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Middle Paxton Township

BOARD OF SUPERVISORS

MONTHLY BUSINESS MEETING MINUTES
September 10, 2026

Call to Order

The September 10, 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 Supervisors Wilbur Evans, Ryan Jorich and Jace Hilton; Township Manager, Secretary, and Assistant Treasurer Julie Ann Seeds; Joshua Sheets, 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. Supervisor Ryan Evans reported that an executive session was held immediately prior to the Board meeting for matters pending litigation and personnel matters.

Public Comments

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

Resident Anna Breinich commented that she had previously distributed a petition requesting that public forums be held to provide public comment on the final draft of the Zoning Ordinance Update prior to its adoption.

Approval of Minutes

Motion by Supervisor Wilbur Evans to approve the regular business meeting minutes of August 3, 2026, was seconded by Supervisor Ryan Jorich. *Motion passed unanimously.*

Treasurer's Report/Monthly Financial Statement

The September monthly Treasurer's Report showed the total of the *PLGIT Prime* State Account (Liquid Fuels Fund) $380,519.71; *Mid Penn Bank* Fire Hydrant Account $14,160.76; *Mid Penn Bank* Escrow Account $426,628.55; *PLGIT Prime & Term* Fire Company Vehicle/Equipment Fund $486,024.25; *PLGIT Prime* DCIB-G Fund $782,343.50; *PLGIT Prime* General Fund (Building, Equipment, Parks & Rec)

$831,026.81; *PLGIT Prime & Class Term* Reserve Account (Capital & Sewer) $662,009.82; *PLGIT Prime* Public Safety Account $480,607.96; *Mid Penn Bank* General Operating Account $484,275.73; and *Mid Penn Bank* FEMA Grant Account (Flood Mitigation Assistance Program) $44,303.75 to be **$4,587,900.84** as of August 31, 2026.

Motion by Supervisor Wilbur Evans to accept the September 2026 Treasurer's Report as of August 31, 2026, to be filed for audit was seconded by Supervisor Jace Hilton. *Motion passed unanimously*

Agenda Items

2026–2027 Local Share Municipal Grant Requests

- **Dauphin/Middle Paxton Soccer Association** (DMPSA)– Joe Petroski was in attendance to request Township sponsorship of the Soccer Association's Local Share Municipal Grant application. The requested funding of $17,000 would be used for equipment, benches, uniforms, and player insurance.
- **Central Pennsylvania Rifle Club** – Daniel Wise was in attendance to request Township sponsorship of the Club's Local Share Municipal Grant application. The requested funding of $8,140 would be used to replace the furnace at the Rifle Club to support continued safety education programs for the community.
- **Dauphin Middle Paxton Historical Society** (DMPHS)– Terri Speece was in attendance to request Township sponsorship of the Society's Local Share Municipal Grant application. The requested funding of $6,000 would be used to purchase a copier to support the Society's educational programming.
- **Dauphin Baseball Association (DBA)** – Mark Fisher was in attendance to request Township sponsorship of the Association's Local Share Municipal Grant application. The requested funding of $15,000 would be used for infrastructure improvements at Butch Beard Field, including a new scoreboard and replacement of the concession stand roof.
- **Dauphin Middle Paxton Joint Park Authority** (DMPJPA)– Mark Fisher was in attendance to request Township sponsorship of the Authority's Local Share Municipal Grant application. The requested funding of $53,000 would be used for infrastructure improvements at Kennedy Field, including renovation and drainage improvements to both dugouts, installation of Diamond-Tex infield material, a netted batting cage, new outfield fencing, and improvements to the backstop.

Motion by Supervisor Ryan Evans to approve Middle Paxton Township's sponsorship of the organizations that presented their 2026–2027 Local Share Municipal Grant project requests, seconded by Supervisor Wilbur Evans. *Motion passed unanimously.*

Burget & Associates Inc.- Preliminary/Final Subdivision Plan over lands of Gary A. and Kimberly L. Hastings

Chris Hinkle of Burget & Associates, Inc., was in attendance to present the Preliminary/Final Subdivision Plan over lands of Gary A. and Kimberly L. Hastings, dated December 22, 2025, and last revised July 20, 2026. Mr. Hinkle explained that the purpose of the plan is to reconfigure seven (7) existing tracts into five (5) reconfigured lots. The plan was previously presented to the Board and was not approved. The revised plan was presented to the Board for consideration.

