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Middle Paxton Township

BOARD OF SUPERVISORS

ANNUAL REORGANIZATION AND MONTHLY BUSINESS MEETING MINUTES

January 5, 2026

Call to Order

The January 5, 2026, annual reorganization and monthly business meeting of the Middle Paxton Township Board of Supervisors was called to order at 7:00 PM in the Township meeting room by Township Solicitor, Renee C. Mattei Montgomery, with Eckert, Seamans, Cherin & Mellot LLC. Also present were Supervisor Ryan Evans, Supervisor Wilbur Evans, Supervisor Larry Cooney, Supervisor Ryan Jorich, Supervisor Jace Hilton, Julie Seeds, Township Manager, and Jacob Hoffman, Township Engineer with Herbert, Roland & Grubic, Inc. (HRG).

Pledge of Allegiance

The meeting was opened with the Pledge of Allegiance.

- ANNUAL REORGANIZATION MEETING -

2026 Elections/Appointments

Election of the Chairman of the Board

Motion by Supervisor Larry Cooney to elect Supervisor Ryan Evans as Chairman of the Board was seconded by Supervisor Wilbur Evans. *Motion passed unanimously.*

Election of the Vice-Chairman of the Board

Motion by Supervisor Larry Cooney to elect Supervisor Wilbur Evans as Vice-Chairman of the Board was seconded by Supervisor Ryan Evans. *Motion passed unanimously.*

Appointment of the Township Secretary

Motion by Supervisor Wilbur Evans to appoint Township Manager Julie Ann Seeds as Secretary was seconded by Supervisor Larry Cooney. *Motion passed unanimously.*

Appointment of the Township Treasurer

Motion by Supervisor Wilbur Evans to appoint Supervisor Cooney as Treasurer was seconded by Supervisor Ryan Evans. *Motion passed unanimously.*

Establishment of the 2026 Meeting Schedule for Board and Workshop Meetings

Motion by Supervisor Wilbur Evans to establish the first Monday of each month commencing at 7:00 PM as the Board meeting date/time unless the first Monday falls on a holiday, then the Board meeting will take place at 7:00 PM on the following Thursday (specifically September 7th), and to establish the third Thursday of each month commencing at 7:00 PM as the Workshop meeting date/time (as needed) with those meetings to be held in the Joint Municipal Building meeting room located at 10 Elizabeth Avenue, Dauphin was seconded by Supervisor Sudia. *Motion passed unanimously.*

Resolution 2026-01 Appointments

Motion by Supervisor Cooney to adopt *Resolution 2026-01 Appointments* establishing the appointments to various township positions, boards, commissions, and committees for the year 2026 was seconded by Supervisor Wilbur Evans. *Motion passed unanimously.*

- MONTHLY BUSINESS MEETING -

Public Comments

Supervisor Ryan Evans invited comments from those in attendance who were not listed on the meeting agenda concerning matters of general or individual concern in the township. Resident and past Township Supervisor, Mike Sudia, welcomed the new Supervisors.

Approval of Minutes

Motion by Supervisor Wilbur Evans to approve the minutes from December 1, 2025, Monthly Business meeting was seconded by Supervisor Cooney. *Motion passed unanimously.*

Motion by Supervisor Wilbur Evans to approve the minutes from December 16, 2025, Workshop meeting was seconded by Supervisor Cooney. *Motion passed unanimously.*

Treasurer's Report/Monthly Financial Statement

The December monthly Treasurer's Report showed the total of the *PLGIT Prime* State Account (Liquid Fuels Fund) \$170,415.41; *Mid Penn Bank* Fire Hydrant Account \$12,144.53; *Mid Penn Bank* Escrow Account \$403,380.55; *PLGIT Prime & Term* Fire Company Vehicle/Equipment Fund \$406,944.21; *PLGIT Prime* DCIB-G Fund \$763,063.04; *PLGIT Prime* General Fund (Building, Equipment, Parks & Rec) \$621,360.73; *PLGIT Prime & Class Term* Reserve Account (Capital & Sewer) \$643,555.54; *PLGIT Prime* Public Safety Account \$468,763.61; *Mid Penn Bank* General Operating Account \$245,371.83; and *Mid Penn Bank* FEMA Grant Account (Flood Mitigation Assistance Program) \$43,939.70 to be **\$3,778,939.15** as of December 31, 2025.

Motion by Supervisor Wilbur Evans, to accept the December 2025 Treasurer's Report to be filed for audit, was seconded by Supervisor Cooney. *Motion passed unanimously.*

Agenda Items

Resolution 2026-02 Establishing a Fee Schedule for 2026

Motion by Supervisor Wilbur Evans to adopt *Resolution 2026-02 Establishing a Fee Schedule for 2026*, was seconded by Supervisor Hilton. *Motion passed unanimously.*

Request for Storm Water Escrow Release

Motion by Supervisor Wilbur Evans to approve the release of the Improvement Guarantee in the amount of \$5,500, held for Kyle & Marissa Gable, Lot 37, Chestnut Hill, located off Speece Lane, pursuant to Light-Heigel & Associates correspondence dated December 31, 2025, indicating the required stormwater facilities have been completed in general conformity with the approved plan, Seconded by Supervisor Cooney. *Motion passed unanimously.*

Burget & Associates, Inc., - Time Extension Request for the Preliminary/Final Subdivision Plan over lands of Salvator Giunta & Jeremy Hardy.

