



Lower Paxton Township
Board of Supervisors
Tuesday, October 5, 2021 - 7:00 pm
425 Prince Street, Lower Paxton, PA

1. Call To Order - Chairman Henry
2. Pledge Of Allegiance
3. Approval Of Minutes
4. Public Comment
5. Chairman & Board Members' Comments
6. Manager's Report
7. Old Business
8. New Business
 - 8.I. Ceremony For The Swearing-In Of Newly Hired LP Police Officers
Mr. Kosheba
 - 8.II. Action To Appoint Laurie Holmes To The Arts Council
Chairman Henry
 - 8.III. Action On Resolution 21 -29; Approving The Disposition Of Specific Records
Mr. Gotshall

Documents:

[RESOLUTION 21-29.PDF](#)
9. Subdivision & Land Development
10. Improvement Guarantees

Documents:

[OCTOBER 5 2021 IGS.PDF](#)
11. Annoucements
12. Adjourn

**LOWER PAXTON TOWNSHIP
DAUPHIN COUNTY**

RESOLUTION 21-29

DISPOSITION RESOLUTION FOR DESTRUCTION OF SPECIFIC RECORDS

RESOLVED by the Board of Supervisors of Lower Paxton Township, Dauphin County, Pennsylvania, that

WHEREAS, by virtue of Resolution No. 09-27, adopted July 7, 2009, Lower Paxton Township declared its intent to follow the schedules and procedures for the disposition of records as set forth in the Municipal Records Manual approved December 16, 2008, and,

WHEREAS, by virtue of Resolution No. 10-06, adopted February 2, 2010, Lower Paxton Township amended Resolution No. 09-27 to follow the revised Municipal Records Manual approved July 23, 2009,

WHEREAS, in accordance with Act 428 of 1968, each individual act of disposition shall be approved by resolution of the governing body of the municipality,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Lower Paxton Township, Dauphin, County, Pennsylvania, in accordance with the above cited Municipal Records Manual, hereby authorizes the disposition of the public record listed in Appendix A.

RESOLVED, this 5th day of October, 2021.

ATTEST:

**LOWER PAXTON TOWNSHIP
BOARD OF SUPERVISORS**

Chris Judd, Secretary

Lowman S. Henry, Chairman

SEAL

Resolution 2021-29

Appendix - A

| DEPARTMENT | RECORD TITLE | YEAR | # OF BOXES | RETENTION PERIOD (Yrs.) | PAGE/SECTION |
|--------------------------------------|-------------------------------|-------------|-------------------|--------------------------------|---------------------|
| Finance | Accounts Payable Reports | 2013 | 10 | 3 | PL-14 |
| Finance | Time/Paysheets | 2017 | 2 | 3 | PL-14 |
| Finance | Payroll Reports | 2015 | 2 | 4 | PL-5 |
| Finance | Payroll Reports | 2016 | 2 | 4 | PL-5 |
| Friendship Center | Membership Contracts | 2017-2018 | 3 | 3 | PR-7 |
| Friendship Center | Canceled Membership Contracts | 2017 | 4 | 3 | PR-7 |
| Friendship Center | Payroll Documents | 2017 | 1 | 4 | PL-5 |
| Friendship Center | Guest & Day Passes | 2017-2018 | 2 | 3 | PR-7 |
| Friendship Center/Parks & Recreation | Payroll Documents | 2016 | 1 | 4 | PL-5 |
| Friendship Center/Parks & Recreation | Financials | 2016 | 3 | 3 | PR-7 |
| | | | | | |

IMPROVEMENT GUARANTEES

October 5, 2021

The Infinity Charter School – Established

Coldwater-Meadows Car Wash – Established

6610 Union Deposit Rd, SWMP - Established

IMPROVEMENT GUARANTEE REQUEST

Name of Subdivision/Development: **Infinity Charter School, 5405 Locust Lane**

Name of Owner/Developer: **Infinity Charter School**

Type of Request: Reduction Extension Increase
 Release New

Type of Guarantee: Letter of Credit Bond Escrow

Bank, Bonding Co., Escrow Agreement: **Members 1st Credit Union**

LOC#752926

Original Guarantee Amount: **\$726,10.00**

Established:

