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Middle Paxton Township

BOARD OF SUPERVISORS
REGULAR MONTHLY MEETING MINUTES
November 4, 2013

Call to Order

The November 4, 2013 regular monthly meeting of the Middle Paxton Township Board of Supervisors was called to order at 7:00 PM by Chairman Andrew Megonnell in the Township meeting room. Also present were Supervisor James Fisher, Vice Chairman and Secretary; Supervisor Richard Peffer, Treasurer; Supervisor Mitchell Rissinger; Supervisor Mary Jane Davis; Julie Seeds, Township Manager and Assistant Secretary/Treasurer; Steve Stine, Solicitor; and Ed Fisher, Township Engineer.

Pledge of Allegiance and Public Comments

Following the Pledge of Allegiance, public comments were requested from those in attendance.

The Township's Sewage Enforcement Officer, Matthew Williard, presented Light-Heigel & Associates 2014 price sheet for on-lot sewage testing, permitting and inspection. No increases are projected from the 2013 rates.

Approval of Minutes

Chairman Megonnell requested a motion to approve the minutes from the October 7, 2013 regular monthly meeting. Motion by Supervisor Rissinger to approve the minutes from the October 7, 2013 regular monthly meeting was seconded by Supervisor Davis. *Motion passed unanimously.*

Treasurer's Report/Monthly Financial Statement

Julie Seeds, Assistant Secretary/Treasurer, presented the Treasurer's Report and reported the total of Fiduciary (\$399,916.70) and General Account (\$1,493,427.41) funds to be \$1,893,344.11 as of October 31.

Motion by Supervisor Davis to approve the Treasurer's Report and Monthly Financial Statement to be filed for audit was seconded by Supervisor Fisher. *Motion passed unanimously.*

Agenda Items

Resolution 2013-07 Modifying an Agricultural Security Area for Hoffman/Hoover

Resolution 2013-07 correcting tax parcel numbers and total acreage within the Hoffman/Hoover Agricultural Security Area was submitted for Board approval. Correction of those items recently identified as being erroneous was requested by Dauphin County Conservation.

Motion by Supervisor Fisher to enact Resolution 2013-07 Modifying an Agricultural Security Area for Hoffman/Hoover was seconded by Supervisor Davis. *Motion passed unanimously.*

Texas Eastern/Spectra Energy Temporary Workspace Permit

A Temporary Workspace Permit granting Texas Eastern Transmission, LP permission to enter onto the Ibberson Park property for the purpose of installing a 36" diameter pipeline for consideration in the amount of \$2,000 and to pay an additional consideration in the amount of \$2,600 as reimbursement for anticipated damages to standing timber removed from the construction work area was presented by Mr. Mike Long representing Texas Eastern. Having reviewed same, Solicitor Stine recommended Board approval.

Motion by Supervisor Rissinger to execute the Temporary Workspace Permit was seconded by Supervisor Davis. *Motion passed unanimously.*

In anticipation of the Township's intent to repave portions of Stony Creek Road during 2014 and 2015, Mr. Long indicated that Texas Eastern intends to offer the Township a fee in lieu of final restoration of the roadway crossing in the vicinity of Lindsey Lane. The applicable fee will be proposed in conjunction with the applicant's request for a road crossing permit.

Mr. Long stated that pipeline construction was anticipated to start on or about May 1, 2014 and should be concluded within approximately three months from that date.

Hazard Mitigation Resolution 2013-08

Township Emergency Management Coordinator Robert Rusbatch presented Dauphin County correspondence requesting Township participation in updating the County's multi-jurisdiction hazard mitigation plan. It was the Board's consensus that the Township would be an active participant with other County municipalities and inasmuch as a resolution was determined to be unnecessary, the Board requested Mr. Rusbatch to notify the County of the Township's intent to participate.

Mr. Rusbatch also advised the Board that the Susquehanna River Basin Commission (SRBC) has scheduled a flood mitigation planning session at the Township meeting room on January 27, 2014 and would be inviting affected residents to attend.

Fort Hunter Station Adaptive Reuse Plan Time Extension

Dauphin County Parks and Recreation has offered yet another 6-month grant of extension enabling the Township to delay action on the Fort Hunter Station Adaptive Reuse Plan until May 2014.

