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Middle Paxton Township

BOARD OF SUPERVISORS

MONTHLY BUSINESS MEETING MINUTES

February 3, 2025

Call to Order

The February 3, 2025, 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 and Treasurer Larry Cooney; Supervisor Ryan Evans; 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. Supervisor Mike Sudia was absent.

Pledge of Allegiance

The meeting was opened with the Pledge of Allegiance.

Chairman of the Board Jeffrey Smith welcomed and recognized Scout Troop 233 and its Leaders, who were in attendance to observe the Township meeting, as part of the criteria for earning a Badge.

Public Comments

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

Mr. Joe Lazenby was in attendance to express his concerns with Short Term Rentals. He asked the Board to consider certain requirements and restrictions when the draft Zoning Ordinance is under review prior to adoption.

Mr. Robert Fannasy requested an update on Solid Waste and Recycling Bid specifications and when they will be ready to go out to bid. Manager Seeds

responded that the bid specifications should be completed and out to Bid in March, with the Bid opening at the April Board of Supervisors meeting.

Approval of Minutes

Motion by Supervisor Wilbur Evans to approve the minutes from the January 6, 2025, Annual Reorganization and Monthly Business meeting was seconded by Supervisor Cooney. *Motion passed unanimously.*

Treasurer's Report/Monthly Financial Statement

The January monthly Treasurer's Report showed the total of the *PLGIT Prime* State Account (Liquid Fuels Fund) \$74,086.58; *Mid Penn Bank* Fire Hydrant Account \$12,284.44; *Mid Penn Bank* Escrow Account \$371,339.30; *PLGIT Prime & Term* Fire Company Vehicle/Equipment Fund \$355,683.81; *PLGIT Prime* DCIB-G Fund \$733,652.44; *PLGIT Prime* General Fund (Building, Equipment, Parks & Rec) \$241,251.68; *PLGIT Prime & Class Term* Reserve Account (Capital & Sewer) \$620,808.20; *PLGIT Prime* American Rescue Plan Act (ARPA) Fund \$1,775.41; *PLGIT Prime* Public Safety Account \$450,696.11; *Mid Penn Bank* General Operating Account \$597,295.15; and *Mid Penn Bank* FEMA Grant Account (Flood Mitigation Assistance Program) \$262,537.82 to be **\$3,721,410.94** as of January 31, 2025.

Motion by Supervisor Smith to accept the January 2025 Treasurer's Report to be filed for audit was seconded by Supervisor Wilbur Evans. *Motion passed unanimously.*

Agenda Items

Time Extension for Final Minor Subdivision Plan over lands of WRTR Properties, LLC
A January 27, 2025, written grant of extension of plan review time until the May 2025 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 Cooney. *Motion passed unanimously.*

Request for Reduction of Financial Security Escrow for Stormwater Facilities

Motion by Supervisor Smith to release the Improvement Guarantee in the amount of \$11,467.00 held for 1251 Tannin Way, Chestnut Hill Lot 18, pursuant to H.R.G Inc., correspondence dated January 29, 2025, indicating that most of the required stormwater facilities have been completed in general conformity with the approved plan, was seconded by Supervisor Wilbur Evans. *Motion passed unanimously.*

Chestnut Hill Phase 3 – Final Phase 3 Subdivision and Land Development Plan Request for Reapproval

Motion by Supervisor Smith to re-approve the Final Land Development and Subdivision Plan known as Chestnut Hill Phase 3, originally approved on October 7, 2024, seconded by Supervisor Cooney. *The Motion passed four (3) Yays and One (1) Nay, Supervisor Ryan Evans.*

The McNaughton Company – The Townes at Stoney Creek

Engineer Tim Mellot and Joel McNaughton were in attendance to review the DEP Component 4A Municipal Review letter, which is part of the Sewage Module Package for a potential land development plan and townhome project in Stoney Creek.

