

PENN TOWNSHIP BOARD OF SUPERVISORS
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Henry A. Holman, Jr., Chairman Lucinda (CeCe) Novinger, Vice Chairman Brian Maguire, Supervisor

Minutes of November 23, 2010

The Penn Township Board of Supervisors (PTS) met on Tuesday, November 23, 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), Police Officer Ralph Martin, 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..

OPENING OF BIDS

HVAC Contract

The following companies submitted bids for the HVAC Maintenance contract:

<u>Company</u>	<u>Alt A (1yr)</u>	<u>Alt B (2yr)</u>	<u>Alt C (3 yr)</u>
Comfortech	\$812	\$812, \$844	\$812, \$836, \$860
HB McClure	\$1326	\$1326 per yr	\$1326 per yr

Police Car Cameras

The following companies submitted bids for the Police Car Camera:

<u>Company</u>	<u>Unit Cost</u>	<u>Units</u>	<u>Installation</u>	<u>Final Cost</u>
Emergency Equip.	\$3600	2	no bid	\$7200
Watchguard	\$4942	2	\$300/unit	\$10484

VISITORS

Lee Wright

Mr. Wright asked for clarification on what information required the submission of a Right to Know request form. Per the Solicitor, he was told that it was easiest to just ask as each situation arose.

Kraig Nace, Duncannon EMS

Mr. Nace again offered his continued thanks to the Township and the citizens for their continued support.

Jeremy Fuller, Penn Township Citizens Group

Mr. Fuller asked if the responses to last month's questions were ready, and those were provided to him. The new questions for the month included an inquiry as to the new line item on the budget covering Right to Know expenses and revenue. The second question was in regards to an advertised ordinance, and was presented in writing as it was rather lengthy. Mr. Fuller was also provided with some verbal responses to previous questions that had been presented, including the increase in donation to the Duncannon EMS, and where the funds come from.

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MINUTES

In response to a request by the recording secretary, the minutes were tabled for the month.

INVOICES AND EXPENDITURES

After due consideration, and upon a Novinger/Holman motion, the PTS voted to approve payment of checks 23064 to 23131 from the PLGIT General Account in the amount of \$60,024.83, ACH transfers from the Orrstown Bank General Account in the amount of \$9398.56. Checks 1254 through 1261 from the Orrstown Bank PTPRB Checking Account for a total of \$1438.59 were also approved.

TREASURER'S REPORT

Upon approval of a Novinger/Maguire motion, the Treasurer's Report was accepted, subject to audit.

HIGHWAY DEPARTMENT REPORT

Charles George

A letter was returned from Mr. Charles George satisfying the Township's requests in regards to the installation of a Handicap accessible ramp to his property.

Linton Hill Guardrail

Chairman Holman discussed the installation of Guardrail along a stretch of Linton Hill Rd., and would like to get that priced, so that it could be considered into the upcoming highway repair budget.

Other Notes

Chairman Holman stated that the road crew was currently finishing the shoulders on YMCA and Barrick Drives. This was delayed in order to finish the guardrail repair project along Creek Rd. with the assistance of a contractor. Other road repairs will continue subject to winter weather. Chairman Holman would like to get back to using a 5 year plan on road work, and anticipated the new 2011 bid process for stone, roadwork, and E3 oil to be put out in January.

PENN TOWNSHIP PLANNING COMMISSION (PTPC) REPORT

There was nothing to report for the month.

ZONING OFFICER (ZO) REPORT

There was nothing to report for the month.

SEWAGE ENFORCEMENT OFFICER (SEO) REPORT

There was nothing to report for the month.

PENN TOWNSHIP PARK AND RECREATION BOARD (PTPRB) REPORT

Chairman Renner reported that the Halloween Party was a success, and thanked New Blooms for their donation of pumpkins. The new windows were installed in the basement, and it is hoped that they will help save on energy costs for the Township. The Parks and Recreation Board is looking at the feasibility of having 2 of their projects completed as Eagle Scout projects. They are also looking into a small games of chance license. The indoor soda machine has now been repaired, and the Board is looking into the purchase of a refurbished machine for the park, at a cost of \$700.

