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Middle Paxton Township

BOARD OF SUPERVISORS

MONTHLY BUSINESS MEETING MINUTES

September 7, 2023

Call to Order

The September 7, 2023 monthly business meeting of the Middle Paxton Township Board of Supervisors was called to order at 7:00 PM by Supervisor and Chairman Jeffery Smith in the Township meeting room. Also present were Supervisor and Treasurer Wilbur Evans; Supervisor and Assistant Secretary James Fisher; Supervisor Larry Cooney; Township Manager, Secretary and Assistant Treasurer Julie Ann Seeds; and Jacob Hoffman representing the Township Engineer, Herbert, Roland & Grubic, Inc. (HRG). Supervisor and Vice-Chairman Mike Sudia and Township Solicitor Steve Stine were absent.

Pledge of Allegiance

The meeting was opened with the Pledge of Allegiance.

Public Comments

Supervisor Smith announced the Board held an executive session immediately prior to the monthly business meeting to discuss matters pending litigation and then invited comments from those in attendance concerning matters of general or individual concern in the township and not listed on the meeting agenda.

No comments were presented.

Approval of Minutes

Motion by Supervisor Smith to approve the minutes from the August 7 Monthly Business meeting was seconded by Supervisor Evans. *Motion passed unanimously.*

Treasurer's Report/Monthly Financial Statement

The August monthly Treasurer's Report showed the total of the *PLGIT* Liquid Fuels Fund \$210,728.79; *Mid Penn Bank* Fire Hydrant Account \$12,701.07; *Mid Penn Bank* Escrow Account \$217,588.55; *PLGIT* Fire Company Vehicle/Equipment Fund \$269,110.75; *PLGIT* DCIB-G Fund (Potato Valley Road Improvements) \$680,758.51; *PLGIT* General Fund (Building, Equipment, Parks & Rec) \$519,754.15; *PLGIT* Capital Reserve & Sewer Account \$573,240.91; *PLGIT* American

Rescue Plan Act (ARPA) Fund \$561,600.80; *PLGIT* Public Safety Account \$418,202.40; *Mid Penn Bank* General Operating Account \$189,430.76; and *Mid Penn Bank* FEMA Grant Account (Flood Mitigation Assistance Program) \$1.00 to be **\$3,653,117.69** as of August 31, 2023.

Manager Seeds distributed the current *PLGIT* investment rate sheet and recommended the *PLGIT* Capital Reserve & Sewer Account funds currently in the Class investment option be invested in the Term investment option for 270 days to take advantage of the higher 5.84% interest rate. The Board concurred with Manager Seeds' recommendation.

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

Agenda Items

Public Hearings

Supervisor Smith opened the advertised public hearing for proposed **Ordinance 2023-01** – *Adding an On-Lot Sewage Management Program Governing Municipal Management of On-Lot Sewage Disposal Facilities* and invited those in attendance intending to comment on the proposed ordinance to approach the podium and state their name for the record before making their comments.

Comments on proposed Ordinance 2023-01 were presented by the following individuals:

- Rick Roadcap reminded the Board that the township's ACT 537 Plan recommendations for on-lot system maintenance also included establishing a public education program in addition to the proposed on-lot sewage management program. The Board indicated the Spring/Summer and Fall/Winter 2020 township newsletters included articles explaining the purpose of the proposed ordinance and the forthcoming Fall/Winter township newsletter, as well as the website will include articles intended to help property owners better understand their on-lot septic system, as well as methods to take proper care of that household utility to avoid malfunctions.
- Clint Kreiger stated he had attended the December 18, 2019 informational meeting at Fishing Creek Community Center, but still had unanswered questions concerning septic system malfunctions and corrective actions. He inquired whether the property owner would be permitted to undertake corrective actions identified by the licensed pumper/hauler having completed the inspection. The Board recommended questions regarding corrective actions in the event of an identified system malfunction be directed to the Township's Sewage Enforcement Officer, Brian S. McFeaters, via text at 717-813-6492.
- Gary Boden inquired whether there were provisions in the proposed ordinance whereby systems may be pumped less frequently than every four (4) years if the system will operate properly such as in situations where residence occupancy is below that of the original system design. The Board indicated there was a provision in the proposed ordinance (Section 9.G.) whereby the township may allow a treatment tank to be pumped less than once every four years upon a written request with supporting documentation for evaluating the request.
- George Bechtel, a Dauphin Borough resident, noted that he was paying \$60/month for connection to the Borough's sewer system and advised our residents that proper maintenance of their on-lot systems would be a lot less expensive than the township being required to build a centralized collection and treatment system.