Township Engineer Jacob Hoffman reviewed his comment letter dated August 25, 2026, and stated that the remaining items are administrative and that he has no objections to the waiver requested: SALDO 307 – Sheet Size of 18" x 24".

Motion by Supervisor Wilbur Evans to approve the waiver from SALDO 307 pursuant to HRG correspondence dated August 25, 2026, was seconded by Supervisor Ryan Evans. *Motion passed unanimously.*

Motion by Supervisor Ryan Evans to approve the Preliminary/Final Subdivision Plan over lands of Gary A. and Kimberly L. Hastings, subject to satisfaction of all comments contained in H.R.G., Inc.'s correspondence dated August 25, 2026; the Dauphin County Subdivision/Land Development Review Report No. 26-008, dated January 7, 2026; and Light-Heigel & Associates' correspondence dated July 30, 2026, seconded by Supervisor Jace Hilton. *Motion passed unanimously*.

Burch Associates – Preliminary/Final Lot Add-On Plan for Ranjit Singh & Jasbeer Kaur.

No one was in attendance to represent the plan, and the applicant did not provide a time extension. Motion by Supervisor Ryan Evans to deny the Preliminary/Final Lot Add-On Plan for Ranjit Singh and Jasbeer Kaur, seconded by Supervisor Wilbur Evans. *Motion passed unanimously.*

Paving Quotes for Pipe Crossings on Speece Lane & Fulton Road

Motion by Supervisor Wilbur Evans to accept the quote from Morgan Paving in the amount of $5,650.00 to pave two pipe crossings in accordance with the specifications outlined in the quote by Morgan Paving, dated August 27, 2026, seconded by Supervisor Jace Hilton. *Motion passed unanimously.*

McKelvey Road Culvert/Bridge Improvement Project

Motion by Supervisor Wilbur Evans to table the agenda item pending receipt of additional information, seconded by Supervisor Ryan Evans. *Motion passed unanimously.*

Potato Valley Road Improvement Project – Application for Payment 01 Motion by Supervisor Wilbur Evans to approve Application for Payment No. 01, dated September 3, 2026, in the amount of $34,883.23, as recommended by the Township Engineer, H.R.G., Inc., in its letter dated September 4, 2026, seconded by Supervisor Ryan Jorich. *Motion passed unanimously*.

Fishing Creek Community Center (FCCC)– Water Issues

Manager Seeds explained the options provided by the Pennsylvania Department of Environmental Protection (DEP) regarding the water issue at the Fishing Creek Community Center (FCCC). A water sample collected approximately one year ago tested positive for contamination; however, all subsequent water samples have tested satisfactorily.

Manager Seeds reported that, pursuant to DEP requirements, the Township has several options, including installation of a chlorination system, which would require daily water testing by a certified water technician; drilling a new well; or disconnecting the water supply to the kitchen sink, while allowing the remaining sinks to remain in use.

It was the consensus of the Board to obtain quotes for both a chlorination system and the drilling of a new well.

Employee Pension Plan – Minimum Municipal Obligation (MMO)

Manager Seeds reported that, as indicated in the MMO report, the Actuarial Value of Assets exceeds the Present Value of Benefits as of January 1, 2025. Therefore, pursuant to Act 205 of 1984, no contributions are currently required to be made to the Plan. The Board acknowledged that no contribution will be due to the Plan in 2027.

Brian Long Settlement Agreement

Motion by Supervisor Wilbur Evans to accept the Settlement Agreement as prepared and presented, seconded by Supervisor Jace Hilton. *Motion passed unanimously*.

Aliver Foundation – Memorandum of Understanding (MOU) All Weather Outdoor AED Enclosure for Hagy Park and Fishing Creem Community Center

Motion by Supervisor Ryan Evans to approve and execute the Memorandum of Understanding with the Aliver Foundation for the provision of all-weather outdoor AED enclosures at Hagy Park and the Fishing Creek Community Center, seconded by Supervisor Wilbur Evans. *Motion passed unanimously.*

Discussion of Volunteer Recruitment and Retention Challenges – Dauphin-Middle Paxton Fire Company

Manager Seeds and Supervisor Ryan Evans reported that they attended a meeting requested by the Fire Company regarding challenges in responding to emergency calls, particularly during daytime hours on weekdays. The Fire Company reported that it is experiencing difficulty responding to calls due to a shortage of volunteers.

