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*Middle Paxton Township*

**BOARD OF SUPERVISORS**

MONTHLY BUSINESS MEETING MINUTES

August 5, 2024

**Call to Order**

The August 5, 2024, monthly business meeting of the Middle Paxton Township Board of Supervisors was called to order at 7:00 PM by Supervisor and Chairman Jeffery Smith in the township meeting room. Also present were Supervisor and Vice Chairman Wilbur Evans; Supervisor Treasurer, Larry Cooney; Supervisor Mike Sudia; Supervisor Ryan Evans; Township Manager, Secretary and Assistant Treasurer Julie Ann Seeds; Township Solicitor Michael Miller, Esq.; and Jacob Hoffman representing the Township Engineer, Herbert, Roland & Grubic, Inc. (HRG).

**Pledge of Allegiance**

The meeting was opened with the Pledge of Allegiance.

**Public Comments**

Supervisor Smith announced that the Board held an executive session prior to the monthly business meeting to discuss legal matters and then invited comments from those in attendance concerning matters of general or individual concern in the township that were not listed on the meeting agenda.

Mr. Gary Clearwater was in attendance to complain about a neighbor. Mr. Clearwater was advised to make an appointment with the Township's Codes Enforcement Officer.

**Approval of Minutes**

Motion by Supervisor Wilbur Evans to approve the minutes from the July 1, 2024, monthly Business meeting was seconded by Supervisor Cooney. *Motion passed unanimously.*

**Treasurer's Report/Monthly Financial Statement**

The July monthly Treasurer's Report for Balance ending July 31, 2024, showed the total of the *PLGIT Prime* State Account (Liquid Fuels Fund) \$270,058.43; *Mid Penn Bank* Fire Hydrant Account \$13,952.64; *Mid Penn Bank* Escrow Account \$297,726.30; *PLGIT Prime & Term* Fire Company Vehicle/Equipment Fund \$314,654.88; *PLGIT Prime* DCIB-G Fund \$715,663.07; *PLGIT Prime* General Fund (Building, Equipment, Parks & Rec) \$235,336.11; *PLGIT Prime & Class Term* Reserve Account (Capital & Sewer) \$604,787.57; *PLGIT Prime* American Rescue Plan Act (ARPA) Fund \$475,980.48; *PLGIT Prime* Public Safety Account \$439,644.91; *Mid Penn Bank* General Operating Account \$144,861.05; and *Mid Penn Bank*

FEMA Grant Account (Flood Mitigation Assistance Program) \$47.26 to be **\$3,512,712.70** as of July 31, 2024.

Motion by Supervisor Smith to accept the August 2024 Treasurer's Report to be filed for audit was seconded by Supervisor Cooney. *Motion passed unanimously.*

## **Agenda Items**

### Lori & Tm Mader – Sanctuary on the Susquehanna LLC/ Carly's Hope Foundation – Request for Sponsorship of the 2024-25 Local Share Municipal Grant.

Mr. Phil Trometer with Penn Strategies was in attendance to present a request from Mr. and Mrs. Mader to sponsor their Local Share Municipal Grant Application. The grant application is to improve their facility at 2147 N. Front Street, Harrisburg. Mr. Trometer was thanked for the presentation.

### Assad A. Bruner – Sad's Soulfood Café – Request for Sponsorship of the 2024-25 Local Share Municipal Grant.

Mr. Assad Bruner was in attendance to present a request for sponsorship of a Local Share Municipal Grant Application to do improvements at his facility at 1706 Walnut Street, Harrisburg. Mr. Bruner was thanked for his presentation.

