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*Middle Paxton Township*

**BOARD OF SUPERVISORS**

MONTHLY BUSINESS MEETING MINUTES

July 6, 2020

**Call to Order**

The July 6, 2020 monthly business meeting of the Middle Paxton Township Board of Supervisors was called to order at 7:02 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 the Township Engineer, *Light-Heigel & Associates, Inc.*

**Pledge of Allegiance**

The meeting was opened with the Pledge of Allegiance.

**Public Comments**

Provisions were made to accommodate the public and maintain adequate social distancing within the meeting room during the coronavirus (COVID-19) pandemic.

Joe Burget of Burget & Associates, Inc. representing Flemish Down, LLC presented a Lot Addition Revision dated 7/1/2020 to the *Subdivision & Lot Addition Plan over lands of Flemish Down, LLC* approved by the Board on June 1, 2020. Mr. Burget explained the approved addition of Lot 2B to adjacent lands of the Commonwealth of Pennsylvania Game Commission requires re-configuration inasmuch as the Game Commission does not want the portion of Lot 2B containing the Appalachian Trail and its associated encumbrances.

Mr. Burget was advised to determine whether the Dauphin County Planning Commission was required to review the proposed Lot Addition Revision and to submit the proposed Lot Addition Plan for review by the Township's Planning Commission in order to obtain its recommendation for approval by the Board.

## Approval of Minutes

Motion by Supervisor Smith to approve the minutes from the June 1, 2020 monthly business meeting was seconded by Supervisor Evans. *Motion passed unanimously.*

## 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) \$235,693.96; *Mid Penn Bank* Fire Hydrant Account \$9,321.08; Fiduciary Funds (Escrow & Fire Co. Vehicle Replacement) \$167,302.85; *PLGIT/Prime* General Fund (Building, Equipment, Parks & Rec) \$242,705.63; *PLGIT/Term* Reserve Account (Capital & Sewer) \$794,131.42; *Mid Penn Bank* Money Market \$100,629.35 and *Mid Penn Bank* General Fund (Public Safety & Operating) \$438,882.67 to be **\$1,988,666.96** as of June 30, 2020.

Copies of the June *Deposit Detail* and *Mid Penn Bank General Fund Register* were also distributed to the Board. Manager Seeds recommended the *PLGIT Term* (Capital Reserve Account & Sewer) funds maturing on July 13 be re-invested in a 90-day *PLGIT CD* offering an interest rate of 0.60%.

Motion by Supervisor Fisher to re-invest the *PLGIT Term* (Capital Reserve Account & Sewer) funds maturing on July 13 in a 90-day *PLGIT CD* offering an interest rate of 0.60% was seconded by Supervisor Evans. *Motion passed unanimously.*

Motion by Supervisor Fisher to accept the June 2020 Treasurer's Report to be filed for audit was seconded by Supervisor Smith. *Motion passed unanimously.*

## Agenda Items

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

HRG Project Manager Ryan Hostetter reported the new Potato Valley Road bridge and realigned roadway was opened to the public as originally scheduled on June 30. He noted the Township's walk-through and inspection of the project site was scheduled for 10 AM on Wednesday, July 8 and that the contractor will undertake corrective action to mitigate stormwater runoff onto the driveway and rear of the Lowe property at 1310 Potato Valley Road. He also noted a recommendation would be forthcoming to accommodate the owner's use of a coal shed on the Roden property at 1330 Potato Valley Road that has been blocked by guiderail placed at the approach to the bridge and that wetland mitigation area pond plantings have been pushed back to the fall planting season.

The Board thanked Mr. Hostetter for assisting Manager Seeds and keeping the Board fully informed throughout the entire length of the project as it looks toward formal dedication of the new Potato Valley Road bridge.

### Proposed Development Project – 2551 Fishing Creek Valley Road

Jonathan Andrews of McNees Wallace & Nurick LLC representing Jason Serrano, owner of 2551 Fishing Creek Valley Road, presented two options to the Board for a proposed text amendment to the Zoning Ordinance to enable construction and operation of a "limited agribusiness building" as a food distribution center/storage facility on Mr. Serrano's 200 acre property located in the Township's Agricultural and Rural Residential District (A-RR).

Mr. Andrews stated his client was seeking guidance as to which of those options would be preferred by the Board for submission to the Planning Commission with the understanding the Applicant would be responsible for all costs to prepare and advertise the ordinance required for a text amendment upon the Planning Commission's approval recommendation to enable the proposed ordinance to be considered by the Board for adoption at its September 8 meeting.

