

**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 January 30, 2013**

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The Penn Township Board of Supervisors (PTS) met on Wednesday, January 30, 2013 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), Police Chief Richard Pickles, P. Richard Wagner (Solicitor) 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**

**Kraig Nace, Duncannon EMS**

Mr. Nace presented the Board with the 2012 Call number summary. He also informed the Board that the EMS had a 0% first call fail rate again for the year.

**Jodi Rissinger**

Ms. Rissinger asked about the 60-day time extension that was granted to Eagles Nest for septic connection. She noted that the annual holding tank permit had not been renewed, and asked if a temporary permit could be issued until the matter is resolved with the PTMA. A Holman/Novinger motion was approved to grant her request.

**Kraig Nace, Duncannon EMS**

Mr. Nace added that in appreciation if the annual donation given by the Board, Penn Township residents would be offered a discounted subscription rate for membership to the EMS. The exact amount of the discount had yet to be decided.

**INVOICES AND EXPENDITURES**

Vice Chairman Novinger asked if the invoice from W.J. Moore had been adjusted to reflect some changes in the equipment to be covered in the Township's insurance policy. Chairman Holman responded that the Highway crew would be gathering the revised information to submit to the insurance agent on Friday, February 1, 2013. Any credit or additional billing would be issued after that information is received. Upon approval of a Novinger/Holman motion, the PTS voted to approve payment of checks 25996 through 26078, in the amount of \$58,408.14 from the PLGIT general account, and ACH transfers in the amount of \$86,604.18 from the Orrstown Bank General Account. Checks 1430 and 1431 from the Orrstown Bank PTPRB Checking Account for a total of \$98.94 were also approved.

**TREASURER'S REPORT**

The Treasurer's Report was accepted upon the passage of a Novinger/Holman motion, subject to audit. Treasurer Shaffer was given permission upon request of the Parks and Recreation Department to reinvest a maturing CD at Marysville Bank for a 12-month term

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with the approval of a Holman/Novinger motion. A Novinger/Holman motion was approved to move a maturing Capital Reserve CD from Bank of Landisburg to First National Bank of Mifflintown for an 18-month Term. A second Novinger/Holman motion was approved to move a maturing Liquid Fuels CD from Bank of Landisburg to First National Bank of Mifflintown for a 12-month term.

### MINUTES

Minutes for the January 7, 2013 PTS special meeting and January 7, 2013 PTS Reorganizational Meeting were approved with a Novinger/Maguire motion.

### HIGHWAY REPORT

#### Municipal Building Maintenance

Chairman Holman reported that the Highway crew recently spent a few days doing needed maintenance inside the Municipal Building. Repairs included fixing a toilet flange in the men's room, removing a water heater and replacing the vanity inside the police restroom, and upgrading old iron water lines in the basement that were nearly rusted shut. In addition, the Police will be replacing the floor in their restroom, with labor and material to be donated by the Chief and Captain.

#### Notes

- The winter weather has not been too severe, with a majority of the issues resulting from ice and small snowfall totals that are not sufficient for plowing. This has resulted in the use of more anti-skid. More anti-skid will be brought in on January 31, 2013 to replenish what has been used.
- Debris and brush cleanup was performed on Cove Rd. and Linton Hill Rd. This will continue as weather permits.

#### Holman Property

As stated in previous years, Chairman Holman again stated that his private property along Holman Drive was not to be used for Township business without his consent. Due to the nature of the end of Holman Rd. however, he understands the necessity for the plow trucks to be able to turn around, and stated that this use may be permitted with his advance approval.

### PENN TOWNSHIP PLANNING COMMISSION

#### Warden Property Time Extension

Upon approval of a Novinger/Maguire motion, a time extension was granted for the Warden Subdivision plan until April 24, 2013 for continued discussion on the proposed sewer lines.

### ZONING REPORT

The Zoning Officer's report was accepted.

#### Appointment

A Novinger/Maguire motion was approved to reappoint Brian Foster to the Zoning Hearing Board for a 3-year term.

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**SEWAGE ENFORCEMENT OFFICER'S REPORT (SEO)**

The SEO report was accepted.

**Marstellar Holding Tank Renewal**

A Holman/Maguire motion was approved to renew the Holding Tank agreement for Marstellar Inc.

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

The PTPRB report was presented to the Board.

**Appointment**

Ms. Karen Shields was appointed to the Parks and Recreation Board for a 5-year term with the approval of a Novinger/Holman motion. Ms. Shields' term will expire on December 31, 2018.

