

UPPER ALLEN TOWNSHIP



WINTER 2022 NEWSLETTER

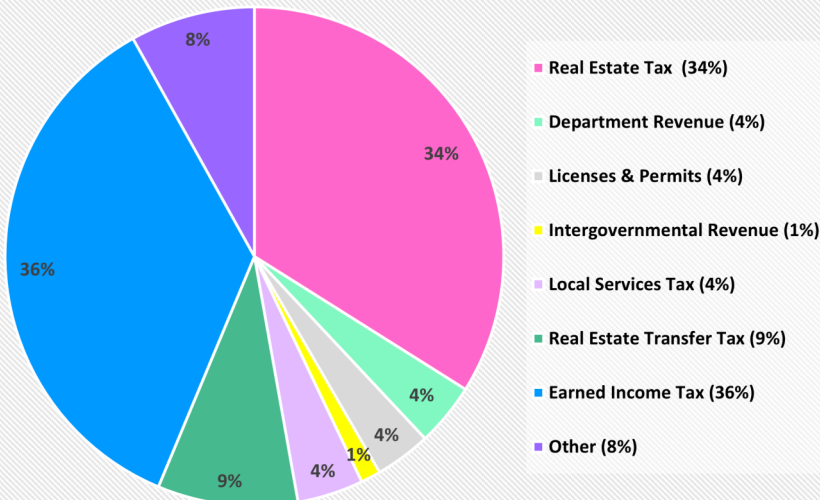
Jan. Feb. March

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BUDGET FUNDS POLICE AND PARKS PERSONNEL, VEHICLES, ROADWORK

2022 GENERAL FUND REVENUE



Upper Allen Township property taxes will rise .05 mills in 2022. The Fire Operating Fund tax, which pays for Fire Department operating costs, firehouse maintenance and equipment replacement, will increase .05 mills as well.

"The 2022 budget balances fiscal prudence with needed additional staffing to police, parks, and a temporary building code official," said Assistant Township Manager Kelly Palmer.

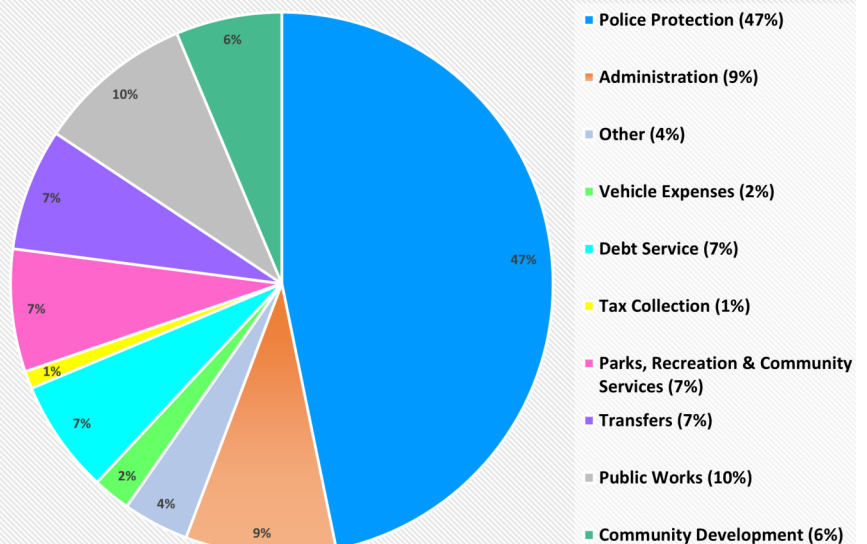
Under the \$10.4 million budget passed in December, the owner of a property assessed at \$200,000 will pay \$20 more than in 2021 under the new 2.65 total millage rate. However, streetlight and fire hydrant taxes will see an average 5 per-

cent reduction. Township President Commissioner Ken Martin said the budget includes hiring a police officer and a parks director. The Township will continue upgrading its parks keeping them clean, safe and user-friendly.

