

**LOWER PAXTON TOWNSHIP
BOARD OF SUPERVISORS**

Minutes of the meeting held on November 18, 2025

A meeting of the Lower Paxton Township Board of Supervisors was called to order at 7:00 p.m. by Chair Kurtz on the above date at the Lower Paxton Township Municipal Center, 425 Prince Street, Harrisburg, Pennsylvania.

The supervisors present, in addition to Ms. Kurtz, were Pamela Thompson, Yuhanna Njeim, and Jill Vecchio. Also in attendance were Micheal Gossert, Township Manager; Kevin L. Hall, Solicitor, Amanda Zerbe, Director of Community Development, Nick Gehret, Deputy Director of Community Development, Mat Jaroslawski, Director of Public Works, Rick Grove, Interim Finance Director and Melissa Smith, GHD.

Pledge of Allegiance

Mr. McCormack led the Pledge of Allegiance.

Announcements

Ms. Kurtz announced that the Board of Supervisors held an executive session immediately prior to this meeting to discuss personnel issues and receive information. She also noted that an executive session was held on October 22 to discuss a personnel matter.

Approval of Minutes

Mrs. Vecchio motioned to approve the meeting minutes for the Business meeting held on August 4, 2025, Workshop meeting held on August 12, 2025, and Business meeting held on August 1, 2025. Mr. McCormack seconded the motion. Ms. Kurtz called for a voice vote, and the vote was unanimous.

Proclamation

Mr. McCormack presented a proclamation to the family of Robert “Lee” Coburn in recognition of his service as a volunteer firefighter for Lower Paxton Township.

Public Comment

Khaleim Bhatti, 4486 Continental Drive, a township resident since 1981 and Public Affairs Officer for the Ahmadiyya Muslim Community, provided an overview of the community’s beliefs and activities. He emphasized that the community promotes peace, rejects violence and terrorism, and advocates for dialogue and education.

Bill Minsker, 5956 Linglestown Rd., presented an overview of annual projects by the Lions Club, Rotary Club, and Kiwanis Club, highlighting their global humanitarian efforts and significant local contributions to community service, education, and public safety.

Kate Scheib, 131 Oak Park Circle, expressed gratitude for the strong voter turnout in the municipal election, thanked Supervisors for their outreach and dedication, and emphasized the importance of collaboration and community spirit in local governance.

Jay Purdy 4731 Duke St., expressed deep appreciation for the appointed board members, commending their dedication and courage in serving the community despite challenges, and encouraged them to continue their commitment.

Bill Bostik, 6204 Elmer Ave., shared a suggestion for the Hodges Heights Park renovation, proposing the use of arborvitae from a defunct nursery to plant on a potential berm as a barrier for dust, dirt, and noise near the compost facility

William Miller urged the Supervisors to consider extending yard waste composting services beyond December, noting that other municipalities offer winter options and suggesting collaboration with Penn Waste to reduce the heavy burden in early spring.

Chairman & Board Members' Comments

There were none.

Managers' Report

There was none.

Planning/Zoning Presentations

Wenrich Street Master Plan

Amanda Zerbe, Director of Community Development, presented an overview of the Wenrich Street Master Plan. Also in attendance were Charlie Courtney (McNees Wallace & Nurick LLC), Elliot Shibley (Integrated Consulting), and Richard Yingst and John Zervanos (Yingst Homes).

Mr. Courtney highlighted key aspects of the Master Plan.

Mr. Shibley provided a summary of the overall development and its long-term vision.

Public Comment

Kate Scheib, 131 Oak Park Dr. commented on the Wenrich Street Master Plan; she wanted to know if there would be affordable housing.

William Miller, 4311 Crestview Lane commented on the Wenrich Street Master Plan; he wanted to know if there would be sidewalks and walking paths. He noted problems on some other roads that have not been ironed out in 20 years.

Robin Lindsey, 6244 Overview Lane, commented on the Wenrich Street Master Plan; she wanted to know if the Deputy Fire Chief reviewed the plan and expressed some concern about cul-de-sacs.

