

**Upper Paxton Township Board of Supervisors  
Workshop Meeting  
January 28, 2015**

Those in attendance: Ron Hepner, John Orr and Robert Stoner, Supervisors (); Betty Warfel, Secretary/Treasurer; Luanna Zimmerman, Manager; and Steve Erdman, Roadmaster; and Patti Miller.

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:** Patti Miller, of State Senator Rob Teplitz's office, attended the meeting to provide contact information and a Grant and Resource Guide for the Township's use. Teplitz's office is located in the Tourist Park plaza. (a) John Orr requested that Miller inform Teplitz that a Department of Environmental Protection representative provided very professional service when handling a permit matter in the Township last year. (b) In response to Miller's request for questions or concerns, Roadmaster Erdman posed a question regarding having the possibility of having PennDot replace its inlets along roadways on Lenkerville and Market Street. With PennDot having raised the roadway surface, there are now drainage concerns and the inlets are severely degraded. The inlets originally were installed by PennDot and should not have to be replaced at the Township's expense. Miller will look into this matter. (c) John Orr requested that Miller forward any information on grant monies that may become available for the construction of a new Township building.

**Roadmaster Report:**

- a. Steve Erdman reported that he has a meeting set up with Joe Whitcomb on Wednesday, February 4<sup>th</sup> at 1:00 p.m.
- b. Erdman provided cost estimates for the following repairs and items needed for the shop:
  - (1) For the 2005 Ford F550 and the 2012 F550 trucks: Cutting edge for the Boss V-plow - \$250 for the set (Chemung Supply); Cutting edge for Western plow for the 2005 F550 - \$97-\$100 (Chemung Supply); Caster assembly for snowplow - \$1,785 (U.S. Municipal); 11' snowplow cutting edge for 11-ft. plow - \$121 (Chemung Supply) for replacement supply.
  - (2) Battery Charger - \$370 (NAPA)
  - (3) Estimates from Martin's Steel for the purchase of a new steel dump bed (\$5,000) or repairs to the old bed (\$2,000) for the 2005 F550 truck were reviewed. Erdman will check with a time frame to have the repair work done following the winter snowplow season.

**Old Business:**

1. Supervisors proceeded to discuss the amount of salt to be order for the 2015/2016 Costars salt contract. A final decision will be made at the February workshop meeting.

## **New Business**

1. Attendance at the LTAP Work Zone (Temporary) Traffic Control class to be held at the Millersburg Borough building on February 17<sup>th</sup> was discussed. There will be no certifications issued for completion of this class. Following discussion, a decision was made that no one from the Township will be attending the class.
2. Manager Zimmerman queried whether a permit from DEP would be required for the pipe repair or replacement on Chestnut Street. Roadmaster Erdman advised that in his opinion the best remedy for the situation would be to replace the guide rail and repair the headwall. A posthole digger could be borrowed from Millersburg Borough for this work. If the pipe needs to be replaced, this will be an expensive project.
3. Luanna Zimmerman will schedule a meeting sometime after February 4<sup>th</sup> with the Township's engineer to discuss various upcoming road projects. Discussion of options for paving the cul de sac on Charles Road were discussed.
4. Following discussion, John Orr made a motion to name Luanna Zimmerman, Township Manager, as first contact for the PSATS CDL Program and Ronald Hepner, Chairman of the Board of Supervisors as Alternate Contact. Second by Ron Hepner. With all in favor, motion carried.
5. Secretary/Treasurer Warfel provided an application for a Visa Credit Card from Mid Penn Bank for the Board's review. John Orr made a motion to authorize Betty Warfel, Luanna Zimmerman and Ronald Hepner as signers for the credit card which would have a credit limit of \$5,000. Robert Stoner seconded the motion. All in favor, motion carried. Warfel will meet with Christine Nagorzanski of Mid Penn Bank on February 6<sup>th</sup> to set up on-line banking and direct deposit of payroll funds.
6. Luanna Zimmerman reported that a neighbor continues to report excessive noise complaints against the Zumba class being conducted at the Cinema Supply building in Lenkerville. Supervisors will make a site visit to determine noise levels and determine whether it should be deemed as a nuisance. Information received from the owners of the property as well as the Zoning Officer were taken under advisement.
7. John Orr provided information with respect to the research he has conducted on permit fees and revision of the Township's ordinances. Discussion of whether charges are being made to the Township for information that may be compiled for Uniform Construction Code purposes and should be billed as such. Orr stated that the process to review ordinances and update the information will require a massive amount of work and a significant time commitment. Supervisors will need to develop a methodical way to approach making revisions. Some areas of specific revisions will be changes to Subdivision and Land Development and specifications for roads not currently included in our ordinances. Ron Hepner will discuss with members of the Dauphin County Planning Committee what type of assistance they could provide to us in this process and whether there are funds available to provide technical assistance to municipalities which need this help. Work on revising the Ordinances will begin after May 1<sup>st</sup>.
8. Luanna Zimmerman will contact DBI regarding the cost for street sweeping.

9. Chairman Hepner received a phone call regarding the status of the burned out house in Lenkerville. Manager Zimmerman will contact Attorney Howland to determine if the bankruptcy court has made any decision on this matter.

10. Supervisors reviewed registration documents for webinars being offered by PSATS. Luanna Zimmerman will register for the "Solar Energy for Townships" webinar on March 11<sup>th</sup>.

**Public Comments:** None

With no further business on the agenda, Ron Hepner moved to adjourn. Robert Stoner seconded the motion. With all in favor, motion carried. Meeting adjourned at 11:55 a.m.

Respectfully submitted,

Betty A. Warfel,  
Secretary