

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

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**Henry A. Holman, Jr., Chairman      Lucinda (CeCe) Novinger, Vice Chairman      Brian Maguire, Supervisor**

**Minutes of October 17, 2012**

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The Penn Township Board of Supervisors (PTS) met on Thursday, October 17, 2012 at 6 pm in the Municipal Building. Chairman Henry Holman Jr., Vice-Chairman Lucinda (CeCe) Novinger, and Supervisor Brian Maguire were in attendance. Other personnel present were Helen Klinepeter (Secretary), 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 available in the Township office.

**OLD BUSINESS**

**Fluorescent Tube Recycling**

A Holman/Novinger motion was approved to table the recycling proposal to allow the Board time to review the expenses and fees involved.

**BUDGET**

The Board began reviewing the 2012 proposed Budget.

**Parks And Recreation**

The Parks and Recreation Board would like to purchase a new soda machine under account # 05.454.260, so that account was increased to \$4,500. The current soda machine has been repaired but is still not functioning correctly, and replacement parts are no longer available.

**General Fund-Police**

Lt. Karlsen stated that the police budget for 2013 is balanced between Penn Township and Duncannon Borough. The Duncannon Borough portion has already been approved, and includes a \$32,719 increase from 2012. The proposed contribution for both municipalities is \$167,394. Duncannon's portion also includes a 2006 Dodge Charger, offsetting their monetary contribution by \$15,000. Included in proposed expenditures are the following:

- Accounts 01.410.140 and 01.419.140: proposed increase of non-probationary part-time officers to \$17.50 per hour to aid in officer retention. Also to cover court and training time.
- Accounts 01.410.337 and 01.419.337: proposed replacement vehicle, in conjunction with the trade-in of the Crown Victoria and Impala. The department is researching another SUV through the Co-stars contract.
- The removal of some categories, including the Police Part-time staff (01.410.150 and 01.419.150) and Difference with Twp Police officer (01.419.141) that are no longer needed.

Chairman Holman offered comments on past expenditures by the Police department versus coverage provided. Mr. John Gerner asked for and received clarification on why the department needed 3 vehicles. Reasons included making sure at least vehicle would always be available in the event of repairs or maintenance to the others, having 1 vehicle set up as an accident/investigation car. Ms. Rissinger asked who is responsible for arson and accident (especially fatality) investigations, and was told that with arson, the county fire marshal assists, but otherwise the Penn Township Police Department would be the investigating agency for any call to which they are dispatched.

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### General Fund

Secretary Klinepeter offered the following comments for her office budget:

- Account 01.405.270 includes \$6,000 towards the purchase of a new copier, as the current one is aging and replacement parts are no longer obtainable.
- Account 01.409.370 includes funds for the latch plate locking system for the Township. Chief Pickles offered that he can suggest a few additional businesses to obtain quotes from.
- Account 01.405.300 has decreased, as the office has been able to save money on postage with the purchase of "forever" stamps.
- Account 01.421.300 is being requested to remain the same, although the Township is still working off of the 2012 escrow and no new funds are currently being requested by the Humane Society.

The following corrections or clarifications were requested of the secretary:

- 01.409.180-groundskeeper wage was decreased from 2012.
- 01.408.310-engineer expense current through 10/16/2012 was miskeyed.
- 01.414.120-zoning officer projected 2012 was not updated.
- 01.486.354-secretary to recheck totals.

Mr. Lee Wright asked why there was no amount given for an EMS donation. Chairman Holman responded that there had been no figure decided on as of yet until the Board had time to discuss what they wanted to do. Mr. John Gerner asked about the eventual replacement of the HVAC units in the Township Building, and was told that although not planned for 2013, setting aside funds would be a consideration under the Capital Reserve budget. He also asked when the Township was looking at repairing Schoolhouse Rd., and was told that would be a multi-year project, and there were other roads that need to be addressed as well. Mr. Wright then asked about the cost of the Kings Mill Bridge, and how it would affect the Township. Chairman Holman replied that most of the expense would be PennDOT's, but the Township would pursue grants or possibly a 1% loan.

Supervisor Maguire inquired about the maintenance of the traffic signal at RT. 274 and Business Campus Way that will be installed in 2013, and was told the maintenance was accounted for in account # 01.419.100. Mr. Stanley Mutzabaugh asked about guardrail replacement, and was told that a few areas were being considered, and will be decided after consulting with the contractor. A discussion was also held about repairs on Butchershop Rd.

Mr. Bob Johnson asked about the property at 1325 State Rd, and was told that other than the demolition of the house on the property, there are no immediate plans projected. Mr. Wright then thanked Chairman Holman for the review session of the Stone Mill Estates Preliminary Plan. The opinions of the Township about the road plans are now understood.

Chairman Holman thanked everyone for their input, and stated that there were some clerical errors that were still being caught. He reminded everyone about the three upcoming meetings at the end of the month: Morrison Inc., October 29, 2012 at 6:30 pm, Deberk Co, October 30, 2012 at 5 pm, and the Supervisors meeting on October 31, 2012 at 7:00 pm

### **ADJOURNMENT**

With no further business to be conducted, the PTS voted unanimously to approve a Holman/Novinger motion and adjourn at 7:25 p.m.

Respectfully Submitted,

Christine Shaffer, Recording Secretary