

**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 September 26, 2012**

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The Penn Township Board of Supervisors (PTS) met on Wednesday, September 26, 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), Frank Chlebnikow (Engineer), Police Chief Richard Pickles, Lt. Cliff Karlsen, 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**

**Patricia Taschek**

Ms. Taschek requested a waiver of fees for the demolition and possible reconstruction of her mother's house. The house was destroyed in a fire in early September, 2012. A Holman/Novinger motion was unanimously approved to waive all Township fees. Inspection fees will still be required if needed.

**Paul Soltis**

Mr. Soltis informed the Township that grants are now available for fire companies as of 9/1/2012, and further information was available on the State Fire Commission website.

**Brian Peters**

Mr. Peters commented about the recent fire at the Taschek residence in Perdix. He asked the Board to please reconsider their position with Perdix Fire Company, after speaking about his family's own service history with volunteer fire companies.

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

Ms. Valdez asked if there were responses to last month's questions that were submitted by the Penn Township Citizen's Group. Secretary Klinepeter responded that she would give her the answers after the meeting.

**Bob Gouse**

Mr. Gouse echoed the sentiments of Mr. Peters.

**Kraig Nace, Duncannon EMS**

Mr. Nace requested a letter from the Board and Mr. Soltis stating that the Duncannon EMS Building has been designated an emergency shelter for the Township to assist them in the application for a grant.

**Bob Johnson**

Mr. Johnson stated that Ms. Taschek was the person that brought her daughter out of her burning house.

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**Andrew Brown**

Mr. Brown, a neighbor to Ms. Taschek, stated that no firefighter came to his door to alert them that their neighbor's house was on fire.

**INVOICES AND EXPENDITURES**

After due consideration and upon a Novinger/Holman motion, the PTS voted to approve payment of checks 25652 through 25741, in the amount of \$70,003.33 from the PLGIT general account, and ACH transfers in the amount of \$7,517.07 from the Orrstown Bank General Account. Checks 1409 through 1415 from the Orrstown Bank PTPRB Checking Account for a total of \$438.90 were also approved. The Board was informed that the 2012 Foreign Fire Relief payment was received and forwarded to the Duncannon Fire Relief Association. A Holman/Novinger motion was also approved to release the second half of the donation to Duncannon Fire Company in the amount of \$25,000.

**TREASURER'S REPORT**

Approval of a Novinger/Holman motion directed the Treasurer to keep a Capital Reserve CD at Bank of Landisburg for an additional 12 months. A Novinger/Maguire motion also directed the Treasurer to move three General Fund CD's from Orrstown Bank to Bank of Landisburg. Funds were also to be reallocated from the third CD to bring the balance of two of the CD's from \$96,425.18 to \$100,000 in order to obtain a more favorable rate on those CD's. The Treasurer's Report was accepted upon the passage of a Novinger/Maguire motion, subject to audit.

**MINUTES**

Minutes for the August 29, 2012 PTS meetings were approved with a Novinger/Maguire motion.

**HIGHWAY REPORT**

**Notes**

- Faculty Rd. shoulders still need to be completed.
- Repairs have been completed along Butchershop Rd. in the area of Pfautz Rd.
- Shoulder work has been completed along Eisenhower Rd.
- Brush trimming and general clean-up have been done along the bottom end of Linton Hill Rd. and Aqueduct Rd.
- Repairs to the culvert on Cove Rd. will be done on September 29, 2012. The road will be closed and a detour set up beginning at 7 am.
- Road work will continue in the Fall and Winter as long as weather permits.
- The Highway Department budget remains good, and with the first budget meeting upcoming, taxes are not expected to be raised.

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

**Marstellar Waiver**

Marstellar Concrete is requesting a waiver of the Land Development Plan requirement for an accessory building. The PTPC recommended a waiver be granted with the following conditions:

- Address Stormwater issues as per ordinance:
- Comply with Building and Zoning Permit requirements.
- Comply with lighting requirements.

Mrs. Marstellar stated that she met with DEP earlier in the day, and they are satisfied with the Stormwater plan that is in place. A Novinger/Maguire motion was approved to grant the waiver with the conditions stated by the PTPC.

**ZONING REPORT**

The Zoning Officer's report was accepted.

**Deberk Conditional Use**

The Hearing for the Conditional Use application of The Deberk Co. was set for October 30, 2012 at 5 pm.

**Morrison Conditional Use**

The Hearing for the Conditional Use application of Morrison Inc. was scheduled for October 30, 2012 at 6 pm.

**Tubby's Variance Request**

A Maguire/Novinger motion was approved to pass the PTPC comments for the Tubby's sign variance request Hearing before the Zoning Hearing Board, but not be a party to the Hearing.

**SEWAGE ENFORCEMENT OFFICER REPORT**

The Sewage Enforcement Officer's Report was accepted by the Board.

**PENN TOWNSHIP MUNICIPAL AUTHORITY**

The PTMA had nothing to report this month.

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

The Parks and Recreation report was accepted by the Board. Mrs. Tilkins reported that many improvements have been made by the Parks and Recreation Board to the Park this year, and thanked the Highway Crew for their assistance with the Pavilion. New tables have been purchased for it. The Board is looking forward to their first Pre-Teen Movie night, to be held September 29, 2012 at 6 pm. They hope to hold a monthly event for children and teens. Suggestions for those events and donations are both welcome.