A December 24, 2025, written grant of time extension until April 6, 2026, Supervisors meeting to allow additional time needed to satisfy plan review comments. Motion by Supervisor Wilbur Evans to recognize the time extension, Seconded by Supervisor Cooney. *Motion passed unanimously.*

H.R.G, INC. – Potato Valley Road Improvement Project - Supplement No. 1

Contract Administration & Construction Observation

Township Engineer, Jacob Hoffman, presented Supplement 1 to add *Construction Administration Services* to the *Preliminary Engineering and Final Design Agreement Scope of Work*. Construction Administration includes shop drawing reviews, construction consultation, review of submittals by the contractor for approval by the engineer, coordination with PennDOT for the approval of materials and sources, coordination and conduct of regular status meetings, and review of contractor payment applications.

Motion by Supervisor Wilbur Evans to approve the addition of Supplement 1, *Construction Administration & Construction Observation*, for the lump sum fee of \$41,000 to the *Preliminary Engineering and Final Design Agreement Scope of Work* was seconded by Supervisor Hilton. *Motion passed unanimously.*

McNees Wallace & Nurick, LLC – Petition for Zoning Amendment

Dauphin Mini Storage, LLC

James Strong, Esq., representing Dauphin Mini Storage, LLC, presented an application dated December 18, 2025, for a proposed Zoning Ordinance Text Amendment to permit mini-storage warehouses by right in the Mixed Use (MX) District, subject to specific standards. Mr. Strong indicated the proposal for amendment was submitted in accordance with Section 1809 of the Zoning Ordinance and Section 609 of the Pennsylvania Municipalities Planning Code and requested the Board schedule and hold a public hearing on the proposed amendment.

Motion by Supervisor Wilbur Evans to refer the Dauphin Mini Storage, LLC, application for Zoning Ordinance Text Amendment to the township's Planning Commission and the Dauphin County Planning Commission for their review and comments was seconded by Supervisor Ryan Jorich. *Motion passed unanimously.*

RV Partners, LLC – Memorandum

River View Building 2 – Proposed Plan Modification Alternative Design Layout

Chad Horst, RV Management LLC and Thomas J. Nehilla, Esq., with Barley Synder, was present to review the proposed modification of the layout of Building 2, per Exhibit A. Mr. Horst explained rotating and shifting Building 2 provides better river view and site alignment, improves traffic flow and pedestrian access to other areas in the River View

community. Attorney Nehilla explained that all modifications will be documented in as-built drawings required by the Township and PADEP.

Motion by Supervisor Cooney to approve the request by RV Partners, LLC to reorient Building 2, per Exhibit A, conditioned upon the recording of an agreement satisfactory to the solicitor review, was seconded by Supervisor Hilton and was seconded by Supervisor Wilbur Evans. *Motion passed with four (4) Yeas and one (1) Nay, by Supervisor Ryan Evans.*

Reports

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

A written engineering report dated December 31, 2025, was presented. Jacob Hoffman summarized engineering services provided during the month, which included an update to the Potato Valley Road Improvement Project, and he attended the Gaming Grant Hearing to speak on the applications submitted by Middle Paxton Township.

Township Engineer/Zoning/Codes Enforcement Officer – Light Heigel & Associates

(L/H) A written engineering report dated December 2025 was submitted by Ed Fisher, summarizing engineering and zoning/codes services provided during the month. Supervisor Evans requested that any Board questions regarding items listed in the report be directed to Manager Seeds.

Public Works – Road Foreman Jeffrey Warfel

A written activity report dated January 5, 2026, was presented. Supervisor Evans requested that any Board questions regarding items listed in the report be directed to Manager Seeds.

Emergency Management Coordinator – Mike McKenna

Mr. McKenna was not in attendance, but reported that he attended Pipeline Safety Training, which was very informative.

Sewage Enforcement Officer – Brian McFeaters

A written activity report for the month of December was presented. Supervisor Evans requested that any Board questions regarding items listed in the report be directed to Manager Seeds.

Township Manager – Julie Ann Seeds

A written activity report for the month of December was presented, summarizing activities in December and planned work for January. Ms. Seeds announced the following: the auditors will convene to begin the audit of the Township's 2025 financial records; the Planning Commission will meet to reorganize; there is one plan on the agenda for review; and there is one Zoning Hearing scheduled for January, a continuation of December's Hearing.

Committees/Organizations

No reports were presented inasmuch as no meetings were held during the month of December.

Review/Approval of Bills

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

Informational Items/Letters/Emails Received

Manager Seeds noted that the Township received a dividend check from PSATS Unemployment Compensation Group Trust Fund to Townships that have a commendable claims ratio in 2024. Ms. Seeds also noted that the I.R.S 2026 Mileage rate is 72.5 cents per mile. In addition, the Township received a letter from PADCED regarding the LSA Grant Submission for the Engine/Rescue Fire Truck Replacement for the Dauphin Middle Paxton Fire Company. A representative with PADCED will be reaching out to the Township to discuss the Grant application, with announcements of project awards in September 2026.

Board Member Comments/Announcements

Supervisor Cooney welcomed the new Supervisors. Supervisor Ryan Jorich thanked the public for their attendance. Supervisor Wilbur Evans stated that he looks forward to working with the new Supervisors. Supervisor Ryan Evans expressed appreciation to the Board for the opportunity to serve as Chairman in 2026 and thanked the public for attending.

Adjournment

There being no further business, the meeting was adjourned at 7:54 PM upon a motion by Supervisor Ryan Jorich, seconded by Supervisor Cooney. *Motion passed unanimously.*

Respectfully submitted,

SIGNATURE ON FILE

Julie Ann Seeds, Recording Secretary