

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

Those in attendance: Ron Hepner, John Orr, and Robert Stoner, Supervisors; Betty Warfel, Secretary/Treasurer; Peter Howland, Esquire; Luanna Zimmerman, Manager; Brian McFeaters, SEO; Sean Grimm, EMC; Dan Schlegel and Betsy Wisniski.

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:** Dan Schlegel addressed the Board with respect to roadwork on Paxton Drive. Schlegel commended the road crew on the work recently done on the roadway. However, the materials placed on the road surface have taken on a slimy appearance. He has purchased the former Ford property and was requesting permission to perform some excavation and stone placement in order to improve the intersection to increase safety for trucks entering and exiting his place of business. Following discussion, Ron Hepner advised Schlegel that he and Roadmaster Erdman will make a site visit to discuss options for improving this area of Paxton Drive.

**Approval of Minutes and Financial Report:** Minutes of the November 12<sup>th</sup> monthly meeting, the November 26<sup>th</sup> workshop meeting were reviewed by the Supervisors. Treasurer Warfel presented a monthly financial report and list of bills for payment. John Orr made a motion to approve the minutes of the November monthly and workshop. Second by Robert Stoner. With all in favor, motion carried. Upon review of financial documents, Robert Stoner made a motion to pay the bills and accept the Treasurer's report as presented. Second by John Orr. With all in favor, motion carried

**Old Business:**

1. Supervisors proceeded to review the proposed Memorandum of Understanding between the Dauphin County Land Bank Authority and Upper Paxton Township and Millersburg School District. The Addendum to Intergovernmental Cooperation Agreement and Memorandum of Understanding was also considered for approval. Based upon his review, the documents were found acceptable by Attorney Howland. Ron Hepner made a motion that the Board agree to the terms of the Memorandum of Understanding and the Addendum. Second by John Orr. With all in favor, motion carried.
  
2. The Board proceeded to discuss options for improving the Landis Drive intersection. Information received from William Davis, of PennDot District 8, were reviewed and discussed. PennDot has advised that the trees which are responsible for the main sight distance issue at the intersection are not located on the State right-of-way and their agency has no interest in making any improvements. Accident reports compiled for over ten years were also reviewed. The advisability of having an engineering study done were discussed. In order to make a decision on this matter, Supervisors directed Attorney Howland to look into Township Statutes regarding the removal of trees on private property and rights-of-way.

3. Attorney Howland reported that progress is being made regarding the burned out property at 108 Maple Street in Lenkerville. A proposed sale of the property would need to be handled through the Bankruptcy Court and could occur within the next month.

4. The proposed budget for 2015 has been duly advertised in the Upper Dauphin Sentinel and has been available for public review in the Township Office. John Orr made a motion to approve and execute the Resolution appropriating specific sums estimated to be required for the specific purpose of the municipal government during the year 2015. Second by Robert Stoner. All in favor, motion carried.

5. Supervisors reviewed the Resolution fixing the tax rates for 2015. There are no tax increases included in the upcoming year. Robert Stoner moved to approve and execute the Tax Levy Resolution setting forth the taxes to be levied on all real property within Upper Paxton Township during the fiscal year 2015. Second by John Orr. With all in favor, motion carried.

6. Supervisors discussed participating in the Dauphin County Regional Community Rating System (CRS) Initiative. FEMA's CRS Program awards municipalities that participate in flood mitigation and control acts through the reduction of National Flood Insurance Program (NFIP) premiums. Robert Stoner made a motion that the Township participate in the Dauphin County Regional Community Rating System Initiative. In order to participate in Phase I of the CRS Initiative, a letter of intent naming Robert Stoner as the Township's point of contact was prepared and executed and will be mailed to DCED.

7. The Board proceeded to discuss proposed restrictions to be included in the Amendment to Chapter 27 Zoning, Part 5, 27-503, with respect to Special Exceptions – Kennels. Attorney Howland provided case law information for the Supervisors' consideration when making their decision on each possible exception. This amendment would apply to breeding kennels and boarding kennels. Criteria to be included in the proposed Amendment include: (1) distance requirements from property lines, (2) minimum lot size required to operate a kennel, (3) limitation on the number of intact female dogs intended for breeding purposes, (4) applicant's evidence of compliance to PA Dog Law and (4) explanation of measures for removal of animal waste and noise control; (5) and also a plan for storage and disposal of deceased animals. Following extensive discussion, Robert Stoner made a motion to authorize the advertisement of a draft Amendment to the Special Exceptions-Kennels Ordinance that was presented and discussed and to be amended by Solicitor Howland with non-substantive changes with the intent of having the public present at the next township monthly meeting. Second by Ron Hepner. With all in favor, motion carried.

8. Supervisors reviewed proposed permit fee information compiled by Manager Zimmerman. A list of proposed increased permit fees will be prepared at the December workshop meeting. A Resolution setting for the increased fees will be adopted at the Reorganizational Meeting in January, 2015.

### **New Business**

1. Sean Grimm, Emergency Management Coordinator, provided a brief report on emergency operations in 2014. Grimm expressed his appreciation to the Board for their support in 2014. He has completed the PEMA Certification for EMCs. Grimm requested

that the Township provide financial assistance by purchasing two computer monitors at a cost of approximately \$290 in 2015. The emergency operations work well out of the Millersburg Fire Company building and will not need to have space included in any plans for a new Township Office building. Grimm will provide assistance in having Township personnel becoming NIMS certified.

2. Brian McFeaters, SEO, addressed the Board to report on his activities in 2014 and to provide his fees for 2015. McFeaters was pleased to report that the new septic system at the Robert Chubb property is now operational.

3. Supervisors reviewed the following plans: (1) Masser & Ballay Enterprises Final Subdivision Plan, which revised Lot No. 7 from the original plan recorded in 2012; and (2) the Amos and Linda Stoltzfus Land Development Plan, under which Lot 2A will be subdivided in 2015 and added to Lot No. 2 in 2016. Both of these plans were approved by the Dauphin County Planning Committee at its December meeting. Robert Stoner made a motion to approve both the Masser & Ballay Final Subdivision Plan and the Amos and Linda Stoltzfus Land Development Plan. Second by John Orr. All in favor, motion carried.

4. Following further discussion on the matter, Supervisors directed Attorney Howland to also include a provision regarding fences in the proposed Amendment to the Kennel Ordinance.

**Public Comments:** None.

With no further business to be discussed Robert Stoner moved to adjourn. Second by Ron Hepner. All in favor, meeting adjourned at 9:20 p.m.

Respectfully submitted,

Betty A. Warfel,  
Secretary