

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

Henry A. Holman, Jr., Chairman

Lucinda (CeCe) Novinger, Vice-Chairman

Vince Bernhard, Supervisor

MINUTES OF SEPTEMBER 25, 2013

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The Penn Township Board of Supervisors (PTS) met on Wednesday, September 25, 2013 at 7:00 p.m. 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), Police Chief Richard Pickles, and 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.

Chairman Holman informed the audience that since Solicitor Wagner had to leave early his report was being moved to the top of the agenda.

SOLICITOR REPORT

Mladenoff Request – Mr. Randy Mladenoff offered that he presented a letter requesting a waiver from the requirement of three lots on a private right-of-way. Mr. Cook asked for clarification on the 33-foot right-of-way. He stated that at the last meeting the 33-foot right-of-way was considered a public road. The Solicitor reiterated that a road can be open for use and still be privately owned. There is a distinction between a public road owned by a municipality and a public road privately owned. Discussion commenced on the use of the road. Mr. Charlie Cook asked if a fence was installed and the Qualls' house is eliminated from the use of road, what the Township position would be, as he believed the matter is a civil issue. The Solicitor offered that the Township would not have a position on a civil matter. Mr. Cook then asked, "If a fence is installed would that make the lot valid." Solicitor offered that the Township could not make a decision on something that has not been presented to it.

Chairman Holman asked Mr. Mladenoff if he was sent a letter notifying him that it is a civil matter and a solution should be worked out with the neighbors. Mr. Mladenoff replied in the affirmative.

Comprehensive Plan (Plan) - Mr. Edward Chism, Chairman of the Planning Commission (PTPC), explained how the PTPC reviewed the comments from the Comprehensive Plan Hearing. He explained that the majority of the questions will be addressed and put into a newsletter and on the website. For the statements and comments that do not have answers, the PTPC will be requesting the help of the residents in formulating ideas to bring businesses and homes into the Township. Mr. Chism continued that since the statements and comments do not belong in the plan, but are valid questions that need to be pursued and the Plan does not prevent presenting recommendations to the Board, the only change proposed is to the verbiage on the number of the police in the Township, and recommended that the Plan be adopted.

After discussion and upon a Holman/Novinger motion, the PTS voted unanimously to advertise the Plan for approval.

SOLICITOR – Mr. Wagner offered that all business has been completed and departed.

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VISITOR

Jesse Boyer- Mr. Boyer asked if there was any more contact from the gun manufacturer. Mr. Holman offered that they sent a letter and thanked us for our interest, but that they had decided to relocate to a southern state.

Andrew Brown – Mr. Brown inquired about of the complaints that he submitted. He asked about the progress of the Tascheck Property. Secretary informed him that after the expiration date of the permit that the landowners would be cited and the proceedings will be through the court. Mr. Brown asked about the property with two trailers. The Zoning Officer has sent a letter of violation, and the “renter” has submitted an application for the two trailers.

Kraig Nace – Mr. Nace submitted the 2013 Emergency Call Status as of September 25, 2013. Mr. Nace asked when the EMS donation would be released.

INVOICES AND EXPENDITURES

With unanimous approval of a Novinger/Holman motion, the PTS voted to approve payment from PLGIT General Account of checks 26611 through 26676 in the amount of \$39,075.91, from the Orrstown Bank General Account, the ACH transfers in the amount of \$9,170.23. Checks 1482-1485 from the Orrstown Bank PTPRB Checking Account for a total of \$345.64 and Liquid Fuels checks 226-227 in the amount of \$36,480.78 were also approved subject to audit.

Geisinger Medical ACH – Secretary requested permission to pay Geisinger Medical Bill by ACH. The due date is close to our meeting date. Upon a Novinger/Maguire motion, the PTS voted unanimously to pay the Geisinger Medical Bill be paid by ACH.

CD Maturity – One Capital Reserve CD is maturing on 10/5/13 and three General Fund CDs are maturing on 10/2/13. With unanimous approval of a Novinger/Maguire motion, the PTS voted to move the CDs to The First National Bank of Mifflintown for a twelve month term.