Reduced to \$ on
Reduced to \$ on
Retained to \$ on

Current Amount in Force: \$

Upon inspection by the Township Engineer, it is recommended that the current amount of this guarantee be:

Decreased Increased Established Released Retained

At / To **\$72,610.00**

New improvement guarantee expiration date: **October 5, 2022**

Date of Board of Supervisors meeting: **October 5, 2021**

Action taken by Board of Supervisors: _____



369 East Park Drive
Harrisburg, PA 17111
717.564.1121
www.hrg-inc.com

FINANCIAL SECURITY ESTIMATE

Lower Paxton Township
Attn: Amanda Zerbe, Zoning Officer

The Infinity Charter School

SEPTEMBER 28, 2021

As requested, Herbert, Rowland & Grubic, Inc. has reviewed the following information for the above-referenced project in order to establish a recommended amount for the Financial Security:

| Submission: | Dated: | Last Revised: |
|---------------------------------------|--------------------|---------------|
| Opinion of Probable Construction Cost | September 27, 2021 | --- |

Based upon our review of the submitted information, we recommend that the Financial Security be required in the amount of \$72,610, as shown on the attached tabulation.

We request that a copy of the Financial Security be provided to HRG for our internal records. Please feel free to contact our office if you need additional information regarding this matter.

This review is based solely on the documents referenced above and does not relieve the design professional of any responsibility, nor does it imply any design responsibility by Herbert, Rowland & Grubic, Inc.

Please note that the future Financial Security recommendations will continue to include the initial 10% contingency in full until final release per PAMPC 509(j) and may include a 10% annual increase for each one-year period from the establishment of said security per PAMPC 509(h); this may lead to increases in security totals from previous adjustment recommendations if sufficient project progress has not been achieved.

HERBERT, ROWLAND & GRUBIC, INC.

Jason R. Hinz

Jason R. Hinz, P.E.
Group Manager | Civil

JRH/AMW/LB
R000184.0002 (Phase 4721)
S:\CIVIL\003 - TEMPLATES\HRG - FS Template\Spreadsheet & Letters\New Format 2021\NEW FS - PH.Docx

Enclosures: Financial Security Estimate

c: Nick Gehret (ngehret@lowerpaxton-pa.gov)
Shirley Hepschmidt (shepschmidt@lowerpaxton-pa.gov)
Randy Allen (ralen@lowerpaxton-pa.gov)
Carolyn E. Dubois (cdubois@kandwengineers.com)