"Despite this modest increase, our taxes remain low compared to other townships and boroughs in our region," Martin said. "We have kept the sewer and stormwater charges flat even though we need to replace the filter press at the sewer treatment plant, a \$1 million expense." Emphasizing recreation, Martin cited Upper Allen's expansive parks system and the recent purchase of a 60-acre tract on McCormick Road that will be developed

~Continued on next page~

2022 GENERAL FUND EXPENDITURES



IN THIS ISSUE

New HR Manager 2
Rec Programs Needs..... 3
Chestnut Hill Cemetery..... 4

Snow Removal 5
Annual Branch Pick-Up 6
Leaf Mulch 6

Zones for Branch Pick-Up..... 7
Township Meetings..... (Back Page)

BUDGET CONTINUED

into one of the largest parks in the Township. Other expenditures include one new police vehicle, improvements to the Township building, a survey of the historic districts, and the replacement of two Public Works Department trucks. The Fire Department will replace their ladder truck and hire a paid part-time driver to improve response times.

Upper Allen's infrastructure model stands out in central Pennsylvania, Martin said. "Our road replacement plan, along with planned and funded culvert and bridge repairs, is not commonplace among municipal governments," he said.

The Commissioners budgeted \$1,487,800 for the Permanent Improvement Fund, dedicated to the 15-year Roadway Maintenance and Improvement Plan, entering its eighth year. Pairing that money with state funding from the liquid fuels tax, Upper Allen expects to spend \$2,104,850 on roadwork projects in 2022.

Sewer projects include Lisburn trunk improvements, repairs to sanitary sewers and manhole covers, and pumping station odor-control work. Residents can review the 2022 budget online at the Township website, www.uatwp.org.

NEW HR MANAGER ADDRESSES HIRING, SAFETY & TRAINING



While municipal government administration involves budgeting, providing public services, and overseeing police and fire operations, it also requires training of employees, ensuring a safe work environment, and handling payroll and benefits. Those latter responsibilities fall to Aimee Brough, Upper Allen Township's Human Resources and Risk Management Generalist, who joined the Township in May.

Originally from western Pennsylvania, Brough previously served as a Human Relations Officer at Harrisburg Area Community College. She holds a Bachelor's Degree in Human Resources Management and a Master of Business Administration Degree. Her accreditations include Senior Certified

Professional from the Society for Human Resources Management and Senior Professional in Human Resources from the Human Resources Certification Institute.

"Aimee brings over 20 years of human resources experience to our team and is remarkably innovative," Assistant Township Manager Kelly Palmer said. "She is an essential link to the people and performance within the Township administration as well as a strategic business partner to the management team." In serving the Township's 65 employees, Brough's primary responsibilities are payroll and benefits, employee relations, professional development, and safety. Her risk management role involves worker compensation claims and insurance coverage for Township employees, vehicles, and property.

Wearing many hats makes her workday anything but routine. "No two days are the same," Brough said. "I'm collecting time data and determining wages, payroll, and taxes if we're in a pay cycle. I might be working with Scott Fraser, Township Manager, or the hiring manager on hiring and interviews."

In her years of experience, Brough has witnessed many changes in HR operations. "With Covid, everything was upended. We were dealing with masks, vaccines, and helping people understand the need for social distancing," she said. The world of work is different, too, she noted. "Despite an unusual labor market, the Township continues to hire and retain quality employees. We offer competitive wages along with a work/life balance," she said. "Employees might work overtime if needed, but mostly they work Monday through Friday and can spend time with their families," she said.

REC PROGRAMS NEED INSTRUCTORS, LIFEGUARDS, ENVIRONMENTALISTS



Mechanicsburg Area Parks and Recreation is putting out a call for individuals with a positive attitude and strong work ethic who would like to earn extra money across a range of leisure-time programs for adults and students.

