

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

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**Henry A. Holman, Jr., Chairman      Lucinda (CeCe) Novinger, Vice Chairman      Brian Maguire, Supervisor**

**Minutes of May 26, 2010**

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The Penn Township Board of Supervisors (PTS) met on Wednesday, May 26, 2010 in the Municipal Building. Chairman Henry Holman, Jr., Vice-Chairman CeCe Novinger, and Supervisor Brian Maguire were in attendance. Other personnel present were P. Richard Wagner (Solicitor), Helen Klinepeter (Secretary), Max Shradley (Engineer), Paul Sheaffer, (Police Chief) and Christine Shaffer (Treasurer). Chairman Holman called the meeting to order with the Pledge of Allegiance and a moment of silence. He announced that the meeting was being recorded to aid in the preparation of the minutes. A list of visitors is on file in the Township office.

**RECOGNITION OF SERVICE**

In recognition of her 11 years of service to the Township, former Treasurer Susan Long was presented with a plaque. She thanked the Board, and stated that she wasn't leaving the Township entirely, as she was going to continue her position with the Municipal Authority.

**VISITORS**

**Ron Little**

On behalf of the Rohrer Bus drivers who service the Susquenita School District, Mr. Little appeared to ask the Township for assistance with the Cul-de-Sac on St. John's Dr. in the Susquenita Hills area. Due to resident parking, the drivers are having difficulty turning the busses around. The driver for that route has asked for assistance from the residents, and hasn't had any success. Mr. Little also wanted to thank the Township for all the clean-up work that has been done along the roads. Chairman Holman stated that he was aware of the issue and would like to send a letter to all the residents in the area asking them for their cooperation with the bus drivers, as this issue also affects the Township plow operators in the winter.

**Paul Soltis**

Mr. Soltis had two issues. First, the street sign at the intersection of Susquenita Hills Rd. and Schoolhouse Rd. is missing. Chairman Holman replied that this is one of many that is to be replaced, and it is believed that the sign was stolen. His second question was in regards to the Perdix Fire Company's fundraising campaign, and if that was in violation of the Township's ordinance. Solicitor Wagner replied that this was up to the fire company's lawyer, and the Township could not comment any further due to the pending litigation.

**Jim Kocher, Penn Township Citizen's Group**

The Citizen's Group presented 6 questions last month to be answered, 2 were answered during the meeting and the other 4 were submitted in writing, and a response not received. Secretary Klinepeter provided him with the answers to those questions. He also asked about the Right-to-Know request form and if it needed to be filled out to get their responses, which they were willing to do.

**Kraig Nace, EMS**

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Mr. Nace had several items of note for the Township. First the 990 for 2009 is complete, and he presented copies to the Board. Second, the Mock Crash event was very well attended. Next, he thanked Vice-Chairman Novinger for her participation in their Cow-Patty Bingo fundraiser during EMS week, which was won by Mr. Nevin Fahnestock. He then mentioned the upcoming Relay for Life Event at Susquenita High School on June 18 and 19, and encouraged the community to come show their support. Finally he addressed a recent address issue the EMS encountered, that the Township was made aware of. He stated that the problem wasn't directly caused by the Township, but by a poor dispatch by the County EMS, and he had requested copies of the tape to review. The EMS is open to any dialogue to try and prevent this issue from happening again, and Chairman Holman was very open in trying to see how the Township can assist in this issue as well. The EMS driver from the call was also in attendance, and explained that it was an unusual address, and Mr. Nace also later talked to the caller, and it seemed that some information was not relayed as completely as he would have liked.

### **Kevin Bissionette, Duncannon Fire Company**

Mr. Bissionette presented the 990 for the Duncannon Fire Company and their monthly expense report.

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### **MINUTES**

Minutes for the April 28, 2010 were tabled by unanimous approval of a Holman/Novinger motion.

### **INVOICES AND EXPENDITURES**

After due consideration, and upon a Novinger/Holman motion, the PTS voted to approve payment of checks 22592 through 22662 from the PLGIT General Account in the amount of \$28344.76, ACH transfers from the Orrstown Bank General Account in the amount of \$9085.72. Checks 1205 through 1218 from the Orrstown Bank PTPRB Checking Account for a total of \$3467.24 were also approved, subject to audit.