Emartin@kandwengineers.com

**FINANCIAL SECURITY (FS) ESTIMATE
THE INFINITY CHARTER SCHOOL**

ORIGINAL FS DATE: 09/27/21
 PREVIOUS FS REDUCTION DATE: _____
 CURRENT FS REDUCTION DATE: _____

HRG NO.: R000184.0002 PH 4721
 PLAN DATE: 08/08/21
 LAST PLAN REVISION DATE: N/A



| Description | Units | Standard Quantity | Dedicated Quantity | Unit Cost | Item Total | Financial Security Reduction | | | | | | Financial Security Remaining After Reduction | | | Notes |
|--|-------|-------------------|--------------------|-----------|------------------|------------------------------|------------------|-------------|--------------------------|-----------|-------------|--|-----------|---|-------|
| | | | | | | Previous Quantity Reduced | | | Current Quantity Reduced | | | Remaining Quantity | | | |
| | | | | | | Standard | Dedicated | Total (\$) | Standard | Dedicated | Total (\$) | Standard | Dedicated | Total (\$) | |
| SITE WORK | | | | | | | | | | | | | | | |
| Clearing and Grubbing | AC | 0.1 | | \$ 3,000 | \$ 390 | | | \$ - | | | \$ - | 0.1 | | \$ 390 | |
| Topsoli/Seed/Mulch | SY | 672 | | \$ 2 | \$ 1,344 | | | \$ - | | | \$ - | 672 | | \$ 1,344 | |
| Bulk Earthwork (all necessary work to bring site to final grade) | LS | 1 | | \$ 28,275 | \$ 28,275 | | | \$ - | | | \$ - | 1 | | \$ 28,275 | |
| Site Work Total: | | | | | \$ 30,009 | | | \$ - | | | \$ - | | | \$ 30,009 | |
| STORMWATER MANAGEMENT | | | | | | | | | | | | | | | |
| 6" PVC Roof Drains | LF | 80 | | \$ 25 | \$ 2,000 | | | \$ - | | | \$ - | 80 | | \$ 2,000 | |
| Clean Out | EA | 2 | | \$ 500 | \$ 1,000 | | | \$ - | | | \$ - | 2 | | \$ 1,000 | |
| Stormwater Management Total: | | | | | \$ 3,000 | | | \$ - | | | \$ - | | | \$ 3,000 | |
| PAVING AND CONCRETE | | | | | | | | | | | | | | | |
| Curb Ramp | EA | 3 | | \$ 4,500 | \$ 13,500 | | | \$ - | | | \$ - | 3 | | \$ 13,500 | |
| Handicap Symbol | EA | 2 | | \$ 100 | \$ 200 | | | \$ - | | | \$ - | 2 | | \$ 200 | |
| Paving and Concrete Total: | | | | | \$ 13,700 | | | \$ - | | | \$ - | | | \$ 13,700 | |
| MISCELLANEOUS | | | | | | | | | | | | | | | |
| Parking Lighting | EA | 6 | | \$ 2,500 | \$ 15,000 | | | \$ - | | | \$ - | 6 | | \$ 15,000 | |
| Post-mounted Signs | EA | 2 | | \$ 500 | \$ 1,000 | | | \$ - | | | \$ - | 2 | | \$ 1,000 | |
| Deciduous Trees (2-1/2" - 3" Caliper) | EA | 6 | | \$ 500 | \$ 3,000 | | | \$ - | | | \$ - | 6 | | \$ 3,000 | |
| Mulch at Trees | LS | 1 | | \$ 300 | \$ 300 | | | \$ - | | | \$ - | 1 | | \$ 300 | |
| Miscellaneous Total: | | | | | \$ 19,300 | | | \$ - | | | \$ - | | | \$ 19,300 | |
| Note: All totals (item, sub, final, etc.) rounded to nearest dollar. | | | | | | Sub-Total: | \$ 66,009 | | | \$ - | | | | \$ 66,009 | |
| Note: 10% of original estimate (for contingency) to be held until financial security released in full. | | | | | | 10% Contingency: | \$ 6,601 | >> | >> | >> | >> | >> | >> | \$ 6,601 | |
| Note: For every year beyond the establishment of the initial financial security, the required amount of financial security will be increased by 10%. | | | | | | 10% Annual Increase: | >> | >> | >> | >> | >> | Number of Years | | \$ - | |
| Total: | | | | | | | \$ 72,610 | | | | | | | \$ 72,610 | |
| Items Proposed for Dedication Total | | | | | | | | | | | | | | 15% for Post-Dedication Security | |
| No Items Proposed for Dedication | | | | | | | | | | | | | | N/A | |



AN EMPLOYEE-OWNED COMPANY

**FINANCIAL SECURITY ESTIMATE
REVIEW REPORT**

**TO: Amanda Zerbe, Zoning Officer
Lower Paxton Township**

DATE: June 16, 2021

**RE: Financial Security Estimate for
Meadows Car Wash**

As requested, Herbert, Rowland & Grubic, Inc. has reviewed the following information for the above-referenced project in order to establish a recommended amount for the financial security:

| Submission: | Dated: | Last Revised: |
|---------------------------------------|---------------|----------------------|
| Engineer's Construction Cost Opinion | May 3, 2021 | January 20, 2021 |
| Land Development Plan Sheets 1-8 of 8 | April 3, 2019 | January 27, 2021 |
| ESC Plan Sheets 1-3 of 3 | July 3, 2019 | --- |

Based upon our review of the submitted information, we recommend that the financial security be required in the amount of \$49,144, as shown on the attached tabulation.

We request that a copy of the financial security be provided to HRG for our internal records. Please feel free to contact our office if you need additional information regarding this matter.

This review is based solely on the documents referenced above and does not relieve the design professional of any responsibility, nor does it imply any design responsibility by Herbert, Rowland & Grubic, Inc.

