

**Upper Paxton Township Board of Supervisors
Regular Monthly Meeting
May 12, 2020**

Those in attendance: Robert Stoner, John Orr, and Bob Coleman; Supervisors, Luanna Zimmerman; Secretary/Treasurer, Pete Howland; Solicitor, Rich Wiest, Dan Schlegel, and Betsy Schlegel.

The meeting was called to order by Chairman Stoner 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 March 10th monthly meeting and March 16th emergency meeting were reviewed. Bob Coleman made a motion to approve the meeting minutes. Second by John Orr. With all in favor, motion carried. Luanna Zimmerman presented the April 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 Bob Coleman. All in favor, motion carried. A list of bills from March 24, 2020, April 14, 2020, and April 27, 2020 were presented. (Due to the mandates from Governor Wolf, previous meetings were cancelled because of the Corona Virus Pandemic.) Bob Coleman made a motion to approve payment of these bills. Second by John Orr. With all in favor, motion carried.

Old Business:

1. Township Solicitor Pete Howland & Dan and Betsy Schlegel discussed the proposed agreement and Plan between Dan Schlegel (Paxton Precast) and Upper Paxton Township. Howland said that the Plan sets a baseline for the property and any future expansion that is not already incorporated in the Plan must be brought before the Zoning Hearing Board. Due to the recent Corona Virus Pandemic, the Schlegels asked for the dates on the agreement to be changed from August 1, 2020 to October 1, 2020. Bob Coleman made a motion to accept the date change. Second by John Orr. All in favor, motion carried. Howland said that he will make the changes.
2. The Board reviewed the comments from Dauphin County and Light – Heigel for the Subdivision Plan for the Willard J. Schlegel Estate. John Orr made a motion to approve this Subdivision Plan. Second by Bob Coleman. (Robert Stoner abstained from voting.) Majority in favor, motion carried.
3. A bid package for roadwork to be done on Landfill Road was reviewed by the Board. John Orr made a motion to approve this bid package and advertise in the Upper Dauphin Sentinel on 5/19/20 & 5/26/20. Second by Bob Coleman. There will be a pre bid meeting held on 5/29/20 at 10:00 a.m. Bids will be opened and read on 6/5/20 at 10:00 a. m. The project will be awarded at a later date.
4. Robert Stoner informed the Board that letters/surveys are completed and ready to mail to those Township residents that were chosen for the random sampling for the update to the Township's Act 537 Plan. John Orr asked Luanna Zimmerman to inquire with Township

SEO Brian McFeaters and Justin Mendinsky with HRG as to how they came up with the list of addresses.

5. Robert Stoner made a motion to give each fulltime employee a once a year stipend of \$400 for the use of their own personal cell phones for Township business. Second by Bob Coleman. With all in favor, motion carried. This payment will be paid during the fourth quarter of the year. The employees must each provide the Township with at least one cell phone bill for the calendar year.
6. Bob Coleman made a motion to appoint Rich Wiest as Township Roadmaster with an increase in salary of \$1.00 per hour or an extra \$2,080 per year to carry out the duties of roadmaster. This increase is to take effect as of Rich Wiest's first date of employment with the Township which was 3-30-2020. Second by Robert Stoner. All in favor, motion carried.
7. Robert Stoner made a motion to accept the estimate of between \$6,605 & \$7,250 from General Code for codification of Township ordinances to update the Township Code. Second by John Orr. All in favor, motion carried.
8. Robert Stoner said that the West Pearl Street Road Construction Project is out for bid and that bids will be opened at Herbert, Rowland & Grubic's Harrisburg office on May 19, 2020. John Orr said that easement letters need to be sent to two landowners where this construction will take place due to the contractor needing to encroach on this private property. Robert Stoner made a motion to designate John Orr as the owner/representative for Upper Paxton Township for the W. Pearl Street Road Construction Project. Second by Bob Coleman. With all in favor, motion carried.
9. Robert Stoner said that the Board will need to review the following items and update the Upper Paxton Township Employee Personnel Policy Handbook: 1.) vacation and sick leave, 2.) Stipend for not taking the Township Health Insurance. This was tabled and will be revisited at a future meeting.
10. Bob Coleman said that he will follow up with Ryan Schlegel concerning the condition of the Township salt shed.
11. The Board discussed setting a new date for the Township Cleanup Day. This was tabled and will be revisited at a future meeting.

New Business:

1. Robert Stoner made a motion to renew the Declaration of Disaster Emergency for Upper Paxton Township due to the Covid-19 Pandemic. This Declaration of Disaster Emergency will be in effect until otherwise noted in a public meeting of the Board of Supervisors. Second by John Orr. All in favor, motion carried.
2. Robert Stoner made a motion to adopt Resolution No: 5-12-2020 which waives the penalties on the 2020 Township Fire Taxes and the 2020 Township Street Light Taxes. Second by Bob Coleman. With all in favor motion carried. These taxes will be collected by elected tax collector, Luanna Zimmerman, at the face amount through December 31,

2020. It was noted that the Dauphin County Commissioners have waived the penalties on 2020 County Real Estate Taxes and the 2020 County Library Taxes.

3. Robert Stoner said that the Township will collect electronics at the June 13, 2020 electronics recycling event if we have support from Dauphin County. Without the County support the event would need to be cancelled.
4. Bob Coleman made a motion to approve the rental of equipment and sign the rental agreement with Cleveland Brothers for equipment for the roadcrew to relocate a portion of Landfill Road within the right-of-way. Second by John Orr. With all in favor, motion carried.
5. Robert Stoner presented a Proclamation for David's Community Bible Church for their 250 Year Celebration. John Orr made a motion for the Board to sign and offer the Proclamation. Second by Bob Coleman. All in favor, motion carried.
6. The Board expressed interest in attending a meeting with PennDOT and Burch Associates regarding the expansion of Mountain Ridge Metals and driveways coming off State Route 209. Luanna Zimmerman will inform Burch Associates.

Public Comments: None

With no further business on the agenda, Robert Stoner moved to adjourn. Bob Coleman seconded the motion. All in favor, motion carried. Meeting adjourned at 8:15 p.m.

Respectfully submitted,

Luanna Zimmerman,
Secretary/Treasurer