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*Middle Paxton Township*

**BOARD OF SUPERVISORS**

REGULAR MONTHLY MEETING MINUTES

September 8, 2015

**Call to Order**

The September 8, 2015 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 Jeffery Smith, Treasurer; Supervisor Mitch Rissinger; Julie Ann Seeds, Township Manager and Assistant Secretary/Treasurer; and Ed Fisher, Township Engineer. Supervisor Richard Pepper was excused.

**Pledge of Allegiance**

The meeting was opened with the Pledge of Allegiance.

**Public Comments**

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

Dave Crew, 2350 Mockingbird Road, questioned why there were restrictions in the Zoning Ordinance that prevented him from placing a shed on his adjoining vacant residential lot for storage of a golf cart. He requested the Board re-examine the Zoning Ordinance and consider removing that restriction.

**Approval of Minutes**

Due to the absence of Supervisor Pepper, Chairman Megonnell noted approval of the minutes from the August 3, 2015 regular meeting would have to be deferred until the October 5 meeting inasmuch as he and Supervisor Rissinger would have to abstain from voting due to their absence from the August 3 meeting.

**Treasurer's Report/Monthly Financial Statement**

Julie Ann Seeds, Assistant Secretary/Treasurer, presented the monthly Treasurer's Report showing the total of Fiduciary Accounts \$96,910.55, State Accounts \$50,958.85 and General Accounts \$1,377,238.43 to be \$1,525,107.83 as of August 31, 2015.

Motion by Supervisor Fisher to accept the August 2015 Treasurer's Report to be filed for audit was seconded by Supervisor Rissing. *Motion passed unanimously.*

## **Agenda Items**

### Stony Creek Road 'S' Turn Project

Howard Clemm, 1311 Stony Creek Road, introduced Attorney Christian S. Dagher of Etzweiler and Associates to speak to his objections for the proposed widening of Stony Creek Road through the 'S' turn at Stone Glen. Mr. Clemm also announced they would be recording the meeting. Attorney Dagher expressed Mr. Clemm's concern that any widening of Stony Creek Road would have the potential to increase the speed of traffic in the vicinity of Mr. Clemm's driveway which has limited sight distance for entry onto Stony Creek Road.

Rick Roadcap, 1321 Stony Creek Road, stated he had no problem with the Township replacing the culvert under Stony Creek Road at the 'S' turn and would be willing to work with the Township to complete that construction project. He requested a response from the Township prior to the next regular Board meeting.

### Felicita Golf Course Residential Subdivision – Straw Hollow Road Bridge

Christine Cappuzzo, 2280 Mockingbird Drive, addressed the Board and distributed a 1-page memorandum dated September 8, 2015 expressing concern for the health and safety of Straw Hollow Road, Mockingbird Drive, Spruce Drive, Larch Circle and Lakewood Drive residents due to the Straw Hollow bridge closure for 5-months and subsequent reopening of that bridge for "automobile traffic only" without repairs having been performed by the owner of the Private Roadway System. The memorandum included 3-pages of pictures of the Straw Hollow bridge structure, King Drive Corporation correspondence dated August 27, 2015 to the residents of Felicita Resort, and the Order of Court Imposing Covenants Running with Land dated June 13, 2002 (No. 3459-S-1997 Civil Action in the Court of Common Pleas Dauphin County, PA).

The Board acknowledged the subdivision residents' concerns regarding emergency vehicle access to the subdivision and noted the remedy available to the residents should the owner of the Private Roadway System fail to maintain the bridge that serves Straw Hollow Road and Spruce Drive was clearly stated within paragraph 5.C. of the Court Order.