Motion by Supervisor Rissinger to accept Dauphin County's 6-month grant of extension until May 2014 for action on the Fort Hunter Station Adaptive Reuse Plan was seconded by Supervisor Davis. *Motion passed unanimously.*

Game Time Grant – Playground for Dauphin-Middle Paxton Park Authority

Ms. Seeds reported the Township received notice of being awarded a grant in the amount of \$30,847.10 to offset the cost of the proposed all-inclusive playground for the Dauphin-Middle Paxton Park Authority. The Park Authority has committed \$20,000 and Dauphin Borough has committed \$4,000 toward funding the project. The project totals \$73,802.88 (including shipping costs) with the a remaining unfunded balance of \$18,955.78 necessary to proceed with the project.

Motion by Supervisor Rissinger to contribute the remaining \$18,955.78 to fund the all-inclusive playground project for the Dauphin-Middle Paxton Park Authority with monies being transferred from the Centric Bank General Fund Account #3935 was seconded by Supervisor Davis. *Motion passed unanimously.*

Fishing Creek Community Building Renovations

1. *Hi Tech-Hi Art Release of Retainage* – Township Engineer Ed Fisher provided written correspondence stating that the roofing contractor had satisfied all contract terms for re-roofing the Fishing Creek Community Building and recommended release of the retainage payment in the amount of \$1,712.32. Motion by Supervisor Fisher to release payment in the amount of \$1,712.32 to Hi Tech-Hi Art was seconded by Supervisor Rissinger. *Motion passed unanimously.*
2. *Jones Masonry Release of Retainage* – Township Engineer Ed Fisher provided written correspondence stating that the masonry contractor had satisfied all

contract terms for re-pointing the brick exterior of the Fishing Creek Community Building and recommended release of the retainage payment in the amount of \$4,590.00. Motion by Supervisor Fisher to release payment in the amount of \$4,590.00 to Jones Masonry was seconded by Supervisor Rissinger. *Motion passed unanimously.*

3. *Gutters and Downspouts Quotes* – The following quotes were received to remove and replace the existing gutters and downspouts on the Fishing Creek Community Building with new 6" half-round aluminum guttering and round downspouts matching the standing seam metal roof color (copper penny):

- Hi Tech-Hi Art - \$5,497.00
- The Gutter Guys - \$8,010.84
- Nicolas Evanoff - \$10,650.00

Motion by Supervisor Fisher to award Hi Tech-Hi Art a contract in the amount of \$5,497.00 to remove and replace the gutters and downspouts on the Fishing Creek Community Building was seconded by Supervisor Rissinger. *Motion passed unanimously.*

4. *Pest Control Quote* – Ms. Seeds presented a quote in the amount of \$2,400.00 from Orkin Pest Control to remove all attic Fiberglas batt and blown in insulation contaminated by bat droppings, disinfect the remaining insulation, cap the chimney and close all openings through which bats have entered the Fishing Creek Community Building attic. Motion by Supervisor Davis to award Orkin Pest Control a contract in the amount of \$2,400.00 to perform the necessary services to remove the bats and bat droppings from the Fishing Creek Community Building attic was seconded by Supervisor Fisher. *Motion passed unanimously.*

Resignation of Zoning and Codes Enforcement Officer

Ms. Seeds reported having received a written letter of resignation from the Township's Zoning and Codes Enforcement Officer, Ms. Alicia Riegel-Kanth, dated October 16, 2013 with that resignation being effective immediately.

Motion by Supervisor Fisher to accept the resignation of Ms. Alicia Riegel-Kanth as tendered effective October 16, 2013 was seconded by Supervisor Rissinger.

Dauphin Recreation Association – First Right of Refusal for Parcel Purchase

Mr. Dan Deichmiller representing the Dauphin Recreation Association (DRA) Board of Directors requested a response to DRA's October 7, 2013 offer to provide the Township first right of refusal to purchase an approximate 3-acre parcel of land to the rear of the Dauphin Pool.

Motion by Supervisor Fisher to advise DRA that the township was not in the position to accept DRA's offer to purchase the approximate 3-acre parcel of land to the rear of the Dauphin Pool given the fiscal constraints being encountered in preparing the 2014 budget was seconded by Supervisor Peffer. *Motion passed unanimously.*

It was the consensus of the Board, however, that DRA should seek to preserve the parcel in question for recreational purposes given its location between lands owned and maintained by the Dauphin-Middle Paxton Park Authority for community recreation.