Following conclusion of the above public comments, Supervisor Smith closed the public hearing on proposed Ordinance 2023-01 and the Board thanked those individuals who presented their comments.

Supervisor Smith opened the advertised public hearing for proposed **Ordinance 2023-02** – *Amending the Middle Paxton Township Ordinance of Definitions of 2000, as Amended, to Add the Definition of "Single Family Attached Dwelling with Integral Garage" to Section 1.B and Amending the Middle Paxton Zoning Ordinance of 2000, as Amended, to Add Use Requirements, Use and Lot Requirements, Setbacks and Yards; Parking; Streets; Location Requirements for the Newly Defined and Permitted Use to Sections 502, 602, 503.A., and 603.A.* and invited those in attendance intending to comment on the proposed ordinance to approach the podium and state their name for the record before making their comments.

Comments on proposed Ordinance 2023-02 were presented by James G. Strupe, Esq. representing The McNaughton Company. Attorney Strupe summarized the text amendments to the township's Ordinance of Definition and Zoning Ordinance requested by The McNaughton Company to add the definition of "Single Family Attached Dwelling with Integral Garage" and to reduce the front yard setback requirements for the Medium Density Residential District (R-2) and the High Density Residential District (R-3).

Manager Seeds noted that the proposed text amendments to the Ordinance of Definition and Zoning Ordinance were reviewed and approved by the township's Planning Commission, as well as the Dauphin County Planning Commission.

Following conclusion of the above public comments, Supervisor Smith closed the public hearing on proposed Ordinance 2023-02 and the Board thanked Attorney Strupe for his comments.

Motion by Supervisor Evans to adopt **Ordinance 2023-01** – *Adding an On-Lot Sewage Management Program Governing Municipal Management of On-Lot Sewage Disposal Facilities* was seconded by Supervisor Fisher. *Motion passed with Supervisor Smith voting NAY.*

Motion by Supervisor Evans to adopt **Ordinance 2023-02** – *Amending the Middle Paxton Township Ordinance of Definitions of 2000, as Amended, to Add the Definition of "Single Family Attached Dwelling with Integral Garage" to Section 1.B and Amending the Middle Paxton Zoning Ordinance of 2000, as Amended, to Add Use Requirements, Use and Lot Requirements, Setbacks and Yards; Parking; Streets; Location Requirements for the Newly Defined and Permitted Use to Sections 502, 602, 503.A., and 603.A.* was seconded by Supervisor Smith. *Motion passed unanimously.*

McKelvey Road Culvert Replacement Project Update

Jacob Hoffman reported HRG was prepared to upload bidding documents to *PennBid* for the McKelvey Road culvert replacement project to increase the size and capacity of the culvert with an intended bid opening scheduled for September 28 in accordance with the estimated project schedule distributed to the Board.

Motion by Supervisor Fisher authorizing HRG to upload bidding documents to *PennBid* for the McKelvey Road culvert replacement project was seconded by Supervisor Smith. *Motion passed unanimously.*

Letter of Interest – Planning Commission Vacancy

A letter of interest dated August 11 and personal biography from Justin Wingenfield, a resident of Fishing Creek Valley seeking consideration to fill an open seat on the township's Planning Commission was reviewed by the Board.

Motion by Supervisor Smith to appoint Justin Wingenfield to the township's Planning Commission was seconded by Supervisor Cooney. *Motion passed unanimously.*

Departmental Reports

Township Engineer - Herbert, Roland & Grubic, Inc. (HRG)

A written engineering report dated September 5 was presented. Jacob Hoffman summarized engineering services provided by HRG during the month including assistance to the Township in submitting Local Share Municipal Grant applications to Dauphin County Department of Community and Economic Development for \$149,660 for the engineering, permitting and construction to maintain the McKelvey Road Bridge and \$174,800 for the preconstruction engineering, architecture, structural and geotechnical design for addition of a fourth apparatus bay onto the Joint Municipal Building for the Dauphin-Middle Paxton Fire Company No. 1.

