

**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 February 27, 2013**

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The Penn Township Board of Supervisors (PTS) met on Wednesday, February 27, 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). 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.

**CHANGE OF ORDER**

Due to another commitment, Chairman Holman allowed Solicitor Wagner to deliver his report at the beginning of the meeting.

**SOLICITOR REPORT**

The Solicitor reported that a letter had been received from Susquenita School District regarding the procedures for school closings for inclement weather. Chairman Holman agreed to meet with the school as a representative of the Township. Mr. Wagner also noted that appeals have been filed for two conditional use decisions. Those appeals will be heard in the Court of Common Pleas. As per procedure, the Secretary was asked to provide the Prothonotary with certified copies of the record of each hearing, which has been done. Hearing dates will then be set at the convenience of the Court.

**VISITORS**

**Henry Holman III, Shermanata Grange**

Mr. Holman III announced that Shermanata Grange will have their 4th annual Community Day on Saturday, April 20, 2013. The event will run from 10 a.m. until 2 p.m., with a yard sale starting at 8 a.m. Information will be available from local organizations for the community.

**Stanley Mutzabaugh**

Mr. Mutzabaugh asked about the use of breathalyzers during DUI investigations. Chief Pickles responded that the department doesn't use breathalyzers, choosing instead to have a blood sample taken at Harrisburg Hospital. The expenses for this testing are paid by the defendant. He then asked if permission was needed for the police to sit on private property while performing speed control. Chief Pickles stated that they do not like to sit on private property, although there have been offers from residents to use their driveways. A local commercial property has also been used, with no complaints from the property owner.

**Jeff Haldeman**

Mr. Haldeman inquired if the Board had received his letter, and the Chairman replied that it had been received.

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**Kraig Nace**

Mr. Nace informed the Board that the EMS was wrapping up their end of year paperwork; all the call numbers were compiled, and as soon as the final report is completed, a copy will be provided to the Board. He was asked about costs for 2013 membership, and answered that a price had been decided on, but did not have that information with him.

**Brad DiPaolo**

Mr. DiPaolo had a complaint about a tree that needs to be trimmed along State Rd. He has contacted PennDOT District 8 repeatedly about the tree, stating that it needs to be removed or cut back. He has not had any success with his attempts to have PennDOT take care of this tree, and asked for the Board to assist him. Mr. Lee Wright also stated that there was a similar situation along Route 849 that he has contacted both Duncannon Borough and the Township about. Chairman Holman stated that he is very familiar with the difficulties of dealing with both PennDOT and the utility companies regarding tree maintenance. Mr. DiPaolo was asked if he had contacted the utility companies, and stated not yet. Chairman Holman stated that he really didn't know what he could do, but stated that he would gladly have a letter sent to the utility companies and Penndot to advise them of the situation so that there is documentation from the Township. Mr. DiPaolo will be copied on the letter.

**Byron Warner**

Mr. Warner stated that the Call statistics for Duncannon Fire Company are complete for 2012, and as soon as the financial information is complete, that will be presented to the Board.

**Brian Peters**

Mr. Peters asked if there has been any follow-up on the fencing around Mid-Penn Scrap Resources. Chairman Holman stated that the deadline for the last two sections of fencing to be installed was February 27, 2013. A final 10-day notice will be sent out and then the matter will be referred to the Solicitor for legal action if there is no compliance.

**Jodi Rissinger**

Ms. Rissinger asked if there was any update on a due date for the sewer connection at 1600 State Rd. The Chairman stated that he had not heard anything. It was suggested that she attend the PTMA meeting to see if they had made any further decisions.

**Lee Wright**

Mr. Wright asked if the tree he noticed along SR 849 can be included on the letter to PennDOT, and gave its location. Mr. Bob Johnson then mentioned a tree near Firehouse Lane that was in poor condition as well. Chairman Holman stated that he would be happy to go look at it and see if he can resolve any confusion as to who the tree belongs to. Mr. Wright then stated that at the last meeting he had attended, there was a disagreement between himself and the Chairman regarding a software package for the Police

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Department. Mr. Wright stated that he was wrong about the amount of the package in question, but the discussion occurred at the November 14, 2012 Budget Workshop. The chairman replied that he was concerned about the way the issue was presented. He reviewed the tape as well, and did not believe the statements matched Mr. Wright's intentions.

**INVOICES AND EXPENDITURES**

Upon approval of a Novinger/Maguire motion, the PTS voted to approve payment of checks 26079 through 26145, in the amount of \$51,683.88 from the PLGIT General Account, and ACH transfers in the amount of \$9,845.89 from the Orrstown Bank General Account. Checks 1432 to 1437 from the Orrstown Bank PTPRB Checking Account for a total of \$239.16 were also approved. Payment for the 2013 police Interceptor was made from both the General and Capital Reserve Funds.

