

**Upper Paxton Township Board of Supervisors  
Monthly Meeting  
February 28, 2024**

Those in attendance: Robert Stoner, Bob Coleman, and Rich Wiest, Supervisors; Luanna Zimmerman, Secretary/Treasurer; Brian Cole, Roadcrew; Ben Warner and Tanner Stroup, Tri-County Regional Planning Commission; John Wenner, Cole Boyer, Rod Lebo, Rhonda Lebo, Joe Underkoffler, Curtis Keefer, and Douglas Snyder.

The meeting was called to order by Chairman Stoner at 10:00 a.m. All present recited the Pledge of Allegiance to the flag. Bob Coleman made a motion to approve the minutes from the February 13, 2024, meeting. Second by Rich Wiest. With all in favor, motion carried. After reviewing the list of bills to be paid, Rich Wiest made a motion to approve the bills for payment. Second by Bob Coleman. All in favor, motion carried.

**Public Comments:** None

**Roadmaster's Report:** Rich Wiest said the roadcrew has been busy with the following items: plowing snow, cutting up and removing felled trees, hauling 2A stone for dirt roads and working on Sams Road & Short Road. Wiest also provided the Board with a list of work the roadcrew is planning on doing for 2024.

**Old Business:**

1. Ben Warner with Tri-County Regional Planning Commission introduced Tanner Stroup to the Board. Warner said that going forward Stroup will be Upper Paxton Township's representative from Tri-County Regional Planning Commission.

The Board discussed information on the minimum lot size in the Agricultural Zoning District with Warner and Stroup. After review and discussion, Robert Stoner made a motion to approve advertisement of the amended zoning requirements in the Agricultural District upon Solicitor Howland's approval. Second by Rich Wiest. With all in favor, motion carried.

2. The Board reviewed the 2024 paving bid package. This bid package is for paving on various Township roads. After review, Robert Stoner approved advertisement of the bid package. Second by Bob Coleman. All in favor, motion carried.
3. Chairman Stoner said that Upper Dauphin COG and Upper Paxton Township were awarded a Dauphin County Gaming Grant in the amount of \$51,000 for an EMS Study to be done in Northern Dauphin County, Stoner said that 3 proposals for the study were received. They are as follows: 1.) Robb Consulting, LLC, in the amount of \$42,000, 2.) A6A Associates LLC, in the amount of \$65,000 and 3.) Keystone Municipal Solutions, in the amount of \$40,000. The Board reviewed various emails from members of the Upper Dauphin COG EMS Study Committee. After review and discussion Bob Coleman made a motion to award the contract for the EMS

Study to Robb Consulting LLC in the amount of \$42,000, provided they supply us with a Certificate of Insurance adding Upper Paxton Township and Upper Dauphin COG as being additionally insured. Second by Rich Wiest. With all in favor, motion carried.

4. Robert Stoner said that Upper Paxton Township was recently awarded a Dauphin County Gaming Grant in the amount of \$144,000 for the replacement of the existing salt shed. Bob Coleman said that he would like the Board to move forward with the project after the engineer's stamped drawings are received.

### **New Business:**

1. Curtis Keefer, with Deibler, Sraub & Troutman, presented the Board with the insurance renewal (property, liability, auto, general liability, worker's compensation) for 2024. After discussion, Rich Wiest made a motion to approve and accept the insurance proposal. Second by Robert Stoner. All in favor, motion carried.
2. John Wenner, with Valley Flying Discs, provided the Board with a brief overview of his non-profit organization. Wenner said they are a newly formed organization that will provide educational disc golf clinics, host tournaments & a club league for disc golf. He said they are partnering with local schools to provide students with education on playing disc golf. Chairman Stoner inquired as to whether Dauphin County is going to install signage on local roads to let people know where the Wiconisco Creek Disc Golf Course is located. Wenner said that he will address this with Dauphin County Parks & Recreation. He also said that he believes the Wiconisco Creek Disc Golf Course will provide some increased tourism to the community. Chairman Stoner expressed his appreciation for the non-profit organization and the service they are proposing to do for the community.
3. Rich Wiest made a motion to contract with COSTARS for 200 tons of salt for the 2024-2025 season with 1 truck load as the initial fill. Second by Bob Coleman. With all in favor, motion carried.
4. Bob Coleman said that he would like to address some items in the Employee Handbook. They are as follows: 1.) Overtime and 2.) Health Insurance Benefits. Chairman Stoner asked him to talk with Luanna Zimmerman and have her make the proposed changes and put this on the agenda for the March 12, 2024, meeting. Luanna Zimmerman was asked to obtain information on employee pension plans from PSATS.
5. Two quotes for rekeying doors in the Township Administration Building and Township Garage Building were reviewed. They are as follows: R&G Locksmith, in the amount of \$3,403.66 and Mike's Lock Shop, in the amount of \$4,388.05. After discussion, Bob Coleman made a motion to have Mike's Lock Shop complete the work as per the quote to replace the levers with commercial grade hardware

and cores in the amount of \$4,388.05. Second by Rich Wiest. All in favor, motion carried. Rich Wiest said that two additional people were contacted but were not interested in doing the work.

**Public Comments:** Fire Chief Doug Snyder provided the Board with an update on the Millersburg Fire Company's radio replacement program. He also said that the Fire Company was recently awarded a State Grant and a Dauphin County Gaming Grant.

With no further business on the agenda, Bob Coleman made a motion to adjourn the meeting at 11:23 a.m. Second by Rich Wiest. All in favor, motion carried.

Respectfully submitted,

Luanna Zimmerman,  
Secretary/Treasurer