

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 October 14, 2014, Budget Meeting

The Penn Township Board of Supervisors (PTS) met in the Municipal Building on Tuesday, October 14, 2014, at 6:00 PM. 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, Police Captain Cliff Karlsen, 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.

Chairman Holman stated there was one Executive Session held since the last meeting regarding a personnel issue.

NEW BUSINESS

Truck Bids

Chairman Holman stated the Board has given their approval to purchase a new truck for the Highway Crew, and he has ordered a new Ford 350 snow plow with attachments from Hoffman Ford for less than \$19,000. Upon a Peters/Holman motion, a majority voted to approve this payment. Supervisor Maguire was not present for this vote.

Budget of Funds for Additional Equipment

Chairman Holman stated he has been looking at the replacement of current equipment, He said the 550 has 40,000+ miles and he would like to keep it as a back-up this winter and purchase a new truck. For budget purposes he has received a bid from Hoffman Ford of \$56,478 which is \$10,000 less than the truck purchased three years ago and includes a diesel engine. A gas engine would cost \$8,000 less. Chairman Holman would like to include this amount in the 2015 budget to purchase the truck.

Chairman Holman stated the purchase could be made by taking three payments from the Liquid Fuels or from the Capital Reserve. As of September 2014 the Capital Reserve balance is \$253,916. The Liquid Fuels balance is \$228,189 and does not include the \$123,000+ we will receive in 2015. Chairman Holman stated if this truck was purchased with Liquid Fuels money, there would be sufficient funds remaining to pave Linton Hill Road in 2015.

A Peters/Holman motion to budget funds from the Liquid Fuels account was unanimously approved.

Replacement of Heating Units

Chairman Holman stated he would like to budget funds to replace the heating units in the Township office and the PTS meeting room.

Line Painting

Secretary Klinepeter stated we received the following three quotes for line painting:

- Alpha Space Control Co., Inc. -- \$.05/foot
- D.E. Gemmill -- \$.17/foot
- Interstate Road Management -- \$.23/foot for 11,000 feet or \$.21/foot for 13,000 feet

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Upon a Maguire/Peters motion, the Board unanimously voted to accept the bid from Alpha Space Control, Inc., at \$.05/foot for 13,530 feet.

Supervisor Peters asked if PennDot will be repairing the damage to Gambers Corner and Creek Roads. Chairman Holman stated PennDot's repairs would only include top soil and grass seed which Chairman Holman felt was only a temporary fix. He stated the highway crew has made tar and chip repairs to these roads.

BUDGET

The Board began reviewing the 2015 proposed budget.

Lee Wright asked when the Comprehensive Plan was approved. Secretary Klinepeter stated it was approved in 2014, and the fees were paid over multiple years and from multiple general ledger accounts.

Stanley Mutzabaugh questioned the amounts for Solid Waste, GL 01.409.365. He also questioned the amount for Vehicle Police Liability.

Secretary Klinepeter stated there are no purchases required for the office. The Munilogic software for which Supervisor Peters provided brochures will require a server and will be reviewed at a later date.

Secretary Klinepeter stated there are funds budgeted in GL 01.409.37 for the installation of a card reader entry system for the Township office.

Stanley Mutzabaugh questioned the \$15,000 grant expense in GL 05.454.201. He was informed this is for Park & Recreation (P&R) to install a walking trail, dog area, etc. The Secretary stated this is a matching grant, and there are sufficient funds in the P&R bank accounts to cover this expense.

Chief Pickles said the marked Police vehicle is approaching 100,000 miles and will be looking to replace it.

Chairman Holman stated there are two new line items.

- Diesel fuel for the Municipal Authority, GL 01.437.246
- Diesel fuel for P&R , GL 01.437.245

The Secretary mentioned the Traffic Signal expenses have been broken out into two new line items. She also stated there is a webinar scheduled for Wednesday, 10/15/14, regarding grant money for traffic lights.

- Traffic signal electricity, GL 01.419.101
- Traffic signal maintenance contract, GL 01.419.102

A new GL of 01.413.310 for UCC & Code Enforcement has been created to track the Taschek expenses. Pennoni Associates is the Township's Code Enforcement inspector.

A Holman/Maguire motion to table the budget for review at the October PTS meeting was unanimously approved.

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OLD BUSINESS

Fee Schedules

Chairman Holman stated there are fee schedules to be prepared and invited input from the other Supervisors.

Chairman Holman stated he has been searching for a new source for anti-skid. He stated we can purchase ash at Bruner's Island for \$3/ton if we pick it up with our trucks.

EXECUTIVE SESSION

The meeting was adjourned for an Executive Session at 6:50 PM.

Chairman Holman re-opened the meeting at 7:07 PM. He stated there was discussion regarding legal issues, but no action was taken.

ADJOURNMENT

With no further business to be conducted, the PTS voted unanimously to approve a Holman/Peters motion to adjourn at 7:08 PM.

Respectfully Submitted,



Elizabeth Goodhart
Treasurer/Recording Secretary