Motion by Supervisor Fisher to refer the September 8 memorandum and attachments to the Township Solicitor for his review and subsequent recommendation to the Board as to what actions, if any, can be undertaken by the Board in consideration of the public safety concerns expressed by the residents of

the Felicita Golf Course Residential Subdivision was seconded by Supervisor Rissinger. *Motion passed unanimously.*

#### Clarks Valley Zion E.C. Church 5K Walk/Run

Cindy Kuntz representing Clarks Valley Zion E.C. Church informed the Board of a 5K Walk/Run event planned for the afternoon of Saturday, October 31<sup>st</sup> and inquired as to what requirements had to be met to stage that event that would occur on Speece Lane and McKelvey Road beginning and ending at the church. The Board requested written notification of the planned event and a certificate of insurance naming the Township as an additional insured inasmuch as Township roads were intended to be utilized for the church's event.

#### Resolution 2015-06 Local Share Grant Application

Motion by Supervisor Smith to ratify Resolution 2015-06 from the Board's action recorded at its regular meeting on August 3<sup>rd</sup> to be a co-applicant to the Local Share Municipal Grant Application for the Dauphin-Middle Paxton Joint Park Authority was seconded by Supervisor Rissinger. *Motion passed unanimously.*

#### Resolution 2015-07 Local Share Grant Application

Motion by Supervisor Smith to ratify Resolution 2015-07 from the Board's action recorded at its regular meeting on August 3<sup>rd</sup> to be a co-applicant to the Local Share Municipal Grant Application for the Dauphin Recreation Association was seconded by Supervisor Rissinger. *Motion passed unanimously.*

#### Resolution 2015-08 Disposition of Records

Motion by Supervisor Fisher to adopt Resolution 2015-08 declaring the Township's intent to follow the schedules and procedures for disposition of records as set forth in the Municipal Records Manual approved on December 16, 2008 was seconded by Supervisor Rissinger. *Motion passed unanimously.*

Township Manager Seeds distributed a draft resolution listing records proposed for disposition as permitted under the Municipal Records Manual. A final resolution will be presented for the Board's action at the October 5<sup>th</sup> regular meeting.

#### Hagy Park and Fishing Creek Community Building Sign Quotes

Quotes from Stoner Graphix, Inc. descriptive of three sign design options for fabrication and installation of new signage at the entrances to Hagy Park and the Fishing Creek Community Building were presented for the Board's consideration.

Motion by Supervisor Rissinger to accept the Stoner Graphix, Inc. quote in the amount of \$4,992.57 for the approximately 20 sq. ft. double-sided, sandblasted dimensional sign for Hagy Park and the quote in the amount of \$4,142.57 for the approximately 12 sq. ft. double-sided, sandblasted dimensional sign for the Fishing Creek Community Building was seconded by Supervisor Smith. *Motion passed unanimously.*

### Dauphin County CRS Program

Township Manager Seeds reported continued participation in the Dauphin County Community Rating System initiative intended to reduce residential flood insurance costs would require appointment of a certified Floodplain Administrator and updating of the Floodplain Management Ordinance consistent with Dauphin County CRS Program recommendations.

Motion by Supervisor Smith for Township Manager Seeds to attend the required Floodplain Administrator training to obtain certification required for appointment as the Township's certified Floodplain Administrator was seconded by Supervisor Rissinger. *Motion passed unanimously.*

Motion by Supervisor Smith to prepare the Dauphin County CRS Program required update to the Township's Floodplain Management Ordinance was seconded by Supervisor Rissinger. *Motion passed unanimously.*

### Joint Municipal Salt Storage Shed Design and Bid Documents

Township Engineer Fisher distributed design plans for the joint municipal salt storage shed for the Board's review in conjunction with the Board's August 3<sup>rd</sup> action authorizing the Township Engineer to prepare bid specifications to be advertised for the PennDOT approved Joint Municipal Salt Storage Shed project. The Board concurred with the proposed design consisting of two 16 ft. wide bays for Township salt and anti-skid material storage, one 20 ft. wide bay for Township mixed materials and one 16 ft. wide bay for Borough salt storage and directed the Township Engineer to proceed.

### Open House September 19, 2015

Township Manager Seeds reported plans were underway for the Township open house on September 19<sup>th</sup> in conjunction with the Dauphin-Middle Paxton Fire Company open house. An engraved plaque from the Township Board of Supervisors recognizing Township resident Trevor Drawbaugh for his initiative in having completed the Dauphin-Middle Paxton Veterans Memorial on Market Square in Dauphin Borough as his Eagle Scout project will be presented that date.

