

**PENN TOWNSHIP BOARD OF SUPERVISORS**  
**100 Municipal Building Road**  
**Duncannon, PA 17020-1100**

Henry A. Holman, Jr., Chairman

Randy Plummer, Vice-Chairman

Lucinda (CeCe) Novinger, Supervisor

**MINUTES OF NOVEMBER 19, 2008**

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The Penn Township Board of Supervisors (PTS) met on Wednesday, November 19, 2008 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), and Susan Long (Treasurer). Chairman Holman called the meeting to order at 6:00 p.m. He then led the group in the recitation of the *Pledge of Allegiance* and a moment of silence and announced that the meeting was being recorded to aid in the preparation of the minutes. There were no visitors.

**OLD BUSINESS**

**Certificates of Appreciation**

The Secretary presented a sample of a certificate of appreciation and a list of all Township commission and board representatives for review. It was the consensus that a reception would be held on Tuesday, December 30<sup>th</sup> at 5:30 p.m. to recognize these volunteers.

**Right to Know Law**

The Secretary presented a checklist of items that need to be done as required by the new PA Right to Know Law. It was the consensus that appointment of a Right to Know officer and approval of a Resolution would be done at the annual reorganizational meeting on January 5, 2009.

**Zoning Officer**

The Secretary reminded the PTS that it was time for her to request 2009 fees for engineering and legal services. She asked for direction concerning zoning officer services and was told that the subject would be discussed in Executive Session later in the meeting.

**NEW BUSINESS**

**Fire Tax Survey**

The Secretary presented a draft survey requesting Township residents' input regarding a fire tax. This survey would be included with the spring newsletter in March, 2009. The PTS provided direction for questions and information that it would like to see included as part of the survey.

**COSTARS Training**

The Secretary presented information about a workshop on COSTARS, the state cooperative purchasing program, sponsored by PSATS. The PTS was asked to notify her if there was interest in attending.

**Duncannon Service Center Repair of Mobile Home**

The Secretary presented a letter from Harry Hassinger stating that he would be repairing a mobile home at his service center. The letter noted that repairs were expected to be completed by May 1, 2009. After discussion, it was the consensus for the Secretary to send a letter to Mr. Hassinger, notifying him that the mobile home is not to be used for living quarters, is not to be connected to water or sewer services, and must be removed by May 1, 2009.

**Right to Know Law Workshop**

The Secretary presented information on a Right to Know Law workshop to be sponsored by the Perry County Boroughs Association on February 14, 2009. There was no interest on the part of the PTS to

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attend. The Secretary stated that she was interested in learning what fees associated with the law would be set by the state, as opposed to the Township setting them. She was given authority to attend the workshop, if she so wishes.

**Grey Berrier Appeal**

The Secretary presented notice that Grey Berrier is appealing the Zoning Hearing Board's decision of October 24, 2008 in the matter of the Radocha application.

**PPL Application**

The Secretary reported that PPL had sent an application fee along with its application to a permit to install poles in the Township right-of-way along Butchershop Road. She relayed the Solicitor's statement that the fee could be returned if the permit application was not acted on. Chairman Holman stated that he was waiting on a response from PPL regarding his call about the application.

**Police Mail from Prothonotary's Office**

The Secretary noted that Officer Goerner receives frequent mailings from the Prothonotary's office. She noted that Mr. Goerner is not in the office on a regular schedule and she does not know if the information is time-sensitive. Chairman Holman will contact Officer Goerner to see if he has a problem with one of the supervisors opening the letters from the Prothonotary's Office.

**ATT Mobility Invoices**

The Treasurer reported that ATT is offering the option of electronic payment of the monthly cell phone invoice. After discussion, and upon a Plummer/Novinger motion, the PTS voted unanimously to authorize the Treasurer to set up electronic payment of the monthly ATT Mobility invoices.

**EXECUTIVE SESSION**

At 6:30 p.m. the PTS entered into Executive Session to discuss personnel matters. At 7:30 p.m. the meeting was reconvened, with no action taken.

**2009 BUDGET**

The 2009 budget was reviewed with the following additions made for General Fund expenses.

**Humane Society Appropriation**

The Secretary reported that the membership fee for the Humane Society has increased from \$745.00 to \$2,492.44. After discussion about the increase and what surrounding municipalities were doing about it, it was the consensus to budget \$2,492.44 for 2009. The PTS will have until January to make a final commitment as to whether or not it wishes to sign a contract with the Humane Society.

**Police Chief Appropriation**

After discussion, it was the consensus to include \$50,000 in the 2009 budget for the position of police chief.

**Approval for Advertisement**

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After discussion, and upon a Holman/Plummer motion, the PTS voted unanimously to advertise the 2009 budget, with expenses totaling \$732,651.00 and revenues totaling \$604,114.00. \$128,537 will be taken from the current surplus to balance the budget.

**ADJOURNMENT**

With no further business to be conducted, and upon a Holman/Novinger motion, the PTS voted unanimously to adjourn at 8:30 p.m.

Respectfully Submitted,

Susan E. Long  
Recording Secretary