

**Upper Paxton Township Board of Supervisors  
Workshop Meeting  
February 25, 2015**

Those in attendance: Ron Hepner, John Orr and Robert Stoner, Supervisors; Betty Warfel, Secretary/Treasurer; Luanna Zimmerman, Manager; and Steve Erdman, Roadmaster; Leah Pearlman-Storch and Tom Shaffer.

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 presented information regarding the following proposed projects for spring:
  - (1) Etzweiler Road – the cost of paving fabric is \$2.75 per square yard laid down. The estimated cost of the project would be \$160,000. The proposed additional costs for engineering, installing underdrains and shoulder work would need to be determined. Costs for repair and repaving versus ripping up the current road surface and sealcoating the roadway were discussed.
  - (2) Green Street, Landfill Road, the Summers Road pipe project (estimated cost for removing the old pipe and placing a new pipe – cost of paving not included \$32,000) and Tarry Hall Road will require engineering.
  - (3) Other proposed work discussed: chipping on Power Company Road, patchwork on Miller Road, Schoolhouse Lane & Seventh Street, and paving on Schoolhouse Lane and Riverview Drive and West Pearl Street.
  - (4) Roads which will require preparatory work by the road crew for paving in the following year: Isle of Q Road, Second Street, Maple Street and Locust Street.
- b. Additional road salt should be delivered in the next few days. Erdman is holding off on ordering more anti-skid.
- c. Supervisors and Erdman will discuss the merits of hiring summer help to assist the road crew during the summer roadwork season.
- d. Erdman stated that new cutting edges will need to be ordered for the trucks. Considering the heavy use required this winter, the equipment appears to be in pretty good shape.

**Old Business:**

1. Leah Pearlman-Storch, of the Tri-County Planning Commission, attended the meeting to provide guidance and assistance in updating the Township's Code of Ordinances. Following her review of the Township's current Code of Ordinances, she feels that the LPA money will cover the cost and no additional contract will be required to cover the cost of the update process. Discussion ensued, as follows:
  - (a) Her recommendation was that the Supervisors determine a starting point for the process, preferably beginning with updating the Zoning Section of the Code, and prepare a list of items which need to be revised. Examples of updates would include: regulations relating to chickens and barking dogs, swimming pool setbacks,

and dog kennels (use and lot size), etc. Definitions will need to be updated. In response to the Board's inquiry, Pearlman-Storch advised that any conflict with the Township's zoning that would arise due to UCC regulations would be determined by the building permit issued in that particular situation. TCPC will also assist in updating the Code to be in compliance with current Court law.

- (b) Following the update to the Zoning portion of the Code, revision to the Subdivision/Land Development section will begin. Under the current Code, costs for Subdivision and Land Development are set forth within the Ordinance. Supervisors would like to amend the ordinance to set the fees by Resolution. Pearlman-Storch will provide a spreadsheet of various municipalities' fees for the Supervisors to consider when determining the fees to be set forth following the Code revisions.
- (c) Pearlman-Storch proceeded to explain the process by which the Township could join with other municipalities to bring down the cost of initiating an Ordinance to regulate Distributed Antenna Systems (DAS) mini-cell towers. These towers are used to increase internet capacity. The towers are attached to existing powered poles and their large bases can block motorists' visibility at intersections. The TCPC has organized an arrangement by which municipalities can join together under the guidance of the Cohen Law Group to reduce the cost of enacting an ordinance to regulate the DAS. Steps toward participation in this process would include preparing a letter of interest (a free assessment of the township's needs to be included in the ordinance would be provided) followed by a letter of intent, which would be required to be included in the final group of participants. The final ordinance would set up a fee schedule which would be paid to the township and a guarantee by the DAS owner to pay for this service. This could provide substantial income for the township in the future. If an ordinance is not enacted, the PUC document utilized by the DAS owners will override a municipality's right-of-way ordinances and will not allow any control over where the boxes can be placed at intersections.
- (d) Supervisors did not feel that any substantial changes will need to be made to the Zoning Map at this time.
- (e) Pearlman-Storch or Diane Meyer-Krug will attend the March 25<sup>th</sup> workshop meeting to review the list of updates and changes compiled by the Board.
- (f) Ron Hepner made a motion to approve preparation of a letter of interest for the Township to participate in the process outlined by the Tri-County Planning Commission to adopt an ordinance to regulate and set a fee schedule for Distributed Antenna Systems. Second by John Orr. With all in favor, motion carried. Manager Zimmerman will prepare the letter of interest.

