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*Middle Paxton Township*

**BOARD OF SUPERVISORS**

WORKSHOP MEETING MINUTES

March 19, 2026

**Call to Order**

The March 19, 2026, Workshop 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**

No Public Comments

**Agenda Items**

Ranjit Singh – S & M Fuel Mart – Request to Connect to Public Sewer

A letter was received from Ranjit Singh, owner of S & M Fuel Mart, located at 721 Allegheny Street, requesting permission to connect the property to the Dauphin Borough public sewer system. Ed Fisher of Light-Heigel & Associates reported that Mr. Singh is planning improvements to the property and that the existing in-ground septic system requires replacement.

A motion was made by Supervisor Jace Hilton to approve the sewer connection request submitted by Mr. Ranjit Singh, contingent upon compliance with all requirements outlined in the Intergovernmental Cooperation Agreement with Dauphin Borough and Middle Paxton Township, seconded by Supervisor Wilbur Evans. *Motion passed unanimously.*

James & Heather Kirk – Request to Release Stormwater Escrow

A letter was received from James and Heather Kirk requesting the release of the remaining stormwater escrow in the amount of \$14,151.65. Ed Fisher of Light-Heigel & Associates reported that the Kirks advised him of issues between their

excavator and engineer, which prevented completion of the as-built plans necessary to close out the NPDES Permit. Mr. Fisher stated that the stormwater facilities have been functioning properly for the past five (5) years and have been inspected by Light-Heigel & Associates. He recommended that the Township release the remaining escrow, contingent upon an indemnification agreement prepared by the Township Solicitor and executed by the Kirks.

A motion was made by Supervisor Ryan Evans to direct the Township Solicitor to prepare an indemnification agreement to be executed by the Kirks, with all costs associated with the preparation of the agreement to be paid by the Kirks, seconded by Supervisor Wilbur Evans. *Motion passed unanimously.*

#### HEIM Company – Proposal to Replace Heat Pump #1

Manager Seeds presented a proposal to replace Heat Pump #1, which is located in the Meeting Room of the Municipal Building. Ms. Seeds reported that the heat pump has not been working properly for the past few years and stopped working last month.

A motion was made by Supervisor Wilbur Evans to approve the HEIM Company, Co-stars proposal #26-122, in the amount of \$12,984, to replace Heat Pump #1 in the Meeting Room, seconded by Supervisor Larry Cooney. *Motion passed unanimously.*

#### Vanguard Development Group, Inc. – River View at Middle Paxton – Proposed Street Name Change

A request was received from Vanguard Development Group, Inc., to change the name of one of the streets in the River View Development from Highland Terrace, previously approved by the Board, to Summit Drive.

A motion was made by Supervisor Wilbur Evans to approve the name change from Highland Terrace to Summit Drive, seconded by Supervisor Larry Cooney. *Motion passed unanimously.*

#### Discussion on Ordinance Regulating Peddling and Soliciting

A motion was made by Supervisor Ryan Evans to proceed with the requirements to advertise the draft Ordinance Regulating Peddling and Soliciting Goods in the Township, seconded by Supervisor Larry Cooney. *Motion passed unanimously.*

#### Zoning Ordinance Update Project

Manager Seeds provided an update on the Zoning Ordinance Update Project, with the goal of submitting the final draft to the Planning Commission by June 8, 2026, for their review, final comments, and recommendations that will come before the Board of Supervisors.

### Comprehensive Plan Review Discussion

The Joint Comprehensive Plan was discussed. Originally adopted in 2016, the plan will be added to the project list for review with Dauphin Borough within the next year, after other projects on the list are completed.

### Municipal Meetings – Audio Improvements & Live Streaming

The Board discussed ongoing audio issues during meetings, noting that the current system is over 16 years old and no longer functions reliably. The Board directed Manager Seeds to obtain proposals for upgraded audio and visual systems, including live streaming capabilities, for consideration in the 2027 budget.

### Status Update on Executive Assistant Position

Manager Seeds provided an update on the interview process for the Executive Assistant position. She reported that seven applications were received, with two interviews scheduled for next week and two additional candidates currently being scheduled.

## **Adjournment**

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

Respectfully submitted,

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Julie Ann Seeds, Secretary