

LOWER PAXTON TOWNSHIP
BOARD OF SUPERVISORS

Minutes of Board Meeting held January 6, 2014

The annual reorganization meeting of the Board of Supervisors of Lower Paxton Township was called to order at 7:32 p.m. by Steven A. Stine, Chairman Pro Tem, on the above date, in the Lower Paxton Township Municipal Center, 425 Prince Street, Harrisburg, Pennsylvania.

Supervisors present were William B. Hawk, William C. Seeds, Sr., William L. Hornung, Gary A. Crissman, and Robin L. Lindsey

Also in attendance were George Wolfe, Township Manager; Steve Stine, Township Solicitor; and Watson Fisher, SWAN.

Pledge of Allegiance

Mr. Wolfe led in the recitation of the Pledge of Allegiance.

Oath of Office to Newly Elected Municipal Officials

The Honorable Judge Joseph L. Lindsey administered the oath of office to the newly elected Supervisor Robin L. Lindsey and new elected Auditor Mitchell Mensch.

Election of the Chairman of the Board

Mr. Crissman nominated William B. Hawk to serve as Chairman of the Board of Supervisors. Mr. Seeds seconded the motion. Mr. Crissman moved to close the nomination process. Mr. Seeds seconded the motion. Mr Stine called for a voice vote and a unanimous vote followed.

Election of the Vice-Chairman of the Board

Mr. Seeds nominated Gary A. Crissman to serve as Vice-Chairman of the Board of Supervisors. Ms. Lindsey seconded the motion. Mr. Hawk moved to close the nomination process. Mr. Hawk called for a voice vote and a unanimous vote followed.

Appointment of the Township Secretary, Vacancy Board Chairman, Township Treasurer and Assistant Treasurers, Township Manager, Township Solicitor, Township Engineer, Voting Delegate and Alternate to PSATS State Convention Establishment of Treasurer's Bond, Depository and Regular Board Meetings

Mr. Hawk put forth the following names for appointment to the various boards and positions:

Township Secretary – William L. Hornung

Treasurer – William C. Seeds., Sr.

Assistant Secretary – Robin L. Lindsey

Assistant Treasurer – Robin L. Lindsey

Vacancy Board Chairman – Lohman Henry

Township Manager – George S. Wolfe

Township Solicitor – Steven A. Stine, Stine Law Offices

Township Engineer – Herbert, Rowland and Grubic, Inc.

Representative and alternate to the Capital Region Council of Governments –

William C. Seeds, Sr. and Matthew Miller

Voting delegate and alternate to Pennsylvania State Association of Township

Supervisors State Convention – William B. Hawk and Gary A. Crissman

Representative to the Dauphin County Tax Collection Committee and Alternate -

Tim Houck and William B. Hawk

Establishment of Treasurer's Bond – \$1,000,000.00.

Designation of Township Depository – M & T Bank.

Establishment of the Meeting Schedule for Board Meetings – First three Tuesday's of each month, except for holidays or Election Day. The first and third Tuesday would be the business meetings starting at 7:30 p.m. and the second Tuesday would be the workshop meeting starting at 6:00 p.m. He noted that the Workshop session will be moved to this room and it will be televised.

Authorization to the Secretary or Treasurer to pay all fixed expenses which resulted from prior Board action.

Mr. Crissman made a motion to authorize the appointments and the secretary or treasurer to pay all of the fixed expenses which resulted from prior Board action. Ms. Lindsey seconded the motion. Mr. Hawk called for a voice vote and a unanimous vote followed.

Board, Commission & Committee Appointments

Mr. Hawk put forth the following names for appointment to the following boards, commissions and committee members:

Arts Advisory Council – Mary Grace Newsome, David Russell, Stanley Smith, Patricia Crawford, and Deborah Delgado for a one-year term.

Audit Committee – Gary A. Crissman as Chairman, William B. Hawk and George S. Wolfe, for a one-year term.

Community Engagement Committee – Patricia Crawford, Robert MacIntyre, Sandy Prah, Priscilla St. Jacques Glusko, Bruce Senft and Stan Smith for a one-year term. He noted that there is a vacancy for this committee.

Friendship Center Operating Board – Gary A. Crissman, Sandra Prah and John Dougherty for a three-year term.

Greenway Committee – James Seidler (Parks and Recreation), Roy Newsome, (Planning Commission), Priscilla St. Jacques Glusko, Angela Sedun, Thomas Thomas and Rogette Harris, for a one-year term. He noted that there is a vacancy for this committee.