Potential options were discussed, including a gift card program and exploring the possibility of a stipend program. Manager Seeds and Chairman Evans also discussed with the Fire Company the possibility of meeting quarterly to continue discussions regarding volunteer recruitment, response coverage, and potential support for the Fire Company. Further discussion regarding these matters will be scheduled.

Reports

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

A written engineering report dated September 4, 2026, was presented, noting that the Potato Valley Road Improvement Project commenced on August 27, 2026, substantial completion is October 15, 2026. The Potato Valley Road Stream Realignment Project – Bids were opened on August 28, 2026, two bids were received and both bids were incomplete and were rejected. The County will readvertise the project.

Public Works – Road Foreman Jeff Warfel

A written activity report dated September 10, 2026, was presented outlining the Road Department's activities for August 2026, including hours worked, equipment used, work completed, and work planned for September.

Road Foreman Jeff Warfel was in attendance to review the August work activity and discuss upcoming work for September, including crack sealing, roadside mowing, and pothole repairs. He noted that the increased rainfall during the summer has resulted in an increased need for roadside mowing

Zoning & Codes Enforcement – Light-Heigel & Associates

A written engineering report dated August 2026, was submitted by Ed Fisher, summarizing engineering and zoning/codes services provided during the month of August, that includes thirteen (13) permits issued and thirteen (13) permits pending. Supervisor Ryan Evans requested that any Board questions regarding items listed in the report be directed to Manager Seeds.

Emergency Management Coordinator – Mike McKenna

No report was submitted.

Sewage Enforcement Officer – Brian S. McFeaters

A written activity report for the month of August 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 reported on the following activities and provided highlights for August 2026:

- Attended a Detweiler Park Improvement meeting regarding improvements to S.R. 225 for a new entrance to the park.
- Attended a Gaming Advisory Board pre-application meeting.
- Attended a PSATS Budget Workshop.
- Began preparations for the 2027 Township budget.
- Began preparations on several Grant projects for the Local Share Grant.

- Met with the advisory group to finalize the draft Zoning Ordinance Update. The final draft will be forwarded to the Consultant to make the revisions.
- Attended various workshops and training sessions conducted by several organizations.
- Met with the CPA firm to review financial activity and QuickBooks.

Committees/Organizations

Dauphin-Middle Paxton Joint Park Authority (DMPJPA) – Manager Seeds reported the Park Authority met in August to provide an update on the pool renovation and approved the Vision Pools bid, including the ramp alternate in the amount of $987,000.

Representatives from the Dauphin Baseball Association (DBA) were also in attendance to discuss infrastructure needs at Kennedy Field, including improvements to the dugouts and fencing, as well as the possibility of installing lights in the future. Park Authority Chair, Nikki O'Gorman, explained that the Park Authority does not currently have funding available for these projects until the pool project is completed. She suggested that DBA work with Board members Julie Seeds and Ryan Evans on Grant opportunities on behalf of the Park Authority.

Capital Region Council of Governments (CapCOG) – Manager Seeds reported no meeting was held in August. The next meeting is scheduled for September 21, 2026.

Dauphin-Middle Paxton Fire Company Oversight Committee **–** Supervisor Ryan Evans reported the Fire Commission discussed the monthly financial review, and discussions on replacing E38; fundraising, Grant opportunities and the DCED LSA Grant awards are expected to be announced in September.

Dauphin County Tax Collection Committee (DCTCC) – No meeting was held in August, the next meeting is scheduled on November 18, 2026.

Review/Approval of Bills

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

Informational Items/Letters/Emails Received

No additional informational items were received for discussion beyond those already included in the Manager's Report.

Board Member Comments/Announcements

Supervisor Rich Leitzel thanked the Board for his appointment and the opportunity to serve the citizens of the Township.

Supervisor Jace Hilton commented on the shortage of volunteers and noted that volunteer shortages are a concern throughout the Commonwealth. He encouraged

those in attendance to consider volunteering with the Fire Company and to encourage their neighbors to volunteer as well.

Supervisor Ryan Jorich encouraged Supervisors to attend available training forums. Supervisor Wilbur Evans shared that he attended the PSATS Fall Forum and found it informative, encouraging other Supervisors to participate in training opportunities. Supervisor Ryan Evans thanked the public for attending the Board meeting.

Adjournment

There being no further business, the meeting was adjourned at 8:22 PM upon motion by Supervisor Rich Leitzel, seconded by Supervisor Wilbur Evans. *Motion passed unanimously*.

Respectfully submitted,

SIGNATURE ON FILE

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Julie Ann Seeds, Secretary