Public Works – Road Foreman Jeff Warfel

A written activity report dated September 7 was presented. Supervisor Smith requested any questions from the Board pertaining to items listed in the report be presented to Manager Seeds.

Zoning & Codes Enforcement – Barry Isett & Associates, Inc.

A written Building-Zoning-Code Enforcement Activity Report for the month of August was presented. Supervisor Smith requested any questions from the Board pertaining to items listed in the report be presented to Manager Seeds.

Emergency Management Coordinator – Robert Rusbatch

No report was presented.

Sewage Enforcement Officer – Brian S. McFeaters

A written activity report for the month of August was presented. Supervisor Smith requested any questions from the Board pertaining to items listed in the report be presented to Manager Seeds.

Township Manager – Julie Ann Seeds

A written activity report was presented by Manager Seeds. Highlighting several items, she reported *Triangle Fire Protection* had investigated the leaking sprinkler system heads and was preparing an estimate for options to replace the current Joint Municipal Building sprinkler system. She also reported Local Share Municipal Grant applications for annual debt service (\$40,000) for the Potato Valley Road Improvement Project (DCIB-G loan) and annual debt service (\$124,000) for the Red Hill Road Bridge Project (DCIB loan) were completed and submitted to Dauphin County Department of Community and Economic Development.

Manager Seeds also mentioned ongoing efforts to obtain quotes to replace the township's now obsolete telephone system, that staff was finalizing the Fall/Winter issue of the township newsletter for publication and noted the 3-month delay experienced in obtaining the replacement sliding board for the Hagy Park playground structure.

Committee/Organization Reports

Dauphin-Middle Paxton Joint Park Authority

Supervisor Cooney reported the Park Authority is applying for a DCNR grant as the primary source of funding to undertake extensive renovations to the Dauphin Pool and submitted a Local Share Municipal Grant application to Dauphin County Department of Community and Economic Development to meet the DCNR grant matching requirement.

Capital Region Council of Governments (CapCOG)

A written report dated September 7 was presented with several items of note summarized by Supervisor Fisher.

Dauphin-Middle Paxton Fire Company Oversight Committee (aka Joint Fire Commission)

A written report dated September 7 was presented with several items of note summarized by Supervisor Fisher.

Dauphin County Tax Collection Committee (DCTCC)

Manager Seeds reported the next scheduled DCTCC meeting will be held on September 20 in the township's meeting room.

Review/Approval of Bills for Payment

Motion by Supervisor Smith to pay all vendor bills listed for the September meeting and to authorize payment of all recurring monthly expenses upon receipt to avoid late-charge penalties was seconded by Supervisor Evans. *Motion passed unanimously.*

Informational Items/Letters/Emails Received

Manager Seeds presented the following informational items:

- August 11 correspondence received from the Pennsylvania Fish and Boat Commission pertaining to its project for random boulder placement within Clarks Creek to improve the habitat for the Eastern Hellbender.
- August 8 email correspondence from PennDOT Engineering District 8-0 indicating Dauphin County Maintenance 8-5 is working with its legal department to transfer ownership of the light pole located at the Allegheny Street and Hagy Lane intersection to the township after repairs are completed to make it fully functional.
- Traffic counters noticed on certain township roadway segments were placed by PennDOT.
- An article will be placed on the front page of the Fall/Winter issue of the township newsletter encouraging residents to download the "free" *Savvy Citizen* application from the *Apple App store* or *Google Play* on their mobile devices that will enable them to receive instantaneous notifications of township meetings and alert notices such as road closures, emergency declarations, etc. as well as community events that directly impact the daily lives of our residents.

Board Member Comments/Announcements

No comments were presented.

Adjournment

There being no further business, the meeting was adjourned at 7:49 PM upon a motion by Supervisor Smith seconded by Supervisor Cooney. *Motion passed unanimously.*

Respectfully submitted,

SIGNATURE ON FILE

James H. Fisher, Assistant Secretary