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Middle Paxton Township

BOARD OF SUPERVISORS

MONTHLY BUSINESS MEETING MINUTES

May 3, 2021

Call to Order

The May 3, 2021 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 Manager, Secretary and Assistant Treasurer Julie Ann Seeds; Township 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. Supervisor Smith reported that an executive session of the Board of Supervisors was held on Thursday, April 15 to obtain legal advice from the Township Solicitor.

Public Comments

Provisions were made to accommodate the public while maintaining adequate social distancing within the meeting room during the continuing Declaration of Disaster Emergency as a result of the imminent threat to the health, safety and welfare of the citizens of the Commonwealth posed by the novel coronavirus (COVID-19) pandemic.

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 April 5, 2021 Monthly Business Meeting was seconded by Supervisor Evans. *Motion passed unanimously.*

Treasurer's Report/Monthly Financial Statement

The April monthly Treasurer's Report showed the total of the *PLGIT Prime* State Account (Liquid Fuels Fund) \$40,301.06; *Mid Penn Bank* Fire Hydrant Account \$11,472.73;

Fiduciary Funds (Escrow & Fire Co. Vehicle Replacement Accounts) \$494,477.18; *PLGIT Prime* General Fund (Building, Equipment, Parks & Rec Accounts) \$242,985.31; *PLGIT Term* Reserve Account (Capital & Sewer) \$548,952.879; *Mid Penn Bank* Money Market Account \$378,178.71; *Mid Penn Bank* General Fund (Public Safety & Operating) \$498,396.61; and *Mid Penn Bank* Public Funds Account (FEMA Flood Mitigation Assistance Grant Program) \$1.00 to be **\$2,214,765.47** as of April 30, 2021.

Manager Seeds noted the escrow deposit in the amount of \$204,208 was for the Clarks Valley Zion Evangelical Congregational Church development plan. She also noted a check in the amount of \$335,513.19 received as the Township's share from the sale of the property at 930 Peter's Mountain Road to Dauphin County would be deposited tomorrow. The settlement statement from the aforementioned real estate transaction between the Township and Dauphin Borough as seller and Dauphin County as buyer was also presented.

Manager Seeds also reported Earned Income Tax receipts for the first quarter 2021 totaled \$245k versus \$211k for the first quarter 2020.

Motion by Supervisor Fisher to accept the April 2021 Treasurer's Report to be filed for audit was seconded by Supervisor Smith. *Motion passed unanimously.*

Agenda Items

Eagle Scout Project – Andrew Young

Andrew Young was not present to provide an update on the proposed honor garden at the Joint Municipal Building intended to be completed as his Eagle Scout project. The Board continued to defer any further action on that project until Mr. Young can be present.

Stormwater Improvement Guarantee Escrow Release Request

Light-Heigel & Associates, Inc. correspondence dated April 30, 2021 indicated James C. & Heather L. Kirk had requested a partial release of the improvement guarantee for their property on Berry Lane. Light-Heigel & Associates recommended a partial release of \$15,946.00 based upon stormwater basins "A" and "C" having been graded and seeded, the driveway and lot having been graded, seeded and stabilized with the remaining \$14,151.65 improvement guarantee held until infiltration trench "B" is completed, the as-built plan is submitted and the NPDES permit close-out is completed.

Motion by Supervisor Smith to release \$15,946.00 of the improvement guarantee being held for the James C. & Heather L. Kirk property on Berry Lane and hold the remaining \$14,151.65 in the improvement guarantee pursuant to Light-Heigel & Associates, Inc. correspondence dated April 30, 2021 was seconded by Supervisor Cooney. *Motion passed unanimously.*

Potato Valley Road Bridge Replacement – Wetland Mitigation Reporting

Motion by Supervisor Fisher to enter into agreement with Herbert, Rowland & Grubic, Inc. (HRG) to provide engineering related services to meet the wetland mitigation monitoring requirement outlined in the PADEP and USACE permits for the Potato Valley Road Bridge Replacement Project as specified in HRG proposal dated May 3, 2021 subject to review of the proposed agreement terms and general conditions by the Township Solicitor was seconded by Supervisor Evans. *Motion passed unanimously.*

N.A.S Contracting, LLC – Hagy Park Recreation Building Lighting Fixtures

Motion by Supervisor Fisher to enter into contract with N.A.S. Contracting, LLC in the amount of \$2,180.00 for the description of work specified in Estimate No. E2021005 including all materials and labor to replace specified exterior and interior lighting fixtures with LED fixtures and add motion sensors within the restrooms at the Hagy Park recreation building was seconded by Supervisor Evans. *Motion passed unanimously.*

Triangle Fire Protection, Inc. – Joint Municipal Building Fire Sprinkler System

Motion by Supervisor Smith to enter into contract with Triangle Fire Protection, Inc. for the base price of \$9,890.00 to correct all inspection deficiencies identified within the Joint Municipal Building fire sprinkler system inspection report dated April 5, 2021 with the understanding antifreeze required to recharge the system will be invoiced as an extra at \$19.00 per gallon was seconded by Supervisor Evans. *Motion passed unanimously.*

