

**Upper Paxton Township Board of Supervisors
Regular Monthly Meeting
February 13, 2018**

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

The regular 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 January 24th monthly meeting were reviewed. John Orr made a motion to approve the meeting minutes. Second by Ron Hepner. With all in favor, motion carried. Treasurer Wendy Wentzel presented the January financial report. Upon review of financial documents, Robert Stoner made a motion to approve the financial documents. Second by John Orr. All in favor, motion carried. Treasurer Wentzel presented a list of bills to be paid. After review, John Orr made a motion to approve payment of the bills. Second by Robert Stoner. With all in favor, motion carried.

Old Business:

1. Pete Howland told the Board that he had reviewed the proposed ordinance revisions. Ron Hepner stated that Diane Krug and Jerry Duke from the Tri-County Regional Planning Commission will be attending the February 28th meeting to advise the Board how to proceed.
2. Ron Hepner informed the Board that Luanna Zimmerman participated in the conference call, on 2-13-18, with Herbert, Rowland & Grubic, Inc. regarding the Chelton Avenue Storm Sewer Project. Zimmerman provided the Board with the project status update from the call.
3. Supervisor Hepner told the Board that Gary Ibberson had spoken with him regarding the audit report from the Auditor General Bureau of Fire Audits of the Millersburg Fire Company No # 1, Inc. Relief Association. Hepner said that Ibberson informed him that they are working on correcting the deficiencies. It was previously stated that the Board would send a letter to the Millersburg Fire Company but Hepner recommended not to send a letter at this time.
4. The recent Township newsletter was reviewed, and it was decided to add an article about the proposed zoning ordinance revisions before sending the newsletter out for printing.
5. Ron Hepner stated that Jim Pennington from Pennington Tree Service submitted two quotes for cutting trees down and possible removal in the Kocher – Hottenstein Glen. The quotes are for \$20,965 and \$17,385. It was discussed to possibly move the tree line and reforest the area. The decision to award this contract will be tabled until the 2-28-18 meeting.

6. John Orr said that plans for stormwater management at the rear of the Township building were received from Light – Heigel. The cost estimate for this is \$16,000 - \$18,000. These plans were reviewed by the Board. John Orr recommended to contact Kris Latshaw, Rick Grosser, and Mark Maurer for estimates on this project.
7. Zac Sawdey provided the Board with a project design for the Flagpole and Veterans' Memorial planned to be installed at the Township site. John Orr said that he will take elevations for the project. Robert Stoner presented options for lighting for the flag. Robert Stoner made a motion to purchase a commercial 7700 lumens LED spot light kit. Second by Ron Hepner. With all in favor, motion carried.
8. John Orr informed the Board that he and Ron Hepner met with Chris Hooper and Eric Naguski of the Dauphin County Conservation District to discuss the Landfill Road Project. Orr said that it has been decided to put large rip rap at the stream to flood level and taper this to the road. The project is now out for bid with a scheduled bid opening date of March 13th at the regularly scheduled Board of Supervisors Meeting.
9. Ron Hepner said that he and Roadmaster Erdman measured roads for patching. Hepner told the Board that Erdman is currently working on the road bid packages.

New Business:

1. Pete Howland said that he had reviewed information on Act 172 (Incentives for Municipal Volunteers of Fire Companies and Nonprofit Emergency Medical Service Agencies). The Board attended the Millersburg Borough Council Meeting on 1-24-18 to discuss this. Howland advised the Board on the proper steps if they choose to adopt this. It was decided to table this decision until the 2-28-18 meeting.
2. With reluctance, John Orr made a motion to accept the resignation of Township Treasurer Wendy Wentzel, effective 2-28-18. Second by Ron Hepner. With all in favor, motion carried.

Public Comments: None

With no further business on the agenda, Ron Hepner moved to adjourn into Executive Session. Robert Stoner seconded the motion. With all in favor, meeting adjourned into Executive Session at 8:40 p.m. to discuss employee matters.

Following discussion, the meeting reconvened at 8:48 p.m.

The Board asked Luanna Zimmerman to undertake the role of Township Treasurer. Zimmerman accepted but asked for Wentzel to be retained as a consultant for the time being. John Orr made a motion to appoint Luanna Zimmerman as Township Treasurer. Second by Robert Stoner. All in favor, motion carried. John Orr made a motion to send Zimmerman to Advanced Quickbooks training at the Hershey Lodge on April 22, 2018. Second by Ron Hepner. With all in favor, motion carried.

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 8:55 p.m.

Respectfully submitted,

Luanna Zimmerman,
Secretary