

**Upper Paxton Township Board of Supervisors**  
**Regular Monthly Meeting**  
**January 9, 2013**

Those in attendance: Ron Hepner, John Orr and Joseph Snyder, Supervisors; Betty Warfel, Secretary/Treasurer; Peter Howland, Esquire; Cheryl Shadle and Ken Kline; William Burch; John Brabits; and Dale Shomper.

The meeting was called to order by Chairman Ron Hepner at 7:00 p.m. All present recited the Pledge of Allegiance to the flag.

**Public Comments:**

Burned Out One-half Duplex House in Lenkerville: Cheryl Shadle, who lives in the other half of the home at 110 Maple Street, addressed the Board to provide an update of the progress of repair work on the burned out property at 108 Maple Street. The house has not been sold and any repair work is at a standstill for the last five months. The owners of the damaged property had previously informed the Supervisors that the property was in the process of being repaired. Ownership of the property is not currently known. The house has not been properly boarded up and Ms. Shadle is experiencing rodent and heating issues as a result. Shadle and Kline have been informed by Sue Helm's office and DEP that any action against the current owners of the property would need to begin at the local level. Attorney Howland provided several alternatives for pursuing the issue. The Township could pursue a district justice action under the dangerous property section of the Ordinance in order to obtain a judgment from the Court of Common Pleas that could be attached to the property. Ms. Shadle could pursue legal action against the owners of the property at her own expense. Shadle could also make improvements to her own property to protect it from the damage. In the event that contact information for the current owner can be obtained, Ron Hepner will make contact and inform him of the current violations and the penalties that will result if repair work is not done in a timely fashion.

Dangerous Roadway Situation at Grange Hall Road and Par 3 Drive: Dale Shomper, of 126 Marks Road, addressed the Board to request signage for a dangerous roadway area. According to Shomper, if a driver is traveling north on Grange Hall Road and another driver is making a left-hand turn onto Par 3 Drive, an accident could result if common courtesy rules of the road are not utilized. As development of the area continues, the potential for accidents at this location increases. A telephone pole and foliage at the location also causes a line of sight issue. Supervisors will make a sight visit in order to determine the best way to increase the safety of motorists at this location.

Lots Reserved for Stormwater Control in Greenbrier Terrace: Bill Burch addressed the Board on behalf of David Witmer to inquire about the status of the two lots on Charles Road which had been reserved under the previous Subdivision Plan for stormwater management. Under the current Subdivision Plan, owners of the lots desiring to build on their properties would need to have stormwater management plans prepared to provide their own infiltration. Utilities are currently located on Lot "F" and extend to the cul de sac. Lot "F" also had direct access to water and sewer on Charles Road. Mr. Witmer's options would be to either turn over the two lots to the Township or combine and sell the lots as a side yard addition to one of the adjoining lots. The steep incline of the lots is not conducive to building a residence on the property. Supervisors will prepare a letter advising the Mr. Witmer that the Board has no objection to this request and that he can dispense of the lots as side yard additions if they wish to do so. The reasons that this is an acceptable plan of action is that: (1) a

retention pond at this area of the subdivision is no longer feasible; (2) infiltration is the current method of stormwater management; and (3) due to the slope of the land, the parcels should be joined with adjacent lots in order for any development of the property.

Minutes of the December 10<sup>th</sup> Workshop meeting and the December 12<sup>th</sup> Regular Monthly meeting were reviewed by the Supervisors. John Orr made a motion to accept the minutes of the December meetings. Second by Joe Snyder. All in favor, motion carried.

Treasurer Warfel presented a monthly financial statement and list of bills for payment. Following review of the treasurer's report, Ron Hepner made a motion to approve payment of the bills. Joe Snyder seconded the motion. With all in favor, motion carried.

**Old Business:** None

**New Business:**

Request for Purchase of new EMA Pager Units: John Brabits presented a proposal to the Board for the purchase of Apollo Pilot XP units of himself and Sean Grimm. The request is for Millersburg Borough to pay one-half of the cost for purchasing two units and the Township to pay one-half of the cost. Each unit costs \$169.00. Brabits explained the problems experienced with the current units and the advantages of the upgraded Apollo Pilot XP units. The units will be purchased from Bob Moyer Communications. Joe Snyder moved that we purchase one of the Apollo Pilot XP units for the EMAs. John Orr seconded the motion. With all in favor, motion carried.

Installation of Handicapped Area Signs on Tarry Hall Road: Gary Packard has requested placement of some type of sign indicating that a handicapped individual will be using the section of road in front of his property. Mrs. Packard is currently experiencing medical issues and will be walking along the roadway. Attorney Howland stated that he did not believe that an Ordinance would need to be enacted for the placement of informational signs because the signs would not be used for traffic control. Appropriate informational signage will be purchased and placed at the Supervisors' discretion.

