

LOWER PAXTON TOWNSHIP
BOARD OF SUPERVISORS

Minutes of Board Meeting held March 3, 2009

A business meeting of the Board of Supervisors of Lower Paxton Township was called to order at 7:35 p.m. by Chairman William B. Hawk on the above date in the Lower Paxton Township Municipal Center, 425 Prince Street, Harrisburg, Pennsylvania.

Supervisors present in addition to Mr. Hawk were: William C. Seeds, Sr., William L. Hornung, Gary A. Crissman, and David B. Blain.

Also in attendance were George Wolfe, Township Manager and Steven Stine, Township Solicitor.

Pledge of Allegiance

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

Approval of Minutes

Mr. Crissman made a motion to approve the minutes of the December 9, 2008 budget workshop meeting, January 27, 2009 special meeting, and February 3, 2009 business meeting as presented. Mr. Blain seconded the motion, and a unanimous vote followed.

Public Comment

No public comment was provided.

Chairman & Board Members' Comments

Mr. Blain wished to congratulate Central Dauphin East High School Boys Basketball team for winning the District Three Basketball Title. Mr. Seeds wished to congratulate the Central Dauphin High School Girls Team for winning the District Three Basketball Title, wishing them good luck in the State Titles. He also wished to congratulate the Central Dauphin High School Boys Wrestling Team for winning the State Duals. He noted that this weekend they would be vying for the individual titles.

Manager's Report

Mr. Wolfe noted that the Township has received numerous phone calls from citizens who have received a survey from Berkheimer Tax Administrator, who have had questions regarding the survey. He explained that Berkheimer Tax Administrator has been chosen as the Township's new Earned Income Tax (EIT) and Local Services Tax (LST) Collector. He explained that Berkheimer recently mailed a survey to the taxpayers for the purpose of updating existing tax roles, verify existing information, and making sure that the Township receives all the EIT that is due to it.

Mr. Wolfe quoted from the Berkheimer letter: "Berkheimer Tax Administrator is pleased to announce that we have been appointed by the Central Dauphin School District as their Earned Income Tax Collector. The municipalities of Dauphin Borough, Lower Paxton Township, Middle Paxton Township, and Swatara Township have also appointed Berkheimer to administer their portion of the tax." Mr. Wolfe noted that they have been appointed to collect the Local Services Tax for the Township as well.

Mr. Wolfe noted that the letter states that, "All residents of Dauphin Borough, Lower Paxton Township, Middle Paxton Township, and Swatara Township are required to remit the full 2% Earned Income Tax with Berkheimer, effective First Quarter 2009. Berkheimer is the Tax Administrator for both the school district and the municipal portion of the tax. All residents of Paxtang Borough, Penbrook Borough, and West Hanover Township are required to remit the 1.5% School District portion only of the tax with Berkheimer, effective First Quarter 2009. The other 0.5% municipal portion of the tax should be remitted to the Capital Tax Collection Bureau."

Mr. Wolfe explained that, "Berkheimer, founded in 1946 in Bangor, Pennsylvania, is the state's largest independent local tax collection agency, maintaining several offices throughout the state. Over 1,100 municipalities and school districts process their tax records and payments

through Berkheimer.” He explained that Berkheimer is a for-profit entity, they exist to collect taxes, and in doing so they are a business entity whose goal is to make a profit. He noted that they have been chosen by the Township since it feels that they are far more efficient in collecting the EIT than other entities that are doing so throughout Central Pennsylvania. He noted that the cost for collection is less and the rate of collection is much higher.

Mr. Wolfe further quoted from the letter; “As the appointed Earned Income Tax Administrator for Lower Paxton Township, Berkheimer is charged with the duty of administering their Earned Income Tax levy. This includes collecting the wage tax on all employed residents of the Central Dauphin School District, as well as, non-residents employed within the areas where their office is also the municipal tax collector.” Mr. Wolfe noted that in order for Berkheimer to do its job, it has asked residents to complete and return the questionnaire to include name, address, social security number, and place of employment. He noted that the reason for this request is to update their existing tax rolls, to verify tax rolls from information that they have received from the previous tax collector, and to ensure that the Township is receiving its EIT that is due.

Mr. Wolfe noted that Berkheimer has opened an office in Lower Paxton Township located at 6004 Jonestown Road, Room 233, the former Lower Paxton Township Junior High School building. He noted that the address is Jonestown Road, although it is commonly referred to as Old Jonestown Road. He noted that the office hours are Monday through Friday from 9:00 a.m. to 4:00 p.m. He noted that additional information is also available from their web site or by telephone. He noted that the Township will be developing a link from its website to Berkheimer’s website in the near future.