### **TREASURER'S REPORT**

Treasurer Shaffer noted that \$4040.00 had been received from MRM trust after the latest Workman's Compensation Audit. Upon a Novinger/Holman motion, the Treasurer's Report was accepted, subject to audit.

### **HIGHWAY DEPARTMENT REPORT**

#### **2010 Road Project**

Chairman Holman reported that 9 bids had been received on the 2010 paving project. After discussion, on the merits of using double seal or wearing course on Ebersole Rd., the PTS voted unanimously on a Novinger/Maguire to accept the bid from Handwerk Contractors., using Alternates 1,2,and 4, at a cost of \$140,177.92. Chairman Holman also stated that Faculty Road would not be included this year due to financial constraints, and would be added to next year's list of proposed roads.

### **E-3 Oil**

Four bidders responded to the E3 bid. After looking at the different bids in regards to price per gallon, delivery charge, and price lock-in, the PTS voted unanimously to approve a Novinger/Maguire motion awarding the bid to Specialty Emulsions, Inc. of York, PA at a cost of \$15,610.00. The

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company has locked in the price for the year with no delivery charge, and call today, deliver tomorrow service.

### **Fritz Drive**

Chairman Holman reported on the recent meeting with residents of Fritz Drive to address the drainage issue. The recommendation at the end of the meeting was to have the township engineer look into the capacity of the current drainage system, and make his recommendations. Upon unanimous approval of a Holman/Novinger motion the board approved the engineer's on-site review of the drainage problem. During the meeting the length of Fritz Drive was also established, with the aid of the original plans from the 1950's.

### **Allandar Drive**

A similar drainage issue was brought up about Allandar Dr., and a Holman/Novinger motion was unanimously approved to have the Township Engineer look at that problem. A citizen voiced her concern over Chairman Holman's participation in any decision about this issue, as his property adjoins this area. Solicitor Wagner stated that it should be up to the engineer to decide where the drainage problem arises from, and then the Township needs to address the drainage issue as it affects the right-of-way. Further problems beyond that are to be handled by the private citizens. The citizen stated that the drainage problem has been privately corrected, and she did not see the need to have the engineer look into it and cost the Township money. To avoid a conflict of interest, Solicitor Wagner suggested that the original motion be revoked and a new motion be made if needed. Upon his advice, and the approval of a Novinger/Maguire motion (with Chairman Holman abstaining), the original motion was revoked. Vice-Chairman Novinger asked the citizens when the problem occurred and was corrected. They replied that it was recently completed, and they don't feel that Township needs to come out there. By passage of a Maguire/Novinger motion (with Chairman Holman again abstaining), it was decided to send the Township Engineer along with Supervisor Maguire out to review the area to make sure there will be no problems in the future.

### **Other Issues**

Brush cutting has continued during the month along Cove Rd., Ashmar, Valley St, Butchershop Rd, Pfoutz's Apartments, and will continue. Also, patching has continued along Ashmar, Little Boston, Main St. Also, a severe drainage issue on Butchershop Rd by the 11/15 overpass has been corrected. The Highway crew has also been clearing catch basins of silt.

An estimating workshop is being planned for the summer. This is sponsored by LTAP, at no cost to the Township, and a Holman/Novinger motion was unanimously approved to extend an invitation to the surrounding municipalities to attend the workshop, once it is scheduled.

In a final note, the flagging class that was scheduled for May was cancelled due to an instructor issue. Alternate arrangements are being researched, with the hopes of rescheduling it in the near future.

Chairman Holman also thanked the highway crew again for their continued hard work and was glad to announce that the highway crew was now wearing hard hats for their own protection.

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

There was no business to report from the planning commission.

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

#### **William Warner Variance**

The William Warner Variance meeting has been scheduled for June 10, 2010. His request for 2 pole buildings will be considered. A Novinger/Holman motion was unanimously approved to have the Board not be a party to that meeting.

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### **Kim Lenker Conditional Use Hearing**

Mr. Lenker would like to open a sales/recycling facility along Routes 11/15. This hearing will be on June 30, 2010, at 5:30 pm.

The trial of no zoning office hours is going well, and there was nothing additional to report.

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

The SEO's report was presented to the PTS. A retaining tank agreement was received on the Marstellar property, and the SEO report noted that the existing facilities are in good shape for their age. Due to the facilities being in place and in good condition, the Board passed a Holman/Novinger motion to accept a \$150 escrow for the holding tank agreement. A second Holman/Novinger motion was approved to accept the pumping contract that Marstellar presented.

