

**Upper Paxton Township Board of Supervisors  
Regular Monthly Meeting  
December 9, 2015**

Those in attendance: Ron Hepner, John Orr, and Robert Stoner, Supervisors; Betty Warfel, Secretary/Treasurer; Peter Howland, Esquire; Luanna Zimmerman, Manager; Brian McFeaters, Sewage Enforcement Officer; Sean Grim, Emergency Management Coordinator; and Rick and Steve Stence.

The meeting was called to order by Chairman Hepner at 7:00 p.m. All present recited the Pledge of Allegiance to the flag.

**Public Comments:** None.

**Approval of Minutes and Financial Report:** Minutes of the November 11<sup>th</sup> monthly meeting, the November 12<sup>th</sup> Special Budget Preparation Meeting, the November 22<sup>nd</sup> Special Truck Bid Opening Meeting and the November 25<sup>th</sup> workshop meeting were reviewed. John Orr made a motion to approve the minutes of the November meetings with the omission of the words "road projects" be removed from the November 12<sup>th</sup> and November 25<sup>th</sup> (Executive Session) minutes. Second by Robert Stoner. With all in favor, motion carried. Treasurer Warfel presented a monthly financial report and list of bills for payment. Upon review of financial documents, John Orr made a motion to accept the Treasurer's report as presented and approve payment of the bills. Second by Robert Stoner. All in favor, motion carried.

**Old Business:**

1. Rick and Steve Stence addressed the Board to request approval for a change with respect to the road frontage for their family Subdivision Plan. Their brother, Lester Stence, owns a parcel which currently contains the road frontage required for entrance to Lester's parcel and the entrance to the remaining large parcel. In the proposed Final Subdivision Plan, Rick and Steve would divide the remaining parcel and Rick's parcel would require additional frontage in order to meet the Township's 100-foot requirement. Rick Stence proposed two different ways in which this requirement could be met in order to provide entrance to his parcel. Discussion ensued regarding whether a grandfather provision could be applied or whether the Supervisors' interpretation of the frontage requirement would allow Rick's property to meet the required footage under the Township Code. Rick and Steve Stence would be willing to place a deed restriction regarding development having frontage access which would transfer for future ownership. Requesting a variance from the Zoning Hearing Board is not an option. Supervisors will consult with the Zoning Officer and the planners Dauphin County Planning Commission in order to make a determination on this request.

2. Attorney Howland presented a proposed Notice, Terms and Conditions of Sale, and a Real Estate Sealed Bid/Offer Form for the Board's consideration in order to sell the Township's Tax Parcel 65-028-002. The merits of having the Township perform a title search and/or having the property surveyed were discussed. Concerns regarding selling the property "as is" were discussed in order to insure choosing the method of sale that would protect the Township to the best degree. Supervisors decided to table the sale for a month in order to consider all of the items of concern and to review the proposed documents.

3. The proposed 2016 budget has been duly advertised for public viewing in the Upper Dauphin Sentinel. With no additional changes to be made to the proposed budget, John Orr made a motion to enact the Resolution appropriating specific sums estimated to be required for the specific purposes of the municipal government during the year 2016, and also the Tax Levy Resolution fixing the taxes to be levied on the property within the Township in the year 2016. Robert Stoner seconded the motion. With all in favor, motion carried.
4. Chairman Hepner reported on the meeting he had with Mr. Rudy of PP&L regarding installation of streetlights in the Cloverly Acres development. Streetlights installed on the corners of Lentz Avenue and Zimmerman Road and also Charles Road and Cornell Drive would cost more due to their distance from a transformer. Manager Zimmerman is in the process of determining the property owners' names and frontages in order to prepare letters advising residents of the cost of the streetlights. Hepner advised that if streetlights were installed in 2015 the cost would not be reflected on the residents' 2015 real estate tax bills. Therefore, the Township would be responsible to cover the expense for 2016.
5. Ron Hepner provided an update on the Chelton Avenue project. George Connor advised that the process is held up due to permitting difficulties and the inability to receive approval from a private property owner for the project to proceed. Hepner will contact Chris McGann, Millersburg Borough Manager, to gain further information on the matter.
6. Supervisors proceeded to review the amended Department of Environmental Protection application proposed by Bill Burch for the Donna Stroup sewage planning module. Brian McFeaters provided additional information regarding the proposed sewage system application and maintenance agreement. Following discussion, John Orr made a motion to sign the Resolution for the Plan Revision for New Land Development for the Sewage Facilities Planning Module on the Donna Stroup property to facilitate review by the Department of Environmental Protection and any other appropriate parties. Second by Robert Stoner. All in favor, motion carried.

### **New Business**

1. Supervisors opened sealed bids received for the 1988 Ford F800 truck. The truck was advertised for sale in November 24<sup>th</sup> issue of the Upper Dauphin Sentinel. Three bids for were received: C. L. Webster - \$1,800; Henry Land - \$2,565; and Brian Bordner - \$2,000. Upon review of the bids, Ron Hepner made a motion to accept the bid received from Henry Land in the amount of \$2,565. Second by John Orr. All in favor, motion carried.
2. Secretary Warfel provided a 2016 meeting notice for approval by the Board. The Reorganizational meeting will be held on Monday, January 4<sup>th</sup> at 7 p.m. All regular monthly meetings will be held on the 2<sup>nd</sup> Wednesday at 7 p.m. (with the exception of the February meeting which will be held on Tuesday, February 9<sup>th</sup>) and on the 4<sup>th</sup> Wednesday beginning at 10 a.m. The Auditors' Reorganizational meeting will be held on Tuesday, January 5<sup>th</sup> at 11 a.m. Robert Stoner made a motion to approve the 2016 meeting notice for advertisement in the Upper Dauphin Sentinel. John Orr seconded the motion. With all in favor, motion carried.

3. Supervisors discussed possible replacement candidates for the vacancy on the Zoning Hearing Board created by David Fralick's decision to leave the Board in 2016.
4. Chairman Hepner presented an estimate in the amount of \$3,500 to clean the Township's moldy records. Record retention policy was discussed. This item was tabled for discussion at a future date.
5. Brian McFeaters, Sewage Enforcement Officer, expressed his appreciation to the Board for enlisting his services for 2015 and provided a report of his activities. He also provided a 2016 fee schedule for the consideration in hiring an SEO in 2016. McFeaters advised that his policy on issuing a final permit on a system allows the owner to email a photo of the excavator's work, sand placement and final cover to him and he will issue the permit based on this information. This saves the property owner expense and his personal on-site final inspection is not required by the State. John Orr informed McFeaters that the Supervisors are updating the Township's Ordinances and any input regarding sewage systems would be appreciated.
6. Secretary Warfel provided Sean Grimm, Emergency Management Coordinator, with copies of the Dauphin County 2015 Hazard Mitigation Plan Resolution No. 11-25-2015 adopted and executed by the Supervisors on Wednesday, November 25<sup>th</sup>. She also provided Grimm with a copy of the communication sent to Dan Scully, EMA-EOC Specialist and Dauphin County EMA, advising him of the Board's action and a copy of the Resolution.

**Public Comments:** None

With no further business to be discussed, Ron Hepner moved to adjourn. Second by Robert Stoner. All in favor, meeting adjourned at 8:50 p.m.

Respectfully submitted,

Betty A. Warfel, Secretary