

# UPPER ALLEN • TOWNSHIP •



Spring 2024 Newsletter

UATWP.ORG

## Modernized Billing and Payment System Ready for Customers

The new modernized and streamlined billing and payment service for Upper Allen residents is inching closer to implementation. (Read more about it in the Summer 2023 newsletter.) The combination of BS&A accounting software (exclusive to local governments) and InvoiceCloud increases flexibility and payment options available to residents and streamlines business practices for the Finance Department.

This software switch offers increased flexibility and payment options:

- All payments to the Township can be paid online through InvoiceCloud—everything from utility payments to fees for inspections and permits. (Those wishing to pay via check will still have that option.)
- Residents can now pay online or via phone with a credit card,

Venmo, PayPal, Google Pay, and Apple Pay.

- An automated phone system for bill payment will be available 24 hours a day, seven days a week.
- Residents can receive reminders and make payments via text.

Residents will receive a post card in early April with instructions on how to utilize the new system.

## Mechanicsburg School District Provides Satellite Office for Police Department

The Upper Allen Township Police Department has been a presence in the multiple school buildings of Mechanicsburg Area School District for more than 40 years. Officers teach SMARTS—Students Making Appropriate Responses to Tough Situations—classes on relevant topics like bullying and drug and alcohol abuse. Additionally, officers participate in a one-on-one mentoring program with selected students and seek to serve as a friendly, reassuring presence as they patrol the

buildings and school properties.

Recently, the school district invited Upper Allen Police to utilize an office space in Mechanicsburg Middle School as a satellite office. The department accepted and outfitted the space so that an officer could work from that location and interact with



students and faculty. The Middle School also provided a parking  
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## Annual Brush Pickup Begins

Annual brush pickup begins on Monday, April 8th and will continue through Friday, May 17th. The guidelines are as follows:

Please have all branches at the curb by 7:00 a.m. on Monday morning in your zone. The Township cannot guarantee a specific day that branches will be picked up 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.

The Township will not drive onto private roads, driveways, or yards due to liability issues.

**The Township 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.

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.

Garbage bags and trashcans full of debris or branches.

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 – the Township will not pick these up! No exceptions!

Please note there is only one brush pickup per year.

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space which makes a department police cruiser visible from the road.

"Schools providing space for a law enforcement office is a growing trend," says Police Chief

Andy Parsons. "The increased visibility of law enforcement helps build trust among students, staff and officers, and signals a safety presence to outsiders.

"We have an excellent relationship with the school district," says Parsons. "We are fortunate that they allow us into their buildings."

# Brush Pick-Up Schedule

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

## Zone 4

**Collection will begin on April 8th thru 12th**

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

## Zone 3

**Collection will begin on April 15th thru April 19th**

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

## Zone 2

**Collection will begin on April 22nd thru April 26th**

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

## Zone 1

**Collection will begin on April 29th thru May 3rd**

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

## Zone 6

**Collection will begin on May 6th thru May 10th**

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

## Zone 5

**Collection will begin on May 13 thru May 17**

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



## Brush Recycling Days

The Township will be holding brush recycling days on Saturday June 8th, Saturday July 13th, Saturday August 10th, and Saturday September 14th from 7:00 a.m. until 11:00 a.m. The drop off site will be at the Township located at 100 Gettysburg Pike in the rear of the building. Please enter the



campus off English Drive and follow the signs. The site will close at 11:00 a.m. sharp. Please check the website at [uatwp.org](http://uatwp.org) for updates. Brush is defined as tree limbs, shrubbery, and the like (no grass/leaves off of trees), no limbs larger than 4 inches in diameter and 6 feet in length. Upper Allen Township accepts brush from Upper Allen Township residents only as part of our recycling efforts. Brush recycling is intended to clean up small amounts of debris from residential properties. The program is not

intended to accept large tree removal projects. Large projects such as removing entire trees should employ the services of a commercial contractor. If you have large amounts of material to dispose of, please contact a commercial removal service. The Township asks that you participate in this program responsibly by not dropping off prohibited items at the site. Examples of prohibited items are: garbage, metals, concrete, lumber, stumps, logs over 4", stones, anything with thorns, grass clippings, etc. Upper Allen Township has the right to reject anything deemed unacceptable. Identification will be required. Public Works will then process the brush into wood chips which will be made available to Township residents.

