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Middle Paxton Township

BOARD OF SUPERVISORS

WORKSHOP MEETING MINUTES
November 21, 2017

Call to Order

The November 21, 2017 workshop meeting of the Middle Paxton Township Board of Supervisors was called to order at 7:00 PM by Chairman and Treasurer Jeffery Smith in the Township meeting room. Also present were Vice-Chairman and Assistant Secretary James Fisher; Supervisor Wilbur Evans; Supervisor Larry Cooney; and Julie Ann Seeds, Township Manager, Secretary and Assistant Treasurer. Supervisor Richard Peffer was absent.

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.

Agenda Items

Potato Valley Road Bridge Replacement and Roadway Realignment – Supplement B
Herbert, Rowland & Grubic, Inc. (HRG) project engineer Ryan Hostetter, P.E. presented a proposal dated November 21, 2017 for supplemental professional services. Supplemental services to be completed by HRG would include Right-of-Way (ROW) Acquisition, Waiver Valuations and Appraisal Services, as well as the Northern-Cricket Frog Habitat Survey previously authorized by the Board to be subcontracted to Skelly and Loy Engineering-Environmental Consultants. The quoted lump sum fee for the aforementioned services totaled \$25,475 and would bring the Potato Valley Road Bridge Replacement and Roadway Realignment project engineering design contract with HRG to \$500,475.

Motion by Supervisor Evans to approve Supplement B in the amount of \$25,475 to be added to the Preliminary Engineering and Final Design contract with HRG for the Replacement of Potato Valley Road Bridge (MPT-1) and the Realignment of Potato Valley Road was seconded by Chairman Smith. *Motion passed unanimously.*

Well Isolation Distance Waiver Request – 1051 Fishing Creek Valley Road

Manager Seeds presented a well isolation distance waiver request for the Salli Ewing property at 1051 Fishing Creek Valley Road to permit installation of an alternate septic system to replace a substandard system. No adjacent property wells were found within 100 feet of the proposed distribution bed and the existing well isolation distance was noted to be approximately 85 feet with no significant reduction in the current isolation distance to the proposed new distribution bed.

Motion by Chairman Smith to approve a well isolation distance waiver contingent upon installation of a UV light sterilizer pursuant to SEO recommendation and a hold harmless agreement prepared by the Township Solicitor being affixed to the property deed of record for 1051 Fishing Creek Valley Road was seconded by Supervisor Cooney. *Motion passed unanimously.*

Fishing Creek Community Building – Security Camera System Proposals

Manager Seeds presented the following proposals received in response to the Township's solicitation for installation of a *HIKVISION* video surveillance security system at the Fishing Creek Community Building:

- Knight Security System @ \$10,850.00
- Higher Information Group @ \$10,596.22

Motion by Chairman Smith to award a contract to Higher Information Group in the amount of \$10,596.22 for installation of a *HIKVISION* video surveillance security system at the Fishing Creek Community Building was seconded by Supervisor Evans. *Motion passed unanimously.*

2018 General Fund Budget

Manager Seeds presented the final draft of the proposed 2018 General Fund Budget compiled from the Board's November 6 regular meeting. The Board was able to allocate sufficient funds to add a third full-time Roadcrew employee and achieve a balanced budget without an interfund transfer from the Reserve Account.

Motion by Chairman Smith to advertise the 2018 General Fund Budget and present it for adoption at the December 19, 2017 workshop meeting was seconded by Supervisor Evans. *Motion passed unanimously.*

The proposed 2018 General Fund Budget will be available for public inspection at the Township office during normal business hours from the publication date of the budget announcement until adoption on December 19, 2016.

Motion by Chairman Smith to provide holiday gift cards in the amount of \$100 to full-time employees and holiday gift cards in the amount of \$50 to part-time employees and to grant the Township Manager a \$2,500 end-of-year bonus in recognition for her continuing initiative and leadership resulting in the Township having been awarded grants for various projects accomplished during the year 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.

Supervisor Fisher suggested entering into an Intermunicipal Cooperation Agreement with Dauphin Borough to authorize joint bidding and seek funding options to complete the Stony Creek Road paving improvement project, as well as provide for future roadway maintenance for the mutual benefit of the residents of both municipalities. He noted that Stony Creek Road is the public gateway to the many wonders of Stony Creek Valley, as well as access to St. Anthony's Wilderness making it an ideal multi-municipal project for grant funding consideration.

Motion by Chairman Smith to authorize Manager Seeds and Supervisor Cooney to enter into discussion with representatives of Dauphin Borough to seek funding options that will enable Dauphin Borough to complete their portion of the Stony Creek Road paving improvement project was seconded by Supervisor Evans. *Motion passed unanimously.*

Adjournment

There being no further business, the meeting was adjourned at 8:41 PM upon a motion by Supervisor Evans, seconded by Supervisor Cooney. *Motion passed unanimously.*

Respectfully submitted,

SIGNATURE ON FILE

James H. Fisher, Assistant Secretary