## **Reports**

### Solicitor – Steve Stine, Esq.

Township Solicitor Stine was absent from the meeting and no report was presented.

### Engineer – Ed Fisher, P.E.

See attached report. Supervisor Fisher expressed his disappointment that the Engineer's report was not more detailed regarding his observations of the June 20<sup>th</sup> stormwater issues reported by residents of 1541 and 1551 Fishing Creek Valley Road during the July 6<sup>th</sup> Board meeting. Supervisor Fisher requested written correspondence of the Township Engineer's observations as to whether or not any earth disturbance work had been performed outside the approved

stormwater management project plan for 1535 Fishing Creek Valley Road and any pertinent recommendations that may help correct or mitigate a similar stormwater occurrence be provided to the affected residents.

Township Engineer Fisher also distributed a memorandum dated September 8<sup>th</sup> reporting his observations of limited sight distances where Pheasant Hill Road (a private road) intersects with Clarks Valley Road (Route 325). Pheasant Hill Road residents have expressed concerns that recent improvements to Route 325 by PennDOT has resulted in increased speed at the Pheasant Hill Road intersection and have requested signage to alert motorists approaching that intersection. PennDOT approval for placement of signage would require a traffic study be completed on Route 325. The Board requested written correspondence of the Township Engineer's observations be provided to the Pheasant Hill Road residents.

Road Master – Robert Hofer

See attached report.

Zoning and Codes Enforcement Officer

See attached report.

Emergency Management Coordinator – Robert Rusbatch

EMC Rusbatch reported having attended meetings with PennDOT officials regarding the planned closure of Route 11/15 from May through July 2016 and the continued emergency planning required for Route 22/322 to accommodate the increased traffic load during that time. Additional Pennsylvania State Police coverage and placement of lighted speed signs in an attempt to mitigate roadway accidents and resulting gridlock during that period have been requested.

Manager's Report – Julie Seeds

See attached report. Township Manager Seeds also distributed the HRG September 1<sup>st</sup> status report on the Potato Valley Road Bridge Replacement and Roadway Realignment Project including a preliminary design showing the existing bridge and roadway versus proposed bridge placement and roadway realignment. HRG will be present during the October 3<sup>rd</sup> meeting to provide a project update and answer any questions from the Board.

Committee/Organization Reports

- Dauphin-Middle Paxton Joint Park Authority – No report was presented.
- Dauphin-Middle Paxton Joint Public Safety Authority – No report was presented. Chairman Megonnell noted the house on the Authority's property has been listed for sale with the requirement that it must be removed from the site.
- Capital Region Council of Governments (CapCOG) – Supervisor Fisher reported the CapCOG August meeting was cancelled and the annual CapCOG golf outing and picnic was scheduled for September 21<sup>st</sup>. Supervisor Fisher, Township Roadmaster Hofer and Township Manager Seeds attended a CapCOG

workshop held at Derry Township on August 26<sup>th</sup> regarding the COSTARS purchasing program and 2015-2016 Road Salt Contracts.

### **Review/Approval of Bills**

The listing of vendor bills for August was distributed to the Board for review/approval. Motion by Supervisor Rissinger to pay all vendor bills listed for August was seconded by Supervisor Fisher. *Motion passed unanimously.*

### **Information Items/Letters Received**

Township Manager Seeds presented items of general interest, as well as recent correspondence received by the Township that did not require Board action. Township Manager Seeds noted the 2016 Minimum Municipal Obligation (MMO) for the pension plan would be \$18,935 for 2016 budgetary purposes.

### **Board Member Comments**

No comments were presented.

### **Executive Session**

Not required.

### **Adjournment**

There being no further business, the meeting was adjourned at 8:55 PM upon a motion by Supervisor Smith, seconded by Supervisor Rissinger. *Motion passed unanimously.*

Respectfully submitted,

SIGNATURE ON FILE

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James H. Fisher, Secretary