Township Solicitor Brett Flower stated that Component 4A, part of the Sewage Module Package, is to be reviewed by the Municipal Planning Agency, which is the Planning Commission, not the Board of Supervisors.

Chairman Smith suggested The McNaughton Company request to be on the agenda and attend the Planning Commission meeting on Monday, February 10, 2025, to review the Component 4A.

2025 Healthcare Renewal Recommendation

Superior Cooney reviewed the health plan renewal and reported that the market increase for 2025 has been 15%, and the cost increase for the Township is 9.3%.

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

Dauphin Middle Paxton Park Authority

Motion by Supervisor Smith to appoint Julie Seeds to the Dauphin Middle Paxton Park Authority Board to fill a vacancy, seconded by Wilbur Evans. *Motion passed unanimously.*

REPORTS

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

A written engineering report dated January 30, 2025, noting that the Potato Valley Road Wetland Mitigation Monitoring was submitted to DEP 12/18/2024, with the last monitoring report slated 2025, but may need to be extended due to invasive species that are not managed. The Municipal Elevator Project is scheduled to be completed by 2/28/2025, with extra costs having occurred with the installation of the smoke detector. The Township Building Security Upgrade Project is moving forward with a preconstruction meeting scheduled on 2/4/2025 at 11:00 AM.

Light-Heigel & Associates

A written report for January 2025 activity was presented that summarized the Stoney Creek Manor UGI utilities soft dig has been postponed due to the cold weather. The Seal Coat work for 2025, including Red Hill Road and the Parking Lots, is out to bid.

Public Works – Road Foreman Jeff Warfel

A written activity report dated February 3, 2025, was presented. Supervisor Smith requested 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 Smith requested any questions from the Board pertaining to items listed in the report be presented to Manager Seeds.

Emergency Management Coordinator – Mike McKenna

No report was presented.

Sewage Enforcement Officer – Brian S. McFeaters

A written activity report for the month of February was presented. Supervisor Smith requested any questions from the Board pertaining to 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 Solid Waste & Recycling Focus Group met to discuss draft bid specs; The proposed light pole at Elizabeth Avenue and S.R. 225 is approved to be installed, with waiting on the installation date; The Zoning Ordinance Update committee met to review comments provided by the Planning Commission; attended meeting with PennDOT to discuss the safety concerns along North Front Street; attended the Gaming Grant Hearings along with representatives with H.R.G Inc., for the (3) applications submitted; March activity includes preparing for the 2024 Audit of all Middle Paxton Township Accounts.

Committees/Organizations

- *Dauphin-Middle Paxton Joint Park Authority* – Supervisor Cooney reported the Park Authority meeting was the reorganizational meeting with Nicole O’Gorman appointed as Chairperson. Dates were discussed for the DAA Opening Day.
- *Capital Region Council of Governments (CapCOG)* – A reorganizational meeting was held on January 21, 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.
- *Dauphin County Tax Collection Committee (DCTCC)* – Supervisor Wilbur Evans 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 Smith to pay all vendor bills listed for the February meeting and to authorize payment of all recurring monthly expenses upon receipt to avoid late-charge penalties, was seconded by Supervisor Wilbur Evans. *Motion passed unanimously.*

Informational Items/Letters/Emails Received

Manager Seeds reported that a notice was received via certified mail, from Penn E&R, representing PPL Electrical Utilities Company, that PPL EU intends to submit a Chapter 102 General Permit for a Land Development Project off Stoney Creek Road, Dauphin Substation Project. PPL EU intends to construct a new switchyard along the western edge of the existing Dauphin Substation property.

Board Member Comments/Announcements

No comments were presented.

Adjournment

There being no further business, the meeting was adjourned at 7:43 PM upon a motion by Supervisor Smith, seconded by Supervisor Wilbur Evans. *Motion passed unanimously.*

Respectfully submitted,

SIGNATURE ON FILE

Julie Ann Seeds, Secretary