

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

Henry A. Holman, Jr., Chairman

Brian Maguire, Vice-Chairman

Brian K. Peters, Supervisor

Minutes of March 26, 2014

The Penn Township Board of Supervisors (PTS) met on Wednesday, March 26, 2014, at 7:00 PM in the Municipal Building. Chairman Henry Holman, Jr., Vice-Chairman Brian Maguire, and Supervisor Brian Peters were in attendance. Other personnel present were Helen Klinepeter (Secretary), Police Chief Richard Pickles, Solicitor Richard Wagner and Elizabeth Goodhart (Treasurer/Recording Secretary). 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.

EXECUTIVE SESSION

Chairman Holman stated that an Executive Session was held regarding the Ordinance.

VISITORS

Frank Wilmarth, American Legion

Mr. Wilmarth stated that about a month ago, the American Legion made an application to renovate their sign in front of the Post and requested a waiver of the fees. He came to the meeting to make a formal request to waive the fees of approximately \$200. Mr. Wilmarth showed a diagram of the proposed sign. He stated they are working with Penn Sign of Enola and that they have applied for authority for an electrified sign. Secretary Klinepeter stated the zoning permit is \$65, the sign permit is \$50, but she does not know the fees for the electric inspection. She stated the Township portion of the building permit is \$16 for a total of \$131. The Secretary stated that Lenny Sizer has already approved the zoning permit. With unanimous approval of a Holman/Maguire motion, the PTS voted to waive the fees except for the inspection fee for the electric hook-up required through the UCC.

Randy Mladenoff

Mr. Mladenoff stated he has talked to the neighbors of his Rupp Road property and that one of them has agreed to not use that lane. He mentioned that at the last meeting he stated he could install a split rail fence but was waiting for information from Solicitor Wagner. Solicitor Wagner suggested that Mr. Mladenoff consult with an attorney to see what is recorded in the plans and at the Courthouse. He stated that they do not know what is recorded at the Courthouse and on the deeds as right-of-ways and felt that it would be best for Mr. Mladenoff to consult with an attorney to see what options are available to him.

Jim Kocher

Mr. Kocher asked who was responsible for the maintenance of the traffic signal at the Business Campus. He stated that the left turn arrow has not been working for some time and was not working about three hours ago.

Mr. Kocher stated the Duncannon Borough is planning a celebration in about year and a half which will bring many visitors into town from Routes 11/15, passing the McPherson residence. He wanted to mention it again and see if something can be done about this property. Chairman Holman said he understood and that the Township has been fighting this issue for some time. Supervisor Peters stated that the front of the residence is littered with trash and that the Township can do

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something to correct that. Chairman stated that the Township has cited the owner before about the trash. The owner does then clean it up but in time it becomes littered again.

CeCe Novinger

Mrs. Novinger asked about the details of a Land Development Plan. Solicitor Wagner explained the process. Mrs. Novinger then questioned some details surrounding the Lenker property. Chairman Holman explained that Zoning Officer Lenny Sizer will be citing Mr. Lenker for operating a commercial business without a permit and will be terminating his business along Route 15 in Perdix. Solicitor Wagner stated it appears there are a number of issues that do not seem to be compliant with Township ordinances.

Anne Marie Frisch

Mrs. Frisch stated that she observed dump trucks blocking both lanes of Route 11/15 to pull in and out of Mr. Lenker's property. She stated she observed trucks with the flashers on sitting in the go-around lane of Route 11/15 at the Tea Room. She said that she reported this to the Penn Township Police. Chief Pickles stated that an officer did respond. Chairman Holman stated that the Township is taking action. In addition, Secretary Klinepeter will be contacting Zoning Officer Sizer the next day to inform him that a rock crusher is now being used at this location. Solicitor Wagner then asked that current pictures taken at this location be sent to Zoning Officer Sizer.

Kraig Nace, Duncannon EMS

Mr. Nace stated that the upcoming subscriptions run May 1, 2014 through April 30, 2015 and the rates will remain the same.

Mr. Nace mentioned that the mock crash will be held on May 2 at Susquenita High School. An email soliciting participation was sent to the agencies who have participated in the past.

Mr. Nace stated the end-of-year report for the Duncannon EMS is not completed but should be available for the April meeting.