Jason R. Hinz, P.E.
Herbert, Rowland & Grubic, Inc.

JRH/JAH/LB
R00184.002 (Phase 4662)
P:\0001\000184_0002\Admin\4662 - Meadows Car Wash\C. Per. Sec\FS - PH4662.doc

Enclosure: Financial Security Estimate

- c: William Pompeii II, RLA (bpompeii@kandwengineers.com)
- Shirley Hepschmidt (SHepschmidt@lowerpaxton-pa.gov)
- Nick Gehret (ngehret@lowerpaxton-pa.gov)

**LOWER PAXTON TOWNSHIP
FINANCIAL SECURITY (FS) ESTIMATE
MEADOW CAR WASH**

INITIAL FS RECOMMENDATION DATE: 06/14/21
 PREVIOUS FS REDUCTION DATE: _____
 CURRENT FS REDUCTION DATE: _____

HRG NO.: R00184.002 (PHASE 4662)
 PLAN DATE: 04/03/19
 LAST PLAN REVISION DATE: 01/27/21



| Description | Units | Standard Quantity | Dedicated Quantity | Unit Cost | Item Total | Financial Security Reduction | | | Financial Security Remaining After Reduction | | | Notes | |
|--|-------|-------------------|--------------------|-----------|------------|------------------------------|----------|-----------|--|--------------------------|----------|-----------|-----------|
| | | | | | | Previous Quantity Reduced | Standard | Dedicated | Total (\$) | Current Quantity Reduced | Standard | | Dedicated |
| EROSION & SEDIMENTATION CONTROL | | | | | | | | | | | | | |
| Concrete Washout Area (INSTALLED) | EA | 1 | | \$ 375 | \$ 375 | | | \$ - | | | 1 | \$ 375 | |
| Concrete Washout Area (REMOVED) | EA | 1 | | \$ 375 | \$ 375 | | | \$ - | | | 1 | \$ 375 | |
| 12" Silt Sock (INSTALLED) | LF | 400 | | \$ 4 | \$ 1,600 | | | \$ - | | | 400 | \$ 1,600 | |
| 12" Silt Sock (REMOVED) | LF | 400 | | \$ 4 | \$ 1,600 | | | \$ - | | | 400 | \$ 1,600 | |
| Erosion & Sedimentation Control Total: | | | | | | | | \$ - | | | | \$ 3,950 | |
| PAVING AND CONCRETE | | | | | | | | | | | | | |
| Sidewalk | SY | 48 | | \$ 50 | \$ 2,400 | | | \$ - | | | 48 | \$ 2,400 | |
| Curb Ramp | EA | 5 | | \$ 4,500 | \$ 22,500 | | | \$ - | | | 5 | \$ 22,500 | |
| Crosswalk | EA | 3 | | \$ 400 | \$ 1,200 | | | \$ - | | | 3 | \$ 1,200 | |
| Paving and Concrete Total: | | | | | | | | \$ - | | | | \$ 26,100 | |
| MISCELLANEOUS | | | | | | | | | | | | | |
| Concrete Monuments | EA | 1 | | \$ 250 | \$ 250 | | | \$ - | | | 1 | \$ 250 | |
| Parking Lighting | EA | 4 | | \$ 2,000 | \$ 8,000 | | | \$ - | | | 4 | \$ 8,000 | |
| Post-mounted Signs | EA | 4 | | \$ 100 | \$ 400 | | | \$ - | | | 4 | \$ 400 | |
| Shrubs | EA | 23 | | \$ 92 | \$ 1,426 | | | \$ - | | | 23 | \$ 1,426 | |
| Evergreen Trees | EA | 1 | | \$ 600 | \$ 600 | | | \$ - | | | 1 | \$ 600 | |
| Trees, 2.0" Caliper | EA | 4 | | \$ 500 | \$ 2,000 | | | \$ - | | | 4 | \$ 2,000 | |
| Ground Cover | EA | 325 | | \$ 8 | \$ 1,950 | | | \$ - | | | 325 | \$ 1,950 | |
| Miscellaneous Total: | | | | | | | | \$ - | | | | \$ 14,626 | |
| Sub-Total: | | | | | | | | \$ - | | | | \$ 44,676 | |
| 10% Contingency: | | | | | | | | \$ - | | | | \$ 4,468 | |
| 10% Annual Increase: | | | | | | >> | >> | >> | >> | >> | >> | \$ - | |
| Total: | | | | | | | | \$ - | | | | \$ 49,144 | |
| Financial Security Reduction Summary: | | | | | | | | \$ - | | | | \$ - | |
| Financial Security Remaining After Reduction Summary: | | | | | | | | \$ - | | | | \$ 44,676 | |
| Items Proposed for Dedication Total: | | | | | | | | \$ - | | | | \$ 4,468 | |
| No Items Proposed for Dedication: | | | | | | | | \$ - | | | | \$ - | |
| 15% for Post-Dedication Security: | | | | | | | | \$ - | | | | \$ - | |
| Total: | | | | | | | | \$ - | | | | \$ 49,144 | |

