

**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 August 29, 2012**

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The Penn Township Board of Supervisors (PTS) met on Wednesday, August 29, 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), P. Richard Wagner (Solicitor), Max Shradley (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**

**Wayne Loper**

Mr. Loper submitted a proposal to the Board for recycling fluorescent light bulbs. Chairman Holman stated that the Township would have to research Mr. Loper's proposal and make sure there were no liability issues with handling a hazardous material (mercury contained within the tubes). A Maguire/Novinger motion was approved to pursue the feasibility of Mr. Loper's proposal.

**Paul Soltis**

Mr. Soltis attended National Weather Service training earlier in the month. He reminded the residents that it is currently Hurricane Season, and a good idea to make sure that every household has a emergency preparedness kit on hand, and all supplies in it are fresh.

**Nancy Valdez, Penn Township Citizen's Group**

Ms. Valdez presented the latest questions from the PTCG to the Board. They included questions about the minor findings and actions from the 2011 audit and mowing of right of ways. She submitted copies in writing, and Chairman Holman addressed the mowing issues by announcing that mowing was to resume within the next few days after the meeting. Mr. Bob Johnson then asked how soon Schoolhouse Rd. would be mowed because of the High School Cross Country team running along the shoulders. Chairman Holman was aware of the issue.

**Kraig Nace, Duncannon EMS**

Mr. Nace thanked the Township for their continuing support.

**Lee Wright**

Mr. Wright expressed interest in viewing the road plan for the Stone Mill Estates proposal. He was asked by the Chairman to make an appointment with the secretary to view the plans.

**INVOICES AND EXPENDITURES**

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After due consideration and upon a Novinger/ Maguire motion, the PTS voted to approve payment of checks 25556 through 25651, in the amount of \$42,228.58 from the PLGIT general account, and ACH transfers in the amount of \$7,943.63 from the Orrstown Bank General Account. Checks 1403 through 1408 from the Orrstown Bank PTPRB Checking Account for a total of \$872.45 were also approved.

**TREASURER’S REPORT**

Approval of a Novinger/Maguire motion directed the Treasurer to keep a maturing Parks and Recreation CD at Marysville Bank. The Treasurer's Report was accepted upon the passage of a Novinger/Maguire motion, subject to audit.

**MINUTES**

Minutes for the July 25, 2012 and July 30, 2012 PTS meetings were approved with a Novinger/Holman motion, subject to grammatical corrections.

**HIGHWAY REPORT**

**Notes**

- Trees have been trimmed in the Sunshine Hill area.
- Faculty Rd has been paved; shoulders still need to be completed.
- Repairs have begun along Butchershop Rd. in the area of Pfautz Rd.
- Mowing will resume along the Township roads.
- Repairs will be made on Sawmill Rd. to correct the washout problem.
- Repairs to the culvert on Cove Rd. that were postponed have been rescheduled to September.
- In an effort to reduce danger to flaggers during road repairs, Chairman Holman asked the Police to patrol the work areas. There have been several incidents where drivers have not exercised enough caution in those areas and have placed the highway crew in danger.
- Road work will continue in the Fall and Winter as long as weather permits.

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

No report.

**ZONING REPORT**

The Zoning Officer’s report was accepted.

**Deberk Conditional Use**

The PTPC tabled the conditional use application of The Deberk Co. The PTS will set the hearing date at the September meeting to allow the PTPC additional time for their review.

**SEWAGE ENFORCEMENT OFFICER REPORT**

The Sewage Enforcement Officer's report was accepted without comment. Road Hawg BBQ needs to complete a Holding Tank agreement for the Port-a Potty that they have at their facility, as it has been onsite for several weeks.

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**Eagles Nest Contract**

Vice Chairman Novinger stated that this had been discussed at the PTMA meeting. Solicitor Wagner advised that the issue be put on hold pending recommendations from the PTMA, SEO, and Engineer regarding the feasibility of a sewer connection. A Maguire/Novinger motion agreed to table the issue.