Motion by Supervisor Smith to affirm the Board's preference of Option 2 for Mr. Serrano's presentation to the Planning Commission with the minimum lot size changed from "30" to "50" acres, numbering of the proposed Section 1320 "Limited Agribusiness Buildings" corrected to align with the current Zoning Ordinance section numbering, and "Fishing Creek Valley Road" stated in the proposed Section 1320 paragraph D. replaced by "a major collector road" was seconded by Supervisor Cooney. *Motion passed unanimously.*

Mr. Serrano thanked the Board for its consideration of his text amendment proposal and announced he was in the process of relocating to his new Fishing Creek Valley Road residence having just concluded the sale of his home in New York state.

#### Signage Requests

- Cathy Youngblood, 900 Sprucewood Avenue, requested a 'No Outlet' sign be placed at the entrance to the Dellwood Acres development due to the number of vehicles currently traveling at unsafe speeds into the development and just turning around at the cul-de-sac to exit the development.

Motion by Supervisor Fisher to install a 'No Outlet' sign at the Sprucewood Avenue entrance to Dellwood Acres to minimize unnecessary traffic was seconded by Supervisor Sudia. *Motion passed unanimously.*

- An email request for a 'Hidden Driveway' sign to be placed on Peters Mountain Road (S.R. 225) at the sharp curve approaching the 1141 Peters Mountain Road residence of Nancy Poffenberger was requested by her daughter, Deb Fedor, noting several instances of near collisions, as well as a recent 'road rage' incident resulting from traffic approaching the driveway entrance at a high rate of speed.

Motion by Supervisor Smith to submit a request for PennDOT to review the various driveways granted access onto Peters Mountain Road (S.R. 225) and to recommend those driveways where the Township would be permitted to place 'Driveway' signage was seconded by Supervisor Evans. *Motion passed unanimously.*

- An email request for signage to reduce the high rate of speed and make vehicle operators aware of the sharp curve where Allegheny Street and Red Hill Road intersect to protect bicycle riders and pedestrians using the shoulder areas of those streets was requested by Kim Heck, 1131 Miller Road.

Motion by Supervisor Smith to apply thermoplastic 'Slow Curve' signage to the roadway on Red Hill Road as it approaches the curve onto Allegheny Street and on Allegheny Street as it approaches the curve onto Red Hill Road was seconded by Supervisor Sudia. *Motion passed unanimously.*

Deed of Dedication for Sutton Drive – Aidan Grove Subdivision

A Deed of Dedication dated the 2<sup>nd</sup> day of June 2020 between Aidan Grove, LLC (Grantor) and Middle Paxton Township (Grantee) granting the Township ownership of a 50-foot-wide dedicated right-of-way with a 25-foot paved cartway and mountable curbs known as Sutton Drive as shown in the Preliminary/Final Subdivision Plan for Aidan Grove to become part of Grantee’s public road system was presented to the Board. Light-Heigel & Associates, Inc. correspondence dated July 6, 2020 recommended the required 15% Maintenance Bond for roadway dedication in the amount of \$30,000 be held for 18 months.

Motion by Supervisor Fisher to accept the Deed of Dedication for Sutton Drive upon receipt of the required Maintenance Bond was seconded by Supervisor Smith. *Motion passed unanimously.*

Stormwater Escrow Release Request – Cameron & Jenna Funk, Lot 3, Potato Valley Road

Light-Heigel & Associates, Inc. correspondence dated July 6, 2020 indicated the required stormwater facilities have been completed in general conformity with the approved plan for the Cameron & Jenna Funk property located at Lot 3, Potato Valley Road. However it was noted an as-built plan needs to be submitted and reviewed with a few erosion areas cleaned up prior to project closeout.

Motion by Supervisor Smith to release \$24,186.05 of the improvement guarantee for the Cameron & Jenna Funk property located at Lot 3, Potato Valley Road and hold \$4,750.00 of the improvement guarantee until the site has stabilized in the erosion areas and the as-built plan has been submitted and approved was seconded by Supervisor Cooney. *Motion passed unanimously.*

Municipal Park Facilities – Rentals for 2020

Motion by Supervisor Fisher to suspend Fishing Creek Community Center and Hagy Park facility building use and pavilion rentals until further notice due to the COVID-19 pandemic mitigation requirements currently in place was seconded by Supervisor Sudia. *Motion passed unanimously.*