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

The PTPRB Report for May 2010 was reviewed. Chairman Jim Renner presented old and new pictures of the ball field for review, to show the improvements that have been made. He also discussed the planting of trees for Earth Day. Unfortunately 2 trees did not survive, but the event was a success, and he was pleased to say it only took 3 ½ hours to plant the trees, thanks to the hard work of the highway crew and Chairman Holman in preparing the holes and moving the trees into position. The community garden will open next year to allow time for the planning and preparation to take place. Finally he presented pictures from the latest oil painting class.

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

The PTMA presented their recommendation for the appointment of Scott Smart to fill the unexpired position of Lee Wright, along with his resume. Upon the unanimous approval of a Novinger/Maguire motion, Mr. Smart's appointment was accepted.

### **SECRETARY REPORT**

#### **Rohrer Drive Bonds**

The board directed the Township Engineer to look at the Rohrer Dr. paving project in order to consider releasing the bond.

### **ENGINEER REPORT**

Max Shradley presented the Engineers Report, with the following notes:

#### **Agriculture-Rural Zoning Update**

There was no change this month to the Agricultural-Rural Zoning Update, as all activities are on hold pending work on the Comprehensive Plan Update.

#### **Comprehensive Plan Update**

The next meeting is June 3, 2010.

#### **Sheetz Car Wash**

The Engineer reported that there has been no change from last month as he has been unable to check it following a good rainstorm. He will continue to try to check it when the weather conditions allow.

#### **ADA Review of Petersburg Commons**

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A review of the plans of Petersburg Commons and a field visit were completed, with the following comments. At the time they were presented and approved, the plans were in compliance with ADA regulations. With minor modifications, they would meet current regulations. After consulting with PennDOT and a representative from the US Access Board in Washington DC, it was felt that the Township is not obligated to install any further ramps. It was the recommendation that the Township allow the property owner to do so, upon providing the Township with drawings of what he proposes to do for approval. Chairman Holman stated that he had attempted to contact the HOA of Petersburg Commons and was waiting on a copy of the letter that they had issued in regards to this issue.

### **MS-4 Permit**

The engineer reported that the renewal of the MS-4 permit is due in September, however, the application is not available as of yet. A Novinger/Maguire motion was approved to allow the Engineer to work with the Secretary to get this done as soon as it becomes available.

### **Duncan Oil Retention Pond**

As discussed earlier in the meeting, the engineer will look at the Duncan oil retention pond to check a drainage issue.

### **POLICE REPORT**

The police report was presented by the secretary, as Chief Sheaffer had to leave for a call.

### **Training Request**

Upon a Maguire/Novinger motion, permission was granted to allow the police officers to attend upcoming mandatory in-service training classes, along with allowing Office Jackson to attend a field sobriety class at HACC.

### **SOLICITOR REPORT**

The solicitor thanked the board for allowing him to miss the last meeting to deal with a family issue, and for their concern. He then cleared up the confusion regarding the procedure with the Perdix Fire Company litigation. The upcoming meeting in June is strictly a meeting between the Judge and lawyers, not a hearing as reported in the media. Solicitor Wagner will report the results at the next meeting.

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

The May 2010 Permits Reports were reviewed and accepted without comment.

### **CORRESPONDENCE**

#### **Perry County Tax Claim Bureau**

The Perry County Tax Claim Bureau has again asked for permission to sell another lot. A Holman/Novinger motion was approved granting them their request.

### **OLD BUSINESS**

#### **Sewer Connections**

The Secretary reported that one of the four remaining properties has now been connected to the public sewer in Perdix.

### **NEW BUSINESS**

There was no new business to be reported.

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**EXECUTIVE SESSION**

The Board entered into executive session at 8:15 pm to discuss a personnel issue. They resumed at 9 pm.

**PERSONNEL REQUEST**

A request was made by Chief Sheaffer to hire a part time clerk to assist in the police office. Unanimous approval of a Holman/Novinger motion approved the hiring of Susan Long at \$12 per hour for 3-4 hours per week, to be set by Chief Sheaffer.

**ADJOURNMENT**

With no further business to be conducted, and upon a Holman/Novinger motion, the PTS voted unanimously to adjourn at 9:03 p.m.

Respectfully Submitted,

Christine Shaffer, Recording Secretary