**TREASURER'S REPORT**

The Treasurer's Report was accepted upon the passage of a Novinger/Holman motion, subject to audit. EIT and LST payments were received, and were higher than anticipated. A Novinger/Holman motion was approved to move a maturing Parks and Recreation CD from Bank of Landisburg to Marysville Bank. The funds will be invested for a 6-month term at .20% interest. Also included for signature was the check for newsletter postage. The anticipated cost will be approximately \$370.00 and the receipt will be approved by a supervisor.

**MINUTES**

Minutes for the January 30, 2013 PTS meeting were approved with a Novinger/Holman motion.

**HIGHWAY REPORT**

**Inmate Labor Program**

Chairman Holman requested that Chief Pickles be permitted to make contact with the officials in charge of the inmate labor program at the State Correctional Institution in Camp Hill. Under this program, inmates provide free labor to take care of trash removal, weed-trimming, painting, etc for municipalities. Transportation and meals for the inmates are all included, along with supervision. Other Municipalities including Marysville, Camp Hill, and Cedar Cliff School District take advantage of this program. Work areas are designated and they would not be permitted to work near the school. Ms. Nancy Valdez commented that the Humane Society does something similar with Dauphin County Prison, and restrictions as to offenses are in place. A Holman/Maguire motion was approved to have the Chief make the appropriate calls to get more information. Mr. Bob Johnson stated that in the past, the fire companies have used the services and also provided a meal to the inmates, and the Chairman stated that meals can no longer be served to them. Ms. Lisa Dorman asked where the inmates would be from, and was told they would be from the State Correctional Institution at Camp Hill.

**Notes**

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- The Highway crew has been dealing with the latest rounds of snow, ice, and freezing rain. They have done their best to keep the roads as bare as possible, but two trucks had to be repaired. The Ford 8000 had an auger replaced, and the F550 had a spinner motor replaced. Two plow trucks remained in service through the bad weather, and the repairs were completed as quickly as possible.
- Maintenance has been completed on the Paver so it is ready for summer.
- Blades have been replaced on the Chipper. It is now functioning more efficiently.
- Road repair bids will be ready for the March PTS Meeting.
- A pressure switch will be replaced on the pressure washer.

**Cost Saving**

Chairman Holman stated that due to increased vigilance on use, the electric and heating costs for the Garage have been reduced. Heat is used when the building is occupied, and the thermostats are cut back when there is no one in the building. Unnecessary electric usage has been eliminated as well.

Chairman Holman made the announcement he will be passing along certain duties to the other two supervisors. He will still prepare the bids, plow, lay out the work for the Highway Crew, and respond to road issues and complaints. However, he is anticipating having some shoulder issues addressed, and would also like to spend some more time with his family. The matter has been discussed with the other supervisors, who will help with other issues as needed.

**PENN TOWNSHIP PLANNING COMMISSION**

**Perry County Hazard Mitigation Survey**

The Planning Commission has provided their comments for the Hazard Mitigation Survey. They will be forwarded back to the County as soon as possible.

**Comprehensive Plan**

Secretary Klinepeter informed the Board that the contracted amount for the Comprehensive Plan that was set in 2010 has been exceeded. She also stated that there is still a Public Hearing to be held, and a update to the Community Facilities Map that is in process. A Holman/Novinger motion was approved to allow any additional bills to be paid up to the 10% overage (a total of \$1,448.50), but no subsequent bills be paid beyond that point without further approval of the Board.

**ZONING REPORT**

The Zoning Officer's report was accepted.

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

The SEO report was accepted.

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

The PTPRB report was presented to the Board. Chairwoman Karen Tilkens stated that she and Jim Renner attended a DCNR grant seminar, and obtained valuable information for grant applications. The Annual Chicken Barbeque will be held March 23,

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2013 from 11:30 am until 2 pm. The Duncannon Fire Company will provide the use of their pit and assist. Prices are \$7 for a dinner and \$4.50 for a half. A rabies clinic will also be held from 1 to 2 pm. Finally, quotes are being obtained to extend the large ball field fence height. This will protect people and property along Municipal Building Rd from stray balls.

**PENN TOWNSHIP MUNICIPAL AUTHORITY**

The PTMA report was presented to the Board. They are requesting a no parking ordinance for Petersburg Commons in the area of the will pit access. This will allow for any maintenance to be done to the water lines. Chairman Holman agreed that this would be a good idea, as the same area is also difficult to plow due to parking on the side of the street. Secretary Klinepeter asked for the length of area to be included so she may draft the ordinance for the next meeting. A Holman/Maguire motion was approved with Vice-Chairman Novinger abstaining, as she presented the issue as representative of the PTMA.

**Morrison DEP Module**

Chairman Holman noted that the DEP Module for Morrison Inc. has been returned from DEP and has been approved.