Joint Municipal Building Exterior Block Waterproofing Proposal

Motion by Supervisor Fisher to award a contract in the amount of \$6,000 to Jones Masonry Restoration Corporation to power wash all Joint Municipal Building exterior block walls and apply Chem-Trete BSM 400 water repellent to same per proposal dated 24 June 2020 was seconded by Supervisor Smith. *Motion passed unanimously.*

Declaration of Disaster Emergency

Pursuant to the provisions of Section 7501 of the Pennsylvania Emergency Management Services Code, the Board of Supervisors issued a Declaration of Disaster Emergency as a result of the imminent threat to the health, safety and welfare of the citizens of the Township posed by the novel coronavirus (COVID-19) on or about March 15 with the most recent extension of that declaration expiring on July 7.

Motion by Supervisor Sudia to continue the novel coronavirus (COVID-19) pandemic Declaration of Disaster Emergency for an indefinite period given the Governor’s recent

order requiring citizens of the Commonwealth to continue practicing COVID-19 mitigation efforts was seconded by Supervisor Fisher. *Motion passed unanimously.*

## **Reports**

### Engineer – Light-Heigel & Associates, Inc.

A written report of items and activities completed during the month of June was presented.

### Roadmaster – Robert Hofer

A written report dated July 6 was presented.

### Zoning Officer – Ed Fisher

A written report for the month of June was presented.

### Emergency Management Coordinator – Robert Rusbatch

A July 6 email from EMC Rusbatch recommended the Board extend the Declaration of Disaster Emergency pertaining to the COVID-19 pandemic.

### Manager – Julie Ann Seeds

A written report dated July 6 was presented. Manager Seeds also reported having delayed advertising the proposed ordinance *Adding an On-Lot Sewage Management Program Governing Municipal Management of On-Lot Sewage Disposal Facilities* as a result of the COVID-19 pandemic mitigation efforts necessitating closure of the Township office to the public immediately following the March 2 meeting. She explained continued COVID-19 mitigation efforts will limit anticipated attendance at the public hearing required before the proposed ordinance can be considered for adoption by the Board.

It was the consensus of the Board to delay advertising the proposed ordinance until such time as the Township will be able to accommodate the number of residents anticipated will attend the required public hearing.

### Committee/Organization Reports

- Dauphin-Middle Paxton Joint Park Authority

Supervisor Cooney noted the request of the Joint Park Authority to house the John Deere mower currently being used by the Township in their equipment storage facility at the conclusion of the mowing season.

- Dauphin-Middle Paxton Joint Public Safety Committee

Solicitor Stine reported the Secretary of the Commonwealth has not yet acted on the *Certificate Requesting Termination of the Dauphin-Middle Paxton Joint Public Safety Authority* submitted on behalf of the Authority.

- Capital Region Council of Governments (CapCOG)

A written report dated July 6 was presented by Supervisor Fisher.

- Dauphin-Middle Paxton Fire Company Oversight Committee

A written report dated July 6 was presented by Supervisor Fisher. Supervisor Smith requested additional information be presented to the Board regarding the Fire Company's proposal to replace Rescue 38 with a Duty Officer Vehicle prior to Supervisor Fisher casting a vote on that proposal.

- Zoning Ordinance Update Committee

Manager Seeds reported a committee meeting will be scheduled now that Dauphin County has been designated *Green* status under the Governor’s COVID-19 mitigation efforts.

- Detweiler Park Steering Committee

Manager Seeds reported Public Meeting #3 for Dauphin County’s Detweiler Park Master Site Plan is scheduled for Monday, September 21 at the Dauphin County Conservation Center and encouraged members of the Board to attend that meeting.

## **Review/Approval of Bills**

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**

Not required.

## **Information Items/Letters Received**

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

## **Board Member Comments**

Motion by Supervisor Smith to continue the Saturday monitored opening and closing of the brush site through September was seconded by Supervisor Sudia. *Motion passed unanimously.*

Supervisor Evans reported the Dauphin County Tax Collection Committee had expressed its appreciation to the Township for continuing to host its meetings and noted its projection for an estimated 15-20% reduction in EIT collections during calendar year 2020 resulting from the significant rise in unemployment attributed to the COVID-19 pandemic mitigation efforts.

## **Adjournment**

There being no further business, the meeting was adjourned at 9:00 PM upon a motion by Supervisor Smith, seconded by Supervisor Cooney. *Motion passed unanimously.*

Respectfully submitted,

SIGNATURE ON FILE

James H. Fisher, Assistant Secretary