Stanley Mutzabaugh

Mr. Mutzabaugh asked if Chief Pickles is the Emergency Management (EM) Director. Chairman Holman stated the appointment has been made but the paperwork has not been sent to Tom Bell for approval by the Governor. Mr. Mutzabaugh asked if Tom Bell had any comments regarding the appointment of Chief Pickles, to which Chairman Holman stated he had not received any. Mr. Mutzabaugh stated that Chief Pickles lives in Harrisburg and was concerned about his ability to travel to Penn Township in the event of an emergency. In addition, Mr. Mutzabaugh mentioned that as the Chief of Police, he wondered how Chief Pickles could run the Police Department and also be the EM Director at the same time.

Chairman Holman stated that in other municipalities the Chief of Police has held both positions. He also stated that the PTS had previously asked for someone to come forward to fill this position. After there were no volunteers, the PTS appointed Chief Pickles.

Lee Wright

Mr. Wright asked when the request was made for a volunteer for the EM Director. Chairman Holman stated that there was no personal request but that the Township meeting attendees were aware that the Township was looking for someone to fill this position. He also stated that Paul Soltis assisted until a new appointment could be made.

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Supervisor Peters asked if Chief Pickles' appointment to the EM Director was submitted. Chairman Holman stated that it has not been submitted as yet.

Stanley Mutzabaugh

Mr. Mutzabaugh asked Chief Pickles if the Township owns any AR's or shotguns. Chief Pickles stated the Township does own shot guns and an AR. Mr. Mutzabaugh asked if all of the officers are certified. Chief Pickles stated they qualify each year. Mr. Mutzabaugh asked who certified our police and where they were certified. Chief Pickles stated they were certified by Lt. Wilt from the Perry County Prison at a location near Jericho Road.

INVOICES AND EXPENDITURES

With unanimous approval of a Holman/Peters motion, the PTS voted to approve payment of checks 27088 through 27162 in the amount of \$39,190.22 from the PLGIT General Fund Account, a charge of \$114.75 for new check stock from the PLGIT General Fund Account, ACH payments totaling \$13,744.25 from the Orrstown Bank General Account, PTPRB checks 1508 through 1513 in the amount of \$691.92, a transfer from the Orrstown Bank General Fund to the PTPRB Checking Account for \$591.92, and a transfer from the PTPRB Savings Account to the PTPRB Checking Account in the amount of \$100.00.

TREASURER'S REPORT

The Treasurer's Report was unanimously approved, subject to audit, upon the passage of a Maguire/Holman motion.

ANNUAL DUNCANNON FIRE COMPANY DONATION

Secretary Klinepeter asked if the first payment to the Duncannon Fire Company should be processed in April. She stated we usually process a \$40,000 payment in April to assist in normal operating expenses. In October another payment of \$25,000 is issued for the Fire Company's Capital Reserve fund. Upon a Holman/Maguire motion, the first payment of \$40,000 was unanimously approved.

MINUTES

The minutes for the February 26, 2014, PTS meeting, were tabled with a Peters/Maguire motion.

HIGHWAY REPORT

Notes

- Anti-skid has been restocked
- Landscaping of a few right-of-ways was done where the snow plows caused minor cosmetic damage
- Main activities have been plowing snow and replenishing the anti-skid and salt
- Minor truck repairs, e.g., brake lines, exhaust, etc.
- Began cleaning gutters and cutting brush back to get ready for mowing
- Met with Mr. Levine for Liquid Fuel approval for project on Ashmar Drive
- Chairman Holman stated there is a seminar available for municipalities with roads that are traveled by 500 or less cars per day. Funding is available to municipalities who become certified through this seminar. Chairman Holman stated he would like to use this funding to finish paving Linton Hill Road. The seminar will be held in Wellsboro on May 21-22. Tom Rissinger of the highway crew has agreed to attend the seminar with Chairman Holman to qualify for the grant money. Chairman Holman requested that Mr. Rissinger be allowed to have two days off to attend. This is an overnight trip, but they will stay at Chairman

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Holman's nearby property eliminating all costs to the Township related to attendance at this seminar.

- The Township will meet the June 13 deadline to establish a Sign Assessment & Management program. Chairman Holman has reviewed every sign in the Township and is in the process to meet the requirement to implement this program by June 13.
- Annual road survey will take place the day of the chicken BBQ, Saturday, March 29, 2014.
- Previous statement that Steve Gardner received compensation for mileage was incorrect. Secretary Klinepeter confirmed that Mr. Gardner never received compensation for mileage.