2. Supervisors proceeded to discuss the amount of salt to be order for the 2015/2016 Costars salt contract. Following discussion with Roadmaster Erdman, John Orr made a motion to participate in the Department of General Services Statewide Contract for Sodium Chloride (road salt) for the August 2015-July 2015 Season requiring the Township to purchase 250 tons during this time span. Robert Stoner seconded the motion. All in favor, motion carried.

3. Consideration of the health insurance benefits package was tabled for discussion at a future meeting.

4. Supervisors addressed questions raised by Tom Troutman concerning the general insurance policy renewal application. Requested information regarding the 1954 tractor has been provided to Mr. Troutman. Ron Hepner made a motion to request the Abuse/Molestation Exclusion not be placed on our CGL policy. Second by Robert

Stoner. All in favor, motion carried. Hepner executed the letter to EMC Insurance Companies prepared by Secretary Warfel requesting the exclusion not be placed on the CGL policy but stating we want the coverage and do not want the exclusion added to our policy.

5. Board members proceeded to discuss preparation of a late May newsletter. A tentative date for a township Open House event was set for Saturday, June 13<sup>th</sup>.

6. The Dauphin County Electronics Recycling Event scheduled for April 11<sup>th</sup> will be held at the Gratz Borough building. Residents of Upper Paxton Township may still bring electronics for recycling to the township building during the Spring Clean Up Day. Luanna Zimmerman will contact Keith Kepler with details regarding the host facility change and request that Dauphin County handle the advertising for this event.

7. Permit fee revision was tabled for further review.

### **New Business**

1. PSATS has scheduled a Flagger Training Course to be held on May 7, 2015, at the Derry Township Administration Building in Hershey. This training is designed to meet the PennDot Publication 408 flagger training requirements mandated for all flaggers in Pennsylvania. John Orr made a motion to send road crew members Stephen Erdman, Robert Coleman, and John Hoffman, Jr., to this flagger training course at a cost of \$50.00 per attendee. Second by Ron Hepner. With all in favor, motion carried. Manager Zimmerman will handle the registration process.

2. PSATS has scheduled a CDL Supervisors class to be held on Friday, March 13<sup>th</sup> at the Halifax Ambulance Building. Ron Hepner and Luanna Zimmerman will attend this class in order to receive certification for the township's CDL program. Manager Zimmerman will handle registration for this class (cost \$35 per person) through Upper Dauphin Council of Governments.

3. Supervisors reviewed a proposed Ordinance governing the docking of watercraft in publicly-owned land in Millersburg Borough. Email correspondence regarding this proposed ordinance received from Solicitor Howland was also reviewed and discussed.

4. Robert Stoner provided a brief report on the meeting he attended regarding Hazard Mitigation. A capability assessment form will need to be prepared and submitted by March 9<sup>th</sup>. Luanna Zimmerman will coordinate a meeting between Supervisors and EMC Sean Grimm to prepare this worksheet.

5. Manager Zimmerman provided a copy of the current Special Permit for Private Yard and Garage sale for review and revision. Supervisors amended provision (4) to read as follows: Authorization to conduct such activities is issued in writing by a Township Official. The "Approved By:" line will be amended to read "Township Official".

**Public Comments:**

Tom Shaffer addressed the Board with matters that he feels need to be addressed at the Thursday, February 26<sup>th</sup> meeting to be held at the Millersburg Borough building which will address the Borough's project to mitigate the type of flooding that the borough experienced at the eastern end of the borough in 2011. Shaffer provided information regarding restrictions contained in the deeds for the Hottenstein/Bradenbaugh Glen that could impact proposed retention ponds to be constructed in the park. Shaffer is of the opinion that PennDot would need to be involved in the pipe installation in the State Street area along Route 209. Shaffer plans to attend this meeting in order to provide additional information to Millersburg Borough and Brinjac Engineering which may prove to be beneficial in this project.

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 11:35 a.m.

Respectfully submitted,

Betty A. Warfel,  
Secretary