TREASURER’S REPORT

The September Treasurer's Report was accepted upon the passage of a Novinger/Holman motion, subject to audit.

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Secretary asked if the second portion of the Duncannon Fire Company donation of \$25,000.00 can be paid in October. Upon a Holman/Novinger motion, the PTS voted to pay the second portion of the Duncannon Fire Company donation.

MINUTES

Minutes for the August 21 and August 28, 2013 PTS meetings were presented. Upon a Novinger/Maguire motion, the minutes were tabled until next month.

HIGHWAY REPORT

Notes:

- The parking lot was patched and line painting was completed for the Park and Recreation Board.
- The Sterling's starter and air valve were replaced.
- Replacement of culverts on Holman Drive and Sawmill Road was completed.
- A second mowing of the roads will be completed.
- Driveway permits are being reviewed and approved.
- There are complaints regarding a hedge interfering with the site distance on Linton Hill Road. Mr. Holman was trying to catch the owners at home.
- A driveway on Faculty Road needed a permit.
- Gambers Corner Road gully is in need of repair before the SR 274 Bridge Replacement.
- Steve Gardner has been sick.

ZONING REPORT

The Zoning Officer's report was accepted.

SEWAGE ENFORCEMENT OFFICER'S REPORT (SEO)

The SEO report was accepted.

Lee Wright Holding Tank Renewal – Mr. Holman offered that he was concerned with the signature on the contract. After checking with the Solicitor, the Cleaner and Disposal Site need to sign the contract. Upon a Holman/Novinger motion, the Holding Tank Agreement shall be renewed for two years contingent upon the signatures being obtained.

Michael Sirianni - Mr. Sirianni is requesting a Port-A-John for his business on SR 11/15 at Voodoo Mike's. Mr. Smith offered that the property is still for sale and that the port-a-john would be a temporary solution and that after the sale there would be bathroom facilities for the shop. Mr. Holman offered that if you want to have a business there are requirements to have wash facilities. Either way a permit cannot be issued until facilities are provided. Mr. Smith offered that there was no water in the building. Mr. Sirianni offered that he is taking a big risk

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and he knows that the Smith's are selling the building and that it is a big expense for a store that is only open on weekends and the traffic is very light. The business complies with all of the ordinances with the exception of the sewage disposal. That is why he is asking for a variance. Mr. Holman offered that there are other places that have been denied a port-a-john. Mrs. Novinger stated that it is also an OSHA requirement. Mr. Sirianni offered that he has seen other port-a-johns in the township. When asked where they were located he could not provide locations. Mrs. Smith offered that the winery has a port-a-john. Mr. Holman offered that if there is a port-a-john, the issue will be investigated.

Upon a Holman/Novinger motion, the PTS voted unanimously to deny the use of a port-a-john.

PARK AND RECREATION BOARD REPORT (PTPRB) – Mrs. Tilkens offered that the Halloween Party will be on October 25, 2013. She thanked Lee Wright for the donation of pumpkins.

Mrs. Tilkens offered that Jim Renner is in bad shape and sending a card would be appreciated.

Mr. Holman offered that there had been a power outage and that there is a need to check the underground wiring as the ground was smoking.

PENN TOWNSHIP MUNICIPAL AUTHORITY (PTMA) – Mrs. Novinger asked if the Morrison property has received an occupancy permit. Secretary replied in the negative.

SECRETARY'S REPORT

Copier Quotes – Secretary presented the copier quotes to the PTS for review, with notice that Canon has offered us a lower price. She also researched the Konica Copier with the results that the model was discontinued in December 2012. Upon a Maguire/Novinger motion, the PTS voted to unanimously to lease a copier from Canon.

UCC Inspection – Mr. Holman offered that the UCC interviews were completed and upon a Novinger/Maguire motion, the PTS voted unanimously to appoint Pennoni Associates, Inc. as the third-party inspection agency to replace Glace Associates.

Traffic Signals Maintenance Contract – Secretary requested permission to request quotes. Upon a Maguire/Novinger motion the PTS voted unanimously to request quotes.