## Accountant Position Filled

Please welcome Angela Fisher to the position of Accountant. Prior to taking this role, she worked for Select Medical and in property accounting.

This position provides a much-needed set of eyes, hands and experience. Upper Allen Township is currently going through a complete software upgrade that will modernize not only the internal process across the entire Township, but also improve the payment system and features for the residents. With this implementation, Angela will assist in process improvements

and updates, modernization of methodologies, and additional financial reporting for the Township. She will focus on daily cash receipts, escrow billing, and the annual audit. Additionally, she will review financial statements to identify discrepancies, risks, and other potential issues.

Angela is a graduate of Central Penn College with a Bachelor's Degree in Accounting. She is looking forward to assisting with the new BS&A system as it will make things easier for everyone and modernize how the Township operates.



*Angela Fisher*

# Stormwater Management – Illicit Discharges



As warm weather approaches and spring rainfall increases, it is important to keep stormwater management in mind. When water runs into the stormwater management system, it collects pollutants along its path and does not receive any treatment before being discharged to local waterways. Because of this, anything that enters a storm drain or enters directly into a body of water that is not uncontaminated stormwater is considered an illicit discharge – *and is against the law!* These types of discharges can contain high levels of pollutants including but not limited to heavy metals, toxic chemicals, oil and grease, solvents, nutrients, and bacteria.

## Common Types of Illicit Discharges:

- Paint and other household chemicals or trash
- Waste oil and antifreeze
- Car wash, laundry, and industrial wastewaters
- Pool water discharge (chlorinated and dechlorinated)
- Spills on roadways and other accidents
- Failing septic systems and illegal dumping practices
- Improper disposal of sewage from recreational practice

## What can YOU do to help prevent illicit stormwater discharges?

1. Recycle used oil, antifreeze, batteries, and old paint products. Clean up any spills immediately with kitty litter or sawdust for absorption. Sweep the spill up and dispose of it in the trash.
2. Take your car to a commercial car wash, where the wash water is sent to the wastewater treatment plant or is recycled. Upper Allen Township adopted an ordinance that states that people cannot wash cars with soap, detergents, or any type of chemical on pavement, which includes driveways and streets. If cleaning supplies are used, the car must be washed on the grass.
3. Dispose of empty bottles of household cleaners, pesticides, and weed killer as directed on the label.
4. Sweep up grass clippings after each mowing. Grass clippings left in the street are being washed into the stormwater system and end up in the local waterways where they cause damage.
5. Properly dispose of pet waste by picking it up, wrapping it, and placing it into the trash. You can also flush the raw pet waste (unwrapped.)

If you notice any of the above items entering our local stormwater system, please report it to the Township immediately.

Be on the look out for oil sheens on water, strong odors from stormwater inlets, any types of spills of the above listed items, illegal dumping, and anything being disposed of into a stormwater inlet that is NOT uncontaminated stormwater.





## New Assistant Manager Welcomed

Upper Allen Township would like to welcome **Mr. Timothy Wendling** to our municipal staff! Tim joined the team as the Assistant Township Manager earlier this month. Prior to taking his role with the Township, Tim was the Chief Executive Officer at Capital Area School for the Arts Charter School in Harrisburg. After spending nearly 20 years in the field of education, he is excited to make the move to local government and apply his leadership and project management skills to contribute to the growth and development of the Township.

Tim holds a Bachelor's Degree in Business Administration, a Master's Degree in Education, and various supervisory certificates. In addition, Tim is a 2014 graduate of Leadership Harrisburg's Executive Leadership Series. He has been

actively involved in various community organizations including as a Board Member for the Mechanicsburg Area School District's Wildcat Foundation, and as a Board Member of the Adoptions from the Heart Organization.