Mr. McCormack made a motion to approve with the modifications Wenrich Street Master Plan. Mr. Njeim seconded the motion.

Ms. Kurtz called for a roll call vote on the Wenrich Street Master Plan as presented with the modifications. Mr. Njeim aye, Mr. McCormack aye, Ms. Kurtz aye, Mrs. Vecchio aye, and Ms. Thompson nay. The vote was 4:1 approving the Wenrich Street Master Plan with modifications.

Ms. Thompson noted that she is not in favor of the Neighborhood Design District as she believes the proposed densities are not appropriate for this area of the Township. But if it is the will of the Zoning Ordinance to permit this type of development, then I will not look favorably on any request to provide additional relief. Therefore, I do not approve the modification to allow for the construction of cul-de-sacs.

Waiver Request of Land Development for Grace Stevenson, 46 Berkley St

Ms. Thompson made a motion to approve a Waiver request of Land Development for Grace Stevenson, 46 Berkley St. Mr. Njeim seconded the motion. Ms. Kurtz called for a voice vote and the vote was unanimous.

Additional Waiver Request for the Conditionally Approved Preliminary/Final Subdivision Plan for Cider Press, Plan #22-12

Tim Mellot, Mellot Engineering and John Fox, the owner of the property, were present to answer questions.

Mrs. Vecchio made a motion to Additional Waiver Request for the Conditionally Approved Preliminary/Final Subdivision Plan for Cider Press, Plan #22-12. Ms. Thompson seconded the motion. Ms. Kurtz called for a voice vote and the vote was unanimous.

Waiver Request of Land Development for 21 Thornwood Road, Lakeside Marine

Mr. McCormack made a motion to approve the Waiver Request of Land Development for 21 Thornwood Road, Lakeside Marine. Mr. Njeim seconded the motion. Ms. Kurtz called for a voice vote and the vote was unanimous.

Improvement Guarantees

Ms. Thompson made a motion to approve the Improvement Guarantees for 6028 Camden Court- Establish, 6020 Parkway East – Establish, Meadows Parking Lot Expansion - Extension Aldi at BRV – Extension, The Estates of Autumn Oaks Phase 2 - Extension Shadebrook Phase 4 - Extension. Mr. Njeim seconded the motion. Ms. Kurtz called for a voice vote and the vote was unanimous.

Old Business

Action To Retroactively Approve November 3, 2025, Payment of Bills for LPT & LPT Authority

Ms. Thompson made a motion to pay the bills for Lower Paxton Township and the Lower Paxton Township Authority. Mr. Njeim seconded the motion. Ms. Kurtz called for a voice vote and the vote was unanimous.

Termination of Easement Agreement with Conway Associates, LLC for Kendale Oaks

Mrs. Vecchio made a motion to approve the termination agreement with Conway Associates, LLC, for Kendale Oaks. Mr. Njeim seconded the motion. Ms. Kurtz called for a voice vote and the vote was unanimous.

New Business

Action to Approve an Employee Separation and Release Agreement

Mr. Njeim made a motion to approve an Interim Management Services Agreement with Thomas Vernau. Mrs. Vecchio seconded the motion. Ms. Kurtz called for a voice vote and the vote was unanimous.

Joe Lindsey 6244 Overview Lane wanted to know why the employee separation agreement was being addressed in a public setting.

Ms. Kurtz explained there is no payment with the agreement, the Board is merely accepting an employee's resignation, which must be done in a public setting.

Presentation of the Proposed 2026 Budget

Rick Grove, Interim Finance Director, presented the proposed 2026 Budget.

John Campbell, 710 Wrigley Lane, commented on the proposed 2026 budget; he wanted to know how the Township is doing in terms of unemployment rates, and business development. He asked if this information is tracked and part of the calculation. Mr. Grove explained that he tracks a lot of variables, and most of the statistics are from forecasts from economists at Wells Fargo, and a correlation study that correlates economic values with the revenues, particularly the income tax earned and real estate transfer tax. The ones that correlate most are projections.