### Request for Improvement Guarantee Escrow Release for Stormwater Facilities

Motion by Supervisor Smith to approve the final release of the Improvement Guarantee in the amount of \$2,629.00, held for the Kate Baye property located at 4014 Pine Needles Drive, pursuant to H.R.G., Inc. correspondence dated August 2, 2024, indicating the required stormwater facilities have been completed in general conformity with the approved plan. Seconded by Supervisor Ryan Evans. *Motion passed unanimously.*

### Time Extension for Final Minor Subdivision Plan over lands of WRTR Properties, LLC

A July 25, 2024, written grant of time extension until the November 2024 Supervisors meeting to allow additional time needed to receive DEP NPDES approval to the *Final Minor Subdivision Plan over lands of WRTR Properties, LLC*, was received from Burget & Associates, Inc. Motion Supervisor Wilbur Evans to recognize the time extension, Second Supervisor Cooney. *Motion passed unanimously.*

### Time Extension for Final Minor Subdivision Plan over lands of Pamela J. Bowman

A July 25, 2024, written grant of time extension until the November 2024 Supervisors meeting to allow the additional time needed to receive Planning Commission approval to the *Final Minor Subdivision Plan over lands of Pamela J. Bowman*, was received from Burget & Associates, Inc. Motion Supervisor Wilbur Evans to recognize the time extension, Second Supervisor Sudia. *Motion passed unanimously.*

### Ryan Jorich – Chestnut Hill Phase II – Basin #2 Fence – Tannin Way

Mr. Ryan Jorich was in attendance to discuss the proposed fence that is shown located around the border of stormwater Basin #2, on the approved plans for Chestnut Hill Phase II. Stormwater Basin #2 is located on Lots #22 & #23 of Chestnut Hill Phase II. Mr. Jorich proposes to replace the fence with deciduous and evergreen trees.

It was discussed to change the approved plans, will require filing new plans through the Subdivision and Land Development Plan process.

After a brief discussion, Mr. Ryan Jorich withdrew his request to substitute trees around Stormwater Basin #2 and will install the fence, accordingly, as shown on the approved Chestnut Hill Phase II plans.

#### Fishing Creek Community Center – Chimney Repair

Manager Seeds presented an estimate from Bruce Wevodau Masonry, to repair the chimney at the Fishing Creek Community Center for \$7,100.00.

Motion by Supervisor Smith was seconded by Supervisor Cooney to engage with Bruce Wevodau Masonry to perform repairs to the chimney at the Fishing Creek Community Center, 1361 Fishing Creek Valley Road. *Motion passed unanimously*

Supervisor Ryan Evans would also like a cap placed on the chimney. Supervisor Smith stated the chimney opening is very large and will work to ensure a cap can be placed on the chimney.

#### Gap View Road – Chip/Fog Seal Project

A payment request was received by Martin Paving for the chip/fog seal project on Gap View Road. Light-Heigel & Associates provided a letter of recommendation after it was inspected in the amounts of \$162,240 for double seal coat work and \$36,100 for the fog seal and line painting, a total of \$198,340.00.

Motion Supervisor Sudia, to pay the invoice submitted by Martin Paving, in the amount of \$198,340.00, seconded by Supervisor Ryan Evans. *Motion passed unanimously.*

## **Reports**

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

A written engineering report dated August 1, 2024, was presented. Jacob Hoffman summarized engineering services provided by HRG during the month. The municipal building elevator project, Right Elevator was given notice to proceed and now waiting on the final design submission of the elevator. The Potato Valley Road Improvement Project is moving along with 60% of the plans to be completed by the end of August 2024. H.R.G Inc., to begin work in accordance with the TISIP Agreement. H.R.G Inc., prepared and submitted a TISIP application for the McKelvey Road Bridge/Culvert Replacement Project.

#### Light-Heigel & Associates

A written report for the July 2024 activity was presented that summarized road projects tasked to work on for the Township.

#### Public Works – Road Foreman Jeff Warfel

A written activity report dated August 5, 2024, was presented. Supervisor Smith requested any questions from the Board on items listed in the report be presented to Manager Seeds.

