

**Upper Paxton Township Board of Supervisors  
Workshop Meeting  
July 23, 2014**

Those in attendance: Ron Hepner, John Orr, and Robert Stoner, Supervisors; Luanna Zimmerman, Manager; Betty Warfel, Secretary/Treasurer; and Steve Erdman, Roadmaster; Chris McGann, Millersburg Borough Manager; Tom Shaffer and Omar King.

The meeting was called to order by Chairman Hepner at 9:00 a.m. All present recited the Pledge of Allegiance to the flag.

**Public Comments:** None

**Roadmaster Report:**

- a. Steve Erdman reported that Dauphin County Recycling is not abiding by the terms of the agreement for electronics collection at the Township on the 2<sup>nd</sup> Saturday of each month. Specifically, (1) cancelling on short notice; (2) not sending enough help; and (3) not arriving on time. To offset the overtime costs incurred by the Township, steps are being taken to request other municipalities to provide personnel or money to cover these costs. This is a valuable service for northern Dauphin County. Following discussion, Supervisors decided to amend the electronics collection hours from 9:00 a.m. to 1:00 p.m. to 9:00 a.m. to 12:00 noon. Luanna Zimmerman will prepare a letter advising Keith Kepler of the change in hours of operation. She will also change the hours on the Township's sign and notify Robyn Loesch for the information to be provided to COG members.
- b. The Township office has received a request for Spice Alley to be closed from August 1<sup>st</sup> to August 2<sup>nd</sup> for a large yard sale. Steve Erdman will provide the residents with barricades and "Road Closed" sign.
- c. The road crew will clean up the intersections for the tour de Millersburg bike race.
- d. Roadmaster Erdman is working with John Hoffman to answer any questions he has about operating the Township's large equipment.
- e. The road crew is continuing with edge grading, building risers and Erdman has scheduled the paving work with Meckleys for the first week in September. He will now schedule Hammakers' sealcoating work.
- f. The crew is continuing the cracksealing work with Jordan Township.
- g. Truck repairs will be scheduled.
- h. A complaint has been received with respect to a resident parking his truck in the cartway on Maple Street in Lenkerville. This will pose a problem for snowplowing. In order for the State Police to issue a citation, "No Parking" signs would need to be installed. An ordinance would need to be enacted for signs to be placed. With respect to another sight distance complaint received on Pearl Street at Smeltz's garage, this appears to be a state road right-of-way issue.
- i. The Charles Road road project is ready to go to bid. A site plan will be provided with the bid package. At the current time, the road crew would cut out and remove 220' of road from the intersection with Route 25. From this point, paving would be bid from the end of this 220' section to Lentz Avenue. Two inlets and an infiltrator would be installed. Bid packages will be prepared for advertisement with sealed bids to be opened at the August 27<sup>th</sup> workshop meeting. Work

should not be completed too late in the season so that grass can be seeded in the residents' yards.

- j. Three contacts have been made to obtain costs for relining the pipe on River Road. Taking a camera through the pipe will be needed to determine whether this work can be done. The estimate from LMK Technologies was \$32,000. Another company would not give an estimate because the pipe was too small. The estimate from Mr. Rehab was \$19,200. The dirt & gravel road grant application could list the work to be done in two parts in separate years.

### **New Business**

1. Chris McGann, Borough Manager, addressed the Board regarding the progress made on the Millersburg Stormwater Improvement Project. The Borough has obtained \$70,600 in CDBG-DR grant monies to pay for the cost of the engineering work. The Council is expected to award the engineering work contract to Brinjac Engineering at this evening's meeting. McGann plans to apply for Dauphin County Gaming Grant monies to pay for the construction work for the project. When applying for the grant, the Borough would like the Township to provide a letter of support for the project. The proposed work includes replacing the existing piping system between Union Street and State Street by rerouting it onto Union and East Streets and to monitor upstream areas after pipe replacement takes place. In response to John Orr's inquiry, McGann stated that he will have the engineer check if the area between Chelton Avenue and the Wiconisco Creek, which is located in the Township, is stabilized. The goal is to have as little pipe located under private property as possible.

2. McGann also inquired whether the Township had any suggestions regarding improved signage on the MYO access road. Ownership of which portion of the road belong to the Township and which is owned by the Borough ensued.

