

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 November 28, 2012

The Penn Township Board of Supervisors (PTS) met on Wednesday, November 28, 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), Max Shradley (Engineer), 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

Jodi Rissinger

Ms. Rissinger acknowledged receipt of a certified letter for Perdix Fire Company's property on State Rd. She wanted clarification on the Sewer connection that was requested. The structure that is on the property has no restroom facilities in it. The property has been exempt for several years and has been using a Port-O-John. After some discussion, Chairman Holman asked them to discuss the matter further with the Municipal Authority.

Kraig Nace, Duncannon EMS

Mr. Nace thanked the Board for the 2012 donation to the Duncannon EMS. He offered that the EMS was looking to raise their subscription rates for 2013, but would hold rates steady for Township residents in consideration of the annual donation by the PTS.

Charles Oakes

Mr. Oakes thanked the Board for his appointment to the Penn Township Planning Commission, and confirmed that the Morrison Conditional Use Hearing was scheduled for November 29, 2012.

Kim Lenker

Mr. Lenker clarified some issues regarding the drop-off of fill on his property on State Rd. He explained that he had contacted the county to make sure that what he was doing was permitted, and they were satisfied. He stated that he was displeased that he wasn't contacted with a simple phone call to explain the situation. Chairman Holman explained that there had been complaints and questions about the dumping of fill on the property, and Mr. Lenker's appearance at the meeting allowed his explanation to be a matter of public record.

Jeff Haldeman

Mr. Haldeman's improvements to his property on State Rd. were reviewed by the Engineer, and he reported that the millings on the right side of his property have been moved, and grading has been corrected. He asked what the Board would like him to do next, and it was recommended that he get the grade of the entire property documented on

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a plan and confirmed that the changes that have been made will still drain correctly. This would eliminate the old plan which is in violation. Mr. Haldeman was also told he could continue with his improvements as long as they are documented.

Paul Soltis

Mr. Soltis informed the Board that he has held his position as Emergency Coordinator for the Township for 19 years, and has decided it is time for him to retire. He asked the Board to begin the process of finding a replacement. Mr. Bob Johnson thanked him for his years of service.

INVOICES AND EXPENDITURES

After due consideration and upon a Novinger/Holman motion, the PTS voted to approve payment of checks 25857 through 25922, in the amount of \$40,638.50 from the PLGIT general account, and ACH transfers in the amount of \$8,665.34 from the Orrstown Bank General Account. Checks 1424 through 1425 from the Orrstown Bank PTPRB Checking Account for a total of \$106.43 were also approved.

TREASURER’S REPORT

The Treasurer's Report was accepted upon the passage of a Novinger/Maguire motion, subject to audit. Treasurer Shaffer was given permission upon request of the Parks and Recreation Department to combine two of their CD's that were maturing into 1 CD with the approval of a Holman/Maguire motion. A Maguire/Novinger motion was approved to move the CDs from Orrstown Bank and Bank of Marysville to Members 1st Federal Credit Union.

MINUTES

Minutes for the October 31, 2012 PTS meeting and November 14, 2012 budget meeting were approved with a Novinger/Maguire motion.

HIGHWAY REPORT

Duncannon Market St. Bridge Replacement

Chairman Holman noted that the Duncannon Borough met with PennDOT officials regarding the Market St. Bridge Replacement, and concern was voiced over the project. PennDOT was unaware of the significant impact it would have on the Borough, Township, and local emergency agencies. The Borough's headwall project would have to be taken into account, so PennDOT will review the project. It was also mentioned that PennDOT is planning to roll back the mountain along State Rt. 11/15 southbound, which would require the closing of southbound traffic.

Notes

- Repairs have been performed along Sawmill Rd. to prepare the road for next year.
- Trimming has been done along Linton Hill Rd., along with setbacks being cleared and tress trimmed on Susquenita Hills Rd.
- Brush chipping has resumed for residents and free chips are available to Township residents.
- The first snow of the year amounted to a minor inconvenience, and the Highway crew is getting their vacation time used up before the end of the year.

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- Marstellar Concrete is in the process of installing a concrete washout/reclaim tank, and have offered to donate the concrete necessary to repair the corner of Schoolhouse Rd. and Sawmill Rd. where it has deteriorated from heavy truck traffic.

ZONING REPORT

The Zoning Officer's report was accepted.