The department seeks fitness instructors, playground counselors, environmentalists, lifeguards, and basketball officials for paid positions in its year-round slate of activities for residents in Upper Allen Township, Mechanicsburg Borough, and Shiremanstown.

"Parks and Recreation programs are incredibly important for both adults and children in our area," said Assistant Township Manager Kelly Palmer. "These programs provide health and wellness opportunities as well as meaningful experiences for our residents."

The more than 300 annual programs serve residents of all ages and abilities, with nearly 5,000 participants in 2019 and almost 3,000 last year during the pandemic.

Sue Canniff, Department Recreation Specialist, listed the following employment opportunities:

- **Pre-K Counts:** Full and part-time substitute teachers and aides for the 3 and 4-year-olds program. Call the department at 717-691-4572 for more information.
- **Green Team:** Environmentalist with a love of outdoor adventure to lead hands-on programs for fourth and fifth-graders after school from February through May. The program also serves adults and children year-round on weekdays and weekends.
- **Adult fitness:** Exercise instructor with at least one year of experience. \$15 per hour. Submit a description of a course you would teach and a resume at www.mbgdsd.org.
- **Youth basketball:** Officials for grades 3-6 program from December through February. Call 717-691-4572 for information.

These summer program opportunities are available, with interviews in March.

- **Summer Adventure Camp:** Role models 18 or older who love working with children.
- **Playground Program:** Age 16 or older with the ability to organize daily games and activities.
- **Community Swimming Pool:** Lifeguard 15 or older with American Red Cross certification.

These office positions are available.

- **Clerk:** Age 15 or older with the ability to handle money.
- **Front desk:** At least age 18 with computer, phone, and interpersonal skills.

Unless otherwise noted, apply for all positions at www.mbgdsd.org. Click on Parks and Recreation, then Employment Opportunities.

Residents can register for programs by visiting: activenet.active.com/mechareaparkrec.

HISTORIC CEMETERY SEEKS BEAUTIFICATION, TECHNICAL VOLUNTEERS



Nancy Konhaus Griffie wants to let Upper Allen Township residents in on a “well-kept secret” :

The landmark Chestnut Hill Cemetery.

The nondenominational cemetery at 327 W. Winding Hill Road was established in 1862, but Griffie says it’s unknown to many people.

“It’s hard to get people interested in the cemetery,” said the president of the nonprofit Chestnut Hill Cemetery Association. “It’s not visible from the road. It’s 25 acres on top of a hill, so people don’t see it when they drive by.”

Griffie also hopes to spark interest in Chestnut Hill because the cemetery needs volunteers to help with recordkeeping and data entry, as well as assist with maintaining flowerbeds (paid maintenance workers handle mowing).

The cemetery also wants to start an adopt-a-gravestone program to return many of the older stones to their original appearance – and continue preserving the cemetery’s rich history.

“You can walk through and read amazing, fascinating history on the stones,” Griffie said. “There are 120-something Civil War soldiers buried there. On the headstones frequently are stories, anything from ‘this person fell asleep’ to a soldier’s Civil War record.”

The cemetery itself has a fascinating history.

As Confederate troops attempted to capture Harrisburg in 1863, they occupied Mechanicsburg. The rebels thought they spied Union soldiers atop a hill, planning an attack. What they saw were workers constructing roads in the cemetery.

Among the 5,000 graves are U.S. Rep. Theodore Singiser, who also served as governor of Idaho; several Pennsylvania lawmakers; and David Seidle, who funded Seidle Memorial Hospital.

Griffie said another problem in generating interest is that many people choose cremation over burial. Families can inter ashes, and one plot can accommodate up to four sets of cremains.

The cemetery currently has about 1,000 available plots.

“People still would like a place to come and visit their loved ones,” Griffie said.

Those interested in volunteering or purchasing plots can contact Nancy Konhaus Griffie at 717-766-9222. To learn more, visit www.chestnuthillcemetery.com.