Parks and Recreation – Stan Smith, Mary Jane Hornung and James Seidler for a five year term. He noted that there is a vacancy for this committee.

Planning Commission – Mr. Hawk noted that no appointments to this Commission will be made this evening.

Public Safety Committee – Chief, Colonial Park Fire Company
Chief, Linglestown Fire Company
Chief, Paxtonia Fire Company
President, Colonial Park Fire Company
President, Linglestown Fire Company
President, Paxtonia Fire Company
Fire Marshall
Public Safety Director
Representative from South Central EMS
Emergency Operations Director for a one year term.

Shade Tree Commission – Greg Schrum for a five year term.

Zoning Hearing Board – Sara Jane Cate, Jeffrey Staub for a five year term and Allen Hansen and Watson Fisher as alternates for a three year term.

Mr. Crissman made a motion to approve the appointments to the various boards, and commissions as stated by Mr. Hawk. Ms. Lindsey seconded the motion. Mr. Hawk called for a voice vote and a unanimous vote followed.

BUSINESS MEETING

Public Comment

Mr. Gerald Hopple, 1009 Top View Drive, congratulated Mrs. Lindsey on her election as a new supervisor noting that it was good to see someone new on the Board. He noted that many of the Board members are getting old and set in their own ways.

Mr. Hopple noted that he was present a year ago and the Board made a motion about spending money to have the engineering firm to do another evaluation of the water basin in the Earl and Top View Drives area. He noted that it was the same outfit that did the survey in 1994 and came up with recommendations that most of the Board voted down to do anything with. He

noted many years later, his neighborhood was flooded out in August of 2011. He noted that he lost over \$32,000 worth of stuff in his home. He explained in January of 2013, the Board voted to spend more money but he hasn't heard any results from that yet. He noted that he had heard that the engineer almost made the same recommendations as they did in 1994 and during the 2013 meeting; the Board stated would not spend any money to do anything. He suggested that Mr. Hornung asked that question and he questioned what is happening and if the Board voted down the recommendation.

Mr. Seeds noted that there was a conversation in a workshop session not too long ago with Mr. Robbins and he is supposed to schedule a meeting with Mr. Hopple and the people in his community. Mr. Wolfe noted that Mr. Robbins will be scheduling a meeting with Mr. Hopple and several of his neighbors in regards to the recommendations that have been provided to the Board by HRG. He noted that it is a long process, noting that Mr. Robbins and Mr. Fleming will be meeting with Mr. Hopple and several of the neighbors in regard to potential improvements to the stream channel and the crossing. Mr. Hopple noted that we need something done noting that it is not nice when you see creek water coming up over the embankment and you have to worry if it will reach your house. He noted that he has been pretty patient, explaining that he came to a meeting in 1994 and he would like the Township to come up with a solution for the neighbors.

Mr. Hopple noted that Mrs. Lindsey needs to get out meeting the people. Mr. Hawk noted that he sees Mr. Hopple very often and discusses this topic. He thanked him for his patience and explained that the Board would be conducting a road tour and his issue would be on the agenda. Mr. Hopple told Mrs. Lindsey that there is one other guy on this Board who gets

around the community and it is Mr. Seeds and the neighbors appreciate what he is trying to do. He noted that we need more help, especially from the Board.

Mr. Rodger Lavigne explained that he lives in West Hanover Township. He noted that he is present to offer a list of ideas for the Friendship Center, some suggestions to help turn it around. He noted that he presented his suggestions to the Friendship Center Operating Board but he would like to provide a copy of the suggestions to the Board members. He noted that he will attend the next workshop session to go over it if that is acceptable. Mr. Hawk noted if Mr. Lavigne has offered the suggestions to the FCOB, then it is generally understood that the FCOB will be meeting and made a commitment to meet with the Board of Supervisors on a regular basis. He noted that the suggestions will come forward to the Board through the FCOB, although the Board would be willing to accept a copy of the suggestions.

Mr. Crissman noted that Mr. Lavigne presented along with a colleague of his this information and he indicated to his colleague that the information would be incorporated into the discussion that will occur tomorrow night as the FCOB is fashioning a recommendation to the Board. Mr. Lavigne explained that he had additional comments to present to the Board. Mr. Crissman noted that he will take those comments to tomorrow's meeting for further discussion. Mr. Seeds noted that he would also like to look at the comments.

