

**LOWER PAXTON TOWNSHIP  
BOARD OF SUPERVISORS**

Minutes of Board Meeting held on June 3, 2020

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

Supervisors present in addition to Mr. Henry were Gary A. Crissman, Robin Lindsey Chris Judd, and Norman Zoumas. Also, in attendance was Bradley Gotshall, Township Manager, and Steve Stine, Township Solicitor.

**Pledge of Allegiance**

Mr. Judd led the Pledge of Allegiance.

**Approval of Minutes**

Mr. Crissman made a motion to approve the minutes of May 12, 2020, meeting. Ms. Lindsey and Mr. Zoumas seconded the motion. Mr. Henry called for a voice vote, and a unanimous vote followed.

**Announcements**

Mr. Henry announced that the Board of Supervisors met in Executive Session before the meeting, and they would meet afterward to receive information from the staff.

**Public Comment**

There was none.

**Chairman & Board Members' Comments**

There was none.

## **Manager's Report**

Mr. Gotshall reported on the Township's self-response rate for the U.S. Census. This rate is the rate at which the Township's residents have responded to the U.S. Census. On Monday, May 27, 2020, that rate is at 72%, and West Hanover Township is currently in first place with the county. He reminded the Township residents to keep filling out the Census forms or signing on to the website to respond to the Census if they have not already done so.

The Township issued a Request for Proposal (RFP) for Pension Investment Consultant services today. Any firm that may be interested in providing a proposal for this service may do so beginning today through July 1, 2020, at noon. The RFP has been posted on the Township's website, GFOA, and Municipal League websites.

## **OLD BUSINESS**

There was none.

## **NEW BUSINESS**

### **Action on Ordinance 20-05; authorizing the incurring of a non-electoral debt by the issuance of General Obligation Bonds**

Jay Wenger, Susquehanna Group Advisors (SGA), was present to answer questions about Ordinance 20-05. He reported that Ordinance 20-05 would replace the Ordinance approved by the Board last month. The Ordinance passed last month was just for the Sewer Projects, and the market has improved, so there are now three current refunding's. This Ordinance would incorporate the refunding transactions, and the new money component and the original filing has been dismissed.

Mr. Wenger reviewed the Refunding Summary, noting that the total principal to refinanced is just over 8.9 million dollars. The goal is to generate savings in the upcoming fiscal year.

The savings are approximately 184,824 dollars allocated to the General Fund, 42,750 dollars allocated to the Friendship Center, and 100,725 dollars allocated to the Sewer Fund. The Township's rating is confirmed at A.A.; this rating is subject to market conditions.

Mr. Crissman inquired about the stock market, considering the current happenings in the world. Mr. Wenger explained that the Municipal Market is relatively stable, and it can be accessed successfully. Still, if the market changes significantly next week, he would contact Mr. Gotshall to discuss alternative pricing dates. Currently, the Bonds are issued in increments of 5,000 dollars.

Mr. Henry noted that the plan is to take the savings in the 2021 Fiscal Year rather than take out a small savings over a long period because the Township may have substantial budget issues for the balance of this year, and next year the degree which is unknown at this time.

Mr. Wenger noted that the total savings are a little over 300,000 dollars and level debt service after that.

Thomas F. Smida, Mette, Evans & Woodside, was present to answer questions regarding the Ordinance. In May, the Board authorized an Ordinance for the Sewer Authority portion for 36 million dollars. This Ordinance is authorizing the issuance of 47 million dollars of the General Obligation Bond for the sewer remediation project and refunding. Additionally, the Township is entering into a Subsidy Agreement with the Authority, and a portion would apply to the sewer project. The Township is selling Bonds to a Consortium consisting of Royal Bank of Canada (RBC) and Benning and Scattergood. The interest rates are subject to a maximum of 5%, which will be determined on the sale date. There are standard provisions for the Bond issuance.

There is a covenant required by the Internal Revenue Service (IRS), U.S. Securities and Exchange Commission (SEC) and state law. More important to note that the Board is pledging full faith in taxing credit and repayment of the loans.

Mr. Crissman asked Mr. Wenger what might happen if things go downhill next week. Mr. Wenger explained that there is no rush, and in the worst case, it would be placed on hold for a week or two.

Mr. Crissman noted that he would like to be cautious and conservative.

Mr. Crissman made a motion to approve Ordinance 20-05, which authorizes the incurring of a non-electoral debt by issuing General Obligation Bonds. Mr. Judd seconded the motion. Mr. Henry called for a voice vote, and there was a unanimous vote of approval.

