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Middle Paxton Township

BOARD OF SUPERVISORS

MONTHLY BUSINESS MEETING MINUTES

February 2, 2026

Call to Order

The February 2, 2026, monthly business meeting of the Middle Paxton Township Board of Supervisors was called to order at 7:00 PM by Supervisor and Chairman Ryan Evans in the township meeting room. Also present were Supervisor and Vice Chairman Wilbur Evans; Supervisor and Treasurer Larry Cooney; Supervisor Ryan Jorich; Supervisor Jace Hilton; Township Manager, Secretary and Assistant Treasurer Julie Ann Seeds; Jacob Hoffman, Township Engineer, with Herbert, Roland & Grubic, Inc. (HRG), and Brett Flower, Township Solicitor, with Eckert, Seamans, Cherin & Mellot LLC.

Pledge of Allegiance

The meeting was opened with the Pledge of Allegiance.

Public Comments

Supervisor Ryan Evans invited comments from those in attendance who were not listed on the meeting agenda.

Mr. Jim Fisher was in attendance to commend the township road crew for their efforts to keep the roads maintained during the recent snowstorm.

Mr. Fisher also expressed his concerns about the construction entrance, Access Driveway A, to the property that is being developed, located off Allegheny Street. Mr. Fisher provided information on guiderail requirements and safety standards.

Approval of Minutes

Motion by Supervisor Wilbur Evans to approve the minutes of January 5, 2026, Annual Reorganization and Monthly Business meeting was seconded by Supervisor Ryan Jorich. *Motion passed unanimously.*

Treasurer's Report/Monthly Financial Statement

The February monthly Treasurer's Report showed the total of the *PLGIT Prime* State Account (Liquid Fuels Fund) \$170,966.83; *Mid Penn Bank* Fire Hydrant Account \$11,719.60; *Mid Penn Bank* Escrow Account \$403,380.55; *PLGIT Prime & Term* Fire Company Vehicle/Equipment Fund \$408,260.97; *PLGIT Prime* DCIB-G Fund \$765,532.13; *PLGIT Prime* General Fund (Building, Equipment, Parks & Rec) \$623,371.30; *PLGIT Prime & Class Term* Reserve Account (Capital & Sewer) \$647,784.25; *PLGIT Prime* Public Safety Account \$470,280.42; *Mid Penn Bank* General Operating Account \$199,891.95; and *Mid Penn Bank* FEMA Grant Account (Flood Mitigation Assistance Program) \$43,984.48 to be **\$3,745,172.48** as of January 31, 2026.

Motion by Supervisor Wilbur Evans to accept the January 2026 Treasurer's Report to be filed for audit was seconded by Supervisor Hilton. *Motion passed unanimously.*

Agenda Items

Time Extension for Final Minor Subdivision Plan over lands of WRTR Properties, LLC
A January 26, 2026, written grant of extension of plan review time until the May 4, 2026, Supervisors meeting to allow additional time needed to revise the plan according to the stormwater comments received from DEP. Motion Supervisor Cooney to recognize the time extension, Second Wilbur Evans. *Motion passed unanimously.*

Intermunicipal Cooperation Agreement

Motion by Supervisor Wilbur Evans to approve and sign the Intermunicipal Cooperation Agreement between Susquehanna Township and Middle Paxton Township to provide equipment and manpower to grind the yard waste from the Township brush site that is located at Hagy Park. The agreement is a (2) year agreement, with a service fee of \$2,500 per year. The motion was seconded by Supervisor Cooney. *The Motion passed (4) yeas and (1) abstain, Jace Hilton.*

2026 Equipment/Labor Rates Quotes

Motion by Supervisor Wilbur Evans to contract for additional roadway maintenance equipment with an operator from B.R. Mutzabaugh, Jr., Inc. during 2026, based upon a comparative pricing quote from Grosser Excavating, Inc., was seconded by Supervisor Cooney. *Motion passed (4) yeas and (1) nay, Ryan Jorich*

HVAC System- Glycol Concentration Freeze Protection – HEIM Proposal

Manager Seeds presented a COSTARS proposal #26-014 from HEIM Company, dated January 9, 2026, outlining the scope of work to repair the geothermal system

by removing the existing glycol and injecting glycol at the required concentration for freeze protection, in the amount of \$11,803.