Violations of the Outdoor Burning Ordinance: Richard Lenker, a Lenkerville resident, was warned of a violation and a written notice was issued. Another Lenkerville resident, Ted Chamberlain, also committed a violation. Chamberlain was issued a warning and written correspondence will be prepared. An article advising residents of the adoption of the ordinance and its provisions will be published in the next issue of the Upper Dauphin Sentinel.

Agreement for Payment of Employees' Accumulated Sick Time: An Agreement outlining the payment of accumulated sick hours between employees and the Board of Supervisors was reviewed and discussed. Under the terms of the Agreement, the Board agrees to pay the employee at a rate of one-half their current hourly rate of pay for all hours up to four hundred hours at the time of retirement or at the time of termination of employment. Ron Hepner made a motion that the Board accept the Agreement with the employees for the payment of accumulated sick hours upon retirement or termination of employment. Second by Joe Snyder. All in favor, motion carried.

Attendance at the PSATS Conference in April: The annual PSATS conference will be held in Hershey from April 21<sup>st</sup> – April 23<sup>rd</sup>. John Orr was named as the Township's voting delegate to the Conference. Registration cost is \$140 per attendee. Ron Hepner made a motion that the Township pay the

registration fee for John Orr and Stephen Erdman, Roadmaster, to attend the Conference. Second by John Orr. All in favor, motion carried.

Appointment of Open Records Officer: Following discussion, Ron Hepner moved that John Orr be appointed as Open Records Officer for 2013. Joe Snyder seconded the motion. With all in favor, motion carried.

Appointment of Alternate Member of the Zoning Hearing Board: John Orr made a motion that Michael Clark be appointed as the Alternate Member of the Zoning Hearing Board. Second by Joe Snyder. All in favor, motion carried.

Appointment of Township's Auditor for the Financial Records of the Millersburg Fire Company: John Orr moved that Christine Walter be appointed as the Township's Auditor for the 2012 financial records of the Millersburg Fire Company. Ron Hepner seconded the motion. All in favor, motion carried.

Dates for 2013 Elections: The Dauphin County Bureau of Registration and Elections has advised that the General Primary will be held on Tuesday, May 21, 2013, and the General Election is scheduled for Tuesday, November 5, 2013. Secretary will post this information on the township bulletin board.

Disposition of the 1996 Ford F-350 Pickup: Supervisors reviewed a description of the vehicle. The truck's inspection runs out in March, 2013. Discussion ensued as to whether to put the vehicle out for bid or take it to a consignment sale. Ron Hepner made a motion that the 1996 Ford F-350 pickup truck be advertised for sale by sealed bids in the Upper Dauphin Sentinel with bids to be opened at the February 13<sup>th</sup> monthly meeting. John Orr seconded the motion. Joe Snyder cast a "no" vote. With two Supervisors in favor, motion carried.

Purchase of a Locking Mailbox: Secretary Warfel has requested that the Board consider purchasing a locking mailbox. Chairman Hepner spoke with the Postmaster and this would not be a problem for mail delivery. John Orr moved that we purchase a locking mailbox. Second by Ron Hepner. All in favor, motion carried.

Appointment of a Sewage Enforcement Officer: Supervisors reviewed the sewage enforcement services proposals from Michael Brown and Matthew Williard, of Light-Heigel. Joe Snyder has requested a proposal from a third individual. Williard is the SEO for Halifax Township and Middle Paxton Township. He is not a soil scientist. The appointment of an SEO was tabled until the January 23<sup>rd</sup> Workshop meeting.

Request to Attend Zoning Administration Course: Ron Hepner expressed his interest in attending a Zoning Administrative Course to be held by the Tri-County Planning Commission. Hepner stated that he feels that attending the course will be helpful in his duties as a member of the Dauphin County Planning Commission. Joe Snyder made a motion that we pay the \$35 registration fee for Ron Hepner to attend the Zoning Administration Course. Second by John Orr. Ron Hepner abstained from voting because this motion involved payment of monies for an expense for his participation in an activity on behalf of the Township. With two Supervisors in favor, motion carried.

Request for Registration Costs for Webinars: The PA Construction Codes Academy is conducting two webinars that would prove beneficial to handling issues currently being experienced in the Township. The first webinar, on February 26<sup>th</sup> from 1:00 to 2:30 p.m., explains the "knock knock" rule outlining the

proper procedure for entering a property on behalf of the Township. The second webinar on March 26<sup>th</sup> provides information on dealing with vacant and abandoned properties. John Orr made a motion that we pay the \$20 registration fee for both of the PA Construction Codes Academy webinars. Joe Snyder seconded the motion. With all in favor, motion carried.

Billing for Processing of 2011 EIT Returns: Attorney Howland inquired whether the Township had received a bill for its share of the processing costs of the 2011 EIT returns by Keystone Collections. To date, Treasurer Warfel has not received a bill for this service.

**Public Comments:** None

With no further business to be discussed, Ron Hepner made the motion to adjourn. John Orr seconded the motion. With all in favor, meeting adjourned into Executive Session at 8:50 p.m.

Respectfully submitted,

Betty A. Warfel, Secretary