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*Middle Paxton Township*

**BOARD OF SUPERVISORS**

REGULAR MONTHLY MEETING MINUTES

May 1, 2017

**Call to Order**

The May 1, 2017 regular monthly meeting of the Middle Paxton Township Board of Supervisors was called to order at 7:05 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 Peffer; Supervisor Wilbur Evans; Supervisor Larry Cooney; Julie Ann Seeds, Township Manager, Secretary and Assistant Treasurer; Township 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**

Chairman Smith invited comments from those in attendance who were not listed on the meeting agenda.

Pennsylvania State Police Lt. Matt Nickey introduced himself and provided 2017 year-to-date statistics noting 365 traffic stops and 306 calls logged within the Township. A breakout of those calls was also provided, which didn't appear to indicate any major criminal activity within the Township.

Steve Forney stated he had purchased a lot with 103 feet street frontage within the vicinity of 1822 Towpath Road with the intention of placing an RV camper on the lot for his use during the summer months (approximately 180 days). However, he has since been informed the zoning for property within that ARR district requires a 2-acre lot size inasmuch as his intended use was defined as a "campground". Mr. Forney requested the Board consider an amendment to its Zoning Ordinance reducing the lot size pertaining to his intended seasonal use.

Motion by Supervisor Peffer to refer Mr. Forney's request for a review of the Zoning Ordinance as it pertains to placing an RV camper on a lot within the ARR district for

seasonal use to the Planning Commission was seconded by Chairman Smith. *Motion passed unanimously.*

## **Approval of Minutes**

Motion by Chairman Smith to approve the minutes from the April 3, 2017 regular monthly 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 *State Accounts* \$270,834.41; *Fiduciary Accounts* \$84,349.11; and *General Accounts* \$1,243,273.40 to be \$1,598,456.92 as of April 30, 2017.

Motion by Chairman Smith to accept the April 2017 Treasurer's Report to be filed for audit was seconded by Supervisor Evans. *Motion passed unanimously.*

## **Agenda Items**

### Ordinance No. 2017-02 Prohibiting Parking, Stopping or Standing Along Elizabeth Avenue

Motion by Chairman Smith to adopt Ordinance 2017-02 prohibiting parking, stopping or standing at all times along both sides of Elizabeth Avenue for its entire length within the Township was seconded by Supervisor Evans. *Motion passed unanimously.*

### Appointment Recommendations

Ron Hull representing the Dauphin-Middle Paxton Joint Park Authority recommended Tim Wenrich be considered for appointment to fill a vacancy on the Park Authority. Manager Seeds noted no other applicants had submitted a letter of interest in being appointed to that vacancy. Motion by Chairman Smith to appoint Tim Wenrich, 720 Hunt Wyd Drive, to the vacant position on the Dauphin-Middle Paxton Joint Park Authority was seconded by Supervisor Fisher. *Motion passed unanimously.*

Supervisor Evans requested the Board receive copies of the Park Authority meeting minutes on a regular basis or he would no longer support funds being allocated to the Park Authority. Supervisor Evans' request for meeting minutes was subsequently restated on behalf of the entire Board inasmuch as the Township is the primary source of Park Authority operating funds.

Motion by Supervisor Fisher to appoint Joe McConlogue, 820 Fishing Creek Valley Road, to the vacant position on the Zoning Hearing Board was seconded by Supervisor Cooney. *Motion passed unanimously.*

### Stormwater Escrow Release

Motion by Supervisor Fisher to release the \$3,800 improvement guarantee being held for completion of stormwater management facilities at the United Jewish Community of Harrisburg property located at 2055 Fishing Creek Valley Road in accordance with Light-Heigel & Associates, Inc. correspondence dated April 19, 2017 was seconded by Chairman Smith. *Motion passed unanimously.*

### Sketch Plan – Blue Mountain Parkway Site for David Settino

A sketch plan prepared by Snyder-Secary & Associates, LLC dated April 2, 2017 for a proposed subdivision and land development plan for Blue Mountain Parkway Site for

David Settino was presented to the Board by Gregory Schwartz. Correspondence dated February 24, 2017 accompanied the sketch plan requesting the Board's consideration for granting waivers to SALDO Section 501.D.1.2 – *Horizontal Curves* and Section 501.D.2.6 – *Vertical Curves* for construction of the access road to the proposed subdivision. Light-Heigel & Associates, Inc. correspondence dated March 30, 2017 was also distributed to the Board to provide additional detail explaining the issue with the waiver request submitted by Snyder-Secary & Associates, LLC for the proposed Settino subdivision.