Motion by Supervisor Jorich to contract with HEIM Company to install glycol to the geothermal system in the amount of \$11,803 pursuant to their COSTARS proposal #26-014, dated January 9, 2026, was seconded by Supervisor Wilbur Evans. *Motion passed unanimously (4) yeas and (1) nay, Jace Hilton.*

2026 Healthcare Renewal

Supervisor Cooney reviewed the health plan renewal and reported that the market increase for 2026 is 16%, and healthcare costs have increased significantly.

Motion by Supervisor Wilbur Evans to renew the *Capital BlueCross Silver PPO* healthcare plan and to renew the *United Concordia* dental and *Highmark* vision plans was seconded by Supervisor Hilton. *Motion passed unanimously.*

July 2026 Regular Business Meeting Schedule

Manager Seeds reported that the July 2026 regular business meeting is scheduled for Monday, July 6, 2026, which falls on the July 4th holiday weekend, and suggested holding the meeting on Thursday, July 9, 2026.

Motion by Supervisor Wilbur Evans to reschedule and advertise the regular business meeting to be held on Thursday, July 9, 2026, was seconded by Supervisor Ryan Jorich. *Motion passed unanimously.*

REPORTS

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

A written engineering report dated January 30, 2026, noting that the bids for the Potato Valley Road Stream Realignment project, Phase 1 of the Potato Valley Road Improvement Project, were opened in December 2025 and are still waiting for the County and their Solicitor to issue a recommendation of award. HRG received the requested bonds and insurance information from the Township's insurance company and will review and incorporate it into the bidding documents for the Potato Valley Road Rehabilitation Project, Phase 2 of the Potato Valley Road Improvement Project.

Public Works – Road Foreman Jeff Warfel

A written activity report dated February 2, 2026, was presented. Supervisor Ryan Evans requested that any questions from the Board pertaining to items listed in the report be presented to Manager Seeds.

Zoning & Codes Enforcement – Light-Heigle & Associates

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

Emergency Management Coordinator – Mike McKenna

Mr. McKenna was in attendance to review and update the Board on EMC matters. Manager Seeds read a letter received by PEMA (Pennsylvania Emergency Management Agency) saying that Mr. McKenna was endorsed by PEMA and sent to Governor Shapiro's office for action. Mr. McKenna will be officially appointed by the Governor as the Township's EMC in the near future.

Sewage Enforcement Officer – Brian S. McFeaters

A written activity report for the month of February 2026 was presented. Supervisor Ryan Evans requested that any questions from the Board pertaining to items listed in the report be presented to Manager Seeds.

A status report on the Septic Management (OLDS) Program was provided by Administrative Assistant Rachel Sweeney, highlighting each zone and providing a summary update.

Township Manager – Julie Ann Seeds

Manager Seeds presented a written activity report. She highlighted several items and meetings attended, and that February activity includes her preparing for the 2025 Audit of all Middle Paxton Township Accounts.

Committees/Organizations

- *Dauphin-Middle Paxton Joint Park Authority* – Meeting cancelled due to snowstorm.
- *Capital Region Council of Governments (CapCOG)* – A reorganizational meeting was held on January 19, 2025, to appoint officers.
- *Dauphin-Middle Paxton Fire Company Oversight Committee* – Supervisor Ryan Evans summarized a brief report and presented the minutes from the January meeting, noting that the Fire Company is pursuing multiple grant opportunities to fund a new fire truck.
- *Dauphin County Tax Collection Committee (DCTCC)* – Manager Seeds reported the DCTCC met on January 15, in the township's meeting room, at which time Manager Seeds was re-elected to chair the Committee. The Committee decided to meet three times a year, with the Executive Management Committee to meet as needed between the regularly scheduled meetings.

Review/Approval of Bills

Motion by Supervisor Wilbur Evans to pay all vendor bills listed for the February 2026 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 reviewed statistics provided by the Pennsylvania State Police regarding activity in Middle Paxton Township for 2024 and 2025. She also shared information from the Dauphin County Planning Commission about the survey for the new Dauphin County Comprehensive Plan and encouraged residents to participate.

Board Member Comments/Announcements

Supervisor Hilton expressed appreciation to the public works crew and office staff. Supervisor Ryan Jorich requested a workshop meeting to discuss several items and thanked those in attendance. Supervisor Wilbur Evans expressed appreciation to the Township staff and meeting attendees. Supervisor Ryan Evans thanked members of the public for attending the meeting.

Adjournment

There being no further business, the meeting was adjourned at 7:50 PM upon motion by Supervisor Ryan Evans, seconded by Supervisor Cooney. *Motion passed unanimously.*

Respectfully submitted,

SIGNATURE ON FILE

Julie Ann Seeds, Secretary