

**PENN TOWNSHIP BOARD OF SUPERVISORS
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Duncannon, PA 17020-1100**

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

Minutes of October 27, 2010

The Penn Township Board of Supervisors (PTS) met on Wednesday, October 27, 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..

CONDITIONAL USE HEARING

Chairman Holman announced that a Conditional Use hearing had been held at 6 P.M. for Jeremy and Jacqueline Rogers, to hear their request to move their pet grooming salon to their property on Gambers Corner Rd. Due to a typographical error in the advertising of this hearing, there was some confusion as to the start time. Solicitor Wagner explained what had occurred during the hearing, and asked if there was anyone in attendance that wanted to speak either for or against the proposed business. Hearing no response, the Board voted to grant the conditional use request of the Rogers, subject to conditions specified during the hearing with the approval of a Novinger/Holman motion.

VISITORS

Jodi Rissinger

Ms. Rissinger thanked Chief Sheaffer and Officer Jackson for the participation in the recent Halloween Parade and Open House that was held at the Perdix Fire House. Officer Jackson was on hand to fingerprint children for ID kits, and speak to the people that were present. She stated that the event was a success.

Jeremy Fuller, Penn Township Citizen's Group

Mr. Fuller came before the Board to read the latest questions from the Citizen's Group. He asked about the amounts of recent donations to the Duncannon EMS, who authored the ordinance involving the Perdix Fire Company, and the amount of legal fees spent to date on the legal proceedings involving Perdix Fire Company. He presented the questions in writing, and asked that the supervisors respond in kind for the next meeting.

Sgt. Ringer, PSP

Sgt. Ringer came to present the latest report of coverage by the Pennsylvania State Police of the Township, during the Township Police Department's off-duty time. The report was received by the Board, who thanked him for the continued efforts of the State Troopers.

MINUTES

Minutes for the September 29, 2010, and October 12, 2010 meetings were accepted by unanimous approval of a Novinger/Holman motion, subject to corrections requested by the Board.

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INVOICES AND EXPENDITURES

After due consideration, and upon a Novinger/Holman motion, the PTS voted to approve payment of checks 22988 to 23056 from the PLGIT General Account in the amount of \$25385.39, ACH transfers from the Orrstown Bank General Account in the amount of \$10232.48. Checks 1249 through 1253 from the Orrstown Bank PTPRB Checking Account for a total of \$1530.09 were also approved.

TREASURER'S REPORT

Treasurer Shaffer noted that the CD for the Capital Reserve account that was with PLGIT has now been moved to Members 1st, with terms as discussed during the September meeting. Upon approval of a Novinger/Holman motion, the Treasurer's Report was accepted, subject to audit.

HIGHWAY DEPARTMENT REPORT

Truck Bid

Two updated copies of the truck bids were before the Board for review, and had been corrected so that both bids contained proposals for identical trucks. Upon review by the Board, the bid was awarded to Municipal Equipment Enterprises, at a cost of \$62,449.00 with the approval of a Novinger/Maguire motion.

Truck Repair

Chairman Holman asked the board for permission to have the older F550 truck repaired, as it was in need of service. He obtained 3 estimates, all in the range of \$1200, depending on parts needed. Vice-Chairman Novinger asked if the funds were available in the budget, and was told yes. Upon approval of a Novinger/Maguire motion, the repairs were approved.

Fritz Dr.

A letter had been sent out previously to Mr. Firkal asking him to re-open a clogged culvert on his property that flows under Fritz Dr. It has been noted that this has not been completed as of the meeting. The Board, the Township engineer, and Mr. Firkal discussed the matter and were unable to come to an agreement during the discussion, and it was decided to table the matter for further review.

Charles George

A note was received from Mr. Charles George in regards to the ramp he would like to put on his property, and the Solicitor notified the Board that he dictated a letter to the secretary to have the information in the note clarified, and have it sent to the Georges for their signature.

