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*Middle Paxton Township*

**BOARD OF SUPERVISORS**

MONTHLY BUSINESS MEETING MINUTES

July 6, 2023

**Call to Order**

The July 6, 2023 monthly business meeting of the Middle Paxton Township Board of Supervisors was called to order at 7:01 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 Solicitor Steve Stine; and Jacob Hoffman representing the Township Engineer, Herbert, Roland & Grubic, Inc. (HRG). Township Manager, Secretary and Assistant Treasurer Julie Ann Seeds was 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.

Paula Zankel asked when the public hearing would be held concerning the proposed On-Lot Sewage Management Program Ordinance. The Board reported the proposed ordinance was submitted to the solicitor for review following its approval of the final draft at the June 5 Monthly Business meeting and anticipated it would be advertised for a public hearing during the August 7 Monthly Business meeting. It was also noted that legal advertisements must first be placed in the *Patriot-News* and a corresponding notice would be included on the township website in advance of a public hearing.

Gene Stilp commented on the *Blue Crest Real Estate Holdings, LLC* application for a Special Exception placed before the Zoning Hearing Board on June 21. He suggested the Board should make arrangements for a meeting facility that would accommodate the larger attendance he anticipated at the continued zoning hearing scheduled for August 9. He also questioned the Zoning Hearing Board's determination as to which residents can be granted "party status" during the hearing. He also stated the township should have provided notice of the hearing well in advance of the advertised public notices and written notices issued to adjoining property owners

as prescribed in the Zoning Ordinance and the Pennsylvania Municipalities Planning Code because of the nature of the applicant's request for a Special Exception.

Rick Roadcap submitted additional written comments on the revised final draft of the proposed On-Lot Sewage Management Program Ordinance the Board submitted to its solicitor for review following the June 5 business meeting.

## **Approval of Minutes**

Motion by Supervisor Smith to approve the minutes from the June 5 Monthly Business meeting was seconded by Supervisor Evans. *Motion passed unanimously.*

Motion by Supervisor Smith to approve the minutes from the June 20 Workshop meeting was seconded by Supervisor Evans. *Motion passed unanimously.*

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

No report was presented.

## **Agenda Items**

### Preliminary/Final Subdivision Plan to Adjust Lot Lines for Eleanor Parker

On behalf of Eleanor Parker, Holly Evans, P.E. representing Evans Engineering, Inc. presented a revised Preliminary/Final Subdivision Plan adjusting the lot lines of three parcels at 1111, 1121 and 1151 Fishing Creek Valley Road owned by Ms. Parker with the intent to adjust the property lines and redistribute lands from the parcels at 1111 and 1121 to the parcel at 1151. Tax parcel No. 43-035-042 (1111) would be reduced from 3.45 acres to 1.37 acres, tax parcel No. 43-035-041 (1121) would be reduced from 1.97 acres to 1.04 acres and tax parcel No. 43-035-043 (1151) would be increased from 6.54 acres to 9.55 acres.

Motion by Supervisor Smith to approve the *Preliminary/Final Subdivision Plan to Adjust Lot Lines for Eleanor Parker* subject to all comments in HRG Preliminary/Final Subdivision Plan Review Letter dated April 26, 2023 and Dauphin County Subdivision/Land Development Review Report No. 23-044 being satisfied was seconded by Supervisor Sudia. *Motion passed unanimously.*

### Ratification – Lifting of Burning Ban enacted on June 6, 2023

At an emergency meeting held on June 6 the Board enacted an immediate ban on both contained and uncontained burning in accordance with Section 501 of Ordinance 80 of 2008 upon the recommendation of Fire Chief Ryan Boyer due to the continued extreme dry weather conditions. Subsequently and also upon the recommendation of Fire Chief Ryan Boyer, the Board lifted the burning ban effective June 27.

Motion by Supervisor Smith to ratify the action of the Board to lift the burning ban effective June 27 was seconded by Supervisor Cooney. *Motion passed unanimously.*

### HRG Revised Proposal for Engineering Services - McKelvey Road Culvert Replacement

Motion by Supervisor Smith to approve the proposed Project Assignment for *McKelvey Road Culvert Replacement (P002752.0445)* descriptive of engineering and related services required to increase the size and capacity of the existing culvert to be performed under the existing Retainer Agreement with *Herbert, Rowland & Grubic, Inc. (HRG)* for the quoted lump sum of \$10,800 for Phases 1 to 4 and on an hourly basis with an estimated fee of \$8,200 for Phases 5 through 6 was seconded by Supervisor Evans. *Motion passed unanimously.*

## Reports

### Township Engineer - Herbert, Roland & Grubic, Inc. (HRG)

A written engineering report dated July 5 was presented. Jacob Hoffman provided a brief summary of engineering services provided by HRG during the month. He also reviewed Manager Seeds' requested procedural change for zoning permit stormwater reviews consistent with the reduced stormwater management requirements permitted under Section 302.D (Exemptions/Modifications) of the Stormwater Management Ordinance assuming the requirements of Section 302.C are met.

### Public Works – Road Foreman Jeff Warfel

A written activity report dated July 6 was presented. Supervisor Smith requested that any questions from the Board pertaining to items listed in the report be presented to Manager Seeds.

### Zoning & Codes Enforcement – Barry Isett & Associates, Inc.

A written Building-Zoning-Code Enforcement Activity Report for the month of June was presented. Supervisor Smith requested that any questions from the Board pertaining to items listed in the report be presented to Manager Seeds.

### Emergency Management Coordinator – Robert Rusbatch

No report was presented.

### Sewage Enforcement Officer – Brian S. McFeaters

A written activity report for the month of June was presented. Supervisor Smith requested that any questions from the Board pertaining to items listed in the report be presented to Manager Seeds.

### Township Manager – Julie Ann Seeds

No report was presented.

### Committees/Organizations

- *Dauphin-Middle Paxton Joint Park Authority* – Supervisor Cooney reported the damaged park sign at the intersection of Claster Boulevard and S.R. 225 was being replaced under an automobile insurance claim.
- *Capital Region Council of Governments (CapCOG)* – A written report dated July 6 was presented with several items of note summarized by Supervisor Fisher. Supervisor Fisher recommended the township consider a subscription to *Savvy Citizen*, a one-way direct communications application installed at no cost on user mobile devices that would enable the township to provide more timely and instantaneous notifications of meetings, alerts, road closures, community events, etc. that directly impact daily lives of township residents.
- *Dauphin-Middle Paxton Fire Company Oversight Committee* – A written report dated July 6 was presented with several items of note summarized by Supervisor Fisher.
- *Dauphin County Tax Collection Committee* – Supervisor Evans reported no meeting was held during the month of June.

## Review/Approval of Bills

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

## **Informational Items/Letters/Emails Received**

No items were presented.

## **Board Member Comments/Announcements**

No comments were presented.

## **Adjournment**

There being no further business, the meeting was adjourned at 7:35 PM upon a motion by Supervisor Evans seconded by Supervisor Cooney. *Motion passed unanimously.*

Respectfully submitted,

### **SIGNATURE ON FILE**

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James H. Fisher, Assistant Secretary