Tubby's Conditional Use Request

Solicitor Wagner reviewed the request for conditional use by Tubby's, and recommended that the variance request be considered by the Zoning Hearing Board first. A Holman/Novinger motion was approved to concur with the solicitor's recommendation.

PARKS AND RECREATION BOARD REPORT (PTPRB)

Mr. Ray Klinepeter and Mr. John Sproch were appointed to the Parks and Recreation Board to complete the balance of vacant positions with the approval of a Holman/Novinger motion. Mr. Klinepeter's term will expire on December 31, 2014, and Mr. Sproch's term will expire on December 31, 2015. The Parks and Recreation Board is considering options for an addition or replacement building to provide a separate office and additional storage. A Holman/Novinger tabled the request to allow time for additional review.

PENN TOWNSHIP MUNICIPAL AUTHORITY

A Maguire/Holman motion was approved to appoint Mr. Joseph Crumlich to fill the term of Mr. Scott Smart. The term will expire on December 31, 2016.

SECRETARY'S REPORT

Small Conference Room Windows

The decision to replace the windows in the small conference room was tabled again with the passage of a Holman/Novinger motion.

Humane Society Contract

The Contract renewal for 2013 with the Harrisburg Area Humane Society will be decided at the PTS reorganizational meeting.

Audit Question

The Secretary received the answer from the Township Auditors for a question asked by Mr. Gene Hollenbaugh at the last budget workshop. Mr. Hollenbaugh asked if the Township was required to show the Municipal Authority's loans on their audit, and the Auditor responded that the loan is not the Township's responsibility unless the PTMA defaults. The acknowledgement of the guarantement of the loan is a note in the audit.

HVAC Units

The Secretary was given permission with the approval of a Maguire/Novinger motion to research alternatives to the current HVAC units for the Municipal Building. Those units are nearing the end of their usable life and major repairs are becoming inevitable.

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A comparison of the 2011 and 2012 fall clean up expenses was provided to the supervisors.

ENGINEER’S REPORT

Mr. Shradley presented the Engineer's Report to the Board. He noted that the Planning Commission continues to work on various revisions to the zoning ordinance based on suggestions from the Zoning Officer. Work also continues on the community facilities map for the Comprehensive plan. The engineer met with the Chairman for a site review of the Haldeman property on State Rd., and gave his recommendations. Finally he reviewed the information provided regarding the flood plain for the Market St. Bridge replacement project, and is in discussion with the engineering consultant to clarify some of the information.

POLICE REPORT

Chairman Holman noted that Chief Pickles was on vacation, and Capt. Karlsen had another meeting he had to attend, but the police report for October was provided for the Board's review. The department expects to be ok for the 2012 budget, and a Buckle UP PA grant provided for additional coverage over the Thanksgiving Holiday. A question was asked about a proposed wage increase for 2013, and it was noted that Duncannon Borough accepted the increase of \$1.25/hour for Full time officers. Mr. Lee Wright asked if the Township knew how much in dollars they had saved since the contract with Duncannon was implemented, and was told that would have to be researched.

SOLICITOR REPORT

The Solicitor reminded everyone that there were two conditional use hearings scheduled for November 29, 2012, and asked to meet with one of the Supervisors one half hour prior to the first hearing to discuss a legal issue. He then wished the Township a Merry Christmas.

BUILDING, ZONING, DRIVEWAY AND SIGN PERMIT REPORT

The October permit reports were presented and accepted without comment.

CORRESPONDENCE

Red Cross Shelter Agreement

A Holman/Novinger motion was approved to renew the Red Cross Shelter agreement for 2013.

Letters were also provided to the Board advising them about a request from Perry County EMS Council for improved relations between local emergency services providers and municipalities. Mr. Nace stated that this letter went to all municipalities, but it should be noted that the relationship that the Township has with Duncannon EMS is often used as an example of a good partnership. Also a letter was received about the Appalachian Trail Grant program and a thank you from Duncannon EMS for the 2012 Donation.

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BUDGET

A Holman/Maguire motion was approved to direct the secretary to advertise the 2013 proposed budget by December 6, 2012, subject to final review and consensus to changes.

ADJOURNMENT

With no further business to be conducted, and upon a Holman/Novinger motion, the PTS voted unanimously to adjourn at 8:36 p.m.

Respectfully Submitted,

Christine Shaffer
Recording Secretary