

**Upper Paxton Township Board of Supervisors
Regular Monthly Meeting
December 14, 2016**

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

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 9th monthly meeting, the November 23rd monthly meeting, and the November 21st Mountain Land Auction were reviewed. Robert Stoner made a motion to approve the minutes of the November meetings. Second by Ron Hepner. With all in favor, motion carried. Treasurer Wendy Wentzel presented a monthly financial report and list of bills for payment. Upon review of financial documents, Ron Hepner made a motion to accept the Treasurer's report and approve payment of the bills. Second by John Orr. All in favor, motion carried.

Old Business:

1. The Board reviewed the proposed fire company agreement. Luanna Zimmerman informed the Board that the Dauphin County Tax Assessment Office and Dauphin County Economic Development were notified and given a copy of the resolution setting the fire tax millage for 2017. Pete Howland requested the agreement in word document form in order to make revisions. Luanna Zimmerman will contact Doug Snyder for the agreement in word document form.
2. John Orr provided the Board with a brief building update. Orr said that the contractors are on schedule. He also said that the roadcrew has installed approximately 200 feet of waterline.
3. Pete Howland said that he spoke with Attorney Richard Etzweiler and a Title Search was done on the Township mountain land property. Howland said he also spoke with Jerry Daley (Daley purchased the property at the auction on 11-21-16). Ron Hepner made a motion to authorize closing of the mountain land sale and for any one of the three Upper Paxton Township Supervisors to sign the deed at closing. Robert Stoner seconded the motion. With all in favor, motion carried. It was stated, for budgeting purposes, that money from the sale of this mountain land will be placed in the Township building fund.
4. Robert Stoner made a motion to amend the proposed 2017 Township budget to reflect the following; \$305,000 will be placed in the Building Construction category (1.40943) to pay the obligated expenses for the new Township Administration Building, Highway Construction category (1.43900) will be increased by \$150,000, and the Major Equipment Purchases category (1.43074) will be increased by \$45,000. Second by John Orr. All in favor, motion carried.

New Business

1. Robert Stoner made a motion to set meeting dates for 2017. They are as follows: the Reorganization meeting will be held on 01-03-17 at 10:00 a.m., the regular monthly meetings will be held on the second Wednesday of every month at 7:00 p.m. and the fourth Wednesday of every month at 10:00 a.m. Second by Ron Hepner. With all in favor, motion carried. Luanna Zimmerman will prepare an advertisement to be published in the Upper Dauphin Sentinel listing these meeting dates and times.
2. John Orr made a motion to pay the following bills for the construction of the new Township Administration Building: Eshenaur - \$12,994.20, Heim Construction - \$89,713.24. (These bills were approved by Architect Don Klingler.) Second by Robert Stoner. All in favor, motion carried.
3. Ron Hepner made a motion to reappoint Bill Minier for another term as board member of the Millersburg Area Authority. Seconded by John Orr. With all in favor, motion carried. Luanna Zimmerman will send letters to Bill Minier and the Authority confirming this appointment.
4. The Board spoke with Pete Howland regarding the possible sale or demolition of the current Township Administration Building. Howland will put an advertisement together and terms & conditions regarding this sale/demolition.
5. John Orr stated that he has worked up a cost analysis for certain roads in the Township. This will be taken into consideration when road bid packages for 2017 are prepared.
6. Ron Hepner stated that Millersburg Borough inquired about using the Township truck (2006 Ford F550) during a winter storm event if it is not in use by the Township. Ron Hepner made a motion to approve this contingent upon proof of insurance by Millersburg Borough and that the Borough will assume liability. Second by Robert Stoner. All in favor, motion carried. The Board instructed Luanna Zimmerman to call Deibler, Straub & Troutman to find out the proper procedures the Township must take regarding insurance if this truck is in use by the Borough.
7. The Board reviewed plans for a Land Development Plan for Millersburg Assembly of God Church. These plans were also presented to the Township Engineer, Light-Heigel for their review and to Dauphin County.

Public Comments: None

With no further business on the agenda, the Board entered into a brief Executive Session to discuss personnel matters.

Following discussion of personnel matters, the Board reconvened. Ron Hepner moved to adjourn. Robert Stoner seconded the motion. With all in favor, motion carried. Meeting adjourned at 8:40 p.m.

Respectfully submitted,

Luanna Zimmerman,
Secretary