Other Notes

Chairman Holman stated that the road crew was currently finishing the shoulders on YMCA and Barrick Drives. They also made repairs to Holman Dr. He also commented about conversations he has had with a resident regarding rumors and misinformation that seemed to be passed around the Township, and the problems that would result. One concern seemed to be about transparency, and Chairman Holman clarified some issues that the concerned the resident. He went on to discuss the new line item that will be on the 2011 budget in order to repay money to the Liquid Fuels accounts from the General fund, in order to correct an issue from the past, where items were not bid when they should have been. He also discussed another issue that was discovered to have been done incorrectly. That issue had been reconciled previously. Since June of 2009, all oil, aggregate and required items have been placed for bid. In response to a request from Stan Mutzabaugh, Chairman

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Holman stated that with the exception of the Road bids, which have circumstances that do not permit so, new bids would be opened at meetings if at all possible.

In a final note, Chairman Holman addressed the complaints about the dumpster that is at Dino's. He made contact with the provider of the dumpster, and was informed that although they would like their dumpster back, the owner of the property will not pay his bill. He asked the Solicitor to contact the owner of the property and to please resolve the matter as soon as possible.

PENN TOWNSHIP PLANNING COMMISSION (PTPC) REPORT

Warden Subdivision

Upon unanimous approval of a Novinger/Holman motion, the applicant was given an extension until January 26, 2011.

Howe Subdivision

Upon approval of a Holman/Maguire motion, the AOR's presented with the Howe subdivision were approved by the Board. Subject to agreement to the conditions and fees, the approval of a Holman/Maguire motion approved the final Subdivision Plan, #2010-03.

ZONING OFFICER (ZO) REPORT

There was nothing new to report for the month, and a copy of the June 10, 2010 minutes of the Zoning Hearing Board was presented to the Board.

SEWAGE ENFORCEMENT OFFICER (SEO) REPORT

There was nothing to report for the month.

PENN TOWNSHIP PARK AND RECREATION BOARD (PTPRB) REPORT

The PTPRB Report for October 2010 was reviewed. Chairman Renner stated that the Duncannon Area Girls Softball Association requested permission to have an outside source provide concessions at their events, as they were having staffing issues. The field fee paid to the Township would remain unchanged. He also asked the Board to approve the appointment of Barbara Van Horn to the Parks and Recreation Board. This was approved with the passage of a Novinger/Holman motion. In addition, Mr. Renner reminded the Township that the Halloween party was scheduled for the 31st at 6 p.m., with many events planned. Calendar sales continue, with second editions scheduled for sale on Election Day.

PENN TOWNSHIP MUNICIPAL AUTHORITY (AUTHORITY)

Chairman Holman publicly thanked Mr. Lee Wright for his past involvement with the municipal authority, and his contributions to their current positive situation.

Mrs. Linda Gouse asked about a recent investigation into a potential leak near her property, and her displeasure in how the situation was explained to her at the time. She was informed by Ms. Novinger that she too was involved in that situation, and invited Mrs. Gouse to come to the next meeting so that her concerns could be properly addressed.

SECRETARY REPORT

HVAC Repair

The secretary asked for permission for repairs for heating units 2 and 3 on the building, as the heat exchangers need replaced. Also the Garage furnace is in need of repair. A Holman/Novinger motion was approved allowing the repairs at a cost of \$4525.

Deer Path Rd. Ordinance

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The ordinance changing the name of Deer Path Rd. to Mourning Dove Way was adopted by unanimous approval of a Holman/Maguire motion, after corrections suggested by Supervisor Maguire were made.

EIC Tax Ordinance

The secretary was given approval to advertise the new ordinance for EIT tax as requested by the County to meet the Act 32 requirements with the approval of a Holman/Novinger motion.

Right to Know/Sunshine Act Training

The secretary was given permission to attend a free training on the latest Right to Know/Sunshine Act with approval of a Holman/Novinger motion.

Cable Internet

The secretary informed the Board that the Township was entitled to free internet/email service through Blue Ridge Cable. The issue was tabled until further research could be done to see how this would affect the telephone service, as it is part of a bundled package.

Liquid Fuels Audit

The 2007-2008 liquid fuels audit has been received, and was accepted by approval of a Holman/Novinger motion. A second Holman/Novinger motion was approved allowing the reimbursement of the Liquid Fuels account for stone that was purchased.

HVAC & Furnace Maintenance Contract

The current maintenance contract for the HVAC and Furnace systems expires in December 2010. Permission was given to the secretary to rebid the contract at a 1 and 3 year term with approval of a Holman/Novinger motion. The bids will be opened on Tuesday, November 23, 2010 during the next supervisor's meeting.

