



Mailing Address

P.O. Box 277
Dauphin, PA 17018

Office Address

10 Elizabeth Avenue
Dauphin PA, 17018

Phone: 717-921-8128

Fax 717-474-8146

Middle Paxton Township

BOARD OF SUPERVISORS

MONTHLY BUSINESS MEETING MINUTES

March 2, 2026

Call to Order

The March 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; Supervisors Ryan Jorich and Jace Hilton; Township Manager, Secretary, and Assistant Treasurer Julie Ann Seeds; Jacob Hoffman, Township Engineer with Herbert, Roland & Grubic, Inc. (HRG); and Jim Diamond, Acting 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. Chris Rowe attended the meeting and offered suggestions to the Board, including implementing a public comment period after each agenda item, posting contracts and awards on the Township's municipal website, and considering the adoption of an ordinance addressing invasive species.

Approval of Minutes

Motion by Supervisor Wilbur Evans to approve the minutes of February 2, 2026, Monthly Business meeting was seconded by Supervisor Larry Cooney. *Motion passed unanimously.*

Treasurer's Report/Monthly Financial Statement

The March monthly Treasurer's Report showed the total of the *PLGIT Prime* State Account (Liquid Fuels Fund) \$171,462.72; *Mid Penn Bank* Fire Hydrant Account \$11,379.97; *Mid Penn Bank* Escrow Account \$403,380.55; *PLGIT Prime & Term* Fire Company Vehicle/Equipment Fund \$443,476.84; *PLGIT Prime* DCIB-G Fund \$767,752.57; *PLGIT Prime* General Fund (Building, Equipment, Parks & Rec) \$625,179.40; *PLGIT Prime & Class Term* Reserve Account (Capital & Sewer) \$649,663.16; *PLGIT Prime* Public Safety Account \$471,644.48; *Mid Penn Bank* General Operating Account \$304,743.35; and *Mid Penn Bank* FEMA Grant Account (Flood Mitigation Assistance Program) \$44,026.32 to be **\$3,892,709.36** as of February 28, 2026.

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

Agenda Items

Time Extension for Preliminary/Final Subdivision Plan over lands of Gary A. & Kimberly Hastings

A February 23, 2026, written grant of extension of plan review time until the June 1, 2026, Supervisors regular business meeting to allow additional time needed to complete additional survey work. Motion Supervisor Cooney to recognize the time extension, seconded by Supervisor Wilbur Evans. *Motion passed unanimously.*

Marshall E. Fisher Jr. and Marsha A. Fisher – Declaration of Previously Subdivided Lots

Motion by Supervisor Wilbur Evans to approve the consolidation of lands owned by Marshall E. & Marsha A. Fisher, parcel 43-017-129 and 43-017-134, to combine the two parcels into one legally described parcel, seconded by Supervisor Ryan Jorich. *Motion passed unanimously.*

Preliminary/Final Subdivision Plan for the Harrisburg Postal Workers Gun Club and Robert P. & Cynthia K. Pugh

Scott Akens, with Akens Engineering, was in attendance to present the plan. The purpose of the plan is to subdivide #1B from existing Lot #1. Lot #1B is to be added to existing Lot #1A and is not intended to remain as a separate Lot. Proposed Lot #1A will contain 13.68 acres, and the residual Lot #1 will contain 10.497 acres. Jacob Hoffman, Township Engineer with H.R.G., Inc., reported all comments were addressed with the exception of the administrative items outlined in the comment letter #3, dated February 23, 2026.

Thomas Robison, whose property adjoins the Harrisburg Postal Workers Gun Club property, reported that he has a copy of an existing access easement that traverses across the aforementioned property to his property and requested the access drive to be shown on the Plan. A discussion ensued about the access drive.

Motion by Supervisor Ryan Evans to table the Plan for the applicant's engineer to review the existing access drive and to address any outstanding housekeeping items as noted in the comment letter #3 by Jacob Hoffman, Township engineer with H.R.G., seconded by Supervisor Jace Hilton. *Motion passed unanimously.*

Potato Valley Road Improvement Projects

Township Engineer Jacob Hoffman, with H.R.G, provided an update on the Potato Valley Road Stream Realignment Project. Mr. Hoffman reported that Dauphin County rejected all bids due to the bidders not meeting the County's craft labor workforce ordinance (ordinance No. 01-2022). The Township will need to wait for the direction from the County to rebid the project.

