

**Upper Paxton Township Board of Supervisors
Monthly Meeting
May 24, 2017**

Those in attendance: Ron Hepner, John Orr, and Robert Stoner, Supervisors; Luanna Zimmerman, Secretary/Manager, Steve Erdman, Roadmaster, and Bob Lahr.

The meeting was called to order by Chairman Hepner at 10:00 a.m. All present recited the Pledge of Allegiance to the flag.

Public Comments: Bob Lahr questioned the Supervisors as to whether stormwater management was needed on a lot located in the Township. Lahr was told that Luanna Zimmerman would research this and get back to him.

Roadmaster's Report: Roadmaster Erdman informed the Board **1.)** Pot holes were filled on Isle of Q Road, Water Company Road, Sams Road, and that stone has been ordered for Paxton Drive and Malta Road. **2.)** Bid packages for 2017 are complete and ready to be advertised except for the pipe work on Rife Road – which John Orr is currently working on. **3.)** John Hoffman is working on roadside mowing. **4.)** The salt spreaders have been oiled and put away. **5.)** The bridge project located on Bridge Road has not been started. Robert Stoner inquired with Erdman as to whether the “STOP” sign located at the Southern end of Charles Road could be relocated. Ron Hepner stated that, upon inspection, speed limit signs are already located on the roads in Rabbit Hill Estates. A resident had inquired as to whether the Supervisors would put speed limit signs in the Rabbit Hill Estates area. This had been discussed at the 5-10-17 meeting.

Old Business:

1. The Board discussed grading, the placing of topsoil, seeding, and the placement of a stormwater basin at the Township site. John Orr stated that the sign for the site is under contract and the site paving is possible for the end of June. Decisions must be made for stormwater at the rear of the building. Robert Stoner made a motion to purchase a lawn mower with a bagger to cut the grass around the new building. Second by John Orr. With all in favor motion carried. John Orr said he spoke with Kevin Kelhart from SAS regarding the last document for payment. Kelhart agreed to split the cost of the equipment rental to install conduit. The Township will also be getting credit for lightning protection. SAS will be sending a change order for this. Robert Stoner made a motion to make the final payment to SAS after the new bill and change order are received and reviewed by project manager John Orr. Second by Ron Hepner. All in favor, motion carried.
2. Ron Hepner said that, at the last COG meeting, the topic of a clinic on stormwater management was discussed. Hepner said that Upper Paxton Township will host this clinic and he will oversee the project.

3. Dates for the upcoming Semiquincentennial and open house were discussed. This was tabled for the June 14th meeting.

New Business:

1. Ron Hepner informed the Board that Millersburg Borough requested a representative for the Local Study Committee for the Master Parks Plan. Ron Hepner made a motion to appoint John Orr to this committee. Second by Robert Stoner. With all in favor, motion carried.
2. Janitorial services for the new building were discussed. This will be tabled for a future meeting. Robert Stoner and Luanna Zimmerman will prepare an advertisement for this position.
3. Road Bid packages for sealcoating and full depth reclamation on various roads in the Township were prepared. John Orr is preparing the bid package for culvert pipe replacement on Rife Road. Ron Hepner made a motion to approve the bid packages for advertisement and open the bids on Friday, June 16th at 10:00 a.m., and award the bids at a special meeting on Monday, June 19, 2017, at 1:00 p.m. Second by Robert Stoner. All in favor, motion carried.
4. Procedures for paying bills were discussed. John Orr said that bills to be paid should be on each meeting agenda. The bills should be reviewed and then approved. Standard monthly bills do not need to be approved. Ron Hepner also said that the previous meeting minutes will be reviewed and approved at the next meeting. John Orr made a motion to approve the minutes for the regular monthly meeting held on May 10th and the special bid opening meeting also held on May 10th. Second by Ron Hepner. With all in favor motion carried. Robert Stoner made a motion to pay the bills. Second by John Orr. All in favor, motion carried.

Public Comments: None

With no further business on the agenda, Ron Hepner moved to adjourn. John Orr seconded the motion. With all in favor, motion carried. Meeting adjourned at 11:50 a.m.

Respectfully submitted,

Luanna Zimmerman,
Secretary