

## MINUTES OF FEBRUARY 27, 2008

Page 1 of 5

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The Penn Township Board of Supervisors (PTS) met on Wednesday, February 27, 2008 at 7:00 p.m. in the Municipal Building. Chairman Henry Holman, Jr., Vice-Chairman Randy Plummer, and Supervisor CeCe Novinger were in attendance. Other personnel present were Helen Klinepeter (Secretary), Susan Long (Treasurer), Rich Wagner (Solicitor), Max Shradley (Engineer), and Police Chief Alan Houck. The meeting was recorded to aid in the preparation of the minutes. A list of visitors is on file in the Township office.

### **EXECUTIVE SESSIONS**

Chairman Holman announced that executive sessions had been held on February 21 and 25, 2008 to discuss personnel issues, and that no action was taken at the meetings.

### **NOTIFICATION OF MEETING RECORDING**

Thom Casey, Swank Publications reporter, announced that he would be recording the meeting, if there were no objections. There were none.

### **VISITORS**

#### **Paul Soltis**

Mr. Soltis applauded the Township highway crew for its excellent job of maintaining Susquenita Hill Road during a recent snowstorm.

#### **Brian Waters, President, Duncannon Fire Company (DFC)**

Mr. Waters presented a letter to the PTS, detailing the next phase of the DFC construction project on New Bloomfield Road, and asking what needs to be done to get the financial security released. He stated that Chairman Holman has been diligently working with Dave Ritter to give the DFC direction for completion of its project.

Chairman Holman noted that DFC has been working hard to reduce its financial security. He stated that, over the past year, DFC has talked to the Engineer and Perry County Conservation District in an effort to complete the project below its original projected cost. He announced that he has been working with the DFC in a role as a private citizen, and will abstain from any future vote on the issue. He added that Mr. Ritter and he have met with John Madden, who prepared the revised land development plan. He then asked the Engineer for a status report. The Engineer responded that DFC needed to indicate on the plan the limits of the paving being considered and how downspouts would be directed. When that is done, he will be satisfied. He stated that Mr. Madden is in the process of incorporating the Engineer's comments on the plan, after which the plan will be forwarded to Mr. Ritter. Mr. Ritter was asked to contact Chairman Holman when he receives the plan.

Mr. Ritter noted that the letter specifies that, if full financial security is released after the plans are done, any future land development will require posting additional security. The Engineer noted that DFC does not need to pave anything at this point in time. Chairman Holman stated that DFC would like to do some paving. The Engineer responded that would be an internal paving project and financial security would not be required.

### **MINUTES**

Upon a Novinger/Plummer motion, the PTS voted to unanimously approve the minutes of the January 30, 2008 meeting as presented.

### **INVOICES AND EXPENDITURES**

The Treasurer provided the PTS with a list of Invoices and Expenditures for the period February 1 through February 27, 2008 for approval. After due consideration, and upon a Plummer/Novinger motion, the PTS voted to approve payment of checks 20739 through 20862 from the PLGIT General Account in the amount of \$39,334.71 and ten ACH transfers from the Newport Bank General Account in the amount of \$7,2999.87.

## MINUTES OF FEBRUARY 27, 2008

Page 2 of 5

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### **Re-allocation of Funds**

The Treasurer noted that the \$7,500.00 donation to the Park and Recreation Board (PTPRB) had been assigned budget category #451.530. However, the Township's auditing firm has recommended that it should be assigned budget category #492.050. After discussion, and upon a Holman/Novinger motion, the PTS voted unanimously to re-allocate the \$7,500.00 donation to the PTPRB from budget account #451.530 to Account #492.050.

### **TREASURER REPORT**

Upon a Novinger/Plummer motion, the PTS voted unanimously to accept the Treasurer's Report for the period February 1 through February 29, 2008, subject to yearly audit.

### **Certificate of Deposit (CD)**

The Treasurer reported that the current CD from Integrity Bank will mature on March 16, 2008. It was the consensus that the Treasurer would research new rates and work with the PTS to either re-new the current CD, or redeem it and transfer the proceeds into a new CD.

### **HIGHWAY DEPARTMENT REPORT**

The February 2008 Highway Department report was reviewed.

Supervisor Plummer presented two quotes in response to the Township's request for bids for chipping and seal coating – Wilson Paving at \$10,933.65 and Jay Fulkroad & Sons at \$11,572.85. After discussion, and upon a Novinger/Holman motion, the PTS voted unanimously to award the bid to Wilson Paving, conditional upon a meeting between Supervisor Plummer and a representative of Wilson Paving, to confirm the scope of services included with the quote.