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 Future Land Use portion of the Comprehensive Plan update has been completed, and will be reviewed at the November 4, 2010 meeting. The Planning Commission will then meet at a later date to discuss other minor changes to the Plan update.

POLICE REPORT

Mountain St. Speeding Issue

Chief Sheaffer discussed a speeding complaint on Mountain St, and asked to see a copy of the ordinance that set the speed on that road. He stated that the speed that was set in the ordinance was not posted on the road, and requested that signs be ordered to display the speed limit in that area. He also asked that the same be done for Firehouse Rd.

Camera Quotes

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Upon review of the quotes received for the police in-car camera systems, it was discovered that one of the submissions was from a vendor not involved with the Co-stars program. Therefore it was decided with the passage of a Holman/Novinger motion bid to advertise this for competitive bid.

National Highway Traffic Safety Commission Invitation

The Penn Township Police Department has been invited to participate in an interview to assist in traffic citation/safety policy/enforcement. The department will represent small departments throughout the state.

YIS/Cowden Calibration Agreement

The annual agreement letter for calibration of the police vascar system was received, and approval of the agreement was tabled until research into proposed number of calibrations could be further researched.

Katye's Helping Hands

The inaugural ride to benefit Kayte's Helping Hands, a non profit organization that benefits children of fallen police officers and firefighters was recently held, and well attended. In addition, The organization was to be recognized by Thomas Kinkaide, the famous painter at an upcoming event.

Duncannon Borough Investigational Meeting

Upon approval of a Novinger/Maguire motion, Chairman Holman, Chief Sheaffer, and representatives from the Duncannon Borough will be meeting in November to begin discussions on the feasibility of a joint police undertaking or similar agreement as requested by the Borough. The solicitor offered his comments, and urged both municipalities to look into the matter seriously as it could be mutually beneficial, but any agreements must be approved by the Board and Borough Council.

SOLICITOR REPORT.

The solicitor commented about discussion of the Foreign Fire Relief funds that were questioned at September's meeting. He stated that the funds were to be dispersed to the Fire Relief Association that was associated with the department currently authorized to provide service to the Township. There was no update to the current litigation in progress. A question was posed regarding the year involved with these funds, and that was found to be 2010.

BUILDING, ZONING, DRIVEWAY, AND SIGN PERMIT REPORT

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

CORRESPONDENCE

EMA Letter

A letter was received from the Perry County EMA asking the Township to decide if they wish to keep the current ALS provider (West Shore EMS) or change to the newly forming New Bloomfield EMS. It was decided to stay with West Shore EMS with the approval of a Novinger/Holman motion.

PennDot Winter Partnership Meeting

Penndot is hosting a Winter Partnership meeting on November 9, 2010.

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FEMA Preferred Risk Policy

FEMA has extended the Preferred Risk Policy for Reduced Flood Insurance Rates for an additional two years. The Township is to be a point of contact for residents in high risk areas for assistance in how to obtain the preferential rates.

Perry County Conservation District

A letter regarding amendments to Chapter 102 the PA State regulation for erosion and sediment control was received, and will be passed along to the Planning Commission and Municipal Authority

OLD BUSINESS

Sewer Connection

There was no change in the sewer connection status from last month.

Budget

Changes to the 2011 proposed budget were presented to the Board and the next workshop was set for November 12, 2010 at 2 p.m.

Foreign Fire Relief Check

Upon unanimous approval of a Holman/Novinger motion, permission was granted to issue the Foreign Fire Relief Fund check to Duncannon Fire Relief Association.

NEW BUSINESS

County Tax Collection Committee

The 2009 Audit for the Perry County Tax Collection Committee was presented to the Board, and it was announced that there would be no contribution required from the Township for 2011.

Tapestry of Health

The Cumberland/Perry Tapestry of Health requested to renew its lease for use of a room one day per month for 2011 at a cost of \$25/month. Approval of a Holman/Novinger motion approved their request.

Carl Woods Conditional Use Appeal

The secretary informed the Board that Mr. Carl Wood has appealed his Conditional Use decision to the Court of Common Pleas.

ADJOURNMENT

With no further business to be conducted, and upon a Holman/Novinger motion, the PTS voted unanimously to adjourn at 8:40 p.m.

Respectfully Submitted,

Christine Shaffer, Recording Secretary