Considerable discussion ensued regarding the proposed waiver requests, however, the Board took no action other than providing a consensus that those waiver requests may not be viewed favorably by Board should they be presented with a proposed subdivision plan at a later date.

#### HRG Proposal for Solar Collector Field Construction Administration

A proposal dated April 19, 2017 from Herbert, Rowland & Grubic, Inc. (HRG) to provide professional services for construction administration for the Township's solar collector field project was distributed to the Board for consideration.

Motion by Supervisor Fisher to award a contract to retain HRG for solar collector field project construction administration for a time-and-material fee Not-to-Exceed \$5,000 was seconded by Chairman Smith. *Motion passed unanimously.*

#### Harrisburg Area Transportation Study

An email dated April 17, 2017 from Tri-County Regional Planning Commission (TCRPC) planner Casey Baxendale requested the Township prioritize its projects currently listed in the Regional Transportation Plan (RTP) that have not yet been funded through the Transportation Improvement Plan (TIP).

Motion by Supervisor Fisher to submit the Township's list of priority transportation improvement projects to be included in the RTP in pursuit of federal funding through the TIP in the following order of priority: 1) EMS Access Issues, 2) US 22/322 Safety Issues, 3) Route 225, Elizabeth Avenue, Claster Boulevard Intersection and 4) Route 22/322 Freight Signage was seconded by Supervisor Cooney. *Motion passed unanimously.*

#### TCRPC Regional Connections Grant – Zoning Ordinance Update

Motion by Chairman Smith authorizing Manager Seeds to issue a Request for Proposals (RFP) to retain a consultant to assist the Township with updating its Zoning Ordinance in accordance with the Regional Connections Grant awarded by the Tri-County Regional Planning Commission (TCRPC) was seconded by Supervisor Cooney. *Motion passed unanimously.*

Motion by Chairman Smith to appoint Manager Seeds and Supervisors Fisher and Evans to the Zoning Ordinance Consultant RFP Review Committee was seconded by Supervisor Cooney. *Motion passed unanimously.*

## **Reports**

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

A written report for the month of April was presented.

#### Roadmaster – Robert Hofer

A written report dated May 1, 2017 was presented.

Motion by Chairman Smith to obtain an estimate to cut down the Emerald Ash Borer diseased ash trees surrounding occupied areas at Hagy Park was seconded by Supervisor Cooney. *Motion passed with Supervisor Peffer voting Nay.*

#### Zoning and Codes Enforcement Officer – Julie Ann Seeds

A written report dated May 1, 2017 was presented. Manager Seeds also reported the Township's newly appointed Zoning Officer, Matt Sauers (Light-Heigel & Associates, Inc.), started work last week and would be in the office for appointments on Monday and Thursday of each week.

#### Emergency Management Coordinator – Robert Rusbach

No report was submitted.

#### Manager – Julie Ann Seeds

A written report dated May 1, 2017 and a township project list annotated with the current status of each active project were presented. The Board commended Manager Seeds for both arranging the Opioid Crisis Town Hall and speaking at that event sponsored by Dauphin County and held on April 11 in the Township meeting room.