Capital Region Council of Governments

Correspondence received from the Capital Region Council of Governments requested member municipalities to consider enacting resolutions to encourage affirmative action on the following bills pending action by the House and/or Senate within the General Assembly:

1. *SB 733 – Public Notice Modernization Act*

Motion by Supervisor Rissinger to adopt Resolution 2013-08 recommending support for proposed legislation to modernize the Public Notice Act as stated within SB 733 was seconded by Supervisor Davis. *Motion passed unanimously.*

2. *HR 100 – Right-to-Know*

Motion by Supervisor Fisher to adopt Resolution 2013-09 recommending support for proposed legislation to decrease administrative burdens and offset costs associated with administration of the Right-to-Know Act as stated within HR 100 was seconded by Supervisor Rissinger. *Motion passed unanimously.*

3. *SB 444 – Right-to-Know*

Motion by Supervisor Rissinger to adopt Resolution 2013-10 recommending support for proposed legislation to amend the Right-to-Know Act as stated within SB 444 was seconded by Supervisor Davis. *Motion passed unanimously.*

4. *SB 1 – Transportation Funding*

Motion by Supervisor Rissinger to table action on recommending support for proposed legislation to fund state and local roads and bridges, mass transit, and multi-modal transit systems as stated within SB 1 pending further definition of intended user fees and the impact of uncapping the Oil Company Franchise Tax was seconded by Supervisor Fisher. *Motion to table passed unanimously.*

2014 Budget

Review of the preliminary 2014 budget was deferred until after the Executive Session inasmuch as personnel matter discussions were required before the Board could effectively continue budget deliberations.

Reports

Emergency Management Coordinator – Robert Rusbatch – No report was presented.

Dauphin-Middle Paxton Joint Park Authority – No report was presented.

Solicitor – Steven Stine, Esquire – No report was presented.

Engineer – Ed Fisher – See attached report.

Road Master – Robert Hofer - See attached report.

Mr. Hofer reported that a contractor track hoe may need to be engaged to clean out the culvert on the Longacre right-of-way depending upon whether the Township's back hoe can reach all areas within the boundaries delineated by the right-of-way. Mr. Hofer also reported that roadway striping was scheduled for the week of November 18th.

Zoning and Codes Enforcement Officer – No report was presented.

Manager's Report– Julie Seeds

Ms. Seeds reported having spent considerable time working on the preliminary 2014 budget with the budget committee and having attended a 1-day storm water mitigation workshop in Hummelstown with Supervisor Davis.

Review/Approval of Bills

Motion by Supervisor Rissinger to pay the October 2013 General and New Municipal Building bills was seconded by Supervisor Davis. *Motion passed unanimously.*

Information Items/Letters Received

Ms. Seeds presented items of general interest, as well as correspondence received by the Township during the previous month that did not require Board action. Ms. Seeds reported the Township was invited to attend the Dauphin County Gaming Grant committee meeting on November 18 at 5:30 PM to present a 30-minute brief of the Township's grant application.

Executive Session

The Board recessed into executive session at 8:20 PM to discuss personnel matters upon a motion by Supervisor Rissinger, seconded by Supervisor Fisher. *Motion passed unanimously.*

The Board reconvened into regular session at 8:47 PM and took no action. The Board reviewed a preliminary 2014 budget draft dated 11-4-2013 that was based upon the Zoning and Codes Enforcement Officer duties being reassigned to the Township Manager with day-to-day assistance being provided by the Township Receptionist Assistant augmented by the proposed hiring of a part-time secretary/receptionist. A more detailed review of the preliminary 2014 budget was scheduled for the Board's November 19th Workshop Meeting.

Board Member Comments

Supervisor Peffer commented on the recent repair required on one of the Toro zero-turn mowers. No other comments were presented.

Adjournment

There being no further business, the meeting adjourned at 10:27 PM upon a motion by Supervisor Rissinger, seconded by Chairman Megonnell. *Motion passed unanimously.*

Respectfully submitted,

SIGNATURE ON FILE

James H. Fisher, Secretary