

**Upper Paxton Township Board of Supervisors  
Regular Monthly Meeting  
July 12, 2017**

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

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:** Tim Shiffer informed the Board that he purchased the property at 435 Berrysburg Road in Upper Paxton Township. Shiffer said that his intentions are to transform the home into a residential personal care facility to accommodate 8-10 people. Shiffer asked Pete Howland and the Board for information on zoning for the property. Hepner stated that Shiffer would need to apply for a zoning permit and comply with the decision of the Township Zoning Officer.

**Approval of Minutes and Financial Report:** Minutes of the June 16<sup>th</sup> Special Bid Opening Meeting, June 19<sup>th</sup> Special Bid Award Meeting, and June 28<sup>th</sup> monthly meeting were reviewed. After a minor correction from Pete Howland, Robert Stoner made a motion to approve the meeting minutes. Second by Ron Hepner. With all in favor, motion carried. Treasurer Wendy Wentzel presented the June financial report. Upon review of financial documents, Robert Stoner made a motion to approve the financial documents and pay the bills. Second by John Orr. All in favor, motion carried. John Orr stated that, for the Township to get a discount, he purchased kitchen cabinets and a sink for the Township Administration Building and will need to be reimbursed for the items.

**Old Business:**

1. The Board discussed invitations and a menu for the upcoming building dedication. The event is scheduled for Saturday, August 26, 2017 at 10:00 a.m.
2. Building and site completion schedule was discussed for the Township property. Supervisor Orr said the grass area should be planted and mulched the week before the building dedication. The electronic message board is set to be installed the week of July 24<sup>th</sup>. The Board discussed the stormwater for the rear of the administration building. This was tabled and will be revisited at the 7-26-17 meeting.
3. Ron Hepner stated the position for janitorial services for the Township Administration Building were advertised in the Upper Dauphin Sentinel. Two people applied for the position. Ron Hepner made a motion to hire Cindy King for the janitor position. Second by Robert Stoner. With all in favor, motion carried.

**New Business:**

1. Treasurer Wendy Wentzel provided the Board with current interest rates for the Township bank accounts. Wentzel said she would like to inquire with Midpenn Bank as to what interest rates would be if all the Township accounts were moved to Midpenn Bank. The Board unanimously agreed for Wentzel to meet with a representative from Midpenn Bank to discuss this.
2. Ron Hepner informed the Board that a letter was received from a Township resident regarding the dead trees in the Kocher-Hottenstein Glen Park. The resident feels that this is a safety issue. Hepner said he will get a count of these trees and possibly advertise for someone to take them down.
3. Pete Howland discussed building lot coverage, with the Board, as stated in the Township Code of Ordinances, pertaining to the Assembly of God Church Building Plans.

**Public Comments: None**

With no further business on the agenda, Ron Hepner moved to adjourn into Executive Session. John Orr seconded the motion. With all in favor, meeting adjourned into Executive Session at 8:10 p.m. to discuss potential litigation for a real estate issue.

Following discussion, the meeting reconvened at 8:30 p.m.

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 8:35 p.m.

Respectfully submitted,

Luanna Zimmerman,  
Secretary