

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

Henry A. Holman, Jr., Chairman

Lucinda (CeCe) Novinger, Vice-Chairman

Brian Maguire, Supervisor

Minutes of January 25, 2012

The Penn Township Board of Supervisors (PTS) met on Monday, January 25, 2012 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), Max Shradley (Engineer), P. Richard Wagner (Solicitor), Police Chief Richard Pickles, 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. Mr. Stanley Mutzabaugh also recorded the meeting. A list of visitors is on file in the Township office.

INTRODUCTION

Chairman Holman began the meeting with the introduction of Officer Tricia Moench. She is the newest hire to the police department, and comes to us after serving with the Philadelphia Police Department.

VISITORS

Joe Burget, Burget & Associates

Mr. Burget came to update the Board on the status of the construction at Forrer Dodge, and some changes that were made to the rear of the property. A retaining wall that was to be built along the bank was abandoned due to an excessive amount of water that was coming from the hillside. A swale, inlet box, and appropriate piping to redirect the excess water to the retention pond were installed, and the bank covered in stone. Mr. Burget then brought up 2 other changes that they would like to make. First, they would like to drop the screening on the north side of the property, as Mr. Forrer has purchased the land and residence at that end, and it will now be used for commercial purposes when the residence is demolished, eliminating the need for screening.

Second, they would like to have the fence requirement waived around the retention pond, as the ground has been absorbing the water adequately. Engineer Shradley was directed to work with Mr. Burget on monitoring the water levels for the next several months before a waiver will be granted. Mr. Burget then stated that they would like to have an occupancy permit by February 17, 2012 and want to have all work completed by then. Supervisor Maguire asked if any of the changes were presented to Engineer Shradley for review prior to execution, and was told no, but the 6" pipe that was installed seems to be functioning well. Chairman Holman stated that he was unhappy about the actions that were taken, as the approved plan had not been followed, and no review was requested of the engineer for an amendment. To allow this to happen could establish a precedent of unmonitored changing of construction plans. The engineer was directed to schedule an on-site review.

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Garry Hoh

Mr. Hoh appeared before the board with a sketch of a proposal for a residence at 1029 State Rd. He would like to place a recreational vehicle on the property as a residence. There was some confusion as to whether this would be a permanent residence, as his realtor, who initially inquired on his behalf, believed it would be temporary. Mr. Hoh stated that he wanted it to be a permanent residence. He was told that he needs to follow the standard permit procedures for a permanent dwelling, including checking with the PTMA about sewage hookups.

Nancy Valdez, Penn Township Citizen's Group

Ms. Valdez presented questions from the Penn Township Citizen's Group. The first questions were in regards to the monitoring of the Weaver sewer treatment plant, and she was told that the monitoring is handled by DEP, and the correspondence for the plant is on file in the Township office. Her next question was about the budgeted donation to the Duncannon Fire Police, and if there would be a donation to CART (County Animal Response Team). Vice Chairman Novinger replied that CART had previously asked to remain nonpolitical, so there was no donation scheduled for them. Her final question was about the advertising for open police positions. She was told the positions were currently advertised on Fox 43, Channel 8, Career Link, and the Duncannon Record.

Wes Smith, Duncannon EMS

Mr. Smith stated that the year-end financial reports and statistics were coming shortly, but 2011 was their highest year on record. He thanked the Township for their continued support.

INVOICES AND EXPENDITURES

After due consideration and upon a Novinger/ Holman motion, the PTS voted to approve payment of checks 25021 through 25088, in the amount of \$58804.33 from the PLGIT general account, ACH transfers in the amount of \$41024.18 from the Orrstown Bank General Account, Checks 1355 through 1356 from the Orrstown Bank PTPRB Checking Account for a total of \$84.25 were also approved.

TREASURER'S REPORT

The Treasurer's report was accepted upon the passage of a Novinger/Holman motion, subject to audit. Treasure Shaffer was directed to reinvest a mature Parks and Recreation CD at Bank of Landisburg for a 6-month period at a rate of .4% with approval of a Holman/Novinger motion.

HIGHWAY REPORT

Chairman Holman stated that even with the snowstorm last weekend, the Township had been lucky so far, though the storm did result in 3 of the 4 trucks having mechanical issues, which have now been repaired. The highway crew has been catching up on routine maintenance on equipment. Trees have been trimmed along Cove Rd., anti-skid is being

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restocked, repairs for some recent water damage have been made, and the highway crew will be getting materials for the BBQ pit. The bid for paving Faculty Rd. will be prepared in February. Ms. Rissinger asked if attention could be paid to Firehouse Rd. during the next storm.