Chairman Holman mentioned a comment made at last month's PTS meeting regarding police coverage by the PSP. He stated that there are legislative bills introduced at the current time which state the Township could be charged \$65 per hour for each Trooper, resulting in \$1,560 per day, \$10,000 per week, over \$500,000 per year. Some House Bills are proposing charges during the first year of \$52 per resident, or \$167,000 per year. During the second year the charge would be \$104 per resident, and during the third and subsequent years the charge would be \$156 per resident. Chairman Holman also stated that because we have our own police department, the Township receives revenue from fines which we would not have if we had PSP coverage. He mentioned an article in the PSATS magazine stating that townships are fighting this since it would cost them a lot to have PSP coverage. Chairman Holman also mentioned that some of the bills have limits based on the number of residents and others do not.

After a Holman/Maguire motion, the Board unanimously approved the advertisement to bid for the paving of Ashmar Drive.

Secretary Klinepeter stated that the Board must adopt the resolution for the price adjustment of bituminous materials which is included in the bid packet. The language is from PennDOT. Upon a Holman/Peters motion, the Board unanimously approved this resolution.

Upon unanimous approval of a Maguire/Peters motion, approval was given for Tom Rissinger to attend the seminar in Wellsboro on May 21-22.

PENN TOWNSHIP PLANNING COMMISSION (PTPC) – Secretary Klinepeter stated the PTPC did meet to discuss the Maguire Ford plan and Ag Security, but there is nothing ready for PTS approval.

ZONING REPORT - The Zoning Officer's report was presented to the Board.

SEWAGE ENFORCEMENT OFFICER'S REPORT (SEO)

The report included two building permits and the review of the portable toilet agreement with William Warner. Mr. Warner has requested a portable toilet permit be issued for his weekend dinners. SEO Lenny Sizer has reviewed and approved this. Upon a unanimous approval of a Maguire/Peters motion, this request was approved.

CeCe Novinger mentioned that during last month's Penn Township Municipal Authority meeting, it was noted there is a portable toilet located at the residence east of Dino's. She stated that it was noted that enforcement of removing it was the responsibility of the PTS. Mrs. Novinger stated the portable has not been removed as yet. Secretary Klinepeter stated this issue was reported to SEO Sizer to investigate, and she will follow-up with him tomorrow.

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PARK AND RECREATION BOARD REPORT (PTPRB) - The PTPRB will meet Thursday, March 27, as the chicken BBQ is scheduled for Saturday, March 29, 2014. Secretary Klinepeter mentioned that there are tickets available for purchase in the Township office.

PENN TOWNSHIP MUNICIPAL AUTHORITY (PTMA)

Decoven Wastewater Treatment Facility

The PTMA has given Mr. Ward an additional forty-five (45) days until May 19 to connect to the sanitary sewer.

SECRETARY’S REPORT

Comprehensive Plan Resolution

The resolution needs to be adopted to record the Comprehensive Plan. Solicitor Wagner has already reviewed it. This was adopted with a Holman/Maguire motion. Supervisor Peters voted nay on this issue.

Harris – Gemini Data Backup and Recovery

Harris is the vendor who supports the Township's accounting program. They are asking us if we want to utilize a back-up and recovery solution for our system offered by Gemini at a cost of \$975. We must respond to Harris by April 2. Secretary Klinepeter suggested that we investigate other more cost effective solutions and request a delay from Harris to respond to this issue. She indicated that we currently back-up the accounting system on an external hard drive and have not utilized any other type of back-up system. The external hard drive used for the back-up is stored in the office and none is stored off-site in case of fire. Supervisor Peters suggested that we request a 30-day extension from Harris to investigate other back-up and recovery solutions. If they do not authorize the extension, we would opt out of the Gemini solution but continue to pursue other options. This Peters/Maguire motion was unanimously approved.

ENGINEER’S REPORT – No report.

POLICE REPORT - Chief Pickles presented the Police report. He stated that they have just completed a Buckle Up grant and have just begun an Aggressive Driver grant.

Chief Pickles stated that he has given each of the Supervisors a copy of an employment application and would like to set a date/time for an interview. Interview is scheduled for Monday, April 7 at 6:00 PM.

Chief Pickles stated he checked into the derogatory Facebook posting that was mentioned at the previous meeting. He stated the message had been deleted and was no longer available.

Regarding the incident at Zeiderelli's Pizza which was mentioned at the previous meeting, Chief Pickles stated he contacted Zeiderelli's, and they do not want to pursue any type of prosecution.

Chief Pickles stated that there have been a number of propane tank thefts and suggested storing them in a secure location.

