

**Upper Paxton Township Board of Supervisors  
Executive Session  
December 22, 2015**

Those in attendance: Ron Hepner, John Orr and Robert Stoner, Supervisors.

Meeting was called to order 10:00 a.m. by Chairman Hepner. The purpose of the Executive Session was to discuss an employee resignation.

With no further business to discuss, meeting was adjourned at 11:00 a.m.

**Workshop Meeting  
December 23, 2015**

Those in attendance: Ron Hepner, John Orr and Robert Stoner, Supervisors; Betty Warfel, Secretary/Treasurer; Luanna Zimmerman, Manager; and John Hoffman, Roadcrew.

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:** None.

**Roadmaster Report:** John Hoffman provided the report for Stephen Erdman, Roadmaster:

- Cracksealing and brush cutting have been completed.
- Proposed list of roads in need of repair is being prepared.
- Equipment has been repaired and is in good shape.
- The flail mower will be repaired in the spring and the loader has been fixed.
- Supervisors approved purchase of muck boots and welding helmets.

**Old Business:**

1. Supervisors approved the 2016 budget at the December monthly meeting. No changes were made at this time.
2. Supervisors reviewed a drawing of the Lenkerville property, Tax Parcel 65-028-002, prepared by Bill Burch based on the Buchart-Horn survey. Amended boundary lines could be determined in order to provide a purchaser of the property with a clean deed to the parcel. In order to advise neighboring landowners of the proposed sale and clarify the property lines, a letter of invitation to meet with the Supervisors to discuss the sale of the property will be mailed to each of the bordering landowners.

**New Business:**

1. Secretary/Treasurer Betty Warfel tendered her resignation to be effective December 31<sup>st</sup>. Supervisors expressed their appreciation for Warfel's work performance over the past eight years. After discussion, John Orr made a motion to

accept Betty Warfel's letter of resignation with the understanding that the Supervisors appreciate the service she has given and that her work has brought about changes that have been of great benefit to the Township. Second by Ron Hepner. With all in favor, motion carried.

2. Supervisors will prepare an advertisement seeking a Secretary/Treasurer to be published in the Upper Dauphin Sentinel.

3. Chairman Hepner provided an estimate from DBI for roadside spraying. Following discussion, Supervisors rejected the estimate for these services.

4. Discussion ensued regarding the end of year payroll and best method of transition for a new Secretary/Treasurer.

5. Supervisors will continue working on a "State of the Township" newsletter to be mailed in 2016.

At 10:50 a.m., the Board adjourned the public meeting and entered into Executive Session.

**Executive Session:** The purpose of the session was to discuss a personnel matter. The Executive Session was adjourned at 11:05 a.m., and re-adjourned into Public Session.

**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 11:10 a.m.

Respectfully submitted,

Betty A. Warfel,  
Secretary