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Middle Paxton Township

BOARD OF SUPERVISORS

REGULAR MONTHLY MEETING MINUTES
March 7, 2016

Call to Order

The March 7, 2016 regular monthly meeting of the Middle Paxton Township Board of Supervisors was called to order at 7:01 PM by Chairman and Treasurer Jeffery Smith in the Township meeting room. Also present were Supervisor James Fisher, Vice-Chairman and Assistant Secretary; Supervisor Richard Pepper; Supervisor Wilbur Evans; Supervisor Larry Cooney; Julie Ann Seeds, Township Manager, Secretary and Assistant Treasurer; Township Solicitor Steve Stine; and Township Engineer Ed Fisher.

Pledge of Allegiance

The meeting was opened with the Pledge of Allegiance.

Public Comments

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

Public Hearing

Chairman Smith turned the meeting over to Solicitor Steve Stine who opened the public hearing regarding the *Middle Paxton Township & Dauphin Borough Joint Comprehensive Plan* that had been distributed to the Board and properly advertised for adoption prior to the public hearing.

Using a *Power-Point* presentation, Carolyn Yagle (Environmental Planning & Design, LLC) briefed the Board and audience regarding development of the *Joint Comprehensive Plan* initiated on June 19, 2014 under the direction of a *Joint Comprehensive Plan Steering Committee* consisting of residents and delegates appointed by the Township and Borough with assistance by the Dauphin County Planning Commission and funded in part by a Regional Connections grant awarded by the Tri-County Regional Planning Commission (TCRPC).

Ms. Yagle's presentation highlighted the key issues, build-out analysis, goals, multi-municipal objectives, key recommendations, and action plan contained in the final draft *Joint Comprehensive Plan*. Ms. Yagle noted pages 54 (Sewer Reserve Capacity Areas) and 55 (Priority Connection Areas) would be removed from the final published plan inasmuch as those pages were to have been deleted from an earlier draft plan reviewed by the Board.

Supervisor Evans requested the abbreviations noted on page 63 of the final draft plan be expanded to include all abbreviations used throughout the plan and requested the *Public Open Space Map* within the Appendix include the Township's *Hagy Park, Ibberson Park* and *Fishing Creek Community Building*. Supervisor Fisher provided Ms. Yagle with his copy of the final draft plan containing various grammatical edits and noted the *Roadway Classification and Recommended Intersection Improvement Map* within the Appendix should also include the intersections of priority concern noted as *Essential Action 20* on page 53.

Solicitor Stine invited comments from the audience regarding the proposed adoption of the *Middle Paxton Township & Dauphin Borough Joint Comprehensive Plan*. No comments were presented and the Public Hearing concluded at 7:43 PM.

Approval of Minutes

Motion by Chairman Smith to approve the minutes of the February 1, 2016 regular monthly meeting was seconded by Supervisor Peffer. *Motion passed unanimously.*

Motion by Supervisor Fisher to approve the minutes of the February 11, 2016 special meeting was seconded by Supervisor Evans. *Motion passed with Chairman Smith abstaining due to having been absent from the February 11 meeting.*

Treasurer's Report/Monthly Financial Statement

Manager Seeds presented the monthly Treasurer's Report showing the total of State Accounts \$220,377.47; Fiduciary Accounts \$81,322.64 and General Accounts \$1,477,834.79 to be \$1,779,534.90 as of February 29, 2016.

Manager Seeds recommended closing the *Recreation Fund* (Mid Penn Bank Money Market Account #0117) and transferring those funds to the *Parks & Recreation Board Account* (Mid Penn Bank Money Market Account #6079) inasmuch as recent changes to state legislation no longer requires the Township to maintain developer payments made in lieu of land being dedicated for recreational purposes to be kept in a separate account.