#### Committee/Organization Reports

- *Dauphin-Middle Paxton Joint Park Authority* – No report.
- *Dauphin-Middle Paxton Joint Fire Commission* – Supervisor Fisher reported the Commission met on April 25 and approved purchase of a Kawasaki Mule Pro ATV for rugged terrain rescue and fire-fighting at a price of \$11,496.50 and a Kimtek ATV/UTV skid unit at a price of \$5,150 for mounting on the Kawasaki ATV. The aforementioned purchases were covered by a \$14,100 grant from the Office of the State Fire Commissioner, as well as the approximate \$2,500 profit from this year's Easter flower sale. A detailed breakdown of 2016 fire company multi-hazard and rescue/EMS dispatches was distributed showing a total of 250 incidents during the year with an average response time (dispatch to arrival on scene) of 11.92 minutes. The next Fire Commission meeting is scheduled for Tuesday, May 23 at 5:30 PM in the Township meeting room.
- *Dauphin-Middle Paxton Joint Public Safety Authority* – Supervisor Fisher reported the Authority met on April 12 and was introduced to the newly appointed director of Community LifeTeam (CLT), Barry Albertson. CLT Field Supervisor, Bob Smith, was also introduced as the newly appointed liaison to the Authority. CLT reported the "uptown" station has been relocated to Polyclinic Hospital versus the previous North 6<sup>th</sup> Street location next to the Rescue Fire Company in Susquehanna Township. The Authority was assured Station 12 would be more frequently utilized for vehicle and crew transfers between northern Dauphin County EMS units and those units originating from the city stations. CLT was also asked to investigate status of reciprocal membership agreements with alternate EMS units when responding to calls in place of CLT EMS units. The next Authority meeting is scheduled for Wednesday, July 12 at 6 PM in the Township meeting room.
- *Capital Region Council of Governments (CapCOG)* – Supervisor Fisher reported the CapCOG Board of Delegates met on Monday, April 17 with a presentation by VFIS Education Specialist Jerry Ozog on building and maintaining effective relationships between fire company leaders and public officials. The annual CapCOG auction is

scheduled for July 19. The next Board of Delegates meeting will be held at 7:00 PM on Monday, May 15 at the Hampden Township office.

- *PSATS 95<sup>th</sup> Educational Conference and Trade Show* – Supervisor Fisher reported all resolutions supported by the PSATS Resolutions Committee except 17-19 (permit townships to levy, assess and collect mercantile and/or business privilege taxes on gross receipts from commercial businesses) were approved during the general session business meeting. Two additional resolutions were introduced and also approved, i.e. 17-53 urging redistricting efforts to place municipalities entirely within the same legislative district and 17-54 seeking legislation to prohibit PennDOT from requiring municipalities to accept responsibility for maintenance and liability of sidewalks installed along state roads as a precondition for installation or reconstruction of any sidewalk along a state road. Supervisor Fisher also reported having urged the Resolutions Committee to introduce a resolution to repeal the *Prevailing Wage Law* (Act 442 of 1961) versus seeking increased monetary thresholds as stated in resolutions 17-2, 17-25, 17-26 and 17-27.

## **Review/Approval of Bills**

The listing of vendor bills for April 2017 was distributed to the Board for review/approval. Motion by Supervisor Fisher to pay all vendor bills listed for April 2017 and to approve payment of all recurring monthly expenses in a timely fashion to avoid late-charge penalties was seconded by Chairman Smith. *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 also noted the joint municipal building security assessment would be performed by Trooper Kevin Jancewicz of the PSP Domestic Security Risk and Vulnerability Assessment Team on the evening of Wednesday May 3 and during the day on Thursday May 4. Results of that security assessment would then be compiled and provided to the Township with a list of recommendations intended to improve the security of the joint municipal building.

## **Executive Session**

Motion by Chairman Smith to recess the Board of Supervisors meeting at 8:40 PM and enter into executive session to discuss personnel matters was seconded by Supervisor Cooney. *Motion passed unanimously.*

The Board of Supervisors came out of executive session at 8:49 PM and took the following action: Motion by Chairman Smith to immediately terminate the employment of Kim Laing as Receptionist/Assistant for the reasons set forth within the termination letter drafted by outside counsel, Mike Miller, and dated May 1, 2017 was seconded by Supervisor Evans. *Motion passed unanimously.*

## **Board Member Comments**

Motion by Supervisor Peffer to include Riverview Road in the list of Township roadways scheduled to be line-painted was seconded by Chairman Smith. *Motion passed unanimously.*

## **Adjournment**

There being no further business, the meeting was adjourned at 8:50 PM upon a motion by Chairman Smith, seconded by Supervisor Peffer. *Motion passed unanimously.*

Respectfully submitted,

SIGNATURE ON FILE

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James H. Fisher, Assistant Secretary