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Middle Paxton Township

BOARD OF SUPERVISORS

REGULAR MONTHLY MEETING MINUTES
September 6, 2016

Call to Order

The September 6, 2016 regular monthly meeting of the Middle Paxton Township Board of Supervisors was called to order at 7:02 PM by Chairman and Treasurer Jeffery Smith in the Township meeting room. Also present were Supervisor James Fisher, Vice-Chairman and Assistant Secretary; Supervisor Richard Pepper; Supervisor Wilbur Evans; and Julie Ann Seeds, Township Manager, Secretary and Assistant Treasurer. Supervisor Larry Cooney; Township Solicitor Steve Stine; and Township Engineer Ed Fisher were 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.

Approval of Minutes

Motion by Supervisor Evans to approve the minutes of the August 1, 2016 regular monthly meeting was seconded by Chairman Smith. *Motion passed unanimously.*

Motion by Chairman Smith to approve the minutes of the August 16, 2016 workshop meeting was seconded by Supervisor Pepper. *Motion passed unanimously.*

Treasurer's Report/Monthly Financial Statements

Manager Seeds presented the monthly Treasurer's Report showing the total of *State Accounts* \$369,572.74; *Fiduciary Accounts* \$87,229.49 and *General Accounts* \$1,458,627.70 to be \$1,915,429.93 as of August 31, 2016. Manager Seeds also distributed the August deposit detail, August and January – August P&L statements. Manager Seeds reported Dauphin County's \$165,000 allocation from state liquid fuels fund for construction of the new joint municipal salt storage shed was received and deposited to the General Reserve Account (Centric Bank Account #3935).

Motion by Supervisor Fisher to accept the August 2016 Treasurer's Report to be filed for audit was seconded by Supervisor Evans. *Motion passed unanimously.*

Agenda Items

Final Revised Subdivision Plan for Klase & Taylor

Tony Trost (Third Mountain Surveying) representing Freda M. Klase, 630 McKelvey Road, and John F. & Shirley D. Taylor, 620 McKelvey Road, presented a *Final Revised Subdivision Plan* to subdivide Lot 1A from Lot 1 (Klase) and convey Lot 1A to be combined with and become an integral part of an adjacent existing parcel (Lot 2) owned by John F. and Shirley D. Taylor. The final revised subdivision plan is intended to replace and supersede the recorded *Preliminary/Final Subdivision Plan for Klase & Taylor* approved at the January 4, 2016 Board meeting and will enable the Taylor's to place a yard equipment shed on their parcel.

Motion by Chairman Smith to approve the requested waivers to SALDO Article 3, Sections 304 (Preliminary Plan Requirement) and 307 (Plan Scale Requirement) was seconded by Supervisor Fisher. *Motion passed unanimously.*

Motion by Supervisor Fisher to approve the *Final Revised Subdivision Plan for Klase & Taylor* dated June 27, 2016 (Revision 1 dated 08/22/16) subject to completion of those items noted in Light-Heigel & Associates, Inc. correspondence dated August 3, 2016; Dauphin County Subdivision/Land Development Review Report No. 16-063; and the Township's Zoning Review dated August 5, 2016 was seconded by Chairman Smith. *Motion passed unanimously.*

Autumn Glen – Bryan Strahan

Mr. Strahan was not present to discuss his issue regarding the Autumn Glen development for which he had requested to be placed on the agenda.

Meckley's Limestone Products, Inc. Change Order for Roadway Paving "S" Curve Project

Motion by Chairman Smith to approve Change Order No. 1 dated September 1, 2016 for Project #88-0097 in the new contract amount of \$133,719.84 for the base bid item #1 (an adjustment for actual quantities used to estimate quantities in the bid proposal resulting in a price reduction of \$3,080.16) was seconded by Supervisor Evans. *Motion passed unanimously.*

Ratify Resolutions for the Local Share Municipal Grant Applications

Motion by Supervisor Fisher to ratify the following Resolutions from the Board's actions recorded at its regular meeting on August 1, 2016 to be a co-applicant to the Local Share Municipal Grant Applications was seconded by Chairman Smith. *Motion passed unanimously.*

- Resolution 2016-05 for the *Dauphin Recreation Association* Local Share Municipal Grant Application for renovations and repairs to the filter/pump house at the Dauphin Pool
- Resolution 2016-06 for the *Jewish Federation of Harrisburg* Local Share Municipal Grant Application for security improvements at the Green Hills Swim Club
- Resolution 2016-07 for the *Hope United Presbyterian Church* Local Share Municipal Grant Application for parking lot lighting and paving improvements

- Resolution 2016-08 for the *Dauphin-Middle Paxton Fire Company No. 1, Inc.* Local Share Municipal Grant Application for debt reduction on the 2013 KME Predator Pumper Tanker

Reports

Engineer – Ed Fisher, P.E.

A written report for the month of August 2016 was presented. Mr. Stacy Longnecker was present representing Light-Heigel & Associates, Inc. in the absence of Engineer Ed Fisher. The Board directed Light-Heigel & Associates, Inc. to advertise the bid specifications for the Hagy Park walking trail with bids intended to be opened at the October 3rd Board meeting.