Robin Lindey, 6244 Overview Lane, asked for clarification on the number of career firefighters. Mr. Grove explained that ten new firefighters were budgeted for midyear in the 2025 budget, and there are six in the 2026 budget for April.

Ms. Kurtz noted that Deputy Fire Chief Graham's proposed wages for full-time firefighters during the budget workshop are consistent with the current budget. Mr. Graham clarified that while the budget numbers are correct, his request included funding for 10 additional positions, bringing the total to 20 full-time firefighters.

Ms. Kurtz asked for a motion to advertise the 2026 Budget for adoption at the December 16, 2025, Board meeting. Mr. Njeim made a motion to advertise the 2026 Budget. Mr. McCormack seconded the motion.

Joe Lindsey, 6244 Overview, asked for clarification on the number of career firefighters that are included in the 2026 budget.

Ms. Kurtz called for a voice vote and the vote was unanimous.

Resolution 2025-16 Authorizing the Submission of an Application
for the Statewide Local Share Assessment (LSA) Grant to the PA Commonwealth
Financing Authority for the Emergency Services Radios Purchase Project

Mr. Njeim made a motion to approve Resolution 2025-16 Authorizing the Submission of an Application for the Statewide Local Share Assessment LSA Grant to the PA Commonwealth Financing Authority for the Emergency Services Radio Purchase Project with a correction to a \$1million grant application. Mrs. Vecchio seconded the motion. Ms. Kurtz called for a voice vote and the vote was unanimous.

Action on the Final Adjusting Change Order for
the BC7/BC8D Sewer System Improvement Project

Melissa Smith, GHD, presented the Final Adjusting Change Order for the BC7/BC8D Sewer System improvement project, noting that they negotiated to reduce the contract by \$104,000.

Mr. McCormack made a motion to approve a final adjusting change order for the BC7/BC8D Sewer System Improvement Project. Mrs. Vecchio seconded the motion. Ms. Kurtz called for a voice vote and the vote was unanimous.

Action to Approve Application for Payment No. 2 & 3 for
the Centennial Acres Park and Kohl Memorial Park - Court improvements

Mr. Njeim made a motion to a Application for Payment No. 2 for \$121,087.80 and Application for Payment No. 3 \$75,550.14 for the Centennial Acres Park and Kohl Memorial Park Court improvements. Mrs. Vecchio seconded the motion. Ms. Kurtz called for a voice vote and the vote was unanimous.

Payment of Bills – Lower Paxton Township & Lower Paxton Township Authority

Ms. Thompson made a motion to approve the payment of bills for Lower Paxton Township and the Lower Paxton Township Authority. Mr. Njeim seconded the motion.

Ms. Kurtz called for a voice vote and the vote was unanimous.

Announcements

Ms. Thompson shared that Elizabeth Village is currently under construction on Colonial Road and has been confirmed as an age-targeted development. This means the community will include families with children and 55+ residents, rather than being exclusively for older adults as previously assumed. Several residents had expressed interest in the development under the impression it was a 55+ community. They anticipate an increase in school bus traffic along Colonial Road due to families with school-age children. The Township should consider initiating a traffic study to address potential congestion and safety concerns.

Also, the township is seeking new members for Authorities, Boards, and Commissions (ABCs). Applications are available online for interested residents. We are awaiting feedback from directors regarding specific vacancies. She encouraged community members to apply.

Ms. Thompson announced that she had a table at the fall festival for children to draw pictures; the drawings will be framed placed on display at the Municipal Center the second week of December.

Adjournment

Mr. Njeim made a motion to adjourn the meeting. Mrs. Vecchio seconded the motion. Ms. Kurtz called for a voice vote and the meeting adjourned at 8:59 p.m.

Respectfully submitted,

Shellie Smith,
Recording Secretary

Approved by,

Robin Lindsey,
Secretary