A gravestone in the shape of a tree trunk includes a scroll with the names of the deceased at Chestnut Hill Cemetery.

SNOW REMOVAL PROCEDURES

Snow season is coming! The Township would like to remind residents that private streets, fire hydrants, sidewalks and driveways are required to be cleared of snow and ice within 24 hours following a storm event. Chapter 205 of the Township Code regulates snow and ice removal; the regulations are enforced any time snow or ice covers the ground. These regulations ensure there are safe and accessible means of walking and driving available throughout the Township. **The crews in our Public Works Department will be plowing within 36" of the curb and will make multiple passes over a 48 to 72 hour period to move the snow off the road.**

Property Owners' Responsibilities for Clearing Sidewalks

- **When to clear sidewalks:** It is the responsibility of property owners to remove snow, slush, and ice along the full width of the sidewalks and across driveways within 24 hours after the snow or slush has ceased to fall. **Please exercise caution and care when shoveling, especially during extreme cold!**
- **What to clear:** Owners of any home and/or building abutting a public or private way are responsible for ensuring that any fire hydrants, sidewalk and accessible ramps in front of their property, and extending to the corner if on a corner lot, are clear of ice and snow, in accordance with Section 205-2 and 3 of the Township Code of Ordinances. Snow, slush and ice shall be removed with the following conditions:
 - ◇ Fire hydrants shall not be covered.
 - ◇ If the snow, slush or ice cannot be removed within 24 hours due to hardening, property owners must apply an abrasive (such as sand or salt) to allow for safe travel.
 - ◇ No snow, slush, ice or a combination thereof shall stem from a property or be deposited or pushed from a property onto a street or right-of-way at any location.
 - ◇ No person shall damage any Township property while removing snow, ice or slush.

For more information about property owner responsibilities when clearing private streets, fire hydrants, sidewalks and driveways, visit our website at www.uatwp.org and view Chapter 205 in the Township Code section.

In Case of a Snow Emergency, below are Highlights of Chapter 233, "Vehicles and Traffic," of the Township Code, as follows:

- The Township may declare a "Snow Emergency," which will be announced via TV, radio, social media, the website, or other available media.
- It shall be unlawful to park any motor vehicle or other vehicle on any Township-maintained street upon commencement of a "Snow Emergency" and until the snow has been plowed.
- Any member of the Township's Police Department or other employee of the Township engaged in road work is authorized to remove any vehicle parked in violation of the provisions and to take it to the nearest garage or other place of safety. The owner of said vehicle will be notified of the vehicle's whereabouts and owner may retrieve the vehicle upon payment of any and all towing and storage charges.

A Friendly Request: We recognize the inconvenience; however, it is impossible for plowing crews to avoid plowing snow in front of driveways. Please **DO NOT** block the roadway or approach the truck to avoid snow plowed into the driveway. **These actions are dangerous and only prolong the road clearing process.** Residents may want to wait to clear their driveway until after crews have finished plowing the roads. Keep in mind there are 82.6 miles of roads in Upper Allen Township. Thank you for your patience and understanding during the winter season!

ANNUAL BRANCH PICK-UP

Annual branch pickup begins on April 11th and will continue through May 20th. Please note there is only one branch pickup per year. The guidelines are as follows:

- Please have all branches at the curb by 7:00 a.m. on Monday morning in your zone. We cannot guarantee a specific day that we will pick up branches in any given zone.
- The longer the branch, the better it is for workers to handle and place into the chipper.
- Do not make your branch pile higher than three (3) feet or place branches in a pile wider than ten (10) feet. **The limit is one (1) pile per house.**
- We will not drive onto private roads, drive-ways or yards due to liability issues.
- Thorns of any type.
- Wood cut into firewood lengths (it jams the chipper).
- Branches with any metal such as wire, nails, etc. attached.
- Branches that do not have all cut ends facing the road and that are not stacked neatly (do not put out a pile of tangled branches facing all different ways).
- Contractors' branch piles – **this service is for residents only!**
- Whole trees or tree trimmings, unless they are 4" in diameter or less. Homeowners are responsible for disposing of anything larger; i.e., by contracting with a tree removal service or some other means.
- Roots and stumps *over* 50 pounds. Roots and stumps 50 pounds or *under* will be taken but must be cut off and placed in a separate pile.