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**SECRETARY’S REPORT**

**Per Capita/Occupational Tax Ordinances**

The Board was provided with copies of the Occupational and Per Capita Ordinances for their review at the August 29, 2012 meeting. The secretary asked if the Board had made any decision about amending those ordinances to include an exemption figure. A Maguire/Novinger motion was approved to table these requests until the beginning of 2013.

**Small Conference Room Windows**

The secretary was granted permission by approval of a Novinger/Maguire motion to obtain quotes for window replacement in the small conference room.

**Water Feasibility Application Fee.**

No fee amount was set for the Water Feasibility Application when the SALDO was created. This was noticed during the PTPC review, and the secretary asked if the Board would like to create one immediately or wait until the 2013 Reorganizational meeting. A Holman/Maguire motion was approved to set the fee at the 2013 Reorganizational Meeting.

**ENGINEER’S REPORT**

Mr. Chlebnikow presented the Engineers report to the Board. The MS4 Permit Application has been submitted, and the drainage information for the intersection of Rts. 11/15 and Schoolhouse Rd. that was provided to the engineer by Chairman Holman is being reviewed.

**POLICE REPORT**

Chief Pickles supplied the August report to the Board. He reported that the department received 3 bids for the Argo, and they are being reviewed and compared with current trade-in values. The department is also looking at options through Co-stars for a new vehicle, and was granted an executive session to discuss the matter.

**SOLICITOR REPORT**

The solicitor reported that an amendment to the Municipal Planning Code took effect on September 3, 2012. This amendment requires Townships and Municipalities to report any approved subdivision to the respective school district to alert them to potential growth in the District. It applies to any size lot, and is based on final approval.

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

The August permit reports were presented and accepted without comment.

**CORRESPONDENCE**

**Perry County Planning Commission**

A letter was received from the Perry County Planning Commission requesting notification if any Hazard Mitigation Projects have been or will be performed.

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**Recycling**

The Township was notified by Duncannon Borough that the recycling contract with Sylvester's Services has been renewed for an additional year effective September 9, 2012.

**Forrer Dodge Rain Garden Fence**

A letter was received from Burget Associates regarding the 6-month follow-up on the Forrer Dodge rain garden. Chairman Holman commented that he felt the information in the letter was correct and invited the two other supervisors to visit the lot to view it before a final decision is made regarding the need for a fence surrounding the rain garden.

**PA One Call Proxy**

A Holman/Novinger motion was approved to send a proxy to the Chairman of the PA One Call committee for the 2013 Board of Directors and Officers.

**OLD BUSINESS**

**Newsletter**

The Fall 2012 Newsletter will be mailed on September 28, 2012.

**Fall Cleanup**

Fall Cleanup will be held October 18-20, 2012.

**Fluorescent Bulb Recycling**

The Township insurance agent stated that there is no increased liability for the Township for holding a fluorescent tube recycling program. There will be fees involved. A Holman/Maguire motion was approved to table the discussion in order to review those costs and fees.

**COMMENTS**

**Bob Johnson**

Mr. Johnson asked about the Tax Collector's request for an increase in commission, and was told the request has been tabled until the January reorganizational meeting. He then asked about the status of the Morrison Agreement, and was told the matter was to be discussed by the solicitor and Mr. Morrison's attorney.

**Lee Wright**

Mr. Wright asked about the proposed expenditures for 2013. They are \$921,787, which is less than 2012.

**Brian Peters**

Mr. Peters asked if the terms of the grant under which the Argo had been purchased had been met. He was told that they have been met and the vehicle was now able to be sold.

**Lisa Dorman**

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Ms. Dorman asked about the status of the police budget for this year and next. She was told that the Duncannon portion of the 2013 budget was already approved, and the department is still on target to finish at or just below budget for 2012. Chief Pickles also stated that the department is still at 2 full-time and 6 part-time officers, and providing 24/7 coverage. In response to a question about police grants, he stated that the department is actively applying for grants that help provide additional coverage hours for the part-time officers, as well as training and equipment. There has been no overtime for the department.

**Andrew Brown**

Mr. Brown asked about the PTMA connection re-inspection letter, and Vice-Chairman Novinger invited him to the next PTMA meeting where that issue would be re-visited.

**NEW BUSINESS**

The first meeting for the budget and any other business has been set for October 17, 2012 at 6 pm.

**EXECUTIVE SESSION**

After an executive session from 7:58 pm to 8:20 pm, A Novinger/Maguire motion was approved authorizing the Police department to trade in the 2010 Expedition for a 2013 Interceptor AWD. The new vehicle will be purchased through Co-stars for \$12059.59 (including outfitting with necessary equipment) after the \$22,000 trade-in. Also, it was noted that the Crown Victoria and Impala are both aging, and plans will need to be made to replace those as well.

A Maguire/Novinger motion was approved to reject all bids for the Argo.

A Holman Novinger motion was approved to hire Ken Mullen on a part-time basis for the Highway crew. Mr. Mullen was previously interviewed for the position.

**ADJOURNMENT**

With no further business to be conducted, and upon a Holman/Maguire motion, the PTS voted unanimously to adjourn at 8:27 p.m.

Respectfully Submitted,

Christine Shaffer  
Recording Secretary