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*Middle Paxton Township*

**BOARD OF SUPERVISORS**

WORKSHOP MEETING MINUTES  
October 18, 2016

**Call to Order**

The October 18, 2016 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 Supervisor James Fisher, Vice-Chairman and Assistant Secretary; Supervisor Wilbur Evans; Supervisor Larry Cooney; and Julie Ann Seeds, Township Manager, Secretary and Assistant Treasurer. Supervisor Richard Pepper 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**

Request for Release of Stormwater Escrow – John and Vicki Potteiger

Light-Heigel & Associates, Inc. correspondence dated October 6, 2016 indicated required stormwater facilities have been completed in general conformity with the approved plan for the John and Vicki Potteiger property at 640 Blue Mountain Parkway (Laurel Summit, Lot 4) and recommended release of the improvement guarantee being held in escrow.

Motion by Chairman Smith to release the \$12,668.70 improvement guarantee being held in escrow for completion of the stormwater facilities on the John and Vicki Potteiger property at 640 Blue Mountain Parkway pursuant to Light-Heigel & Associates, Inc. October 6, 2016 correspondence was seconded by Supervisor Evans. *Motion passed unanimously.*

Preliminary 2017 General Fund Budget Discussions

Supervisor Cooney presented a financial analysis of proposed changes to the Employee Pension Plan benefits including changing the normal retirement age (NRA) from 65 to 62,

increasing the benefit multiplier from 1.0% to 1.25%, increasing the benefit multiplier from 1.0% to 1.5% and a combination of the aforementioned proposed benefit changes prepared by Mockenhaupt Benefits Group. The benefit analysis indicated the pension plan was actuarially sound and 95.7% funded as of January 1, 2015.

Motion by Chairman Smith to change the Employee Pension Plan normal retirement age (NRA) from 65 to 62 was seconded by Supervisor Cooney. *Motion passed with Supervisor Evans voting Nay.*

Manager Seeds distributed copies of the 2016 General Fund Budget, January through October 18, 2016 P&L statement and January through December 2015 P&L statement. The Board reviewed the aforementioned financial documents and completed a line-by-line preliminary estimate of General Fund revenue and expenses for 2017.

The Board requested Manager Seeds compile the draft 2017 General Fund Budget to be reviewed and finalized during the Board's November 15 workshop meeting, advertised for the required 20-days and scheduled for adoption at the December 20 workshop meeting.

Manager Seeds distributed a listing of roadway maintenance/repair recommendations prepared by Township Engineer Ed Fisher including ballpark cost estimates for proposed maintenance and/or repair options. Manager Seeds also distributed a copy of Resolution 2016-01 (appointments and employee compensation schedule) and a listing of individuals appointed to the Zoning Hearing Board, Planning Commission, Dauphin-Middle Paxton Joint Park Authority, Dauphin-Middle Paxton Joint Public Safety Authority, and Dauphin-Middle Paxton Joint Fire Commission noting term of appointments subject to renewal or replacement during the Board's annual reorganizational meeting on January 3, 2017..

## **Informational Items**

Manager Seeds reported having received several resident and contractor complaints concerning recent Sewage Enforcement Officer (SEO) actions, as well as the extensive amount of time and cost involved with stormwater management requirements associated with building permit applications. The Board requested Manager Seeds bring those complaints to the attention of Light-Heigel & Associates, Inc., determine whether the complaints have validity and, if so, obtain a response as to the actions Light-Heigel & Associates, Inc. intends to undertake as a cure.

Motion by Supervisor Evans to issue a Request for Qualifications to engineering firms offering municipal engineering, SEO, zoning and/or code enforcement professional services was seconded by Chairman Smith. *Motion passed unanimously.*

Manager Seeds distributed copies of the November 15 workshop meeting notice post card that will be mailed to all Potato Valley Road residents advising them of the Combined Public Officials Meeting and Public Plans Briefing for the *Potato Valley Road Bridge Replacement and Roadway Realignment Project* being held at the Fishing Creek Community Building.

## **Executive Session**

Not required.

## **Adjournment**

There being no further business, the meeting was adjourned at 9:46 PM upon a motion by Chairman Smith, seconded by Supervisor Evans. *Motion passed unanimously.*

Respectfully submitted,

SIGNATURE ON FILE

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James H. Fisher, Assistant Secretary