### **PA Emergency Management Agency (PEMA)**

Supervisor Plummer reported on a letter from PEMA stating that additional funding for the Haas Drive project has been approved in the amount of \$8,208.10. Chairman Holman thanked Mr. Plummer for the work entailed in requesting the additional funding.

### **PENN TOWNSHIP PLANNING COMMISSION (PTPC) REPORT**

#### **Preserves at Mountainside East and West, File #2006-09 and 2006-10**

The Secretary presented a letter from the PTPC recommending approval of a time extension until July 31, 2008 for the above-mentioned plans. After discussion, and upon a Novinger/Plummer, the PTS voted unanimously to approve a time extension for the Preserves at Mountainside East and West, File #2006-09 and 2006-10, until July 31, 2008.

### **Requirement for Driveway Material Delivery Slips**

The Secretary presented a letter from the PTPC recommending that the PTS require developers to submit delivery slips for stone and blacktop used in constructing any road that is to be dedicated to the Township. The letter also recommended that the PTS inspect the sub-grade before the blacktop is laid.

The Engineer noted that the Subdivision and Land Development Ordinance (SALDO) requires that compaction be done in compliance with PennDOT's specifications. The Solicitor asked the Engineer if he was sure it was in the SALDO, explaining that a motion would not be needed if it was, but an amendment would be needed if it was not. The Engineer will check to make sure that the requirement is incorporated into the SALDO. Mr. Plummer will check with PennDOT to see what its requirements are.

### **Proposed Zoning Ordinance Changes for Mixed Use Commerce (MUC) District**

## MINUTES OF FEBRUARY 27, 2008

Page 3 of 5

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Supervisors Novinger and Plummer asked for another month to review the proposed changes to the MUC District section of the zoning ordinance. After discussion, it was the consensus that the Secretary would advertise a special meeting of the PTS on March 17, 2008 solely for the purpose of meeting with the PTPC to discuss the MUC section of the zoning ordinance.

### **ZONING OFFICER (ZO) REPORT**

The February 2008 ZO Report was reviewed without comment.

### **Zoning Hearing Board (ZHB) Meeting**

The Secretary reported that counsel for the developer of the Preserves at Mountainside East and West had requested that the time for holding the first hearing on the Application and Appeals be extended to July 31, 2008. She stated that the ZHB met on February 21, 2008, at which time it granted the request.

### **SEWAGE ENFORCEMENT OFFICER (SEO) REPORT**

The February 2008 SEO Report was reviewed without comment.

### **Daniel McDade Hearing for 104 Firehouse Road**

The Secretary reported that the continuance of the hearing on the illegal discharge of sewage on the McDade property would be held at the District Judge's office on March 5, 2008 at 2:00 p.m.

### **PENN TOWNSHIP PARK AND RECREATION BOARD (PTPRB) REPORT**

The PTPRB Report for February 2008 was reviewed without comment.

PTPRB Chairman Jim Renner noted that the PTPRB was selling bird boxes made from old shelving from the basement of the Municipal Building. He reported that the basement renovation project should be completed within the next two weeks, and the space could be used for arts/crafts and recreational use. He then reported that the PTPRB would be meeting with a representative of DCNR to discuss available grant monies.

### **PENN TOWNSHIP MUNICIPAL AUTHORITY (AUTHORITY)**

Henry Holman, III, reported that the Authority is still meeting with the Duncannon Borough (Borough) Sewer Authority to discuss the Inter-municipal Agreement. He stated that he would do everything in his power to fast-track an agreement and hoped that a final version could be presented to the PTS for its approval at its March meeting.

Chairman Holman stated that he had received a call from the Authority's solicitor concerning connection to the sanitary sewer of the Lester Sharar property. He explained that, several years prior, Mr. Sharar had requested that the PTS allow him to install a holding tank until such time as the sanitary sewer was available. Mr. Sharar's request was denied and he was required to install a new on-lot septic system. Because of this, the Authority waived any tapping and inspection fees required at the time sanitary sewer was available.

Chairman Holman continued that sanitary sewer is now available but that Mr. Sharar has refused to connect his property. At a hearing held earlier in the day, Mr. Sharar has now agreed to connect the rear dwelling, and disconnect the electricity from, or demolish the front building, but asked that the UCC inspection fees be waived. Chairman Holman noted that the Township's third-party inspection agency is now doing the inspections, not the Authority. In order to resolve the issue, Chairman Holman moved that the PTS pay the UCC inspection fees involved with the connection of the rear dwelling on the Sharar property to the sanitary sewer. Ms. Novinger seconded the motion. Motion passed by unanimous vote of the PTS.

