

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

**Township Office: (717) 834-5281 Fax: (717) 834-6854
E-Mail: penntownship@embarqmail.com**

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

Minutes of February 23, 2011

The Penn Township Board of Supervisors (PTS) met on Wednesday, February 23, 2011 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 Chief Paul Sheaffer, 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.

BIDS

A reading of the names and bids of companies and interested parties that submitted bids for #8 AASHTO stone were as follows:

National Limestone Quarry PO Box 397 Middleburg, PA	200 Tons	\$14.50/ton	#8 Aggregate	\$2,900
Jay Fulkroad & Sons 2736 Free Spring Church Rd McAlisterville, PA	200 Tons	\$15.00/ton	#8 Aggregate	\$3,000
Outlaw Express PO Box 427 New Bloomfield, PA	200 Tons	\$14.95/ton	#8 Aggregate	\$2,990
Hempt Bros. Inc. PO Box 278 Camp Hill, PA	200 Tons	\$15.75/ton	#8 Aggregate	\$3,150
Pennsy Supply PO Box 3331 Harrisburg, PA	200 Tons	\$13.68/ton	#8 Aggregate	\$2,736
Handwerk Materials	200 Tons	\$13.99/ton	#8 Aggregate	\$2,798
Eastern Industries PO Box 177 Winfield, PA	200 Tons	\$14.91/ton	#8 Aggregate	\$2,982

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A reading of the names and bids of companies and interested parties that submitted bids for Aggregate 2A were as follows:

Harsco Metals Steelton, PA	2,000 Tons	\$10.25/ton	Aggregate 2a	\$20,500
National Limestone Quarry PO Box 397 Middleburg, PA	2,000 Tons	\$11.70/ton	Aggregate 2a	\$23,400
Jay Fulkroad & Sons 2736 Free Spring Church Rd McAlisterville, PA	2,000 Tons	\$13.45/ton	Aggregate 2a	\$26,900
Eastern Industries PO Box 177 Winfield, PA	2,000 Tons	\$11.46/ton	Aggregate 2a	\$22,920
Pro Lawn 601 Bucks Valley Rd Newport, PA	2,000 Tons	\$13.98/ton	Aggregate 2a	\$27,960
Hempt Bros. Inc. PO Box 278 Camp Hill, PA	2,000 Tons	\$11.75/ton	Aggregate 2a	\$23,500
Pennsy Supply PO Box 3331 Harrisburg, PA	2,000 Tons	\$12.18/ton	Aggregate 2a	\$24,360
Handwerk Materials	2,000 Tons	\$12.24/ton	Aggregate 2a	\$24,480

A reading of the names and bids of companies and interested parties that submitted bids for Bitumen Liquid RS-2/CRS-2 E2/E3 were as follows:

Seaboard Asphalt 3601 Fairfield Ave Baltimore, MA	8,000 gallons Delivery Charge	\$2.23/gal No delivery charge	E-3 oil	\$17,840
Wilson Paving 480 W. Old York Rd Carlisle, PA	8,000 gallons Delivery Charge	\$2.45/gal \$88/hour	E-3 oil	\$19,600
HRI, Inc. 1525 Millville Rd. Bloomsburg, PA	8,000 gallons Delivery Charge	\$2.99/gal No delivery charge	E-3 oil	\$23,920
Hammaker East, LTD. 1514 Black Gap Rd. Fayetteville, PA	8,000 gallons Delivery Charge	\$1.95/gal \$.60/gal	E-3 oil	\$15,600

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Bids will be awarded at the March 30, 2011 PTS meeting.

VISITORS

Bob Larish

Mr. Larish is coordinating a motorcycle event/fundraiser on May 22, 2011, and requested permission of the PTS to park along streets in Business Campus One for the duration of the event. There will be 3 vending trailers, live music, and a raffle. The event will run from 12 p.m. to 5 p.m., with setup beginning Saturday evening and teardown being completed by Sunday night. Chief Sheaffer asked whether this would be a parade style event, and was informed that it would not. It was also suggested that someone speak to the owners of two tankers that are parked along the roads. A Novinger/Holman motion was unanimously approved granting Mr. Larish approval for his request.

Paul Soltis

Mr. Soltis apologized for missing the January PTS meeting, and submitted a written report to the Board. He stated that if there were any questions, to please call him.

Kraig Nace

Mr. Nace stated that the 2010 EMS audit was complete, and would be available to the PTS at the March meeting. He also reported that out of the EMS calls in Penn Township, 110 were to either Kinkora or Stonebridge Nursing Homes.

