

**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 April 25, 2012**

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The Penn Township Board of Supervisors (PTS) met on Wednesday, April 25, 2012 at 7 pm 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), Rich Wagner, (Solicitor), Frank Chlebnikow (Engineer), 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. A list of visitors is on file in the Township office.

**VISITORS**

**Rob Morris, CPA**

Mr. Morris presented the 2011 Audit to the Board and briefly reviewed the findings and attached comments and suggestions. The Audit found no material issues with the Township's finances.

**Paul Rudy**

Mr. Rudy, Commissioner with Perry County, came to discuss the progress with Business Campus One. He had done research and met with Perry County Economic Development Corp. A survey was created to find out what types of businesses could occupy the area and be of benefit to the community. Copies of this survey were passed out to the Board, with the final results being passed to the Realtor so she can focus her efforts. Chairman Holman commented on the history of the Business Park and the difficulties in trying to locate tenants, as well as the Township's efforts to facilitate the development of that area. Vice-Chairman Novinger asked Mr. Rudy if he had received a list of approved businesses from the lender, and was told he had not. Lisa Dorman of the Duncannon Record also asked some questions of Mr. Rudy.

**Jim Kocher**

Mr. Kocher spoke about a previous request for a donation to the Duncannon Senior Citizen's Center. He was told that the PTS had not made a donation as of yet, but their request was being considered.

**Ed Ream**

Mr. Ream came on behalf of the Duncannon EMS and thanked the Township for their support.

**Bob Johnson**

Mr. Johnson came to ask about the status of a partially constructed residence at the corner of Rt. 274 and Pee-Wee La. that has been untouched for a long time. He was told that the owner still has plans to complete it; however he will need a new permit to resume construction.

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**INVOICES AND EXPENDITURES**

After due consideration and upon a Novinger/ Holman motion, the PTS voted to approve payment of checks 25233 through 25305, in the amount of \$42,238.01 from the PLGIT general account, ACH transfers in the amount of \$112,313.15 from the Orrstown Bank General Account, Checks 1377 through 1387 from the Orrstown Bank PTPRB Checking Account for a total of \$2,180.31 were also approved

**TREASURER’S REPORT**

The Treasurer's report was accepted upon the passage of a Holman/Novinger motion, subject to audit. It was noted that dividends in the amount of \$10,386.42 were received from the MRM Property Trust and Workman's Comp. funds. Also, the annual Liquid Fuels payments totaling \$114,097.45 were received.

**MINUTES**

Minutes for the March 28, 2012 PTS meeting and March 28, 2012 Conditional Use Hearing, and the March 31, 2012 Road Survey were accepted with the approval of a Novinger/Holman motion.

**HIGHWAY REPORT**

**Notes**

- Repairs have been made to potholes on Butchershop Road.
- There have been several road signs that have recently been stolen or damaged.
- The brush chipping service is still available, however, residents are asked to please call ahead to notify the Township of drop-offs to cut down on illegal dumping.
- Final preparations are being made to repair a damaged culvert under Cove Rd.
- Residents along the section of Faculty Rd. that is to be paved have been notified.
- Chairman Holman discussed the rental of a Boom Mower in conjunction with Miller and Juniata Townships with a representative of Miller Township, and will discuss the details with the other members of the Board later in the meeting.
- The highway crews' schedules have been adjusted due to the recent weather to allow them to get as much work accomplished as possible.
- The New BBQ pavilion was completed for the Parks and Recreation Board at a total cost of 3,694.60, and is available for use.

**PENN TOWNSHIP PLANNING COMMISSION (PTPC) REPORT**

**Warden Plan Extension**

A Novinger/Holman motion was approved granting a time extension to the Warden Plan until July 25, 2012. Discussions are still underway about sewer and water.

**ZONING REPORT**

The Zoning Officer’s report was accepted.

**ACD Realty**

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A Maguire/Novinger motion was approved stating the Township would be a party to the ACD Realty Zoning Hearing with Chairman Holman attending.