We will NOT pick up the following items:

- Branches that are obstructed by parked vehicles or other items.
- Branches that are on trailers or truck beds.
- Small piles of branches, hedge trimmings, vines, long grasses, yard debris, poison ivy or oak, plants, etc. These items should be put in your garbage container and/or garbage bag and placed out for your weekly trash pickup (branches should be cut to no longer than 6-foot lengths and tied into 40-pound bundles). Each bundle counts towards weekly 6 trash can limit, but can be placed out every week.
- Yard or tree debris that appears it was raked. If items were raked up, there is a good possibility that stones are included in the pile. This will damage the chipping equipment and produce potentially dangerous projectiles for the crew members. Please bag all of this type of debris and set it out with your trash.
- Vines (they become tangled in the chipper).
- Fence posts or building materials.
- Rotten or dirty wood.
- Garbage bags and trashcans full of debris or branches. If branches are tied into bundles or placed in garbage bags or trashcans, they should be put out for your weekly trash, not left out for branch pickup.
- Community piles – if it appears that the branches did not come from the residence they are piled in front of, they will not be picked up. For example, your neighbors, friends or relatives cannot bring their tree limbs to your house for pickup. **Please do not start a community pile for all the neighbors to add to – we will not pick these up! No exceptions!**

LEAF MULCH WILL NOT BE AVAILABLE THIS YEAR; HOWEVER, WOOD CHIPS WILL BE AVAILABLE FOR TOWNSHIP RESIDENTS

Upper Allen Township will deliver wood chips in the beginning of April. You can place an order by stopping in and filling out an order form. The fee is \$50.00 per load and must be prepaid before delivery. Orders must be in no later than March 31st. There is no fee if you opt to pick up and load your own vehicle with wood chips.

BRANCH PICK-UP SCHEDULE

THE BREAKOUTS OF THE TOWNSHIP'S ZONES ARE AS FOLLOWS:

Zone 5: Fisher Road; Southview Drive cul-de-sac off of Fisher Road; Gettysburg Pike between Giant Foods and Fisher Road; Country Estates; Williams Grove Road between Fisher Road and PA Turnpike; W. Winding Hill Road; E. Winding Hill Road, between S. Market Street and Gettysburg Pike; S. York Street between PA Turnpike and Gettysburg Pike; Shepherdstown; Meadowview Estates; Arborfield; S. Market Street between Rt. 15 and PA Turnpike; Lindenwood; Arlington Hills; Gray Drive; Whitebrier (Wineberry Drive, Dewberry Court); Winding Hill Heights; Cumberland Parkway; Old Schoolhouse Lane; Reynolds Street (**Collection will begin on April 11 thru April 14**)

Zone 4: E. Lisburn Road between Mt. Allen underpass and Lower Allen Township line; Hertzler Road from the railroad underpass to Arcona Road; Klinedinst Road; E. Winding Hill Road between Arcona Road and railroad tracks; Arcona Road; Arcona Estates; Raven Hills; Apache Trail; Pima Circle; Ford Farm; Allen Glen; McCormick Road; Bishop Road (**Collection will begin on April 18 thru 22**)

Zone 3: Williams Grove Road between Mech. line and PA Turnpike; Peachtree Village; Trindle Station; Diehl Road; Old Grove Road; Sinclair Road; Miller's Crest; Miller's Acres; S. York Street between Mech. line and PA Turnpike; S. Market Street between Mech. line and PA Turnpike; Sunnyland; Webercroft; Georgetown; Allendale Road; Stonehedge; Meadowood; Ridge Court; Geneva Drive; Nanroc Drive; Cedar Ridge; Ariel Court; Deerhaven; Wilson Lane; Heritage Acres; Fair Oaks (**Collection will begin on April 25 thru April 29**)