**SECRETARY'S REPORT**

**Parks and Recreation CD Resolution**

A resolution for the investment of a CD at Marysville Bank for the Parks and Recreation Department was adopted with the approval of a Maguire/Novinger motion.

**Per Capita and Occupational Tax Ordinances**

A Novinger/ Holman motion was approved to adopt ordinances 2013-01 and 2013-02, establishing the 2013 per capita and occupational tax rates and exemption guidelines.

The Board was given information about the January 16, 2013 Cap Tax meeting; 2012 hours spent on Website maintenance and the resulting savings from updating the website in-house (\$216.96): Hours and non-refundable expenses for Right to Know requests (\$385.16). The Auditors will begin the 2012 audit on February 18, 2013.

**ENGINEER'S REPORT**

Mr. Shradley presented the Engineer's Report to the Board. He noted that there were no changes from last month.

**POLICE REPORT**

Chief Pickles presented the December 2012 and 2012 summary reports to the Board. He noted that the new 2013 SUV has been put into service, and the Department would like to take delivery of the 2<sup>nd</sup> SUV sometime in February. The old vehicles have been taken out of service and removed from the insurance policy.

**SOLICITOR REPORT**

The Solicitor noted that the Township was advised about changes in advertising and bidding requirements that have taken effect. He also advised residents about the changes in disposal requirements for electronic devices. Such devices must now be recycled and

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not set out with regular household waste. Also the reports that were acted upon in the January 7, 2013 meeting were sent out as requested.

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

The December 2012 and 2012 Year end permit reports were presented and accepted without comment.

**CORRESPONDENCE**

**Marysville Pool**

A request was received to donate to the Marysville Swimming Pool in order to keep membership rates as low as possible. The Borough of Marysville is also seeking funds to install the ADA lift that is now required for all public pools.

**Perry County Hazard Mitigation Plan**

A copy of the Perry County Hazard Mitigation Plan was received for review. Vice-Chairman Novinger noted an error on Page 9, with an incorrect listing of police coverage for Duncannon Borough. The Plan will be forwarded to the PTPC for their review.

**Van Horn Email**

An email that was received from Barbara Van Horn about Solar energy grants will be forwarded to the PTPC for their review.

**School Census Email**

A response was received about the request to the County Commissioners regarding the purchase of the most recent Susquenita Census that was sent at the beginning of January, 2013. Commissioner Benner stated that this was the first they had heard of this issue, and would be looking into it.

**OLD BUSINESS**

Chairman Holman stated that he had attended a breakfast meeting hosted by CREDC (Capital Region Economic Development Corp.) recently. The topic of the meeting was encouraging growth and development within Perry County. He described the meeting as informative, and several good ideas were presented. It is his intention to attend the future meetings that are scheduled later this year. Mr. Brian Peters asked if the Township had any plans for development for the next 5-10 years. Chairman Holman responded that the Township is not in the development business; however the Zoning ordinance lays out what can be done to develop real estate and in which zone different kinds of development is permitted. A discussion then ensued about other municipalities and their responses to encourage different types of development within their borders. The current revision process of the Comprehensive Plan was mentioned as a means to provide better guidelines for the future growth of the Township. The merits and problems with tax incentives were also addressed, with the Board explaining that while it may seem like an attractive idea, the majority of the local tax paid goes to the County and School district, with only a small percentage going to the Township. The geography of the Township, locations of major

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arteries, current economic conditions, and availability of suitable real estate for commercial purposes also were discussed, along with prior projects that have been attempted, successful or not, within the Township. Mrs. Linda Gouse asked about the Windsor Subdivision plan that was to develop the side of the mountain in Perdix, and why it was never passed. Chairman Holman responded that the Windsor plan was withdrawn, not denied. There was also discussion of the reported conduct of the developer's representatives towards residents of the Township. Chairman Holman explained that, regardless of those issues, the plan could be approved if it met all zoning requirements. The Board then invited Mr. Peters to share his ideas with the County Commissioners.

**NEW BUSINESS**

Secretary Klinepeter reminded the Board that corrections to the 2013 spring newsletter draft are due to her by February 8, 2013.

Mr. Peters asked about the fencing around Mid-Penn Scrap Resources, and why it has not been re-installed since the fall storms. He was informed that the owner has been asked to please re-install his fencing. Mr. Stan Mutzabaugh then asked if the Board knew of places that were accepting electronics for recycling, and was told that Deimler's Recycling and Alliance computers were both taking items.

**ADJOURNMENT**

With no further business to be conducted, and upon a Holman/Novinger motion, the PTS voted unanimously to adjourn at 8:25 p.m.

Respectfully Submitted,

Christine Shaffer  
Recording Secretary