Jeremy Fuller

Mr. Fuller brought the latest questions from the Penn Township Citizen's Group. First was a question in regards to the increase in the budgeted amount for Unemployment Compensation Tax, and if that was due to previous layoffs. He was told by the secretary that this was due to an increase in full-time employees. He then asked if volunteers would be needed for the reconstruction of the BBQ pavilion, and when this was expected to happen. Chairman Holman thanked him for his offer to get volunteers, and told him that no date had been set as of yet. His third question was to see if it would be possible to have the answers to the Citizen's Group questions emailed to them, in case a representative could not make it to the next meeting. Lastly, he requested the use of a room in the Township Building for May 3 2011 for the Citizen's Group to hold a Meet the Candidates night. His request was granted by approval of a Holman/Novinger motion.

Bob Peifer

Mr. Peifer came to introduce himself as a candidate for Perry County Commissioner.

MINUTES

Upon approval of a Novinger/Maguire motion, minutes for the January 31, 2011 PTS meeting were approved.

INVOICES AND EXPENDITURES

After due consideration, and upon a Maguire/Novinger motion, the PTS voted to approve payment of checks 23287 to 23350 from the PLGIT General Account in the amount of \$29,965.44, ACH transfers from the Orrstown Bank General Account in the amount of \$9,833.68. Checks 1276 through

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1282 from the Orrstown Bank PTPRB Checking Account for a total of \$421.57 were also approved. Secretary Klinepeter informed the Board that a check had been written to the USPS for postage of the Spring Newsletter, and as soon as the amount was known, she would inform the Board of that amount and have the receipt signed.

TREASURER'S REPORT

Upon approval of a Novinger/Maguire motion, the Treasurer's Report was accepted, subject to audit. Vice-Chairman Novinger requested that rates be researched for a Certificate of Deposit currently at Integrity Bank due to its impending maturity date.

HIGHWAY DEPARTMENT REPORT

Snow and Ice Removal

The Highway department has been busy keeping up with the removal of snow and ice from the recent storms, and is pleased to report that they have been able to keep pace with the weather. Chairman Holman also noted that as time and weather permitted, they have been clearing up broken limbs and debris, and asked that if any were missed, to please notify the Township.

Vehicle Maintenance

Chairman Holman reported that the screen on the backhoe has been replaced, and the road crew has been neutralizing the trucks after each storm to prevent premature aging of the vehicles due to salt damage.

Sign Inventory

The road crew met with the local PennDOT Liquid Fuels representative to clarify the rules regarding the new sign replacement requirements. By 2015 all traffic signs will be replaced, and by 2018, all street signs will be replaced as well. The first order will be going out shortly, and no Liquid Fuels money is expected to be used in the project.

BBQ Pavilion

Chairman Holman offered the salvaged wood from the Barbeque pavilion replacement project to the residents of the Township. A dumpster will be obtained for the disposal of the shingles.

Bid Openings

Chairman Holman discussed the topic of opening bids during PTS meetings. Previous policy was to set a public time and date for bids to be opened, allow time for review and clarification of any questions, and then award the bids during a PTS meeting. The new process of opening a bid during a PTS meeting and then awarding the bid during the next meeting is creating delays in awarding bids, and upon research, is not a common practice. It has become a concern that this will slow down the bidding on road paving, and it has also been noticed that there has been no interest from residents in reviewing the bids once they have been opened. The PTS would like to resume setting the opening date of bids 2 weeks prior to a PTS meeting, to allow for review. It was also noted that occasionally bids may have to be redone to allow for human error.

Other Notes

Chairman Holman stated that the road crew has been out as weather permits to repair some winter damage. Nancy Valdez asked if all new signs will be in the new style, and was informed that in time, all the signs in the Township will be replaced. She also inquired as to the delay in replacing signs

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that are currently missing, and was told that the replacement was delayed due to needing the clarification from PennDOT on sign requirements. The new signs will be ordered in the spring, and will have a 2-3 week lead time.

PENN TOWNSHIP PLANNING COMMISSION (PTPC) REPORT

Centurylink

Centurylink is requesting a waiver of the requirement of Land Development Plan. Chairman Holman visited the sight in question, and saw no objection to the waving of the Land Development Plan, but wanted a clarification of the swale that is located in that area, as that swale conducts a large volume of water in bad weather. Solicitor Wagner commented that the plan can be waived but the HOP and easement can still be required. Engineer Shradley said that if that swale is determined to be a stream, then setbacks would be required and enforced by the Zoning Officer. The Planning Commission recommended that a Land Development Plan be required. A Novinger/Holman motion was passed to waive the Plan, but require the HOP, easement, and bring the water issue to their attention.