3. David Stoltzfus has withdrawn his Special Exception Application to establish a commercial dog kennel in the Township at the current time. Arrangements for the Zoning Hearing Board meeting have been cancelled. Marty Sowers has prepared letters advising the owners of two commercial kennels currently operating in the township that they will need to apply for Special Exception. Supervisors instructed Manager Zimmerman to inform Sowers that he may proceed with sending the letters.

4. Omar King addressed the Board to inquire whether he and his brother could swap parcels of ground in order to provide his brother with access to his parcel of land on which he intends to build a house. Omar inquired whether an easement or right of way would provide the required public road access to his brother's property. Supervisors and King reviewed the approved Subdivision Plan, which is recorded in the Dauphin County Court House. Supervisors advised King that an easement or right of way does not meet the Township's requirement for public road access. The current Subdivision provides for a 35' wide road width instead of the 50' width required by the Township. In order for Omar's brother to have legal access to his property, he would have to purchase the access road from Omar King. The 10 to 11-acre property owned by Omar's brother has already been subdivided under the maximum allowable since it is zoned as agricultural.

5. Tom Shaffer addressed the Supervisors with suggestions to tighten up the restrictions put on dog kennels in the Township. Bob Stoner will be attending an AKC

meeting on this topic. Shaffer offered the following suggestions: (a) Section 11 of the Township Code provides for these regulations. Dog kennels would be subject to inspection by representatives of the Township. (b) A sliding scale would be put in place which would set forth the total number of dogs an operator could have and would be used to determine the distance the kennel would need to be located from the property line. (c) The placement of a buffer zone around the kennel such as the one set forth in the development and commercial sections of the Code. (d) A requirement that dead animals could not be composted due to the potential for offensive odor. Bob Stoner inquired whether the Supervisors could place a moratorium on the acceptance of Special Applications until the issue can be resolved. Manager Zimmerman will send an email to Attorney Howland inquiring whether a moratorium can be enacted in this situation.

6. Luanna Zimmerman was directed to prepare a letter to Mike Stoneroad regarding mowing the high grass at his residence.

7. The Board proceeded to review three quotes received for repair of the spouting on the salt shed and installing ice guards. Bids for the work are as follows: Sheesley Construction \$310, Elwood Stroup, Jr. \$415, and Toughy's Spouting, \$910. Following discussion, Robert Stoner made a motion to accept Elwood Stroup, Jr.'s bid, which was the low bid when based on a \$6.50 per unit price. John Orr seconded the motion. With all in favor, motion carried.

8. Supervisors proceeded to discuss employees' use of Township-provided cell phones. Overages have been experienced due to employee abuse of this equipment. This matter is addressed in the Employee Guidelines.

9. Cheryl Shadle has contacted ABC27 News regarding the burned out one-half of her home located on Maple Street. Supervisors reviewed the timeline of actions taken by the Township to address this matter. Will Gordon has advised Luanna Zimmerman that this property may be a candidate for the Dauphin County Land Bank for purchase and repair of blighted properties.

10. Mike Whitcomb and several other residents have expressed an interest in preparing a Bi-Centennial Book for the Township in 2017. Supervisors will continue to consider this request.

11. Roadmaster Erdman reported that the new employee is accomplishing assigned tasks with no complaints.

**Public Comments:** None

### **Executive Session**

With no further business on the agenda, Ron Hepner moved to adjourn into Executive Session at 11:20 a.m., in order to discuss several personnel matters.

**Public Session:**

The public meeting reconvened at 11:52 a.m.

12. Supervisors reviewed a request made by Brian Stence for the Board to execute a fireworks permit for an event to be held on his property on Isle of Q Road. Chairman Hepner has discussed this matter with Millersburg Fire Chief Doug Snyder. Discussion of Township liability issues and mandating individual insurance certification ensued. Hepner will speak with Mr. Stence in order to obtain additional information. This matter will be discussed with Attorney Howland.

With no further business to be discussed, Ron Hepner moved to adjourn the meeting. Robert Stoner seconded the motion. With all in favor, motion carried. Meeting adjourned at 12:10 p.m.

Respectfully submitted,

Betty A. Warfel,  
Secretary