Chief Pickles stated that all appeals for the Taschek property have expired, and the Township can now have a hazard inspection and then have it demolished. The inspection would be done by a third party agency. After demolition, the Township could place a lien against the property. If the owner wanted to rebuild, they would have to pay off all liens. Upon a unanimous Holman/Maguire

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motion, approval was given to Secretary Klinepeter to contact a third party agency to conduct the hazard inspection.

Lee Wright

Mr. Wright mentioned that on February 28 at 5:30 PM, the Penn Township police had a car pulled over near Liverpool, PA, which is out of their jurisdiction. Chief Pickles said he would look into it.

Stanley Mutzabaugh

From listening to the scanners, Mr. Mutzabaugh mentioned the base sometimes cannot reach the police. He asked if this is an issue with the tower or with the radio. Chief Pickles mentioned that when they are switching towers, it can be inaudible. He mentioned that a new radio system has been approved by the County. Mr. Mutzabaugh said he can hear other emergency vehicles but he cannot hear the Police and feels there is a problem with the radios. Chairman Holman stated this is a problem throughout the County, not just with the Police. Mr. Mutzabaugh stated he feels the problem is with the Police radios.

Jim Fickel

Mr. Fickel asked Chief Pickles what percentage of the revenue generated from traffic citations comes back to the Township as compared to the revenue generated if State Police wrote the citations. Chief Pickles stated it would be the same.

Jesse Boyer

Mr. Boyer stated that he had asked about the speed limit on Hoffman Road, Creek Road, Butchershop Road, and Gambers Corner Road. He asked if the speed limit will be lowered due to the bridge project. Chief Pickles mentioned the township will be sending in the recommendations to the State. He also stated Gambers Corner Road will be lined prior to the bridge project.

SOLICITOR REPORT

Wireless Ordinance

Solicitor Wagner has reviewed this and has no issues with it.

Rupp Road

Solicitor Wagner discussed this with Mr. Mladenoff earlier this evening.

Chicken BBQ Donation

Solicitor Wagner stated he would like to donate his fee for tonight's meeting to purchase 25 BBQ dinners to be delivered to local families.

PERMIT REPORT - The permit reports were presented and accepted without comment.

CORRESPONDENCE

CPTF Meeting

Cumberland Perry Task Force will be meeting Thursday AM, March 27, 2014.

Perry County Dirt and Gravel Roads Program

This was discussed earlier this evening.

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DEP – former West Penn Xtramart

Letter from EPA to Drake Petroleum Company, Incorporated, thanking them for their cooperation in working with the DEP in remediation of the site located at 1604 State Road, Duncannon, PA.

Tri-County Outreach Meeting

A meeting will be held tomorrow evening, March 27, to discuss the County Comprehensive Plan as well as other items.

OLD BUSINESS

AG Security Update

Secretary Klinepeter stated our 45-day review period started after March 15. The last possible day to hold a hearing is April 29. The Ag Security Committee will meet on April 7, 2014, at 8:00 PM. The hearing will be held on April 28, 2014, at 6:30 PM.

Newsletter

The newsletter has been mailed, and Secretary Klinepeter will be paid for this service on the next pay date.

NEW BUSINESS

Wireless Ordinance

Comments are back from the County and a date/time for a hearing must be set. The County received the ordinance on March 13, 2014. The PTS will hold an Executive Session on April 7, 2014, to review the County comments, and the Planning Commission will review it on April 21, 2014. The Hearing has been set for 6:00 PM, April 30.

PC Upgrade

Two of the PC's in the Township office must be upgraded from Windows XP. Secretary Klinepeter has received a quote from Mr. Prosser. He suggested we replace the towers in order to run Windows 7 at a cost of \$225 for each tower, plus an extra 5 hours of work for a total of \$625. Secretary Klinepeter requested approval for the update of the two PC's. In addition, Mr. Prosser has been requested to set up the Canon copier to scan to the PCs. Upon a unanimous Holman/Peters motion, all upgrades were approved.

Bob Johnson

Mr. Johnson asked how much money the Duncannon Fire Company had in their Capital Reserve account where we make an annual donation. He stated that he is not aware that the Fire Company has spent any of that money since it was not requested through the Board. Chairman Holman stated he also was not aware of that money being spent.

Upon a Holman/Peters motion, the PTS voted unanimously to adjourn the meeting at 8:26 PM.

Respectfully Submitted,

Elizabeth Goodhart
Treasurer/Recording Secretary