IMPROVEMENT GUARANTEE REQUEST

Name of Subdivision/Development: **6610 Union Deposit Road, new home, SWMP**

Name of Owner/Developer: **Michael Kevin Ricker**

Type of Request: Reduction Extension Increase
 Release New

Type of Guarantee: Letter of Credit Bond Escrow

Bank, Bonding Co., Escrow Agreement: **Centric Bank**

LOC#426

Original Guarantee Amount: **\$19,404.00**

Established:

Reduced to \$ on
Reduced to \$ on
Retained to \$ on

Current Amount in Force: \$

Upon inspection by the Township Engineer, it is recommended that the current amount of this guarantee be:

Decreased Increased Established Released Retained

At / To **\$19,404.00**

New improvement guarantee expiration date: October 5, 2022

Date of Board of Supervisors meeting: October 5, 2021

Action taken by Board of Supervisors: _____



369 East Park Drive
Harrisburg, PA 17111
717.564.1121
www.hrg-inc.com

FINANCIAL SECURITY ESTIMATE

Lower Paxton Township
Attn: Amanda Zerbe, Zoning Officer

6610 Union Deposit Road – Ricker SWM

SEPTEMBER 17, 2021

As requested, Herbert, Rowland & Grubic, Inc. has reviewed the following information for the above-referenced project in order to establish a recommended amount for the Financial Security:

| Submission: | Dated: | Last Revised: |
|----------------------------|-----------------|---------------|
| Stormwater Management Plan | August 10, 2021 | --- |

Based upon our review of the submitted information, we recommend that the Financial Security be required in the amount of \$19,404.00, as shown on the attached tabulation.

We request that a copy of the Financial Security be provided to HRG for our internal records. Please feel free to contact our office if you need additional information regarding this matter.

This review is based solely on the documents referenced above and does not relieve the design professional of any responsibility, nor does it imply any design responsibility by Herbert, Rowland & Grubic, Inc.

Please note that the future Financial Security recommendations will continue to include the initial 10% contingency in full until final release per PAMPC 509(j), and may include a 10% annual increase for each one-year period from the establishment of said security per PAMPC 509(h); this may lead to increases in security totals from previous adjustment recommendations if sufficient project progress has not been achieved.

HERBERT, ROWLAND & GRUBIC, INC.

Jason R. Hinz, P.E.
Group Manager | Civil

ILU/JRH/LB

P:\0001\000184_0002\Admin\4730 - 6610 Union Deposit\C - FINANCIAL SECURITY\NEW FS - PH.docx

Enclosures: Financial Security Estimate

- c: Nick Gehret (ngehret@lowerpaxton-pa.gov)
- Shirley Hepschmidt (shepschmidt@lowerpaxton-pa.gov)
- Randy Allen (rallen@lowerpaxton-pa.gov)
- Thomas Godfrey (tgodfrey@dawood.cc)
- Mike Ricker (mricker@rickerconstruction.net)

LOWER PAXTON TOWNSHIP
FINANCIAL SECURITY (FS) ESTIMATE
 6610 Union Deposit Road - Ricker SWM