PENN TOWNSHIP PLANNING COMMISSION (PTPC) REPORT

Warden Subdivision Plan

A Holman/Novinger motion approved a time extension for the Warden Subdivision until April 25, 2012.

Baker Subdivision Plan

A Holman/Novinger motion approved the six Alteration of Requirements requested, and a second Holman/Novinger motion approved the subdivision plan.

ZONING REPORT

The Zoning Officer's report was accepted.

Forrer Dodge Variance Request

A Holman/Novinger motion was approved electing not to be a party to the hearing.

Morrison Zoning Map Change

A Holman/Maguire motion was approved offering no comment to the Morrison Zoning map change and sending it back to the Planning Commission.

SEWAGE ENFORCEMENT OFFICER REPORT

The Sewage Enforcement Officer's report was accepted without comment.

PARKS AND RECREATION BOARD REPORT

The Parks And Recreation Board met on January 10, and Karen Tilkens was named Chairman, Jim Renner, vice chairman, and Mike Freeman, secretary. The BBQ will be held in March, and discussion was held on the newsletter article. The board agreed to continue meeting on the second Tuesday of each month.

PENN TOWNSHIP MUNICIPAL AUTHORITY

The PTMA is still working with the developer for the Warden property, and thanked the PTS for the additional extension. They have also been working with the Borough to continue the Market Street line work. The reorganizational meeting will be held February 1, 2012. They will draw up a wish list that includes the improvement of water lines on Sunshine Hill. Lee Wright asked about tying the water line from Sunshine Hill into the Borough, and has been told that there hasn't been any further discussion. Ms. Valdez asked about rate reductions and was told that there would be none this year. A discussion then ensued about delinquent accounts and ways to collect.

SECRETARY'S REPORT

UCC Board Of Appeals

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A Novinger/Maguire motion approved the reappointment of Jeff Holman to the UCC board of appeals.

County GIS

A request was received from the county GIS to change the addresses of residents who live along Shermans Creek Drive, a private lane. These residents all have Main St addresses. After a discussion with the solicitor, a Holman/Novinger motion directed the secretary to send a letter to the residents asking for their input.

Roadmaster

The elected auditors agreed to hold the Roadmaster's wage to \$17 per hour.

ENGINEER'S REPORT

Mr. Shradley presented the Engineers report to the board. The Comprehensive Plan update is complete. A Maguire/Novinger motion approved the Engineer's recommendation to reduce the Morrison Letter Of Credit to \$203,267.24.

POLICE REPORT

The December and year-end police reports were accepted. A Holman/Novinger motion was approved confirming the consensus decision to hire Tricia Moench as a P/T police officer. Her starting rate will be \$14.28/ hr, with a six month probation period. Pictures of the swearing in ceremony of Chief Pickles and Lieutenant Karlsen were in this week's Duncannon Record. Discussion was then held about the police plan, probation periods, and the additional wage expense of another full-time officer.

SOLICITOR'S REPORT

The Solicitor noted that it is his 35th year with the Township, and apologized for his absence at the last meeting as he has an illness in the family. He thanked everyone for their kind thoughts and well wishes.

BUILDING, ZONING, DRIVEWAY AND SIGN PERMIT REPORT

The year-end and January permit reports were presented and accepted without comment.

CORRESPONDENCE

PSATS Township Planning Association

A Holman/Novinger motion was approved to not be a participant in this group.

NEW BUSINESS

Newsletter

The newsletter draft was provided to the board for review. Ads are being received, and it is scheduled to go to the printer on February 6, and to be mailed the end of February.

Amended budget

A Novinger/Maguire motion was approved adopting the amended 2012 budget. The amendment allowed for the changes in wage expense in the Police Department, and

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additional insurance. These changes exceeded 10% of those line items, requiring that the budget be amended and re-advertised.

EXECUTIVE SESSION

An executive session was held from 8:35 pm to 9:00 pm, to discuss police personnel issues, and financial issues. No decisions were made. .

ADDITIONAL BUSINESS

The Secretary informed the Board that a motion was approved during the reorganizational meeting to donate \$100 to the Duncannon Fire Police. She then asked for permission to cut a check prior to the next meeting for the bulk mailing of the newsletter, as done in the past. A Holman/Novinger motion was approved allowing her to do so, with the receipt to be presented to the Supervisors to confirm the amount spent.

ADJOURNMENT

With no further business to be conducted, and upon a Holman/Novinger motion, the PTS voted unanimously to adjourn at 9:05 p.m.

Respectfully Submitted,

Christine Shaffer
Recording Secretary