Action on a Final Subdivision Plan for Amber Fields, Phase 7B (Plan#20-02)

Amanda Zerbe presented the Final Subdivision Plan for Amber Fields, Phase 7B, Plan # 20-02. This Plan consists of the extensions of Camden Court and Christian's Drive, along with the construction of 15 Single Family (SF) lots. The total area associated with the development is 10.98 acres. The site is in the Residential Cluster (R.C.) zoning district and will be served by public sewer and water supply. The Planning Commission approved this plan at their May 5, 2020, meeting.

Tim Mellot, Mellot Engineering, was present to answer questions about the Plan.

Mr. Crissman asked Mr. Mellot if he could speak on the applicant's behalf. Mr. Mellot indicated that he could speak for the applicant. Mr. Crissman asked Mr. Mellot if he had completed or would complete the items addressed under the five administrative comments and three general comments. Specifically, the thirty comments in a memo received from Jason Hinz dated March 13, 2020. Mr. Mellot answered, yes.

Mr. Crissman motioned to approve the Final Subdivision Plan for Amber Fields, Phase 7B, Plan # 20-02 with no waivers requested, five administrative comments, and three general comments, specifically number three of the memo dated March 13, 2020, from Jason Hinz of HRG. Ms. Lindsey seconded the motion. Mr. Henry called for a voice vote, and there was a unanimous vote of approval.

Action on a Final Subdivision Plan for Shadebrook Phase IV(Plan#20-01)

Amanda Zerbe presented the Final Subdivision Plan for Shadebrook Phase IV, Plan # 20-01. The Final Subdivision Plan for Shadebrook Phase IV will consist of 20.76 acres to be developed in accordance with the Plan. Phase IV will consist of 56 residential lots and two open space lots. The open space Lot 265 is the Central Commons, which will feature walking paths and benches. The residential lot will consist of 26 Single Family detached dwellings, 20 Duplexes, and ten Townhouses. The site is in the Residential (R-1) Low-Density Residential District with Traditional Neighborhood Development (TND) overlay and will be served by public sewer and water. The Planning Commission approved this plan at their meeting held March 4, 2020. The applicant requested a waiver of the requirement to provide a Lighting Plan associated with the Plan, and the staff supports this request.

Ms. Lindsey announced that she would abstain from any discussion and vote on the Final Subdivision Plan for Shadebrook Phase IV, Plan # 20-01, for personal reasons.

Tim Mellot, Mellot Engineering, was present to answer questions about the Plan.

Mr. Crissman asked Mr. Mellot if he could speak on the applicant's behalf. Mr. Mellot answered, yes. Mr. Crissman asked Mr. Mellot if he had completed or would complete the items addressed under the three administrative comments and five general comments. Specifically, the thirty comments in a memo received from Jason Hinz dated April 3, 2020. Mr. Mellot answered, yes.

Mr. Crissman motioned to approve the Final Subdivision Plan for Shadebrook Phase IV, Plan # 20-01 with one waiver request, three administrative comments, and five general comments, specifically number five of the memo dated April 3, 2020, from Jason Hinz of HRG. Mr. Zoumas seconded the motion. Mr. Henry called for a roll call vote; Ms. Lindsey abstained from the vote; Mr. Zoumas voted yes, Mr. Judd voted yes, Mr. Crissman voted yes, and Mr. Henry voted yes to approve the Final Subdivision Plan for Shadebrook Phase IV, Plan # 20-01 a 4:1 vote approved the Plan.

Action on a Final Subdivision Plan for Gateway Lot 16 (Plan# 20-07)

Amanda Zerbe presented the Final Subdivision Plan for Gateway Lot 16, Plan # 20-07. The Final Subdivision Plan for Gateway Lot 16 proposes constructing a restaurant with a drive-through at the Gateway Corporate Center. The site is located at the intersection of Allentown Boulevard and Shannon Road. A property line adjustment is proposed between lots 11 and 16 of the Gateway Corporate Center. The proposed lot line adjustment for Lot 11 will have a residual area of 4.077 acres, and Lot 16 will increase to 3.828 acres. The site is in the Business Campus zoning district and will be served by public sewer and water. The Planning Commission approved this Plan at the May 6, 2020, meeting. The applicant has requested two waivers. The first waiver request is a waiver of the requirement to provide a sidewalk along the frontage of existing streets that the subdivision and land development abuts. The staff supports this waiver request because there are no sidewalks along any of these streets that would support sidewalk connectivity. Likewise, due to the bordering streets' nature, pedestrian traffic should not be encouraged in this area. The second waiver request is a waiver of the requirement that a stormwater basin cannot be within a 100-year floodplain.

