

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 16, 2011

The Penn Township Board of Supervisors (PTS) met on Wednesday, November 16, 2011 in the Municipal Building. Chairman Henry Holman Jr., Vice-Chairman CeCe Novinger, and Supervisor Brian Maguire were in attendance. Other personnel present were Helen Klinepeter (Secretary), Police Chief Paul Sheaffer, and Christine Shaffer (Treasurer). Chairman Holman called the meeting to order, and 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.

BUDGET

Chairman Holman opened the meeting by stating that the Pledge of Allegiance and moment of silence would be deferred until the 7 p.m. Joint Police meeting. He then stated that the 2012 budget was being prepared in two parts, one as a standard Budget for the Township for 2012, and the second part to include the possibility of the adoption of the proposed Police contract with Duncannon Borough.

Chairman Holman stated that he had reviewed the proposed budget and was satisfied with it, and asked the other Board members if they had any items they wished to discuss or change. Secretary Klinepeter brought line item 01.430.370 (Municipal Building repair and maintenance) to the Board's attention. This line item was increased by \$5000 to allow for the creation of a secure entrance to the Township office as suggested by the Township's insurance agency and discussed in the previous budget meeting. Vice Chairman Novinger asked if the window repairs were included in the figures for 2012, and was told that those repairs would be completed this year. Mr. Lee Wright asked if there were copies of the proposed budget available to the public, and copies were furnished. It was explained that sections highlighted in yellow were the budget without the proposed police contract, and sections in green include the proposed police contract.

Vice-Chairman Novinger then asked if line item 01.486.355 (insurance package) had decreased, and Secretary Klinepeter replied that it had. The portion of the package that applies to the police department had been moved to line item(s) 01.486.351 (01.419.355 also if applicable). This was also done for line items 01.486.161 and 01.486.162 (01.420.161/162).

Secretary Klinepeter provided the vice-chairman with additional information about spay-neuter programs in addition to the Humane Society as was discussed during the previous budget meeting.

Mr. Wright pointed out a typographical error between the incoming Foreign Fire Tax revenue and the Foreign Fire Tax expense categories, which will be corrected. It was also found that several of the notes did not line up with their intended categories, and those will be corrected as well. Mr. Gene Hollenbaugh asked about the difference of \$21,850 in the police chief's salary, and was told that the Borough would assume half the chief's salary if the contract is passed. Mr. Stanley Mutzabaugh asked about the source of revenue for line item 01.342.200 (room rental), and was told that the PTMA, county board of elections, Faith in Christ Church and others all pay rent for use of rooms within the building. This amount had decreased due to the loss of a tenant in the late winter of 2011. Mr. Mutzabaugh then asked if the police department would pay rent if they received the use of an additional room as they asked, and was told that this matter wasn't decided yet.

Jodi Rissinger asked about the wages for the SEO, and it was explained that the SEO is a contractor, and his wages vary by the amount of work he is asked to do on behalf of the Township, and some of his wages are reimbursed by property owners.

MINUTES OF NOVEMBER 16, 2011

Page 2 of 2

Chairman Holman then began explaining the second part of the proposed budget with an explanation of the impact of the proposed police contract. He noted that in the contract there was an error stating that there would be 5 part-time officers hired instead of 4, and this would be corrected. Ms. Rissinger asked about current and proposed police part time wages, and it was explained that the current wage is \$14.28/hr and the proposed rate with contract would be \$16.50, with the Borough to absorb the difference in wages for the current officers as well. Discussion then continued on other items in the budget.

ADJOURNMENT

Chairman Holman then asked if there was any further discussion or changes for any lines, and upon unanimous approval of a Holman/Novinger motion, the meeting was adjourned at 7:05 p.m.

Respectfully Submitted,

Christine Shaffer, Recording Secretary