

**Upper Paxton Township Board of Supervisors
Regular Monthly Meeting
March 9, 2016**

Those in attendance: Ron Hepner, John Orr, and Robert Stoner, Supervisors; Wendy Wentzel, Treasurer; Peter Howland, Esquire; Steve Erdman, Roadmaster; Luanna Zimmerman, Secretary/Manager; and Bill Burch.

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 February 9th monthly meeting and the February 24th monthly meeting were reviewed. John Orr made a motion to approve the minutes of the February meetings. Second by Robert Stoner. With all in favor, motion carried. Treasurer Wentzel presented a monthly financial report and list of bills for payment. Upon review of financial documents, Robert Stoner made a motion to accept the Treasurer's report as presented and approve payment of the bills. Second by John Orr. All in favor, motion carried.

Old Business:

1. Ron Hepner stated that the Randy Snyder project plans were approved by Tri-County Planning Commission. Ron Hepner made a motion to approve the Snyder plans. Second by John Orr. All in favor, motion carried.
2. Pete Howland and Bill Burch discussed the Township mountain land. Pete asked Bill Burch if the new boundary lines for the Long property would require a subdivision. Burch informed Howland and the Board that it would not because the property lines have been established through usage. The Township would execute the new deed. Either Long or the Township would then do a confirmatory deed. Burch said there would be no need for new tax parcels. He said this agreement will state that the Long property current boundary line is not correct and that we are correcting it. John Orr asked Pete if we could also have an agreement for Walter Crawford's driveway. Howland will prepare the documents.
3. Upon recommendation from Roadmaster Steve Erdman, Ron Hepner made the motion to contract with Costars for 250 tons of salt for the 2016-2017 season. Second by Robert Stoner. All in favor, motion carried. Luanna Zimmerman will complete the contract online.
4. John Orr informed the Board that he had spoken with Architect Don Klinger regarding bonding for the proposed new municipal building project. Bonding will cost the Township 10% of the contract. Orr cited sections 3102 (g) and 3105 from the Second Class Township Code. John Orr made the motion for the Township to require a 50% performance bond from the contractor. Seconded Robert Stoner. With all in favor, motion carried. Orr also stated that Klinger told him that his fee for the project will be \$15,000 and the engineer's fee will be \$5,250. Klinger will bill 90% to the Township

when the project is out for bid and 10% during construction. The Township will contract directly with Bill Burch for the site work for the proposed new building.

5. Roadmaster Erdman provided the Supervisors with three core samples from Snyder Mill Road. Upon examining these core samples, the Supervisors decided Snyder Mill Road needs to be ground up, oil and 2A stone added, then finished with a tar and chip double or triple seal coat. Roadmaster Erdman informed the Board that he had met with Chris Hooper from the Dauphin County Conservation District to inquire if Snyder Mill Road would qualify for Low Volume Road funding. Hooper informed Erdman that it would not qualify because this money is to be used for projects that will effect waterways, not to repair neglected roads. Erdman also provided three core samples from Paxton Drive. The recommendation for this road is also to be ground up and graded, with oil and 2A stone added, and then tar and chip. (A leveling course, then tar and chip will be placed from State Route 147 to the cemetery on Paxton Drive.) Erdman and Luanna Zimmerman will prepare the bid packages, then meet with PennDOT representative Scott Lehman for his approval. The Supervisors asked Luanna Zimmerman to check with Costars for the purchase of dust oil for some of the dirt roads in the Township.
6. John Orr and Steve Erdman provided a brief overview of the Geotextile Workshop they attended in Adams County on 3-01-16. Orr said he would like to get pricing on these materials to possibly use on Rising Sun Road in 2017. Erdman stated that this material is put down under pavement and a minimum of two inches of blacktop must be placed over top of it.
7. Robert Stoner said that he will respond to the email from Upper Dauphin Sentinel Reporter Duane Good regarding the proposed new municipal building/grant monies. John Orr asked Luanna Zimmerman to make contact with someone at DCED regarding the grant money for bid package purposes.
8. The Supervisors and Luanna Zimmerman reported that they have heard positive feedback from Township residents regarding the March 01, 2016 newsletter. Zimmerman reported that two checks have been received from businesses wanting to sponsor welcome signs.

New Business

1. Ron Hepner reported that he had spoken with John Green and he is willing to serve one term (3 years) on the Zoning Hearing Board. Hepner made a motion to appoint John Green to one term on the Zoning Hearing Board. Second by John Orr. All in favor, motion carried. Luanna Zimmerman will prepare a letter notifying Green and Zoning Hearing Board Chairman Laura Phillips of this appointment.
2. Attorney Howland provided the Board with the water line easement agreement he prepared between the Township and Kris and Natalie Latshaw. The Supervisors reviewed the agreement and it was decided that Ron Hepner will present it to the Latshaws.

3. The Supervisors asked Pete Howland to draw up a resolution setting the tax collector commission for certain taxes collected through and for the Township. Tax Collector Luanna Zimmerman discussed with Howland information pertaining to the resolution. Howland will prepare the resolution.
4. Ron Hepner asked Luanna Zimmerman to prepare a letter for Randy Coe thanking him for serving on the Regional Police Study Committee.

Public Comments: None

With no further business on the agenda, Ron Hepner moved to adjourn. Robert Stoner seconded the motion. With all in favor, motion carried. Meeting adjourned at 8:30 p.m.

Respectfully submitted,

Luanna Zimmerman,
Secretary