Motion by Supervisor Fisher to close the *Recreation Fund* (Mid Penn Bank Money Market Account #0117) and transfer those funds to the *Parks & Recreation Board Account* (Mid Penn Bank Money Market Account #6079) was seconded by Supervisor Peffer. *Motion passed unanimously.*

Motion by Chairman Smith to accept the February 2016 Treasurer's Report to be filed for audit was seconded by Supervisor Cooney. *Motion passed unanimously.*

Agenda Items

Resolution 2016-03 – Adoption of the Middle Paxton Township & Dauphin Borough Joint Comprehensive Plan

Motion by Supervisor Fisher to adopt Resolution 2016-03 whereby Middle Paxton Township adopts as its Comprehensive Plan the document entitled "*Middle Paxton Township & Dauphin Borough Joint Comprehensive Plan*" consisting of text, tables and figures contained in a bound document as prepared by Environmental Planning & Design, LLC was seconded by Supervisor Evans. *Motion passed unanimously.*

Ordinance 2016-01 – Establishing a Speed Limit for Elizabeth Avenue

Motion by Chairman Smith to adopt Resolution 2016-01 establishing a speed limit of 25 MPH for Elizabeth Avenue in accordance with a traffic and engineering study performed by Light-Heigel & Associates, Inc. was seconded by Supervisor Evans. *Motion passed unanimously.*

Ordinance 2016-02 – Establishing a Speed Limit for Hagy Lane

Motion by Chairman Smith to adopt Resolution 2016-02 establishing a speed limit of 35 MPH for Hagy Lane in accordance with a traffic and engineering study performed by Traffic Planning and Design, Inc. was seconded by Supervisor Evans. *Motion passed unanimously.*

Higher Information Group Website Proposal

Manager Seeds reported she and Supervisor Cooney had met with Higher Information Group to review the Township's website development and hosting requirements, an item included within the Township's 2016 Budget. As a result of those meetings, a professional services cost proposal was received from Higher Information Group to provide website development services at a cost of \$9,750 and annual hosting cost of \$300.

Motion by Supervisor Fisher to engage Higher Information Group to provide the professional services necessary to develop and host the Township's website was seconded by Chairman Smith. *Motion passed unanimously.*

Joint Fire Commission Appointments

Manager Seeds noted the Township has two (2) vacancies on the *Joint Fire Commission* and recommended the appointment of Supervisor Fisher to fill one of those vacancies. *Joint Fire Commission* appointees (5 from the Township and 2 from Dauphin Borough) can be neither active firefighters on the roll of the Dauphin-Middle Paxton Fire Company nor members of the Dauphin-Middle Paxton Home Association under the terms of the Dauphin-Middle Paxton Fire Company bylaws which designate the seven (7) members of the *Joint Fire Commission* as "Supervising Members".

Motion by Chairman Smith to appoint Supervisor Fisher to the *Joint Fire Commission* was seconded by Supervisor Cooney. *Motion passed unanimously.*

Township residents interested in being considered for appointment to the *Joint Fire Commission* charged with oversight of the Dauphin-Middle Paxton Fire Company to assure the full and faithful performance of its public service firefighting functions, as well as the company finances were invited to submit a letter of interest to the Township office.

Dauphin County Infrastructure Bank (DCIB) Commitment Letter

March 2, 2016 correspondence from the Dauphin County Board of Commissioners approving the Township's application for a \$1,212,000 loan through the DCIB to fund the Potato Valley Road Bridge Replacement and Roadway Re-Alignment Project over a ten (10) year term at an interest rate of 0.50% was distributed to the Board for review and acceptance.

Motion by Chairman Smith to accept the terms of the DCIB loan and execute the commitment letter was seconded by Supervisor Fisher. *Motion passed unanimously.*

Letter of Intent – Repetitive Loss Area Analysis CRS Initiative

Manager Seeds reported 29 properties within the Township qualify for a repetitive loss area analysis under the Dauphin County Regional Community Rating System (CRS) Initiative.

Motion by Chairman Smith to execute the letter of intent to participate in the Repetitive Loss Area Analysis portion of the Dauphin County Regional Community Rating System (CRS) Initiative was seconded by Supervisor Evans. *Motion passed unanimously.*

Reports

Engineer – Ed Fisher, P.E.

An engineering report for the month of February 2016 was presented. Engineer Fisher reported the data obtained from the traffic and engineering study conducted on Stony Creek Road within the vicinity of the 'S' Turn at Stone Glen was not significantly different from the traffic and engineering study conducted during 1999. Westbound traffic speed approaching the 'S' turn averaged 41 MPH, while eastbound traffic speed averaged 39 MPH. Engineer Fisher recommended installation of permanent 'Slow Curve Ahead' pavement warning markers in advance of the westbound and eastbound approaches to the 'S' turn when the roadway is resurfaced.

