

**Upper Paxton Township Board of Supervisors  
Regular Monthly Meeting  
June 13, 2023**

Those in attendance: Robert Stoner, John Orr, and Bob Coleman; Supervisors, Pete Howland; Solicitor, Luanna Zimmerman; Secretary/Treasurer, Rich Wiest; Roadmaster, Joe Underkoffler, Mike Foley, Bruce Kance, Cheryl Dorman, Craig Dorman, Tim Travitz, Karen Travitz, and Rich Zimmerman.

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:** The minutes of the May 9, 2023, monthly meeting were reviewed. Robert Stoner made a motion to approve the meeting minutes. Second by Bob Coleman. With all in favor, motion carried. Luanna Zimmerman presented a list of bills to be paid from May 24, 2023, and the bills to be paid on 6-13-2023, and the May financial documents. After review, Robert Stoner made a motion to approve the bills from May 24, 2030. Second by Bob Coleman. With all in favor motion carried. John Orr made a motion to approve the bills from 6-13-2020 and the financial documents. Second by Bob Coleman. All in favor, motion carried.

**Old Business:**

1. Luanna Zimmerman reported that the local company she had been in contact with regarding a generator to power the Township building, in case of an emergency, has said they are not interested in the project due to the way the wiring is done. This was tabled and will be revisited at a future meeting.
2. Solicitor Howland said that he has been in contact with Curtis Keefer of Deibler, Straub & Troutman regarding guidelines for Township employees that are emergency responders. Howland said he does not recommend that this be addressed in the Employee Personnel Handbook but that it be handled on a case-by-case situation. He said, "In Pennsylvania it is not required for an employer to pay a first responder, but it is allowed". This was tabled for a future meeting as Howland said he is waiting to hear back from Curtis Keefer for more information.
3. The salt shed proposal from Light-Heigel was reviewed. Bob Coleman said he felt there are unnecessary items in the contract. It was decided to ask Light – Heigel to come to the June 28, 2023, meeting to discuss the contract in detail.
4. Joe Underkoffler provided the Board with two documents on "Managing Community Cats for Municipal Leaders". He spoke to the Board regarding Ordinance No.: 5-9-2023, addressing the feeding of feral cats, that was adopted at the May 9, 2023, meeting. Underkoffler asked the Board to consider an amendment to the ordinance to allow "Trap, Neuter/Spay & Release" without violating the ordinance. Mr. Underkoffler also provided the Board with an update on how many cats have been trapped and spay/neutered so far. Township residents living in Debb Estates stated that they are still seeing cats in the area and questioned Mr. Underkoffler as to whether he is feeding them. Mr. Underkoffler said he feeds one can per day. Chairman Stoner advised the residents to check the

deed restrictions in their neighborhood and take action. As of 6-13-2023, Upper Paxton Township residents Bruce Kance, Cheryl Dorman, Craig Dorman, Tim Travitz, and Karen Travitz made a formal complaint against Joe Underkoffler for continuing to feed feral cats. Zoning Officer Sowers will be notified of this and take the proper steps to notify Joe Underkoffler.

5. Solicitor Howland provided the Board with information on vacating an unopened portion of North Street which is pertinent to the Millersburg Area School District Plan. Robert Stoner made a motion to advertise the ordinance to vacate an unopened portion of North Street between Berrysburg Road and North Street extension and give notice to the neighboring property owners. Second by Bob Coleman. With all in favor, motion carried.
6. The Millersburg Ambulance Association was discussed. It was mentioned that the Supervisors are planning to attend the Millersburg Borough Council meeting on 6-14-2023 for further discussion on the Millersburg Ambulance Association. John Orr said that he thinks, by the information the Millersburg Ambulance Association has recently provided, that they are headed in the right direction.
7. Bob Coleman said that he would like to meet with Tri-County Regional Planning Commission to discuss changing the requirement for the minimum lot size in the Agricultural District. John Orr also mentioned reviewing the zoning of a property located in Lenkerville. Luanna Zimmerman said she will contact Ben Warner of the Tri-County Regional Planning Commission to set up a meeting. This was tabled and will be revisited at a future meeting.

#### **New Business:**

1. The Board reviewed information from Mid Penn Bank regarding a CD, in the amount of \$151,187.26, that matures on 6-15-2023. After review of financial records, Robert Stoner made a motion to not reinvest the CD and put the entire amount of \$151,187.26 in the General Fund Account. Second by Bob Coleman. All in favor, motion carried. Robert Stoner suggested that we think "conservatively" as to the spending of this additional CD, added to our General Fund.
2. Mike Foley, representing the Millersburg Senior Center, spoke to the Board requesting Dauphin County Gaming Grant Sponsorship in the amount of \$74,000.00. Foley said this money is needed to put a new roof on the Millersburg Senior Center, install LED lighting in the parking lot, and refurbish the bathrooms. Robert Stoner made a motion to sponsor the Millersburg Senior Center for a 2023-2024 Dauphin County Gaming Grant in the amount of \$74,000.00. Second by John Orr. With all in favor motion carried.
3. An email, from Dan Troutman, of the Tall Cedars Millersburg Forest 125, requesting sponsorship for a Dauphin County Gaming Grant for the 2023-2024 grant cycle, in the amount of \$15,000.00, for a new roof for the Cedar Cottage Building was reviewed. Robert Stoner said that he did not want to sponsor this request. John Orr concurred. Robert Stoner called for a motion, none was made, request denied. Township resident Joe Underkoffler provided the Board with information pertaining to the benevolence of the Tall Cedars Organization.
4. Chairman Stoner read aloud a resignation from Township Roadcrew member David Rhoades indicating his last day of employment with Upper Paxton Township will be on 6-

28-2023. John Orr read aloud a letter from a Township resident from August 2022 commending both David Rhoades and Brian Cole. Orr said that Rhoades' resignation is unfortunate for both Millersburg Borough and Upper Paxton Township as Rhoades is a volunteer with the Millersburg Fire Company. Luanna Zimmerman was instructed to place an advertisement for employment for a roadcrew member in the Citizen Standard.

5. Luanna Zimmerman informed the Board that a check from EMC Insurance Company in the amount of \$1,668.37 was received for the damages to Township property due to the traffic incident that took place on 3-26-2023. Zimmerman said this claim will remain open for a period of time in case any other bills come in. EMC has indicated that they are continuing to pursue the individual that caused the accident, to try to recover the full cost of the damages.

**Public Comments:** None

With no further business on the agenda, Bob Coleman moved to adjourn. John Orr seconded the motion. With all in favor, motion carried. The meeting was adjourned at 8:07 p.m.

Respectfully submitted,

Luanna Zimmerman,  
Secretary/Treasurer