INITIAL FS RECOMMENDATION DATE: 09/17/21
 PREVIOUS FS REDUCTION DATE: _____
 CURRENT FS REDUCTION DATE: _____

HRG NO.: R000184.0002 PH 4730
 PLAN DATE: 08/10/21
 LAST PLAN REVISION DATE: _____



| Description | Units | Standard Quantity | Dedicated Quantity | Unit Cost | Item Total | Financial Security Reduction | | | | | | Financial Security Remaining After Reduction | | | Notes | |
|--|-------|-------------------|--------------------|-----------|-----------------------------|------------------------------|-----------|-------------|-----------------------------|-----------|------------------------|--|-----------|------------------|---|--|
| | | | | | | Previous Quantity Reduced | | | Current Quantity Reduced | | | Remaining Quantity | | | | |
| | | | | | | Standard | Dedicated | Total (\$) | Standard | Dedicated | Total (\$) | Standard | Dedicated | Total (\$) | | |
| EROSION & SEDIMENTATION CONTROL | | | | | | | | | | | | | | | | |
| Stabilized Construction Entrance (INSTALLED) | EA | 1 | | \$ 900 | \$ 900 | | | \$ - | | | \$ - | 1 | | \$ 900 | | |
| Stabilized Construction Entrance (REMOVED) | EA | 1 | | \$ 900 | \$ 900 | | | \$ - | | | \$ - | 1 | | \$ 900 | | |
| Concrete Washout Area (INSTALLED) | EA | 1 | | \$ 200 | \$ 200 | | | \$ - | | | \$ - | 1 | | \$ 200 | | |
| Concrete Washout Area (REMOVED) | EA | 1 | | \$ 200 | \$ 200 | | | \$ - | | | \$ - | 1 | | \$ 200 | | |
| 18" Silt Sock (INSTALLED) | LF | 650 | | \$ 2.50 | \$ 1,625 | | | \$ - | | | \$ - | 650 | | \$ 1,625 | | |
| 18" Silt Sock (REMOVED) | LF | 650 | | \$ 2.50 | \$ 1,625 | | | \$ - | | | \$ - | 650 | | \$ 1,625 | | |
| North American Green (S-75) | SY | 1730 | | \$ 3 | \$ 5,190 | | | \$ - | | | \$ - | 1730 | | \$ 5,190 | | |
| Topsoil/Seed/Mulch (for stabilization) | LS | 1 | | \$ 2,000 | \$ 2,000 | | | \$ - | | | \$ - | 1 | | \$ 2,000 | | |
| Erosion & Sedimentation Control Total: | | | | | \$ 12,640 | | | \$ - | | | \$ - | | | \$ 12,640 | | |
| STORMWATER MANAGEMENT | | | | | | | | | | | | | | | | |
| Bio-Retention Area #1 | LS | 1 | | \$ 1,500 | \$ 1,500 | | | \$ - | | | \$ - | 1 | | \$ 1,500 | | |
| Bio-Retention Area #2 | LS | 1 | | \$ 2,500 | \$ 2,500 | | | \$ - | | | \$ - | 1 | | \$ 2,500 | | |
| Level Spreader (Inclusive of excavation, pipe, riser, peaked trash/bar guard, geotextile fabric, stone, etc.) | LS | 1 | | \$ 1,000 | \$ 1,000 | | | \$ - | | | \$ - | 1 | | \$ 1,000 | | |
| Stormwater Management Total: | | | | | \$ 5,000 | | | \$ - | | | \$ - | | | \$ 5,000 | | |
| | | | | | | Past FS Reductions | | | Current FS Reduction | | | | | | | |
| Note: All totals (item, sub, final, etc.) rounded to nearest dollar. | | | | | Sub-Total: | \$ 17,640 | | | \$ - | | | \$ - | | | \$ 17,640 | Items Proposed for Dedication Total |
| Note: 10% of original estimate (for contingency) to be held until financial security released in full. | | | | | 10% Contingency: | \$ 1,764 | >> | >> | >> | >> | >> | >> | >> | \$ 1,764 | No Items Proposed for Dedication | |
| Note: For every year beyond the establishment of the initial financial security, the required amount of financial security will be increased by 10%. | | | | | 10% Annual Increase: | >> | >> | >> | >> | >> | Number of Years | | | \$ - | 15% for Post-Dedication Security | |
| Total: | | | | | \$ 19,404 | | | | | | | | | \$ 19,404 | N/A | |