### **SECRETARY REPORT**

#### **Driveway Ordinance Amendment**

## MINUTES OF FEBRUARY 27, 2008

Page 4 of 5

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The Secretary reported that the amendment to the driveway ordinance has been duly advertised. After discussion, and upon a Novinger/Plummer motion, the PTS voted unanimously to adopt Driveway Ordinance Amendment, 2008-01.

### **2008 Parks and Recreation Academy**

The Secretary presented information about workshops sponsored by the PA Recreation and Park Society, and stated that several PTPRB and PTS representatives have expressed a desire to attend. After discussion, and upon a Novinger/Holman motion, the PTS voted unanimously to pay the registration fees for anyone wishing to attend the March 26, April 2 or April 9, 2008 workshops, at a cost of \$30.00 per session, or three sessions for \$70.00.

### **Grant Preparation Workshop**

The Secretary presented information on a workshop to be held on grant preparation on April 15, 2008 and stated that Ms. Novinger wished to attend. After discussion, and upon a Holman/Plummer motion, the PTS voted unanimously to authorize Ms. Novinger to attend the April 15, 2008 workshop at a cost of \$120.00.

### **Call Boxes**

The Secretary stated that she had received notification from Perry County Dispatch that Perdex Fire Company (PFC) had requested a change in call boxes. Chairman Holman stated that he and Paul Soltis will write a letter to PFC and ask for the reason behind the request.

### **ENGINEER REPORT**

The Engineer Report was reviewed without comment.

### **SOLICITOR REPORT**

There was no Solicitor Report.

### **Toni Maria Casale**

Ms. Casale asked for an update on the Preserves at Mountainside East and West zoning dockets. The Solicitor responded that the developer has asked for the plans to be put on hold until after July 2008, so its position can be re-evaluated. Chairman Holman added that the PTS has not received a request from the developer to hold a public hearing.

Ms. Casale stated that she had been told that individuals needed to be identified as an "interested party," and asked for the record to show that she is an "interested party." The Solicitor responded that her request to remain an "interested party" should be made to the ZHB and she should pursue her request in that forum. He explained that each resident might have a different interest, and citizens should not rely on the PTS to carry each message on their behalf to the ZHB. He stressed that each citizen must relay their interest on their own to the ZHB.

### **POLICE REPORT**

The Monthly Police Incident Reports were reviewed without comment.

### **Unpaid Citations**

Chief Houck reported that, after two years, unpaid citations are turned in to Perry County. He explained that the outstanding citations are usually against drivers from Canada or states that do not have reciprocity with Pennsylvania. He announced that unpaid citations for 2007 totaled \$26,118.50.

### **BUILDING, ZONING, DRIVEWAY, AND SIGN PERMIT REPORT**

The January 2008 Permit reports were reviewed without comment.

## MINUTES OF FEBRUARY 27, 2008

Page 5 of 5

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### **CORRESPONDENCE**

#### **MRM Property & Liability Trust Annual Meeting**

The Secretary reported that MRM is requesting that the PTS either send a delegate to the Annual Meeting, or execute a proxy form. After discussion, it was the consensus that no one would attend the meeting and that the Secretary would execute the proxy.

### **OLD BUSINESS**

#### **Perdix Sewer Connections**

The Secretary provided an updated spreadsheet listing forty-one properties remaining to be connected to the sanitary sewer.

### **NEW BUSINESS**

#### **Spring Newsletter**

The Secretary reported that the spring newsletter was at the printers and that she expected to have it in the mail by Monday, February 4, 2008.

#### **Annual Road Survey**

It was the consensus to change the date of the annual road survey from March 29, 2008 to March 10, 2008 at 2:15 p.m. The Secretary will advertise the meeting change.

#### **L-Tap Training**

CeCe noted that Chairman Holman and she do not have L-Tap road training. She stated that L-Tap trainers would conduct on-site training and suggested that the session be opened up to other municipalities. Mr. Plummer will contact L-Tap to set up possible training dates.

### **EXECUTIVE SESSION**

At 8:00 p.m. the PTS entered into executive session to discuss personnel issues. At 8:25 p.m. the meeting reconvened, with the announcement that no decisions were made.

### **ADJOURNMENT**

With no further business to be conducted, and upon a Holman/Novinger/Plummer motion, the PTS voted to adjourn at 8:35 p.m.

Respectfully Submitted,

Susan E. Long  
Recording Secretary