

MINUTES OF OCTOBER 15, 2013

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 OCTOBER 15, 2013

Page 1 of 3

The Penn Township Board of Supervisors (PTS) met on Tuesday, October 15, 2013 at 7:00 p.m. in the Municipal Building. Chairman Henry Holman, Jr. and Supervisor Brian Maguire were in attendance. Other personnel present were Helen Klinepeter (Secretary), Police Chief Richard Pickles, and Clifford Karlsen (Police Captain). 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

Stanley Mutzabaugh – Mr. Mutzabaugh offered that in the Penn Township Sampler there is an article regarding the budget and a question on the independent audit. He continued that he called his lawyer and asked what type of legal ramifications there were in calling it an audit. He was told that there were none. He made a mistake. Therefore, we can call it a preview, overview, or comparison. Continuing to talk about it here is beating a dead horse. Chairman Holman offered that he took a beating on the question regarding how an independent audit conflicts with the Township Audit. The questions have to be answered, and it was brought out at a meeting with the auditors and the article was placed into the Sampler as not everyone attends the meeting.

Lee Wright – October 26, 2013 he is having a public sale and he needs a Port-A-John. He stated he is having a problem with the pumper. After discussion and upon a Holman/Maguire motion, the PTS voted unanimously to grant a permit to Lee Wright to place a port-a-john at his parents' house for a sale 10/25/13 through 10/28/13 with the understanding that an amendment to the Holding Tank Ordinance is to be drafted to address the port-a-john issue. Mr. Wright asked if the police could make some rounds in the area of 99 Aqueduct Drive.

Distribution of Meeting Minutes -Mr. Holman requested that the Board of Supervisors Meeting recordings of August 28, 2013 and September 25, 2013 along with the Planning Commission Meeting recording of September 16, 2013 be retained due to the issue regarding Rupp Road. Upon a Holman/Maguire motion, the PTS voted unanimously to retain the meeting recordings of August, 28, 2013, September 16, 2013 and September 25, 2013.

Purchase of Stove – Karen Tilkens presented quotes for the purchase of a new stove for the building kitchen. Mrs. Tilkens offered that the Lowes quote was the lowest for the same stove. Upon a Holman/Maguire motion, the PTS voted to allow the purchase of a stove from Lowes.

MINUTES OF OCTOBER 15, 2013

OLD BUSINESS

Fiber Optics – Mr. Holman offered that there were questions regarding the Fiber Optics placement according to the permit issued. The PA One Call states the location of the work is twelve feet off the road, which is not according to the plans presented and that the area of work has not been marked. The contractor is from out of state and there is a 9:00 a.m. meeting tomorrow morning that will be attended to insure the work is completed as per the permit.

NEW BUSINESS

Newsletter - Secretary requested payment for the work on the newsletter. Upon a Holman/Maguire motion, the PTS granted that the Secretary be paid at the next payroll.

BUDGET

Discussion commenced on the cable and wireless franchise agreements. It was explained that the agreements would not limit other companies from coming into the Township, but that they would also need to have an agreement with the Township.

Revenue is also being projected to increase approximately \$4,000.00 next year.

Discussion on the Police Budget commenced with the statement that the Police Department Budget remains the same as in 2013. Mr. Gerner asked what will happen in the budget when new police vehicles are needed. He asked if there is a sinking fund for vehicle replacement. Mr. Holman offered that there is line item for the placement of monies in the Capital Reserve Fund designated for police purchases. Chief Pickles offered that the plan is to place money in the Capital Reserve for a couple of years then purchase a new vehicle when needed.

Mrs. Rissinger asked about the inaccuracy of budget numbers for the police portion. Captain Karlson offered that he believed what she was referring to was the budget that was developed by the prior Police Chief. Mr. Holman offered that when the budget was first presented it was poor. After the budget was reworked, it was watched very closely so as not to exceed the budget. The 2012 budget was a learning experience. Mrs. Rissinger asked what was the difference between the years 2012 and 2013 Police Budget after the vehicles. Secretary stated that she did not have that number at this time and would have to get the number for her at a later date.

Mr. Gerner asked what equipment purchases are expected for 2014. Chief Pickles offered that upgrade of computers was planned, but nothing major is planned.

Mr. Mutzabaugh stated that a discussion was held on the purchase of cameras for the cars. He asked if there are plans for camera purchases. Chief Pickles offered that the Police Department is looking into grants.

Mr. Wright asked how the grants are tracked and how many grants are pursued. Captain Karlson offered that there have been 3 grants for 2013. There are 2 other grants being pursued. The grants are tracked through PennDOT. The Police Department is told how much money is available, the timeframe to use the money and what the money is to be used for. The grant is for

MINUTES OF OCTOBER 15, 2013

reimbursement. Secretary informed that the grant money in payroll has its own line item under expenses. Under revenue the grants have two line items depending on wage reimbursement and grants for equipment. Mrs. Rissinger asked if there administrative fees. Captain Karlsen explained that administrative fees and vehicle maintenance are not covered. Mr. Mutzabaugh asked if the grants are split with Duncannon Borough. Captain Karlsen offered that the grants are for Penn Township.

Mr. Fickle asked about the intersection of SR 274 and Main Street. The traffic does not stop coming out of the Borough. Captain Karlsen offered that we are sending a letter to PennDOT requesting a sign be placed that states "on-coming traffic does not stop." Chairman Holman offered that the letters went out to PennDOT. Captain Karlsen offered that what is needed is for the public to write to Representative Mark Keller.

Mr. Gerner asked what highway projects are proposed. Chairman Holman offered that Ashmar Drive needs an overlay due to road cuts for sewer tie-ins. There are other areas that need to be tarred and chipped. There is a lot of maintenance to be completed. Mr. Gerner asked about a five-year plan for the Road Projects. Chairman Holman offered that a five-year plan was in place in the past but there was no money to implement it.

Mrs. Rissinger asked how much longer he will volunteer. Mr. Holman answered until the good Lord decided otherwise. Discussion commenced on the possible tax increase for a Roadmaster when Mr. Holman is no longer available to volunteer his time to the Township. Mr. Holman offered that even after he is out of office he would consider volunteering his time.

Mr. Gerner asked about the heating system. Secretary offered that the parts are on order for the repair of the heating unit 4. Replacement of the units with newer technology as needed is under review.

ADJOURNMENT

With no further business to be conducted, and upon a Holman/Maguire motion, the PTS voted unanimously to adjourn at 8:00 p.m.

Respectfully Submitted,



Helen Klinepeter
Secretary