Mr. Hawk noted that the Board has made a commitment to the FCOB to satisfy many of the concerns that the citizens have.

Chairman & Board Members' Comments

Mr. Hawk offered a present to Mrs. Lindsey noting that when she looks at what is inside it might take her back 75 to 80 years to what life was like back then. Mr. Seeds commented that Mrs. Lindsey is not that old.

Approval of Minutes

Mr. Crissman made a motion to approve the minutes of the November 13, 2013 workshop session. Mr. Seeds seconded the motion. Mr. Hawk call for a voice vote, and a unanimous voted followed.

Manager's Report

Mr. Wolfe noted that he had nothing to report.

OLD BUSINESS

Resolution 14-01; Appointing a certified public accountant to audit the funds and accounts of the Township for the 2013 fiscal year

Mr. Wolfe noted that the Board is required by the Pennsylvania Second Class Code to appoint an auditor or accountants to perform the audit for the previous fiscal year. He noted by the Resolution 14-01 the Board will allow the replacement of the Elected Auditors by a Certified Public Accountant to do this work. He noted that the Board has retained Zelenkofske Axelrod, LLC, to audit Lower Paxton, Lower Paxton Authority, and the Friendship Center audits, in the amount of \$36,218.38. He noted that the Board adopted a three-year agreement in 2013 with Zelenkofske Axelrod to perform the services and in 2013 the costs were the same as those provided in 2012 which was the first year Zelenkofske Axelrod provided services to the Township. He noted for 2014, Zelenkofske Axelrod will perform the 2013 audits and the costs for services will increase by 2.5% which is included in the agreement that the Board accepted in 2013. He noted that it is staffs recommendation to appoint Zelenkofske Axelrod to audit the Townships funds and accounts.

Mr. Crissman made a motion to appoint, through Resolution 14-01, the accounting firm of Zelenkofske Axelrod, LLC, to audit the funds and accounts of the Township, Friendship

Center and Sewer Authority for the 2013 Fiscal Year in the amounts of \$36,218.38. Mr. Hornung seconded the motion. Mr. Hawk called for a voice vote, and a unanimous vote followed.

NEW BUSINESS

Hutch Junk Yard License renewal

Mr. Hawk noted that Francis R. Hutchinson has submitted an application for a Junk Yard business located at 6861 Blue Ridge Avenue. He noted that the Board must approve the Junk Yard License annually.

Mr. Wolfe noted that the facility was inspected by staff and found to be in compliance with all Township regulations.

Mr. Crissman made a motion to approve the Junk Yard License Renewal for the Hutch Junk Yard located at 6861 Blue Ridge Avenue. Mr. Hornung seconded the motion. Mr. Hawk called for a voice vote, and a unanimous vote followed.

Action on a lease with Municipal Capital Finance for Exercise equipment for the Friendship Center

Mr. Wolfe noted that the equipment to be purchase is one standard elliptical unit and two treadmills. He noted that the units are being purchased in accordance with a State contract price. He noted that the lease from Municipal Capital Finance, the same firm used last year to finance similar equipment, provides for a three-year lease and at the end of the three years, the Township will then purchase the equipment for one dollar. He noted that the total cost of the equipment is \$14,231.60 with the interest rate for the lease being 3.5% bringing the annual lease payment to \$5,000 for a total of \$15,000. He noted that the interest charge for the three-year lease is \$768.40. He explained that is it staff recommendation to continue leasing fitness equipment at the Friendship Center. He noted that these items are included in the 2014 Friendship Center budget.

Mr. Seeds questioned if the company maintains the equipment during the lease period. Mr. Wolfe answered that the Friendship Center has to maintain the equipment, although there is a warranty that would cover the equipment during that time period.

Mr. Crissman made a motion to approve a lease with Municipal Capital Finance for the three pieces of equipment at a cost of three payments of \$5,000 each for the Friendship Center. Mr. Hornung seconded the motion. Mr. Hawk called for a voice vote and a unanimous vote followed.

Action on Violent Crimes Task Force Grant Agreement

Mr. Wolfe noted in Counties that possess a license gaming facility such as Dauphin County, there is the ability through the County Commissioners to form a Violent Crimes Task Force that is funded in part by local share funds from the licensed gaming facility, much like the Local Share Grant Program that funds many municipal projects throughout Dauphin County.