As Assistant Township Manager, Tim will play a crucial role in supporting the Township Manager in various administrative and operational tasks. He will focus on the Township's communication with residents and other stakeholders, organize community events, collaborate with various departments to ensure the provision of quality recreational services to residents, and assist with the general management of day-to-day operations.

Tim's experience in grant-writing will be particularly valuable as he will be identifying

and securing funding opportunities to enhance the Township's infrastructure, including our parks and recreational facilities.

Tim is ready to take on the responsibilities as Assistant Township Manager and is "excited to have the opportunity to work closely with the residents of such a thriving community."



*Mr. Timothy Wendling*

## Items of Note from the Board of Commissioners

### 1. JANUARY 10:

Reorganization elections and appointments

### 2. JANUARY 10:

Reappointment of Rick Castranio to the Stormwater Authority

### 3. JANUARY 17:

Approval of Township Solicitor's rates

### 4. JANUARY 17:

Authorization to provide funding to fire department for the purchase of replacement air packs

### 5. JANUARY 17:

Appointment of Phil Walsh and Eric Fairchild to Stormwater Authority

### 6. JANUARY 17:

Authorization to award contract for the installation of board room video streaming

### 7. FEBRUARY 7:

Approval to purchase and install vinyl fence on northern boundary of municipal campus

## Fire Pit Safety: Tips and Regulations

With the arrival of warm weather and summer nights, comes backyard gatherings and fire pits. While the Township does regulate various forms of open burning, fire pits (especially for one- and two-family dwellings) fall outside the scope of the regulations that require a burn permit.

The Township enforces the 2018 edition of the International Fire Code (IFC) (<https://codes.iccsafe.org/content/IBC2018P6>), which allows a lot of flexibility for fire pits (a.k.a. outdoor fireplaces). There is even greater flexibility when it comes to outdoor fireplaces (portable or otherwise) used at one- and two-family dwellings. This is reflected in the Township's enforcement of fire pit limitations, typically focusing on the following:

- Is this a legitimate fire pit (either purchased or self-constructed)?
- When in use, is the fire pit supervised by an adult at all times?
- Are there conditions which pose a significant fire hazard?

It is important to note that simply making a rock or brick circle or campfire in the backyard does not qualify as a fire pit; a situation like this would still require a burn permit. Additionally, even if your fire pit meets Township standards, your community or Homeowners' Association may have additional guidelines that you'll need to be aware of.

It is also important to be a good neighbor and conscientious resident. The smoke from your fire pit and/or the noise from your gathering may not be a code violation, but both factors do impact other members of your community and should be a consideration.

While Township fire pit regulations are very flexible, you should still closely observe the following recommendations:

- Check the Township website for the Fire Danger Rating and any potential burn bans – if a ban is in place, don't burn! (<https://uatwp.org/fire-danger-rating-system/>)
- Purchase/design a fire pit with screening that will prevent embers from spreading, and always follow the manufacturer's instructions.
- Keep a clear space of at least 10 feet around your fire pit – this includes overhanging trees or other vegetation, nearby bushes, sheds, piles of wood or yard elements, and other flammable or combustible materials.
- Only use clean, dry wood (i.e., hickory, oak, ash, etc.) in your fire pit. Never burn trash, plastic, paper, cardboard, leaves, treated or painted wood, etc.

- Keep the fuel pile of your fire smaller than 3 feet in diameter and 2 feet in height.
- Never leave your fire unattended.
- Keep a fire extinguisher, garden hose, bucket of water or sand, or other means of putting out the fire nearby whenever your fire pit is in use.
- Ensure that your fire is completely extinguished before disposing of any coals or ashes. Keep stirring, spreading, and dousing your embers with water when putting the fire out to make sure there aren't any smoking or smoldering elements left that may reignite.

If you have any questions, please feel free to call the Township for assistance at 717.766.0756.





Upper Allen Township  
100 Gettysburg Pike  
Mechanicsburg, PA 17055



*Spring is here and the ballfields await!*

[UATWP.ORG](http://UATWP.ORG)