Jake Hoffman reported that the final design for the Potato Valley Road Rehabilitation Project has been completed, and the bidding documents have been submitted to the Township. He outlined two options for moving forward:

Option 1: Advertise the project for bids in March 2026, which would include pipe replacement, berm repairs, base repair (wedge and leveling), and a top coat, allowing construction to occur this year.

Option 2: Delay bidding until the County rebids the Stream Realignment Project, combining both projects into a single bid package; however, this approach would likely postpone any improvements until 2027.

A motion was made by Supervisor Jace Hilton to proceed with Option 1 and bid the Road Improvement Project as described in order to keep the project moving, seconded by Supervisor Larry Cooney. *Motion passed unanimously.*

Reports

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

A written engineering report dated February 26, 2026, was presented, noting the Potato Valley Road Improvement Projects, along with miscellaneous items.

Public Works – Road Foreman Jeff Warfel

A written activity report dated March 2, 2026, was presented by Jeffrey Warfel, Road Foreman. Mr. Warfel reviewed several items, including the road salt used for winter maintenance, hours worked, equipment that needed repair, and a road inspection that will take place in March.

Zoning & Codes Enforcement – Light-Heigle & Associates

A written Building-Zoning-Code Enforcement Activity Report for the month of February 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 provide the Board with an update on EMC matters. He reported that, in coordination with the Township Manager, a snow emergency was declared in February. He also noted that he will continue to monitor river levels due to recent warm weather and snowmelt. Additionally, Mr. McKenna and the Township Manager worked together to provide addresses for the proposed apartments off Allegheny Street. Mr. McKenna further reported that he will be promoting the Ready.PA newsletter to help inform residents on how to prepare for power outages, storms, and flooding events.

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 regarding items listed in the report be directed 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 submitted a written activity report and provided an overview of key items, including meetings and conferences attended. She noted that March activities include preparation for the 2025 audit of all Middle Paxton Township financial accounts; participation in the spring road inspection alongside the road foreman and Ed Fisher of Light-Heigel & Associates; finalization of the draft Zoning Ordinance Update; conducting interviews for the Executive Assistant position; and collaboration with H.R.G., Inc. on various grant opportunities.

Committees/Organizations

- *Dauphin-Middle Paxton Joint Park Authority* – Supervisor Larry Cooney reported the election of officers for 2026 was duly conducted, the pool repairs were discussed, and a tour/inspection of the DMP Park will occur prior to the next regular business meeting to note items that need to be addressed.
- *Capital Region Council of Governments (CapCOG)* – Supervisor Wilbur Evans reported no meeting was held in February; the next meeting is scheduled for March 16, 2026.
- *Dauphin-Middle Paxton Fire Company Oversight Committee* – Supervisor Ryan Evans provided a brief report and presented the February meeting minutes, noting that the election of officers was conducted and that the Fire Company is actively pursuing multiple grant opportunities to support the purchase of a new fire truck. He further reported that the Fire Company has responded to over 100 calls on state roads in 2025, and that bingo will commence in April and be held every other Thursday.

- *Dauphin County Tax Collection Committee (DCTCC)* – Manager Seeds reported that no meeting was held in February. The next meeting is scheduled for May 21, 2026.

Review/Approval of Bills

Motion by Supervisor Wilbur Evans to pay all vendor bills listed for the March 2026 meeting and to authorize payment of all recurring monthly expenses upon receipt to avoid late-charge penalties was seconded by Supervisor Larry Cooney. *Motion passed unanimously.*

Informational Items/Letters/Emails Received

Manager Seeds reported that correspondence was received from the Pennsylvania Game Commission regarding upcoming surveys of State Game Lands in the Stoney Creek area adjoining the Township-owned Ibberson property. Capital Region Water notified the Township of routine maintenance activities within its 50-foot right-of-way and indicated plans for future improvements at DeHart Dam. A letter was received by Representative Joe Kerwin announcing two upcoming senior expos in April. Additionally, correspondence and email were received from FEMA regarding the draft preliminary revised Flood Insurance Rate Map (FIRM). Meetings will be scheduled to review the proposed changes, and the Township will conduct public outreach to inform residents of the revisions.

Board Member Comments/Announcements

Supervisor Jace Hilton and Supervisor Wilbur Evans expressed appreciation to the public works crew and office staff. Supervisor Ryan Jorich and Supervisor Ryan Evans thanked the members of the public for attending the meeting.

Adjournment

There being no further business, the meeting was adjourned at 8:04 PM upon motion by Supervisor Wilbur Evans, seconded by Supervisor Larry Cooney. *Motion passed unanimously.*

Respectfully submitted,

Julie Ann Seeds, Secretary