This request is justification is the Flood Insurance Rate map does not accurately reflect the floodplain, and the basin is not located within a 100-year floodplain. The staff supports this waiver request because the proposed Basin #1 is shown to be partially located within an approximate 100-year floodplain zone per the current FEMA map. The applicant has provided a detailed hydrologic and hydraulic analysis to display the actual 100-year floodplain does not encroach onto the basin.

Tim Mellot, Mellot Engineering, was present to answer questions about the Plan.

Mr. Crissman asked Mr. Mellot if he could speak on the applicant's behalf. Mr. Mellot indicated that he could speak for the applicant. Mr. Crissman asked Mr. Mellot if he had completed or would complete the items addressed under the three administrative comments and four general comments. Specifically, the thirty comments in a memo received from Jason Hinz dated May 11, 2020. Mr. Mellot answered, yes.

Mr. Crissman motioned to approve the Final Subdivision Plan for Gateway Lot 16, Plan # 20-07 with two waiver requests, three administrative comments, and four general comments, specifically number four, with the memo dated May 11, 2020, from Jason Hinz of HRG. Mr. Zoumas seconded the motion. Mr. Henry called for a voice vote, and there was a unanimous vote of approval.

Action on a Final Subdivision Plan for Lot 6 at Blue Ridge Village (Plan#20-05)

Amanda Zerbe presented the Final Subdivision Plan for Lot 6 at Blue Ridge Village Plan# 20-05. The Final Land Development Plan for Lot 6 Blue Ridge Village Proposes to develop a 1.84-acre lot located on the eastern side of Alexandra Lane, north of the intersection of E.G., Drive.

The initial development will consist of constructing a 7,784 square foot medical office building with associated parking and landscaping features. A 2,500 square foot office expansion is planned for a future date. The site is in the Residential Retirement Development (RRD) zoning district and will be served by public sewer and water supply.

The medical office is permitted by right in the RRD. The Planning Commission approved this plan at their May 6, 2020, meeting. There are four administrative items and three general comments to be addressed before plan approval.

Ms. Zerbe announced that she received an updated memo on June 1, 2020, from HRG, which was not included in the Board packet. Fifteen administrative comments were reduced to 15 from 43.

Dan Wise, RJ Fisher & Associates, Inc, was present to answer questions about the Plan.

Mr. Crissman asked Mr. Wise if he could speak on the applicant's behalf. Mr. Wise indicated that he could speak for the applicant. Mr. Crissman asked Mr. Wise if the items listed under the four administrative comments had been completed or would be completed in a timely fashion acceptable to the Township staff. Mr. Crissman asked Mr. Wise if the items listed under the three general comments had been completed or would be completed in a timely fashion acceptable to the Township staff. Specifically, the 15 comments in a memo received from Jason Hinz dated June 1, 2020. Mr. Wise answered, yes.

Mr. Crissman motioned to approve the Final Subdivision Plan for Lot 6 at Blue Ridge Village Plan # 20-05 with the four administrative comments and three general comments, specifically number three, the memo dated June 1, 2020, from Jason Hinz of HRG. Mr. Zoumas seconded the motion. Mr. Henry called for a voice vote, and there was a unanimous vote of approval.



Mark DiSanto, CEO/Owner of Triple Crown Corporation, provided an update on the Blue Ridge Village development.

Improvement Guarantees

Mr. Crissman motioned to approve the Improvement Guarantees for 6055 Plowman Ridge SWMP, Schiavoni LTD/Monticello, 6628 Painted Sky Drive, 4301 Hillsdale Road, Group Home, 4129 Locust Lane, Dental Office, Kendale Oaks, Phases II& III, and Woodsprings Suites, 6351 Chelton Avenue, 4 Story Hotel. Mr. Judd seconded the motion. Mr. Henry called for a voice vote, and a unanimous vote of approval followed.

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

Ms. Lindsey motioned to approve the payment of bills and February 2020 Purchase Card Remittances and Check Registers for the Township and Authority. Mr. Zoumas seconded the motion. Mr. Henry called for a voice vote, and a unanimous vote of approval followed.

**Announcements**

Mr. Henry announced that the next Board meeting is scheduled for Tuesday, June 9, 2020, beginning at 7:00 p.m. at the Municipal Center.

Mr. Henry commended the members of the Planning Commission for a job well done during the pandemic.

**Adjournment**

There being no further business, Mr. Crissman motioned, to adjourn the meeting. Mr. Judd seconded the motion. Mr. Henry adjourned the meeting for the Lower Paxton Township at 7:46 p.m.

Respectfully,

  
Recording Secretary

Approved by,  
  
Chris Judd,  
Secretary