Zone 2: S. Market Street between Rt. 15 and Simpson Park, W. Lisburn Road between Rt. 15 and S. Market Street; Grantham Road; Mill Road; Grantham Area (Woodbine Street, Laurel Street, Cedar Street, High Street, Yorkview Drive, Low Street); Edgewood (Sholly Drive, Woodside Drive); Spacious Acres; Park Ridge; Bumble Bee Hollow Road; Bumble Bee Hollow Development; Bowman's Village; Bowman's Hill; Bowmansdale between S. Market St. and Bumble Bee Hollow Road (**Collection will begin on May 2 thru May 6**)

Zone 1: Gettysburg Pike between Township line near Rosegarden and Fisher Road, W. Lisburn Road between Rt. 15 and Monroe Township line, Grantham Road between Gettysburg Pike and Monroe Township line; Rosegarden; Ashcombe Farms; Ashcombe Farms North; Creekstone; Center Square; Center Square Manor; Country Square; Canterbury Estates (**Collection will begin on May 9 thru May 13**)

Zone 6: Winding Hills Development; Hertzler Road from Mt. Allen Drive to the railroad underpass; Allenvue; Bowmansdale east of S. Market Street; E. Lisburn Road between S. Market Street and Mt. Allen underpass; Witney Ridge; Spring Run Manor; Spring Run Acres; Mt. Allen Heights; Reservoir Hill; Kimberly Meadows; Park Hills Drive Area; Wayne Drive; Breezewood Hill (Midland Road, Breezewood Drive); Sleepy Hollow Farms (Lavina Drive, Hilda Court); Flintlock Ridge (**Collection will begin on May 16 thru May 20**)



UPPER ALLEN TOWNSHIP

100 Gettysburg Pike
Mechanicsburg, PA 17055

Phone: 717-766-0756
Fax: 717-796-9833
Website: www.uatwp.org

TOWNSHIP MEETINGS

January

- 3 Board of Commissioners - 6:30 p.m.
- 11 Administration - 7:30 a.m.
- 13 Zoning Hearing Board - 6:00 p.m.
- 18 Public Improvements - 8:00 a.m.
- 18 HARB - 7:00 p.m.
- 19 Stormwater Authority - 6:00 p.m.
- 19 Board of Commissioners - 6:30 p.m.
- 26 Park and Recreation - 6:30 p.m.
- 27 Sewer Advisory Board - 6:30 p.m.
- 31 Planning Commission - 7:00 p.m.

February

- 2 Board of Commissioners - 6:30 p.m.
- 7 Pension Board Meeting - 7:30 a.m.
- 7 Administration - 8:00 a.m.
- 10 Zoning Hearing Board - 6:00 p.m.
- 15 Public Improvements - 8:00 a.m.
- 15 HARB - 7:00 p.m.
- 16 Stormwater Authority - 6:00 p.m.
- 16 Board of Commissioners - 6:30 p.m.
- 23 Park and Recreation - 6:30 p.m.
- 24 Sewer Advisory Board - 6:30 p.m.
- 28 Planning Commission - 7:00 p.m.

March

- 2 Board of Commissioners - 6:30 p.m.
- 8 Administration - 7:30 a.m.
- 10 Zoning Hearing Board - 6:00 p.m.
- 15 Public Improvements - 8:00 a.m.
- 15 HARB - 7:00 p.m.
- 16 Stormwater Authority - 6:00 p.m.
- 16 Board of Commissioners - 6:30 p.m.
- 23 Park and Recreation - 6:30 p.m.
- 24 Sewer Advisory Board - 6:30
- 28 Planning Commission - 7:00 p.m.

**The Township Offices will be closed on
February 21st for President's Day.**