

**Upper Paxton Township Board of Supervisors  
Regular Monthly Meeting  
November 12, 2019**

Those in attendance: Ron Hepner, John Orr, and Robert Stoner; Supervisors, Luanna Zimmerman; Secretary/Treasurer, Bob Coleman, Pat Stockard, and Ryan Brubaker.

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 October 23<sup>rd</sup> monthly meeting and the November 11<sup>th</sup> budget meeting were reviewed. Robert Stoner made a motion to approve the meeting minutes. Second by John Orr. With all in favor, motion carried. Luanna Zimmerman presented the October financial report and a list of bills to be paid. Upon review of these documents, John Orr made a motion to approve the financial documents and pay the bills. Second by Ron Hepner. All in favor, motion carried.

**Old Business:**

1. Solicitor Pete Howland provided the Board with an agreement that he had prepared between Paxton Precast and Upper Paxton Township. Howland asked the Supervisors to review the agreement and provide him with their comments. This will be discussed at the December 10, 2019 regularly scheduled meeting.
2. John Orr said that the Board had received proposals for PA DEP's mandated update of Upper Paxton Township's Act 537 Plan from two consulting firms. The proposals are as follows: 1.) Light – Heigel & Associates, Inc. - \$39,982.00, 2.) Herbert, Rowland & Grubic, Inc. - \$59,600.00 or \$31,500.00 plus the cost of \$13,320.00 for assistance of door-to-door sampling done by Township SEOs Brian & Carrie McFeaters. The latter fee does not include lab fees. Pat Stockard, of Light – Heigel, provided the Board with an estimate of \$110 per home tested using two different laboratories (Pace Analytical or ALS). Orr stated that Light Heigel's proposal was based on 175 door-to-door surveys and 140 water samples while the proposal from HRG was based on 105 homes, and the fee for sampling from Township SEO McFeaters was based on 111 homes. These fees are all for Phase 1 of the Act 537 update. This was tabled for the time being and will be revisited at a future meeting. Orr said he recommends sending a letter to PA DEP to let them know where the Township stands, currently, during this process.
3. The Board reviewed a drawing and probable construction costs, provided by Light – Heigel, for proposed work to be done on Landfill Road. John Orr asked Luanna Zimmerman to contact Keith Heigel for a full-size drawing. This was tabled for the time being and will be revisited at a future meeting.
4. John Orr made a motion to approve Resolution No. 11-12-19, allowing tax parcel #65-027-017, owned by Ronald and Joyce Novinger, to be enrolled in the Upper Paxton Township Agricultural Security Area. Second by Ron Hepner. With all in favor, motion

carried. Pete Howland will record the documents and Luanna Zimmerman will notify Robert Christoff at the Dauphin County Conservation District.

5. Solicitor Howland provided the Board with information pertaining to the proposed 4-Way Stop Sign at Cornell Drive and Earl Drive. Howland said, after researching this, a traffic study is needed before this can be implemented.

**New Business:**

1. John Orr made a motion to advertise the proposed budget, in the amount of \$1,576,550.00, for 2020. Second by Robert Stoner. All in favor, motion carried. This will be advertised in the Upper Dauphin Sentinel.
2. John Orr informed the Board that municipal employees with a CDL driver's license are exempt from obtaining the medical DOT card, but he recommends that Upper Paxton Township employees with a CDL license get a physical to obtain the medical DOT card as a safety precaution for the employee and the Township. John Orr made a motion for the Township to pay for the required physical, to obtain the DOT card, for each employee with a CDL driver's license, every two years as required. Second by Robert Stoner. With all in favor, motion carried.
3. John Orr made a motion to set the renewal date for Upper Paxton Township compost lot facility access cards as March 1, 2020, setting the amount at \$25.00 per household. Second by Robert Stoner. All in favor, motion carried. This will be mentioned in the February 2020 newsletter, posted on the Township website, and listed on the sign at the municipal site. Luanna Zimmerman said she will attempt to contact residents who have not renewed by 3-1-20, before deactivating any cards.
4. Robert Stoner made a motion to advertise the following meetings for 2020: Board of Supervisor's Reorganizational Meeting – January 6, 2020, at 6:00 p.m., Auditor's Reorganizational Meeting – January 7, 2020, at 2:00 p.m., regular monthly meetings will be held the second Tuesday of each month at 7:00 p.m. and the fourth Wednesday of each month at 10:00 a.m. Second by Ron Hepner. All in favor, motion carried. These meetings will be advertised in the Upper Dauphin Sentinel.
5. The Board unanimously agreed to cancel the meeting, scheduled for the fourth Wednesday in December, as this falls on December 25<sup>th</sup> which is Christmas Day. This meeting will not be rescheduled. Luanna Zimmerman will post a notice at the Township Municipal Building, the Township message board, and on the website.
6. The Board discussed articles for the proposed newsletter which is projected to be mailed to Township residents some time in February 2020.
7. John Orr said that cones and barrels, belonging to the Township, have disappeared from a work site located on Schoolhouse Lane. It was discussed how this should be handled as to informing the residents. Pete Howland suggested an informative article be included in the February 2020 newsletter. It was also suggested the Pennsylvania State Police be informed.

8. Robert Stoner made a motion to hold Spring Clean-up Day, for Township residents, on Saturday, 4-18-20, from 7 a.m. to 12 noon. Second by John Orr. With all in favor motion carried.

**Public Comments:** None

With no further business on the agenda, Ron Hepner moved to adjourn. Robert Stoner seconded the motion. All in favor, motion carried. Meeting adjourned at 8:10 p.m.

Respectfully submitted,

Luanna Zimmerman,  
Secretary/Treasurer