

**Upper Paxton Township Board of Supervisors  
Regular Monthly Meeting  
December 11, 2013**

Those in attendance: Ron Hepner, John Orr and Joseph Snyder, Supervisors; Betty Warfel, Secretary/Treasurer; Peter Howland, Esquire; Bill Burch and Officer Richard Gamez.

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:**

1. Officer Richard Gamez of the Pennsylvania State Police attended the meeting to provide the Board with a snapshot of criminal activity in the Township in the last six months. Offenses included aggravated assault, simple assault, retail theft, burglary, DUI, drug activity and criminal mischief. Gamez provided Community Awareness Bulletins regarding with tips on how to handle a hostage phone scam and the knockout game. Discussion ensued regarding these violations and other concerns the Supervisors had regarding methods for handling resident complaints.
2. Bill Burch addressed the Board with respect to the Jay and Delores Miller final subdivision plan. The plan adds a side-yard addition to Tax Parcel 65-013-009 and is designated Tax Parcel 65-08-68. Dauphin County Planning Commission approved the plan at their meeting on Monday evening. Having no concerns with the plan, Ron Hepner made a motion to approve the Jay and Delores Miller and Duane Miller final subdivision plan. John Orr seconded the motion. With all in favor, motion carried.

Approval of Minutes: Minutes of the November 6<sup>th</sup> Special Budget meeting, November 13<sup>th</sup> monthly meeting and the November 27<sup>th</sup> workshop meeting were reviewed by the Supervisors. Joe Snyder made a motion to approve the minutes of all of the November meetings. Second by John Orr. With all in favor, motion carried.

Financial Report: Treasurer Warfel presented a monthly financial report and list of bills for payment. Upon review of the Treasurer's report, Joe Snyder made a motion to approve the Treasurer's report and pay all the outstanding bills. Second by John Orr. All in favor, motion carried.

**Old Business:**

1. Supervisors reviewed the proposed 2014 Budget. The Board's intent to adopt the proposed budget was duly advertised in the Upper Dauphin Sentinel and the budget document was placed in the township office for review by the public. Ron Hepner moved that the Board approve the 2014 budget as presented. John Orr seconded the motion. With all in favor, motion carried. Chairman Hepner executed the 2014 Budget Resolution
2. The 2014 budget does not contain any increased taxes. Tax levies are as follows: .014 mills for general purposes, \$5.00 resident tax, .478 mills for fire protection, \$.12 per foot of frontage on vacant lots and \$.48 per foot of frontage on developed lots

for street lighting, ½ of 1% on wages, ½ of 1% on real estate transfers. At the current time, the township does not levy a real estate tax. John Orr made a motion to accept the 2014 Tax Levy Resolution. Second by Joe Snyder. All in favor, motion carried.

3. Randy Feidt has advised that he will no longer be serving on the Zoning Hearing Board in 2014. Supervisors discussed filling the vacancy created by Feidt's decision. Several residents will be contacted to determine interest their interest in being appointed to the Zoning Hearing Board at the Reorganizational Meeting.

4. Supervisors discussed the meeting schedule for 2014. The Reorganizational Meeting will be held on Monday, January 6<sup>th</sup> at 9:00 a.m. All regular monthly meetings will be held on the second Wednesday of the month beginning at 7:00 p.m. The monthly workshop meeting will be held on the fourth Wednesday of the month beginning at 9:00 a.m., with the exception of the December meeting, which will be held on Monday, December 22<sup>nd</sup>. The Auditors will hold their Reorganizational meeting on Tuesday, January 7<sup>th</sup>. Ron Hepner made a motion to accept the meeting schedule and approve the notice for publication in the Upper Dauphin Sentinel. Second by John Orr. All in favor, motion carried.

5. Attorney Howland presented two versions of the proposed Comcast Franchise Agreement. Changes to the original proposed document include: (1) provisions added to address gross revenues; (2) standard installation remains the same; (3) added language that the Township should be notified when trees and shrubbery are to be trimmed; (4) provisions regarding audit were amended; (5) term of the agreement were lowered. Howland will request that the Township's legal fees be paid in the event of a dispute. Most of these changes are favorable to the Township. When it is finalized, this Agreement should be passed as an Ordinance.

### **New Business**

1. Supervisors reviewed correspondence received from DEP advising that municipalities may need to amend the Stormwater Management Ordinance in order to be in compliance with Act 167. The Township enacted the SWM Ordinance 12-08-2010 at their December 8, 2010 monthly meeting. John Orr will speak with Bob Christoff to determine if the Township's Ordinance will need to be amended. Orr will advise Attorney Howland of his findings.

2. Chairman Hepner reported that he would be able to purchase a pallet jack to be used for the electronics cleanup at Harbor Freight Tools at a 25 percent discount. The pre-discount price is \$260. The jack is rated for 5,000 pounds. Hepner intends to request members of COG to reimburse this expense because it will be used for the benefit of all local municipalities. Following discussion, John Orr moved that Ron Hepner be given permission to purchase the pallet jack from Harbor Freight Tools on Friday and request reimbursement from Upper Dauphin COG. Second by Joe Snyder. All in favor, motion carried.

3. Chairman Hepner provided information regarding PennDot's mountain projects scheduled for 2015. The first part of the project will be at the head of the mountain north of Millersburg on Route 147. The project should take approximately one week. Traffic will be detoured from 8:00 a.m. through 4:00 p.m. each day during the work. Detour maps were distributed during the meeting attended by Hepner and Joe Snyder. The

second project will be around the head of the mountain south of Millersburg on Route 147. Crews will remove debris, remove the damaged wire, and replace with new wire. Traffic will be detoured to Elizabethville from 9:00 a.m. to 3:00 p.m. The crew will work with emergency services during detour times. This work will take about one to two months.

4. Supervisors reviewed the membership invoice for 2014 received from PSATS. Following discussion, John Orr moved to eliminate the Township News subscriptions for the Township auditors and to approve payment of the remainder of the bill. Second by Joe Snyder. All in favor, motion carried.

5. Joe Snyder reported that in response to his inquiries, he received a positive recommendation of the firm of Glace & Associates of Harrisburg, for engineering services.

6. John Orr presented a request from Grace United Methodist Church for the Board to approve the "Glow Run" 5K Run to be held May 10, 2014, at 9:00 p.m. The church reports that the Millersburg Fire Company has agreed to provide trucks and lights at all intersections. Supervisors will check with Tom Troutman to determine any insurance liability if approval is granted. A decision on this request was deferred until further information can be gathered.

7. Attorney Howland provided information he received at a Solicitor's Seminar presented by PSATS.

**Public Comments:** None

With no further business on the agenda, Ron Hepner moved to adjourn to Executive. John Orr seconded the motion. With all in favor, motion carried. Meeting adjourned into Executive Session at 8:20 p.m.

**Executive Session:**

Supervisors and Chairman entered into Executive Session in order to discuss personnel matters. Following discussion, Ron Hepner moved to adjourn. Second by John Orr. All in favor. Session adjourned at 9:10 p.m.

Respectfully submitted,

Betty A. Warfel,  
Secretary