#### Zoning & Codes Enforcement – Barry Isett & Associates, Inc.

A written Building-Zoning-Code Enforcement Activity Report for the month of July 2024 was presented. Supervisor Smith requested any questions from the Board on items listed in the report be presented to Manager Seeds.

#### Emergency Management Coordinator (EMC) – Robert Rusbatch

Mr. Rusbatch submitted a report dated August 5, 2024, outlining various activities over the month of July, including training on July 24<sup>th</sup> that included 59 firefighters from seven (7) fire departments. Mr. Rusbatch reminded all of Hurricane Debbie working its way up the

East coast, watch for possible stream flooding, and will be attending Rail Incident training on August 13, 2024. Mr. Rusbatch also reminded those in attendance of the 100<sup>th</sup> Anniversary Celebration of the Dauphin Middle Paxton Fire Company on August 10

#### Sewage Enforcement Officer – Brian S. McFeaters

A written activity report for the month of July 2024 was presented. Supervisor Smith requested any questions from the Board on items listed in the report be presented to Manager Seeds.

#### Township Manager – Julie Ann Seeds

A written activity report was presented by Manager Seeds. She highlighted several items including the new LED message board sign that will be located along S.R. 225, the project has begun with an expected completion date of approximately the first week of August, and received a follow-up for the proposed pole light that will be located along S.R. 225, at the intersection of Elizabeth Avenue, the plan is in the engineer's office at this time for review. Ms. Seeds and Supervisor Jeff Smith met with Architect Jim Crum to review the security/safety upgrade project. Ms. Seeds reported she will be working on Gaming Grant Applications due October 1, 2024.

#### Committees/Organizations

- *Dauphin-Middle Paxton Joint Park Authority* – No new activity reported.
- *Capital Region Council of Governments (CapCOG)* - Supervisor Evans reported two speakers at the meeting. One spoke about Bird Sanctuary and the other speaker was Michael Miller Esq., with the Law Firm of Eckert Seamans Cherin & Mellott LLC.
- *Dauphin-Middle Paxton Fire Company Oversight Committee* – Supervisor Ryan Evans summarized a brief report and presented the minutes from the July 2024 meeting.
- *Dauphin County Tax Collection Committee (DCTCC)* – No meeting was scheduled. The next meeting is scheduled for September 18, 2024.

### **Review/Approval of Bills**

Motion by Supervisor Wilbur Evans to pay all vendor bills listed for the August 5, 2024, meeting and to authorize payment of all recurring monthly expenses upon receipt to avoid late-charge penalties was seconded by Supervisor Smith. *Motion passed unanimously.*

### **Informational Items/Letters/Emails Received**

Manager Seeds reported complaints were received from residents who reside along North Front Street. The complaints consist of vehicles speeding from exiting 22/322, and the number of tractor-trailers traveling in this area. Ms. Seeds spoke to PennDOT who will investigate what could be done in this area to address the concerns. It was discussed that possibly the Township purchase or rent a flashing speed limit sign that is moveable and can be placed on various roads of the Township warning drivers of their speed.

Manager Seeds reported that the Township received an extra \$31,000 in additional grant CDBG funding for the Elevator Project. Manager Seeds received word that the PEMA reimbursement for the Kelly House Raising Project of \$261,343.00 has been initiated and the Township should receive it in 30-45 days. In addition, Ms. Seeds reported the draft Zoning Ordinance Update was sent to the consultants EP&D, to complete all the final revisions. The draft will then go to the Planning Commission tentatively at their September meeting.

Supervisor Wilbur Evans congratulated the Fire Company on their 100<sup>th</sup> Anniversary, and all the Supervisors concurred with the acknowledgment.

### **Board Member Comments/Announcements**

No comments were presented.

### **Adjournment**

There being no further business, the meeting was adjourned at 8:07 PM upon a motion by Supervisor Sudia, seconded by Supervisor Cooney. *Motion passed unanimously.*

Respectfully submitted,

SIGNATURE ON FILE

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Julie Ann Seeds, Secretary