Mr. Wolfe explained that the Friendship Center is celebrating, this week, its Membership Appreciation Week. He encouraged citizens to visit the Center, take a tour, and become a member if they like what they see.

Mr. Wolfe noted that the special activities for the week are as follows: Monday, free apples will be provided; Tuesday, free chocolate hearts will be available; Wednesday, there will be a “We’re Lucky to Have You” drawing; Thursday, “Staycation With Us” tropical beach theme; and Friday will be “Home Sweet Home” day. He noted that the idea behind the weeklong celebration is to make the Center a fun place to visit, and to show its appreciation to its members.

Mr. Crissman noted that Subway Café provided free subs today to the Friendship Center members.

OLD BUSINESS

Resolution 09-11; Amending the Fire Equipment Capital Plan as established in Resolution 96-19

Mr. Hawk noted that this Resolution amends Resolution 96-19, which established a Fire Equipment Capital Plan to provide for the planned replacement of fire apparatus for the Township’s three fire companies.

Mr. Hawk noted that the Resolution would allow funds pledged to the plan to be used for maintenance of Township-owned equipment for extraordinary or unanticipated repairs that are required.

Mr. Wolfe noted that this topic was discussed with the Public Safety Committee during the Board’s January workshop session, and at that time, the Board directed the Committee to come back with a recommendation, and this Resolution is their recommendation. He noted, if one of the Township-owned apparatus needs extraordinary repairs, then it could be funded as a liability of the Fire Equipment Capital Plan if approved by the Board of Supervisors upon recommendation by the Public Safety Committee.

Mr. Crissman made a motion to adopt Resolution 09-11, amending the Fire Equipment Capital Plan to fund extraordinary repairs upon recommendation by the Public Safety

Committee. Mr. Blain seconded the motion. Mr. Hawk called for a voice vote, and a unanimous vote followed.

NEW BUSINESS

Change Order #3 for the Earl Drive Interceptor Replacement Contract

Mr. Wolfe explained that Change Order #3 is for a decrease of \$100,977.56 for a \$1.5 million dollar project. He noted that the reason for the decrease is that the contract was bid on estimated quantities, and since the project is near completion, it has been determined that the quantities incurred were far less than what was originally estimated resulting in the change order. He noted that it is staff's recommendation to accept the change order.

Mr. Blain made a motion to accept Change Order #3 for the Earl Drive Interceptor Replacement Contract in a decrease in the total amount of the contract in the amount of \$100,977.56. Mr. Crissman seconded the motion. Mr. Hawk called for a voice vote, and a unanimous vote followed.

Preliminary/final land development plan for the Quality Inn

Mr. Wolfe explained that this plan was pulled from the agenda at the request of the developer.

Resolution 09-10; Planning Module for the Townes at Crums Mill

Mr. Wolfe explained that the Board previously approved this planning module for a 36-unit condominium which is located on the southeast corner of Crums Mill Road at the I-81 Interchange overpass. He noted that it was approved for a sewer line to be constructed in Crums Mill Road that would have to pump sewage a significant distance since the developer was unable to negotiate an arrangement with the abutting development to enter into its private sanitary sewer system. He noted that the development has a new owner, and the new owner was able to negotiate an arrangement with the owner of the private sanitary sewer system to the rear of his

property. He noted that this decreases substantially the amount of sewer line that must be placed, and that the planning module would accommodate this new design. He noted that the Board has approved the flow, but it must approve the new design.

Mr. Crissman made a motion to approve Resolution 09-10, the Planning Module for the Townes at Crums Mill Road. Mr. Blain seconded the motion. Mr. Hawk called for a voice vote, and a unanimous vote followed.

IMPROVEMENT GUARANTEES

Mr. Hawk noted that there were four Improvement Guarantees.

Chateau Woods, Kings Pointe

An extension in a letter of credit, with Integrity Bank, in the amount of \$9,484.27 with an expiration date of January 5, 2010.

Dauphin County VOA Living Center

A reduction in a bond, with Citizens Bank, in the amount of \$182,600.00, with an expiration date of November 3, 2009.

Old English Gap

A release in an escrow, with Lower Paxton Township, in the amount of \$63,434.25.

Old Iron Estates (Outstanding Issues)

A release in a letter of credit, with Fulton Bank, in the amount of \$200,000.00.

Mr. Crissman made a motion to approve the four listed Improvement Guarantees as presented. Mr. Blain seconded the motion. Mr. Hawk called for a voice vote, and a unanimous voice 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.

Adjournment

There being no further business, Mr. Seeds made a motion to adjourn the meeting. Mr. Blain seconded the motion, and the meeting adjourned at 7:43 p.m.

Respectfully submitted,

Maureen Heberle

Approved by,

Gary A. Crissman
Township Secretary