November and December Meetings- Secretary reminded the PTS the dates for the November and December meetings. She asked if there was a need to advertise for a different date because of the holidays. The consensus of the PTS was to leave the dates at November 27 and December 26, 2013.

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Humane Society – Secretary informed the PTS that the Police and Dog Catcher still have monies available for lost dogs but that the resident’s portion is down to \$16.35 for the year. The question is do we cut off the stray cats for the Humane Society or approve additional monies until the end of the year. The consensus of the PTS was to let the amount stand.

Permission to close the office - Secretary requested to close the office 9/30/13 at noon, 10/4/13 at noon, and for the day 10/11/13. The consensus of the PTS was to allow the office to close.

ENGINEER’S REPORT

The Engineer report was accepted.

POLICE REPORT

Chief presented the September 2013 Police Report to the PTS. The Teen Buckle-Up grant was finished on Monday. There will another Buckle-Up grant next month and an Aggressive Driver grant is being pursued.

Chief explained that the incident where the officer was out of jurisdiction was a hit and run accident. Chief offered that Captain Karlsen was sitting in the center lane during the morning for traffic monitoring the school zone.

Mr. Mutzabaugh asked if there were cameras in the police vehicles. Chief replied that the SUV’s does not have cameras, but the Charger does.

Chief offered that grants are being pursued for feral cat spraying and neutering. The Burglaries that occurred in the Cove were by a group from Dauphin County.

Mr. Holman offered that there was a complaint regarding farm traffic. Signs will be purchased for placement on Cove Road and at the intersection of Sawmill Road and Cove Road. Chief offered that a similar set of signs will be placed at Schoolhouse Road.

BUILDING, ZONING, DRIVEWAY AND SIGN PERMIT REPORT

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

CORRESPONDENCE

Perry County Planning Commission – A copy of the changes to the County Subdivision and Land Development Ordinance was presented.

PennDOT Letter – A PennDOT letter addressing bridge weight limits was presented.

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PTR Industries – The letter from the PTR Industries was presented.

State Animal Response Team (PASART) – PASART requested a donation in the 2014 budget.

PENNDOT Letter – The letter inviting municipal officials to a Winter Partnership Meeting on October 3, 2013 was presented. Mr. Holman offered that he would like to attend.

PAFPM – An invitation to a meeting regarding Flood Emergencies was presented.

OLD BUSINESS

Fall Newsletter – Secretary offered that the newsletter will be mailed on October 4, 2013.

Treasurer Position – Mr. Holman offered that interviews were conducted. Mr. Maguire offered that the position was offered to one applicant and she responded that she could not take the position for the wage offered. Mr. Holman offered that an inquiry was made into a temporary hire. The Township would have to pay \$18.66 for an \$11.66 position. Upon a Holman/Novinger motion, the PTS voted unanimously to meet with the applicant and offer her a job with a discussion on the wage.

Ward Property – Mid-Penn Property. Mrs. Novinger offered that she understood that there was to be a gate on the property. She offered that there is no gate on the entrance of the property and along the south side of the property. She wanted the matter brought to the attention of someone. Mr. Holman offered that matter is in the court system. There is an injunction against him and we are waiting for a decision from the court.

NEW BUSINESS

Budget Meeting –The consensus of the PTS is to have the meeting on October 15, 2013 at 6:30 p.m.

Kim Lenker – Mrs. Novinger asked if Mr. Lenker has a permit to operate a business out from the location along SR 11/15. Secretary responded in the negative. Secretary stated that she will send the information to the Zoning Officer.

ADJOURNMENT

With no further business to be conducted, and upon a Holman/Novinger motion, the PTS voted unanimously to adjourn at 8:51 p.m. The meeting was reopened at 8:52 p.m.

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CABLE FRANCHISE- After discussion and upon a Holman/Novinger motion, the PTS voted unanimously to allow the Cohen Law Group to proceed with the Cable and Wireless Agreements.

With no further business to be conducted, and upon a Holman/Novinger motion, the PTS voted unanimously to adjourn at 8:55 p.m.

Respectfully Submitted,


Helen Klinepetey
Secretary