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PENN TOWNSHIP MUNICIPAL AUTHORITY (AUTHORITY)

Vice Chairman Novinger provided the latest report from the Authority, including up to date figures on delinquent accounts. Also, a gas generator was given to the Township by the Authority, with a reminder to keep up on the routine maintenance. The PTMA is also looking into installing a small shed for odor control purposes. Finally, the PTMA and the Duncannon Borough are again applying for a Community Development Block grant for continued upgrades along Market St, and the PTMA will apply for a solo grant for improvements on Sunshine Hill.

SECRETARY REPORT

EIC Tax Ordinance

Upon approval of a Holman/Novinger motion, the EIC Tax ordinance was adopted with corrections.

Cable Internet

Upon research, it was learned that the Township is entitled to free internet access through Blue Ridge Cable, and it would save the Township \$280 the first year to discontinue its bundled contract with Centurylink and switch to Cable internet. After the first year, the Township will save \$480 per year. A Holman/Maguire motion tabled the issue until a later 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 was presented at the November 4, 2010 meeting. Final comments will be made at the December 2, 2010 meeting. The Planning Commission will then meet at a later date to discuss other minor changes to the Plan update.

POLICE REPORT

Calibration Agreement

The Bill that would change the requirements of the number of calibrations was not passed in 2010. Therefore, a Holman/Novinger motion approved the 2011 contract with YIS/Cowden to calibrate the Police VASCAR system.

Handicap Parking Ordinance

A Holman/Maguire motion was approved to allow the advertisement of a handicap parking ordinance to allow for parking spaces for Mr. Seiger and Mr. Morrison.

Officer Mark Jackson

Officer Martin informed the Board that Officer Jackson has been hired by the West York Police Department on a part time basis. He will inform the Chief of his intentions with Penn Township. Approval of a Holman/Novinger motion gave the Chief permission to create a pool of applicants in the event a new officer will be needed in the future.

SOLICITOR REPORT.

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The solicitor commented about the ongoing trash dumpster issue at the Dino's Grill property on State Rd. Correspondence has been sent to the involved parties. He recommended monitoring of the situation, especially since the DEP is now aware of the situation. It was also recommended that action be taken if there was no resolution by the next Supervisor's meeting.

BUILDING, ZONING, DRIVEWAY, AND SIGN PERMIT REPORT

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

CORRESPONDENCE

Duncannon Fire Police

A letter was received from the Duncannon Fire Police asking for donations.

Perry County Planning Commission

The Perry County Planning commission is accepting proposals for the 2011 Community Development Block Grant program. Also a letter was received with information about the Municipal Planning Advisory Service. It was decided by the approval of a Holman/Novinger motion not to participate in the program.

PennDOT Grant

A letter announcing the Automated Red Light Enforcement grant program was received by the township for traffic lights. It will be held for future reference, as it is not yet needed.

OLD BUSINESS

Sewer Connection

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

Fuller Complaint

Secretary Klinepeter and Zoning Officer Sizer investigated a complaint about the Fuller property on Mountain Rd. Both reported that they were satisfied that the UCC and Zoning portions of the complaint were unfounded. The police investigation was still in progress.

BUDGET

The latest update to the proposed budget was presented to the Board. In response to the question about probation statistic analysis, it was found that there is no report done by the County. A person on probation has the duration of his probation period to pay off their fines. After some discussion, a Holman/ Novinger motion was approved allowing the proposed budget to be advertised for review before adoption.

KRAIG NACE

Mr. Nace asked if there was any response to the question of whether the proposed traffic light would include an Emergency Preemption system, and was informed that there has been no response as of yet.

ADJOURNMENT

With no further business to be conducted, and upon a Holman/Novinger motion, the PTS voted unanimously to adjourn at 8:16 p.m. with wishes that all have a happy and safe Thanksgiving.

Respectfully Submitted,

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Christine Shaffer, Recording Secretary