**MW2 Conditional Use**

Solicitor Wagner reviewed the recent conditional use hearing for MW2 that was held on March 28, 2012. A copy of the transcript had been obtained and the Board was presented with 3 options: approve as-is, deny as-is (citing section 1820.2A-development plan required and not provided), or approve conditionally. The solicitor stated that he could see 8 possible conditions, and read those off. Upon reaching an opinion, it would then take up to 15 days for that decision to be placed into writing. Chairman Holman wished to discuss the matter in executive session, and was told they could discuss it then, but the actual vote would need to be in public.

**SEWAGE ENFORCEMENT OFFICER REPORT**

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

**PARKS AND RECREATION BOARD REPORT (PTPRB)**

Sean Beaver's resignation was accepted by the Board, and permission to advertise for new members was given with the passage of a Holman/Novinger motion.

**PENN TOWNSHIP MUNICIPAL AUTHORITY**

Resolution 2012-01 was presented to the Board as a means to prevent excess infiltration & inflow into the sewer system. The resolution provides for certification of inspection of sewer systems at time of transfer of ownership of a property that is serviced by the PTMA.

**SECRETARY'S REPORT**

**Pension Documentation**

PSATS has requested adoption and signature on both pension plans. Upon recommendation of the solicitor, and with the approval of a Holman/Novinger motion, the Board decided to have an actuary review the documents.

**Custodian's Position**

Copies of applications for the custodian's position were provided to the Board for their review.

**Tax Collector Audit**

The 2011 Tax Collector's audit was presented to the Board by Elected Auditor Brad DiPaolo.

**ENGINEER'S REPORT**

Mr. Chlebnikow presented the Engineers report to the Board. A Public Hearing has been scheduled for May 17, 2012 at 7 PM to review the changes to the Comprehensive Plan.

**POLICE REPORT**

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The March police report was accepted. After review and interviews with the applicants for Part-time officers, background checks were completed for the 7 most qualified candidates. A Novinger/Holman motion was approved hiring all 7 people. They will be notified by letter, and their tentative starting dates would be the week of April 30, 2012.

**SOLICITOR’S REPORT**

The Solicitor commented that during a recent trip to the Perry County Courthouse, he heard many positive comments about the professionalism of the Penn Township Police Department.

**BUILDING, ZONING, DRIVEWAY AND SIGN PERMIT REPORT**

The April permit reports were presented and accepted without comment.

**CORRESPONDENCE**

**PLGIT**

Notice from PLGIT about the annual meeting of Shareholders was presented to the Board.

**EXECUTIVE SESSION**

The Board entered into executive session from 7:50 to 8:05. Upon reconvening, a Novinger/Holman motion was approved granting the MW2 Inc. Conditional Use request with the following conditions:

1. A Highway Occupancy Permit shall be obtained from PennDOT.
2. No buildings or structures shall be placed on the property without an approved Building Permit.
3. There shall be no commercial access from Schoolhouse Rd.
4. All fluids shall be removed from any vehicles prior to crushing/shredding and stored properly and removed from the premises.
5. Shredding or crushing of vehicles shall only take place between the hours of 7 am to 5 pm, Monday thru Friday.
6. Light equipment only shall be permitted to be operated from the hours of 7 am to 12 pm on Saturdays.
7. The applicant shall be required to follow any applicable noise level restrictions.
8. A buffer shall be placed between the residences at the southeast corner and Schoolhouse Rd. and the business area
9. The applicant is required to comply with section 1820.2A and submit a land development plan.

Conditions 1, 8, and 9 must be completed before an Occupancy Permit shall be granted.

**EXECUTIVE SESSION**

The Board entered into executive session from 8:15 to 8:40. Upon reconvening, it was decided to obtain a sample contract from Stephenson Equipment for the mower rental, and request the required documents from the Township's insurance agent. The tentative cost

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will be \$2,100.00. A Novinger Maguire motion provided approval of the mower rental conditional on obtaining the exact pricing.

**ADJOURNMENT**

With no further business to be conducted, and upon a Holman/Novinger motion, the PTS voted unanimously to adjourn at 8:44 p.m.

Respectfully Submitted,

Christine Shaffer  
Recording Secretary