Motion by Chairman Smith authorizing Light-Heigel & Associates, Inc. to perform engineering design and prepare bid specifications for a pavement overlay on Stony Creek Road from Lindsey Lane to Greider Lane including correction of stormwater

management issues being experienced westbound on Stony Creek Road arising from the intersection of Killinger Lane was seconded by Supervisor Fisher. *Motion passed with Supervisor Peffer voting nay.*

Roadmaster – Robert Hofer

A written report dated March 7, 2016 was presented.

Motion by Chairman Smith to purchase the 9HP 28" cut Toro snowblower at a quoted price of \$1,198 under COSTARS from Hornung's Hardware was seconded by Supervisor Cooney. *Motion passed unanimously.*

Zoning and Codes Enforcement Officer – Julie Ann Seeds

A written reported dated March 7, 2016 was presented.

Emergency Management Coordinator – Robert Rusbach

Mr. Rusbach reported the Route 11/15 Rock Slope Safety Project requiring closure of Route 11/15 from May 1 through July 31 with all traffic diverted to Route 22/322 has been initiated with PennDOT's selection of a contractor. PennDOT continues to make safety improvements to Route 22/322 in advance of that closure including planned installation of barrier gates that will permit both eastbound and westbound traffic flow should a major roadway incident occur on Route 22/322 during the closure period.

Mr. Rusbach also reported the snow disaster declaration was pending Presidential approval which would result in 75% federal reimbursement of approximately \$25,000 of costs incurred by the Township during the 48-hour period (January 23-24) coinciding with the record-breaking snow storm.

Manager – Julie Ann Seeds

A written report dated March 7, 2016 was presented.

Chairman Smith inquired whether action had been taken on the Board's January 4th motion for the Solicitor to review a resident's request for a Zoning Ordinance amendment to permit an accessory structure to be placed on a vacant residential parcel. Solicitor Stine responded that such an amendment would be inconsistent with the Tri-County Regional Planning Commission (TCRPC) Model Zoning Ordinance and contrary to any other neighboring township's Zoning Ordinance. He recommended advising the resident their recourse would be to seek a variance from the Township's Zoning Hearing Board.

Committee/Organization Reports

- Dauphin-Middle Paxton Joint Park Authority – No report was presented.
- Dauphin-Middle Paxton Joint Public Safety Authority – Supervisor Fisher reported the next Authority meeting was scheduled for April 13 at 6 PM. Chairman Smith noted he and others reportedly had not received the 2016 solicitation for *Community LifeTeam* annual membership. Supervisors Fisher

and Evans noted they had received that annual membership solicitation and suggested it could be printed in the Township newsletter and placed on the website for those who may not have received it or were new to the community.

- Capital Region Council of Governments (CapCOG) – Supervisor Fisher reported the February 15 meeting had been cancelled due to a snow storm and the next Board of Delegates meeting was scheduled for March 21 at 7 PM.

Review/Approval of Bills

The listing of vendor bills for February was distributed to the Board for review/approval. Motion by Chairman Smith to pay all vendor bills listed for February 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.

Board Member Comments

Supervisor Fisher reported having submitted a customer concern to PennDOT regarding a hazardous condition at the intersection of Route 325 (Mountain Road) and 225 (Peters Mountain Road) caused by water runoff cascading across the entire intersection and freezing on the roadway. PennDOT District 8 Engineer, Mike Keiser, directed the Dauphin County Manager and Construction staff to provide input as to the appropriate corrective actions that should be undertaken.

Supervisor Fisher also made note of the considerable loss of shade trees at Hagy Park due to the Emerald Ash Borer disease and suggested the Township consider seeking a Tree Revitalization Grant to plant replacement shade trees around the playground and pavilion areas.

Supervisor Pepper reported having observed excessive traffic speed on Riverview Road when children were out playing. Motion by Supervisor Pepper to authorize Light-Heigel & Associates, Inc. to conduct a traffic and engineering study required to post a speed restriction on Riverview Road was seconded by Chairman Smith. *Motion passed unanimously.*

Chairman Smith thanked those members of the Board who had attended various meetings throughout the month on behalf of the Township.

Executive Session

Not required.

Adjournment

There being no further business, the meeting was adjourned at 8:48 PM upon a motion by Chairman Smith, seconded by Supervisor Pepper. *Motion passed unanimously.*

Respectfully submitted,

SIGNATURE ON FILE

James H. Fisher, Assistant Secretary