Haines Floodplain Appeal

Jennifer Haines made a FEMA Floodplain appeal request for her property in Petersburg Commons. The Planning Commission recommended that the PTS approve the signature of the Application for Floodplain Map change. Approval of a Novinger/Holman motion granted this request.

ZONING OFFICER (ZO) REPORT

Centurylink

Centurylink will appear before the Zoning Hearing Board to request a variance for sections 1608, 1645 and Article 8-06. Approval of a Novinger/Holman motion decreed that the PTS should be a party to this Hearing, and that the Township Engineer should review the request for variance. Supervisor Maguire will attend.

Cornerstone Christian Church

Cornerstone Christian Church has requested a Hearing for a sign variance. A Holman/Maguire motion was passed stating that the PTS will attend this meeting as well. Vice Chairman Novinger abstained as she attends that Church. Supervisor Maguire will attend the Hearing.

SEWAGE ENFORCEMENT OFFICER (SEO) REPORT

There was no activity for the month on the report. A Novinger/Holman motion was passed accepting the Rogers holding tank application, and setting the escrow at \$250.00

PENN TOWNSHIP PARK AND RECREATION BOARD (PTPRB) REPORT

Chairman Renner reported that the lease for a mini-park was submitted to the Duncannon EMS. Kraig Nace stated that a committee had reviewed the lease. The lease is for a 25 year term, with options for a 10 and 5 year renewals. Solicitor Wagner reviewed the lease and did not see any issue with it. A Novinger/Holman motion was passed to allow time for the Supervisors to review and discuss the lease, as well as gather further comments from the EMS. There would be no grant applied for this year in regards to this project, as the deadline would not be able to be met.

The Chicken Barbeque will be held on March 26, 2011, with a rabies clinic the same day.

PENN TOWNSHIP MUNICIPAL AUTHORITY (AUTHORITY)

There was nothing to report.

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SECRETARY REPORT

Kathy Martin Lease

Kathy Martin Photography informed the Township that she has vacated her lease as of February 14, 2011. An inspection of the room was performed to check for damages and determined that the room was in good condition minus normal wear and tear, and a check has been issued to return her security deposit. A Holman/Novinger motion was approved giving the secretary permission to advertise the room for rental, with the option of considering using it for Township purposes if no one responds to the advertisement.

Carpet Cleaning

A Holman/Maguire motion was approved allowing the secretary to obtain quotes on cleaning the carpets in Room 4 and the Large Conference Room.

UCC Appointment

A Holman/Novinger motion was approved to reappoint Jessie Boyer to the UCC Board of Appeals.

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

There were no changes from last month.

Fritz Drive

There was no action taken this month.

RT 274 Traffic Signal

As requested, the engineer reviewed the plans and documents that were submitted to the Township for the proposed Signal at Rt. 274 and Business Campus Dr. His comments were presented to the PTS, and the approval of a Holman/Novinger motion will have those comments forwarded to Pinnoni Associates.

Low Property Stormwater/E&S Review

The engineer received a revised submission for stormwater and E&S information on February 22, 2010. Comments will be prepared based on the review of these plans.

POLICE REPORT

Handicap Parking Ordinance

Upon the passage of a Novinger/Holman motion, a Handicap Parking ordinance was adopted.

Defibrillator

Chief Sheaffer presented information to the Board about the purchase of another AED unit for the Township, to be placed in the Township Building. Solicitor Wagner informed the PTS that there would be no legal issue to the placement of this unit in response to questions about liability and training to

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use the unit. Upon comments from Kraig Nace on other available units and costs, the Chief will do more research on this idea.

ENRADD Training

Approval of a Novinger/Holman motion gave permission for Officer Martin to attend Enradd Training at a cost of \$70.

SOLICITOR REPORT

The solicitor will report back to the PTS on matters brought up during the meeting. He also donated the cost of his services at this meeting to the Parks and Recreation Department's Chicken Barbeque to be used towards meals for needy residents.

BUILDING, ZONING, DRIVEWAY, AND SIGN PERMIT REPORT

The January 2011 Permits Reports were reviewed and accepted without comment.

CORRESPONDENCE

MRM Trust

A letter was received from MRM Trust asking for a delegate to attend or proxy to be signed for their annual meeting of the MRM Trust. A Holman/Novinger motion was approved to sign the proxy.

NEW BUSINESS

Newsletter

Secretary Klinepeter informed the PTS that the Spring Newsletter was due back from printing on February 24 or 25, 2011, and would be mailed out the following week.

ADJOURNMENT

With no further business to be conducted, and upon a Holman/Novinger motion, the PTS voted unanimously to adjourn at 8:33 p.m.

Respectfully Submitted,

Christine Shaffer, Recording Secretary