Roadmaster – Robert Hofer

A written report dated September 6, 2016 was presented. Roadmaster Hoffer also reported he was searching for the correct signage required to post the Joint Municipal Building driveway entrance pursuant to Title 75 Section 3353 (a)(2)(v) whereby any vehicle parked on the side of the street opposite the entrance to any fire station within 75 feet of the entrance can be cited as a summary offense.

Zoning and Codes Enforcement Officer – Julie Ann Seeds

A written report dated September 6, 2016 was presented. Supervisor Fisher inquired when the Township intended to file a Notice of Violation for the Boarding House operation at 717 Hunt Meadow Drive. Manager Seeds noted that a search warrant needed to be obtained for entry before a Notice of Violation could be issued.

Emergency Management Coordinator – Robert Rusbach

EMC Rusbach reported FEMA reimbursement for the winter storm declared emergency was still in process and anticipated to be completed in about two months.

Manager – Julie Ann Seeds

A written report dated September 6, 2016 was presented. Manager Seeds also distributed the HRG status report on the *Potato Valley Road Bridge Replacement Project* dated July 26, 2016, as well as the HRG progress report on the *Joint Municipal Building Energy Efficiency (Solar) Project*. HRG intends to provide formal quotes for all equipment proposed to be purchased through COSTARs at the Board's September 20 workshop meeting.

Manager Seeds reported HRG recommended the Combined Public Officials Meeting and Public Plans Briefing for the *Potato Valley Road Bridge Replacement and Roadway Realignment Project* be held at the Fishing Creek Community Building in November.

Motion by Chairman Smith to hold the November 7, 2016 Board of Supervisors meeting at the Fishing Creek Community Building versus the Joint Municipal Building was seconded by Supervisor Evans. *Motion passed unanimously.*

Manager Seeds reported the ribbon-cutting ceremony for the Joint Municipal Salt Storage Shed was scheduled for 1 PM Saturday, September 24 in conjunction with the annual Fire Company and Township Open House.

The Board commended Manager Seeds for her dedicated efforts for completing and submitting the Township and Fire Company Local Share Municipal Grant Applications, as well as the TCRPC Regional Connections Grant Application for updating the Zoning Ordinance during the past week.

Committee/Organization Reports

- *Dauphin-Middle Paxton Joint Park Authority* – Draft minutes of the August 22, 2016 Park Authority meeting were distributed to the Board. Manager Seeds also reported having received copies of meeting minutes for the months of May, June and July.
- *Dauphin-Middle Paxton Joint Fire Commission* – Supervisor Fisher reported members of the Fire Commission via email voting approved a disbursement in the amount of \$1,638.76 from the fire company's General Account to complete the \$44,951.15 purchase of the new Crew Cab Utility vehicle. The fire company's proposed expenditure of funds to equip and place the vehicle into service will be discussed at the next meeting scheduled for 5:30 PM Tuesday, September 27 in the Township meeting room.
- *Dauphin-Middle Paxton Joint Public Safety Authority* – Supervisor Fisher reported the next Public Safety Authority meeting is scheduled for 6 PM Wednesday, October 12 in the Township meeting room.
- *Capital Region Council of Governments (CapCOG)* – Supervisor Fisher reported the Board of Delegates August 15 meeting was cancelled with delegates encouraged to attend the CapCOG sponsored Firefighters' Forum at HACC that evening. Forum panelists included PA Fire Commissioner Tim Solobay, DCED Local Government Policy Specialist Rob Brady, PFESI Executive Director Don Konkle and Hampden Township Assistant Fire Chief Jerry Ozog. The 11th annual picnic and golf tournament will be held at Armitage GC on September 19 and an MS-4 presentation by DEP will open the next Board of Delegates meeting scheduled for Monday, October 17.

Review/Approval of Bills

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

Information Items/Letters Received

Manager Seeds presented items of general interest, as well as recent correspondence received by the Township. Manager Seeds reported the 2017 Minimum Municipal Obligation (MMO) for the Township's pension plan would be \$18,386. Manager Seeds also reported the Township's request to PennDOT for installation of "Through Traffic Left Lane" signage on SR 22/322 eastbound and westbound as traffic approaches the SR 225 and Fishing Creek Valley Road (SR 443) entrance ramps was denied. The Board directed Manager Seeds to forward a copy of PennDOT's denial letter to State Representative Sue Helm requesting her assistance in having the Township's request reconsidered.

Board Member Comments

Motion by Supervisor Fisher to request the Pennsylvania State Police Risk Assessment Team perform an assessment of our Joint Municipal Building and make recommendations for enhancing security for our staff, as well as during public meetings was seconded by Supervisor Evans. *Motion passed unanimously.*

Supervisor Fisher recommended posting a notice at the Joint Municipal Building entrance advising that ALL VISITORS ARE UNDER RECORDED VIDEO SURVELIANCE, as well as posting a display sign listing Township office hours and holiday closings, office and emergency telephone numbers, and all advertised meeting dates and times for the Board of Supervisors, Planning Commission and Zoning Hearing Board.

Executive Session

Not required.

Adjournment

There being no further business, the meeting was adjourned at 7:47 PM upon a motion by Chairman Smith, seconded by Supervisor Peffer. *Motion passed unanimously.*

Respectfully submitted,

SIGNATURE ON FILE

James H. Fisher, Assistant Secretary