CapCOG Municipal Auction

Motion by Supervisor Fisher to declare the 1990 Ford F-800 dump truck (VIN 1FDYK84A0MYA10532) and snowplow, 1998 John Deere 455 tractor/mower, and 1984 Sioux Steam Pressure Washer as surplus items to be entered into the annual CapCOG Municipal Auction to be held on July 21 was seconded by Supervisor Sudia. *Motion passed unanimously.*

On-Lot Sewage Management Program Draft Ordinance

It was the consensus of the Board to continue to defer advertising the proposed On-Lot Sewage Management Program Ordinance for adoption until the Governor's Declaration of Disaster Emergency related to the novel coronavirus pandemic is either rescinded or current indoor capacity and social distancing restrictions are lifted enabling our meeting room to be fully available to host the required public hearing.

2021 Projects Update

Manager Seeds submitted a detailed listing of various roadway, parks and recreation, and joint municipal building projects, as well as an update on several miscellaneous projects approved by the Board and currently underway. She reported the proposed deed transfer of the Frog Hollow Road property (tax parcel No. 43-035-087) to the Township preliminary to that parcel being transferred to the Commonwealth's Boyd Big Tree Preserve Conservation Area was cancelled due to the intended grantor not having a clear title to affect the transfer.

Employee Letter of Resignation

Linda Megonnell submitted a letter of resignation intended to be effective Thursday, June 10, 2021. The Board commended Mrs. Megonnell for her exemplary service to the Township and expressed its appreciation for her offer to assist with the transition of her duties and training to her yet to be hired replacement.

Motion by Supervisor Smith to accept the resignation of Linda Megonnell with regret was seconded by Supervisor Evans. *Motion passed unanimously.*

Departmental Reports

Township Engineer – Light-Heigel & Associates, Inc.

Light-Heigel & Associates, Inc. submitted a written report of items and activities completed during the month of April.

Public Works – Road Master

Road Master Robert K. Hofer II submitted a written report dated May 3.

Zoning & Codes Enforcement

Ed Fisher and Julie Seeds submitted a written report dated April 29.

Emergency Management Coordinator

EMC Rusbach reported he met with the Clarks Creek Watershed Preservation Association (CCWPA) to discuss their request for siren installations as a warning system in the event of a breach of the DeHart Dam and recommended CCWPA should work directly with Capital Region Water regarding their emergency preparedness and early warning system plans. He also reported having filed the Chestnut Hill development street names and address assignments with the Dauphin County 911 addressing coordinator.

He reported the parties responsible for fire company responses to wildfires caused by careless burning of brush during the March winds were being billed based upon the FEMA standard equipment rates and corresponding firefighter labor hour rates and requested the purchase of four (4) road closed signs for fire company use.

Motion by Supervisor Fisher for purchase of four (4) road closed signs for emergency management and fire company use was seconded by Supervisor Sudia. *Motion passed unanimously.*

Sewage Enforcement Officer

SEO Brian S. McFeaters submitted a written activity report for the month of April.

Township Manager

Reference 2021 projects update.

Committee/Organization Reports

Dauphin-Middle Paxton Joint Park Authority

Supervisor Cooney reported the Dauphin Athletic Association would be the signatory and provide the payment required under the rental agreement between the Township and the Dauphin-Middle Paxton Soccer Association for playing field use at Hagy Park.

Capital Region Council of Governments (CapCOG)

Supervisor Fisher submitted a written report dated May 3.

Dauphin-Middle Paxton Fire Company Oversight Committee (aka Joint Fire Commission)

Supervisor Fisher submitted a written report dated May 3.

Zoning Ordinance Update Committee

Manager Seeds reported having just received the updated draft Ordinance of Definitions from our consultant, EP&D which will be distributed to the committee for review.

Dauphin County Tax Collection Committee

The next committee meeting is scheduled for 6:30 PM May 19 in the Township meeting room.

Approval/Payment of Bills

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

Informational Items/Correspondence Received

Manager Seeds presented items of general interest and distributed copies of recent correspondence received by the Township.

Board Member Comments/Announcements

Supervisor Evans reported the Middle Paxton Lions Club intended to hold the annual Lions Club Carnival from July 27-31 after having canceled the 2020 carnival due to the COVID-19 pandemic.

Supervisor Fisher commended Joey Wynn and the public works crew for the construction and installation of sign boards at each of the Township parks. He also reported his observation that the condition of the playing fields at Hagy Park appeared to be getting worse each year noting uneven and spotty turf promoting weed growth requiring attention to return it to its previous condition.

Manager Seeds reported having been notified that the Game Commission had authorized logging of its forest lands out Ellendale and heavy truck traffic should be anticipated on Stony Creek Road throughout the remainder of the year.

Adjournment

There being no further business, the meeting adjourned at 8:10 PM upon a motion by Supervisor Smith, seconded by Supervisor Sudia. *Motion passed unanimously.*

Respectfully submitted,

SIGNATURE ON FILE

James H. Fisher, Assistant Secretary