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

The Parks and Recreation report was accepted by the Board. Mr. Renner stated that the September meeting had been changed from September 11, 2012 to September 4, 2012 due to a scheduling conflict. On September 19, 2012, Harriet Magee will present a lecture on local history at 7 pm at the Municipal Building. The Parks and Recreation Board was discussing the possibility of a tobacco products ban in the Park. Mr. Brian Peters voiced his objection to the idea, stating he felt it was an infringement on a smoker's rights. Mr. Renner voiced his concern over the school bus stop at the Municipal building. He was informed that the bus stops are set up by the school, and issues with their location have to be addressed with the District office. The Township Halloween party will be on October 27, 2012 from 6 to 8 pm. Finally, the PTPRB is still looking for new members.

**PENN TOWNSHIP MUNICIPAL AUTHORITY**

The PTMA report was given to the Board, and a letter of resignation from Mr. Scott Smart was received.

**SECRETARY'S REPORT**

**Fall Clean-up**

A Novinger/Maguire motion was approved to award the Fall Cleanup to Sylvester's Services. They were the only bidder. Each household will be limited to four tires and no T.V.'s or monitors will be accepted. Fall Cleanup is scheduled for October 18-20, 2012.

**Albert Decker Per Capita Exemption**

A request for a Per Capita tax Exemption for Albert Decker was denied.

**Janette Decker Per Capita Exemption**

A Novinger/Holman motion was approved to grant Janette Decker a Per Capita tax exemption.

**Per Capita/Occupational Tax Ordinances**

The Board was provided with copies of the Occupational and Per Capita Ordinances for their review to decide if they would like to amend those ordinances to include an exemption figure.

**Dental/Medical/Vision Comparison**

The Board was provided with comparison figures to show the savings to the Township from switching Insurance providers. The Township is saving \$17,625 by not renewing with Highmark, and the new premium is \$6,655.56 cheaper than the amount paid in 2011-2012.

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**Procedures for the Procurement of Professional Services**

PSATS sent a resolution for establishing procedures for the procurement of professional services as defined by Act 44 of 1999. Solicitor Wagner reviewed the document, and finding nothing that would be a detriment to the Township, a Novinger/Holman motion was approved to adopt the resolution.

**Recycling Center**

Sylvester's Services has agreed to renew the recycling agreement with Duncannon Borough and Penn Township at the same cost as last year, (\$2,400 per year per municipality). A Holman/Novinger motion was approved to continue the recycling program.

**ENGINEER'S REPORT**

Mr. Shradley presented the Engineers report to the Board. The MS4 Permit Application is almost complete. A Holman/Novinger motion was approved directing the engineer to attach a waiver request to the application. A second Holman/Novinger motion was approved authorizing Secretary Klinepeter to be a signatory on the application.

**POLICE REPORT**

Chief Pickles supplied the July report to the Board. He reported that the department is currently using 8 officers. The department requested permission to sell the 2010 Expedition and the Argo, and set aside the proceeds for future purchases of vehicles. A Novinger/Maguire motion approved the request to advertise both vehicles for sale. Mr. Nace advised the chief that Newport has a UTV that they will use to assist other departments. Mr. Berkheimer asked if the department participated in the Municipal auction in Hampden Township, and was told no.

The next quarterly review for the police contract is September 13, 2012 at 7 pm at the Duncannon Borough office. Finally, the department will be purchasing a fuel storage tank for gasoline.

**SOLICITOR REPORT**

A title search was completed for the property at 1325 State Rd., and came back free and clear of any additional liens. A Maguire/Holman motion was approved to purchase the property from the PTMA for the cost of \$1.00.

A lawsuit against Norfolk-Southern for which the Township was named as a defendant was settled out of court, with no cost to the Township.

Solicitor Wagner responded to a request by the planning commission about providing legal advice to them about questions on preliminary plans. He stated that most of what has been sent to him for review are either questions that become irrelevant as the plan is revised, or statements, so they would require no response from him.

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

The July permit reports were presented and accepted without comment.

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**CORRESPONDENCE**

Tax Collector Barb Hamilton submitted a request for an increase of commission from 4% to 5%.

**OLD BUSINESS**

**Newsletter**

Articles for the newsletter are due September 6, 2012, and the final draft will be taken to the printer on September 7, 2012.

**ADJOURNMENT**

With no further business to be conducted, and upon a Holman/Novinger motion, the PTS voted unanimously to adjourn at 8:05 p.m.

Respectfully Submitted,

Christine Shaffer  
Recording Secretary