Mr. Wolfe noted that the District Attorney in charge of the Violent Crimes Task Force has offered to all Dauphin County municipalities that have a police department the opportunity to partner with Dauphin County in the purchase of a County-wide records management system. He noted that the In-Sync system has a purchase price of \$63,000 and this grant, if the Board accepts it, Dauphin County will pay \$31,348 towards the software and Lower Paxton Township will pay the remaining 50% of the total project costs. He explained that the Township's remaining costs will be paid in four annual installments of \$8,225. He noted that staff recommends that the Board accept this grant.

Mr. Crissman made a motion to approve the Violent Crimes Task Force Grant Application process. Mr. Hornung seconded the motion. Mr. Hawk called for a voice vote and a unanimous vote followed.

Resolution 14-02; Authorizing an increase in the number
of members on The Lower Paxton Township Authority

Mr. Hawk noted that Resolution 14-02 would authorize the increase in the number of members on the Lower Paxton Township Authority. He noted that the Authority Board is currently comprised of five members. He explained that former supervisor David Blain will continue to serve two years of his term on this Authority. He noted that it is comprised of members from the Board of Supervisors, and with Mrs. Lindsey now joining the Board; the Authority Board needs to accommodate the situation. He noted that the recommendation is to enlarge the Authority membership from five members to seven members. He noted that Mrs. Lindsey could be appointed to the Authority Board when it meets in February. He noted that one vacancy would remain and it would be filled sometime in the future.

Mr. Seeds noted that the reason for adding the seventh person is because normally we don't have an issue with a vote but if we had a close vote; it is good to have an odd number of people on the Board. He noted that anyone in the community who is interested in serving on this Board should submit an appointment application to the Township. He noted that it would be good if someone had an engineering background.

Mr. Hornung questioned what the qualifications are. Mr. Seeds noted that there are no qualifications but it would be nice if someone had an engineering background or some expertise in sewer work.

Mrs. Lindsey questioned if it was a five year appointment. Mr. Seeds answered yes.

Mr. Crissman made a motion to approve Resolution 14-02, authorizing an increase in the number of members on The Lower Paxton Township Authority from five to seven. Mrs. Lindsey seconded the motion. Mr. Hawk called for a voice vote and a unanimous vote followed.

IMPROVEMENT GUARANTEES

Mr. Hawk noted that there was one Improvement Guarantee.

Laurel Ridge

A reduction in a letter of credit with PNC Bank, in the amount of \$48,334.65, with an expiration date of April 16, 2015.

Mr. Crissman made a motion to approve the one Improvement Guarantee as presented.

Mr. Hornung seconded the motion. Mr. Hawk called for a voice vote and a unanimous vote followed.

Payment of Bills

Mr. Seeds made a motion to pay the bills of Lower Paxton Township and Lower Paxton Township Authority. Mr. Crissman seconded the motion, and a unanimous vote followed.

Announcements

Mr. Hawk noted that there will be a televised workshop session in this same room at 6 p.m. on Tuesday, January 14, 2014. He noted that the next business meeting will be the following Tuesday, January 21, 2014.

Mr. Hawk thanked all the people in the audience for showing up at the meeting.

Mr. Hornung thanked all the people for coming out to the meeting and getting involved in local government as that is what makes America great. He noted that he is proud of this Board as is happy that it will televise the workshop sessions. He explained that many items are discussed during the workshop sessions and a lot of work is done in these meetings. He noted to televise the workshop takes a whole different level of commitment from this Board to be open and available to the public. He noted that he is proud that this Board is taking this step to be

more transparent and more available to the public to see how government works in action. He noted that the meeting will start at 6 p.m. next Tuesday and will be on Comcast Channel 21 and Verizon Channel 20. He invited the public to attend the meetings. He noted that the agenda for the meetings are published on the Township's webpage the Friday before the meeting.

Mr. Hawk noted that it was Mr. Hornung's idea to televise the workshop session. He noted that it will bring total transparency of this Board to the public and it is extremely important to do this.

Mr. Hornung noted that too many times when it is the time to make a decision for an issue, everyone shows up and wants changes but he questioned where were they when the topic was part of the discussion. He noted that people sometimes think that the Board cares about the developer more, but in the long run, they pass their costs onto future homeowners so there is a challenge to cut out what is not needed to save some money.

Mr. Hawk noted that it will be a more casual meeting.

Adjournment

There being no further business, Mr. Crissman made a motion to adjourn the meeting, and the meeting adjourned at 8:19 p.m.

Respectfully submitted,

Maureen Heberle

Approved by,

William L. Hornung
Township Secretary