**SECRETARY'S REPORT**

**CD Resolution**

A Resolution for the investment of a CD at Bank of Mifflintown was adopted with the approval of a Novinger/Maguire motion. A Resolution for the investment of a CD at Marysville Bank was adopted with the approval of a Maguire/Novinger motion.

**MRM Trust and Workers Compensation Proxies**

A Holman/Novinger motion was approved to vote by proxy for the Trustees for both the MRM Trust and Workers Compensation Trusts.

**ENGINEER'S REPORT**

Mr. Shradley presented the Engineer's Report to the Board.

**POLICE REPORT**

Chief Pickles presented the January 2013 report to the Board. The department is hoping to take delivery of the last vehicle shortly. It is currently being outfitted with the lighting package. Chairman Holman commented that he had received calls thanking him for well-being checks that had been done by the police chief on some elderly residents in the community. He noted this is the first time he has received a call thanking him for the department doing this type of service.

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

The January 2013 permit reports were presented and accepted without comment.

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**CORRESPONDENCE**

**Wheatfield Township Comprehensive Plan**

A copy of the proposed Wheatfield Township Comprehensive plan was received by the Board for their review. The Planning Commission is already reviewing it and will provide their comments next month.

**2013 Municipal Partners Workshop**

An invitation to the 2013 Municipal Partners workshop was received by the Board. The Workshop will be on April 3, 2013. A Holman/Novinger motion was approved to send Supervisor Maguire to the Workshop and cover the registration cost of \$5.

**OLD BUSINESS**

A letter was received from Haldeman Landscape and Supplies, LLC. updating the Board on the stormwater plan for their property on State Rd.

**NEW BUSINESS**

Secretary Klinepeter asked the Board to confirm the time for the 2013 Road Survey meeting. The meeting will begin at 8 am.

Mr. Peters asked about a recent article regarding Duncannon Fire Company's service area request for a portion of Wheatfield Township. He was concerned with the Company's ability to provide adequate coverage for Penn Township, and also how any proposed future construction projects by PennDOT will affect coverage. Chairman Holman responded that the PennDOT projects that have been mentioned are not to be done in the near future, but after discussions with PennDOT, traffic will still be able to pass through the affected area. He stated that the road closure that is being proposed involves the bridge on Market St. that enters Duncannon, and alternate traffic patterns are being finalized. Also, the Township is maintaining communication with PennDOT and Duncannon Borough to stay advised of the status of these upcoming projects. Mr. Byron Warner explained the issue with the coverage in Wheatfield Township, explaining that the area in question is extremely small, and currently being covered by Shermansdale Fire Company. The DFC asked Wheatfield Township to have the coverage area clarified by the Township and the county to eliminate confusion. The area in question is along Pine Hill Road and involves maybe a quarter mile of road, and is not near the two areas where PennDOT has projects planned.

Mr. Stan Mutzabaugh asked if there has been any new information on the construction of the traffic light at Route 274 and Business Campus Way. He was told that construction will begin on March 25, 2013. There will be no road closure, only a narrowing of lanes, and the project is scheduled to be completed by October 18, 2013. He then asked why some reports are read out, and others are only submitted on paper to the Board. Vice-Chairman Novinger replied that the PTMA report used to be read, however it was decided in the interest of time to state that a paper copy had been provided to the Board for their review, and only mention items that needed to be discussed by the Board. Mr. Mutzabaugh then asked if copies were available on the table before the meeting. He was told that reports are

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available after they are accepted and become part of the Public Record. The PTMA report was then read into the record.

Chairman Holman stated that he forgot to mention that he has been laying out the work for the Road crew in advance, and they have been very diligent on completing that work. He has confidence in their abilities to continue the work as planned, and doesn't feel that it will be necessary to have another road foreman brought on board.

Mr. Warner stated that when the Fire Company set up their capital funds, the money was for purchase of equipment and not maintenance. When asked, the Chairman agreed that stipulation was correct to the best of his memory. He just wanted to make sure both parties agreed on that. Chairman responded he had previously signed papers guaranteeing the township portion of the donation for capital reserve for equipment repair or purchase.

Mr. Nace then responded to a question by Mr. Peters about 2013 EMS subscription rates, and again stated that the residents of Penn and Wheatfield Townships will be provided a discount that will keep their rates the same as 2012. This is in thanks to those municipalities providing a donation to the EMS. Residents of other municipalities that are serviced by the EMS will see an increase in their subscription rates. That information will be included in the pamphlets that will be mailed out at the end of March or beginning of April.

Vice-Chairman Novinger gave a report of the 2013 County Convention, stating it was well attended and very informative.

**ADJOURNMENT**

With no further business to be conducted, and upon a Holman/Novinger motion, the PTS voted unanimously to adjourn at 8:01 p.m.

Respectfully Submitted,

Helen Klinepeter  
Secretary