

**Upper Paxton Township Board of Supervisors  
Monthly Meeting  
April 25, 2018**

Those in attendance: Ron Hepner, John Orr, and Robert Stoner, Supervisors; Steve Erdman, Roadmaster; John Hoffman, and Luanna Zimmerman, Secretary/Treasurer.

The meeting was called to order by Chairman Hepner at 10:00 a.m. All present recited the Pledge of Allegiance to the flag. Robert Stoner made a motion to approve the minutes from the April 10, 2018 meeting. Second by John Orr. With all in favor, motion carried. Robert Stoner made a motion to pay the bills. Second by John Orr. All in favor, motion carried.

**Public Comments:** None

**Roadmaster's Report:** Roadmaster Erdman reported that the roadcrew has been cleaning up tree limbs, washing equipment and storing it for winter, and taking vehicles to the garage for inspection and repair. Erdman also told the Board that the roadcrew will start working four 10-hour days as of 4-30-18. Erdman said that John Hoffman will be street sweeping the week of 4-30-18 and Erdman will be inspecting roads for cracksealing. Upcoming work for the roadcrew is as follows: brush trimming, gutter grading, finishing up the Matter Lane Project, and preparing various roads for the awarded road projects. John Hoffman informed the Board that he will be taking the F-750 truck to Maxwell to have the tarp installed and some additional minor repairs.

**Old Business:**

1. Ron Hepner made a motion to contract with United Health Care for Medical Insurance for the roadcrew and Capital Blue Cross for Dental and Vision Insurance. Second by Robert Stoner. All in favor, motion carried.
2. The Board reviewed the bill of \$2,670.99 from Heim Disposal for the dumpster disposal and the bill of \$113.90 from Steve Bordner for tire disposal from Spring Clean-up. The Board went over some unacceptable items and procedures for the next Clean-up event. It was noted that the repurpose area worked well, with many items being claimed for reuse.
3. The Board reviewed the proposal from TRW for auditing and consulting services. John Orr made a motion to approve and execute this proposal. Second by Ron Hepner. Robert Stoner abstained from voting since Tyler Wagner is a relative of his. Vote passed 2 to 0.

### **New Business:**

1. Paving of the parking area at the Township Municipal Site was discussed. It was decided that Roadmaster Erdman and the Supervisors will measure and decide on the material to be used and then put the project out for bid. This project will be revisited at the 5-08-18 meeting.
2. John Orr informed the Board that he wants to see a monthly schedule for work. This includes roadwork and administrative projects. Robert Stoner said that he will work with the roadcrew as a liaison between the roadcrew and the Board.
3. Additional road projects for 2018 were discussed. The Supervisors and the roadcrew are planning to do a road inspection and come up with a list of priority for roadwork. Robert Stoner said that he would like to see a three-year plan for roadwork. Roadmaster Erdman said that he will do an inspection and recommend roads for cracksealing. Ron Hepner said that he had attended a seminar on cracksealing at the PSATS Convention and provided the Board with information. The topic of additional roadwork for 2018 will be revisited at the May 8, 2018 Board Meeting.
4. Ron Hepner informed the Board that he had attended a seminar on fee schedules at the PSATS Convention. Hepner said that a municipality must be able to defend their fee schedule and cannot make a profit on permitting. Hepner said that he will work with Luanna Zimmerman to clearly outline the current fee schedule used by the Board of Supervisors.
5. Ron Hepner said that Alex Stroup had done weeding at the Township Municipal Site. The Board unanimously approved to have Stroup mulch the area around the building and use some weed control.

### **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 12:05 p.m.

Respectfully submitted,

Luanna Zimmerman,  
Secretary/Treasurer