

**Upper Paxton Township Board of Supervisors  
Regular Monthly Meeting  
September 10, 2014**

Those in attendance: Ron Hepner, John Orr, and Robert Stoner, Supervisors; Betty Warfel, Secretary/Treasurer; Peter Howland, Esquire; and Luanna Zimmerman, Manager.

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:** None.

**Approval of Minutes and Financial Report:** Minutes of the August 13th monthly meeting and the August 27th workshop meeting were reviewed by the Supervisors. Robert Stoner made a motion to approve the minutes of the August meetings. Treasurer Warfel presented a monthly financial report and list of bills for payment. Upon review of these documents, John Orr made a motion to approve the Treasurer's report and payment of the bills. Second by Robert Stoner. With all in favor, motion carried.

**Old Business:**

1. Ron Hepner cited parts of Section 27 of the Code of Ordinances with respect to the placement of church signs. Part 16 of this section sets guidelines for the placement of directional signs. The directional signs for Grace United Methodist Church were removed until further information was gathered to determine whether a variance would be needed to allow placement of the signs. Ron Hepner made a motion that the Board allow placement of the signs with the provision that the request from Grace United Methodist Church be forwarded to Marty Sowers, of Light-Heigel, for approval before the signs are put back up. Second by Robert Stoner. With all in favor, motion carried.
2. Luanna Zimmerman reported on a discussion she had with Brian McFeaters, SEO, regarding the Robert Chubb septic matter. Nelson Zeigler has obtained the permit and developed the design for the system and he is working to assist Mr. Chubb in obtaining funding for the materials. Mr. Zeigler feels the project will be completed by the end of November.
3. Attorney Howland had no additional information to report with respect to the Matthew Wertz matter. Skip Memmi has advised that this property could be eligible for the Dauphin County Land Bank. Howland will continue to monitor the bankruptcy matter and possible sale of the property.
4. Supervisors proceeded to discuss the decision made by the Millersburg School Board to not participate in the Dauphin County Land Bank. Attorney Howland will review the proposed Intergovernmental Cooperation Agreement and Memorandum of Understanding with the Dauphin County Land Bank Authority, as well as related documents, prior to its approval by the Supervisors. The Board authorized Peter Howland to discuss the decision made by the School Board with their Solicitor Frank Clarke. Based on information derived from this discussion, the Supervisors may prepare a letter to the School Board requesting reconsideration of its decision.

5. Board members proceeded to discuss increasing the Township's permit fees. Various methods for increasing the cost of zoning permit fees were considered. In order to determine a fair permit fee that will adequately cover administrative costs, Supervisors will consult with Marty Sowers and research fees charged by other municipalities. Following discussion, John Orr made a motion to amend Township Resolution 10-12-05 to reflect that the application fee and related fees for a Variance Request also apply to a Special Exception Request and any other applications requiring a Zoning Hearing Board hearing. Second by Ron Hepner. All in favor, motion carried. In addition, John Orr moved to amend the section of Township Resolution 10-12-05 relating to Application for Variance Request, to eliminate: (b) Incurred costs in excess of \$150, but less than \$300, shall be absorbed by the Township without charge to the Applicant; and amend (c) – which will become (b) as follows: All incurred costs in excess of \$300 shall be charged to applicant. Robert Stoner seconded the motion. With all in favor, motion carried.

6. Supervisors reviewed correspondence received from James Clymer, Esquire, legal counsel for David Stoltzfus. Mr. Stoltzfus did not accept the invoice for charges for his Special Exception hearing held on July 1, 2014. Upon review of the Pennsylvania Municipalities Planning Code, Article VI relating to zoning, it was determined that Mr. Stoltzfus could not be billed for legal services provided by the attorney for the Zoning Hearing Board.

7. The Board reviewed the amended Final Subdivision Plan for Christopher and Connie Lunt. The owners are proposing a subdivision of the land designated as Parcel 65-015-030 for a side yard addition. Proposed Lot Area 1A contains 22.92 acres to be incorporated with and become part of Parcel 65-016-010. Existing Lot No 1 will remain agricultural. No building is taking place as a result of this plan. The plan was approved by the Dauphin County Planning Commission and no comments were received. Ron Hepner made a motion to approve the amended Christopher and Connie Lunt Final Subdivision Plan as it has been amended from the original Subdivision Plan. Second by Robert Stoner. All in favor, motion carried.

### **New Business**

1. Supervisors received notification from the Pennsylvania Department of Transportation that the Millersburg Halloween Parade will be held on Wednesday, October 15<sup>th</sup> from 7:00 to 9:00 p.m. Rain date will be Thursday, October 16<sup>th</sup>.

2. Trick or Treat Night will be held on the same evening, Thursday, October 30, 2014, from 6:00 pm. to 8:00 p.m., as set by Millersburg Borough.

3. Attorney Howland will review documents received regarding membership and participation in the Pennsylvania One Call System and report his findings back to the Board at a future meeting.

4. Supervisors reviewed quotes for tires received from Bastian Tire and Auto and Goodyear Commercial Tire & Service Centers. Quotes will be discussed with the road crew to determine which vehicles require immediate tire replacement.

5. Manager Zimmerman provided a list of designated health care providers for the Worker's Compensation Program provided by EMC Insurance. Robert Stoner moved to accept the proposed list of health care providers. Second by John Orr. All in favor,

motion carried. Copies of the list will be placed in the Township office, shop, and in each vehicle.

6. The COG meeting to be held on Thursday, September 18<sup>th</sup> at the Ned Smith Center will be co-hosted by Upper Paxton Township and Millersburg Borough. The program will be presented by Justin Challenger of the Dauphin County Conservation District and the subject will be Erosion and Sediment Pollution Control.
7. Secretary Warfel received a police report informing the township of sign damage caused by an accident at the intersection of Rising Sun Road and Route 25.
8. An individual is continuing to park on Maple Street despite notification placed on his vehicle by the Township.
9. Following discussion, John Orr made a motion to clarify language contained in the Employee Personnel Policy Handbook to reflect sick time and work time as it relates to time off for doctor, dental and physical therapy appointments over a limited period of time for full-time employees. Second by Robert Stoner. All in favor, motion carried.

**Public Comments:** None.

With no further business to be discussed, Ron Hepner moved to adjourn. Second by Robert Stoner. All in favor, meeting adjourned at 8:30 p.m.

Respectfully submitted,

Betty A. Warfel,  
Secretary