \$2,300) and install snowplowable raised pavement markers (unit price of \$35) spaced 80 feet apart for an approximate 1.5 mile length of the Blue Mountain Parkway.

Motion by Supervisor Smith to award a contract to DW Miller to perform the work specified in their bid proposal dated 06/17/2019 and to include installation of additional markers at the unit price of \$35 to complete the entire length of the Blue Mountain Parkway from the Lower Paxton Township line to Fishing Creek Valley Road was seconded by Supervisor Evans. *Motion passed unanimously.*

2019 – 2020 Local Share Municipal Grant Project Applications

It was the consensus of the Board to prepare and submit grant applications for the Potato Valley Road Bridge Replacement and Roadway Realignment Project DCIB Loan debt reduction and to initiate buildout of the lower level of the municipal building to include a climate controlled file archive room and elevator installation.

## **Reports**

Engineer – Light-Heigel & Associates, Inc.

A written report for the month of June was presented.

Roadmaster – Robert Hofer

A written report dated July 1 was presented.

Zoning Officer

A written report dated June 28 was presented.

Emergency Management Coordinator – Robert Rusbatch

On behalf of EMC Rusbatch, Manager Seeds reminded the Board of the PA Task Force rescue training exercises at the Susquehanna River between Fort Hunter and the Dauphin Narrows scheduled for August 14-15.

Manager – Julie Ann Seeds

A written report for the month of June was presented.

#### Committees/Authorities/Organizations

- *Dauphin-Middle Paxton Joint Park Authority* – Supervisor Cooney reported the Park Authority was preparing a Local Share Municipal Grant application for a master site development plan and work deemed necessary to meet ADA requirements at the park.
- *Dauphin-Middle Paxton Joint Public Safety Committee* – It was reported the deed for the Station 12 property at 930 Peters Mountain Road does not close and that Light-Heigel & Associates, Inc. was engaged to survey the property to enable Solicitor Stine to prepare a corrected deed necessary to transfer the property from the Dauphin-Middle Paxton Joint Public Safety Authority.
- *Capital Region Council of Governments (CapCOG)* – A written report dated July 1 was presented.
- *Dauphin-Middle Paxton Fire Company Oversight Committee* – A written report dated July 1 was presented.
- *Zoning Ordinance Update Committee* – Manager Seeds reported EP&D provided a second draft of the updated ordinance that would be printed for distribution to the Planning Commission for their review.

### **Review/Approval of Bills**

The listing of vendor bills for the July meeting was distributed to the Board for review/approval. Motion by Supervisor Fisher to pay all vendor bills listed for the July meeting and authorize payment of all recurring monthly expenses upon receipt to avoid late-charge penalties was seconded by Supervisor Evans. *Motion passed unanimously.*

### **Executive Session**

Motion by Supervisor Smith to enter into executive session at 7:56 PM to discuss personnel matters was seconded by Supervisor Sudia. *Motion passed unanimously.*

The Board reconvened the regular monthly Business meeting at 8:18 PM.

Motion by Supervisor Smith to hire Joey Wynn as a permanent part-time road crew employee at the hourly rate of \$15.00 subject to a 6-month review was seconded by Supervisor Cooney. *Motion passed unanimously.*

### **Information Items/Letters Received**

Manager Seeds presented items of general interest, as well as recent correspondence received by the Township. Manager Seeds reported the Fall/Winter Newsletter would contain a news item informing residents of the draft ordinance prepared to add an on-lot sewage management program governing municipal management of on-lot sewage disposal facilities in compliance with the Township's Official Sewage Facilities Plan (Act 537). A 2019 Building Inspection report listing various work items requiring attention at Hagy Park, Ibberson Park, the Fishing Creek Community Center and Municipal Building was also distributed.

### **Board Member Comments**

No comments were presented.

## **Adjournment**

There being no further business, the meeting was adjourned at 8:28 PM upon a motion by Supervisor Smith, seconded by Supervisor Sudia. *Motion passed unanimously.*

Respectfully submitted,

SIGNATURE ON FILE

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James H. Fisher, Assistant Secretary