

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 August 26, 2015

The Penn Township Board of Supervisors (PTS) met in the Municipal Building on Wednesday, August 26, 2015, at 7:03 PM, immediately following the Agricultural Security Hearing. Chairman Holman, Vice-Chairman Brian Maguire and Supervisor Brian Peters were in attendance. Other personnel present were, Engineer Max Shradley, Police Captain Clifford Karlsen, Helen Klinepeter (Secretary), 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.

The Chairman stated there were no Executive Sessions held during the past month.

VISITORS

Debbie Brouse

Ms. Brouse lives at 10 Mourning Dove Way. She stated there is a problem with overgrown brush in the lot adjacent to hers which is owned by Mike Frisch. Ms. Brouse stated the grass is not mowed and the weeds are very high. She provided photos of the property. She asked what could be done about the situation. CPT Karlsen stated there is no Township ordinance that covers cutting grass or weeds. If there is an obstruction to traffic, then the grass/weeds must be cut. Chairman Holman stated the Highway crew will cut back the weeds on the right-of-way.

Chairman Holman stated he spoke with Solicitor Wagner on the following issue. The Chairman stated his family was approached by Carl Fox at the Sesquicentennial activities who asked them if it was true that the Chairman missed two PTS meetings because he has cancer. The Chairman stated his family was very upset by this. He stated he called Mr. Fox to ask who told him that Chairman Holman had cancer. Mr. Fox stated it was Lester Nace. Mr. Fox apologized to Jeff Holman, the Chairman's son, as well as the Chairman's family.

Chairman Holman then mentioned the latest article in the Duncannon Record from the July 29, 2015, PTS meeting. He stated there were several items reported that were not accurate. One of those items was the statement that the Chairman uses his personal equipment to save money for the Township. The Chairman stated he does not use his personal equipment on Township Roads. The article also mentioned that the Chairman must decide if he will continue as the Roadmaster in 2016. The Chairman stated that decision must be made by the PTS. The Chairman clarified that the proposal which he plans to give to the Board at the end of his term is not for any future employment with the Township but rather a transition report of highway projects.

Chairman Holman followed up on the Porta John at the Middle Cove Church. He stated it was ordered by a member of the church on July 15, 2015 and was delivered the next day. He also stated that Chief Pickles stopped by when it was being delivered and asked if it was being delivered for the church breakfast which has been held there for several years.

CeCe Novinger

Ms. Novinger stated she also felt the information included in the Duncannon Record article was not correct. She stated the reporter did not report their conversation correctly.

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Ms. Novinger asked the Secretary for the width of School House Road, which is 33'.

Ms. Novinger stated she spoke to two independent contractors about the work that needs to be done on her property. Both stated the work should not take more than two days.

Ms. Novinger asked for the status of the RV's parked on Mr. Edkin's property. The Secretary gave the history of this issue. At the present time the determination if a Land Development Plan is required should be deferred to the Township Solicitor. However, since Solicitor Wagner is also the attorney for Mr. Edkin, the Township must hire another attorney. CPT Karlsen added that the RV's sitting on Mr. Edkin's property are owned by Marysville Motors. Upon a Peters/Holman motion, approval was unanimously given to Secretary Klinepeter to prepare a list of attorneys from which the PTS can choose. Captain Karlsen stated the Township must wait until the attorney determines whether a land use plan is required.

After Ms. Novinger asked why the Township cannot enforce its laws, CPT Karlsen gave updates on several codes issues that have not been resolved quickly, as well as several current issues. He stated if the resident requests a hearing, the Police have the opportunity to show the Judge the condition of the property, and the Judge will usually work with the Township.

Chairman Holman told Ms. Novinger that if she can hire the contractor she mentioned above to do the work at her property in two days, he will pay for it from the Highway budget. Chairman Holman will prepare a scope of work for the project. With a Peters/Holman motion, the PTS unanimously approved for Ms. Novinger to obtain quotes from the contractors she previously spoke to for review by the PTS.

Bob Gouse

Mr. Gouse asked why the Township does not use the Perdix Fire Company. Chairman Holman stated it was due to accountability. Ms. Gouse asked if it is due to a vendetta. The Chairman stated it is not and that he offered to discuss reactivating their use.

Ms. Novinger stated the reason was due to lack of financial accountability. She stated the Township asked for at least ten months of financial reports, and the Township was told they could go to the Perdix Fire Company to review the financial reports. She also stated there were numerous meetings to try to work together. Ms. Novinger stated they were never given the requested financial reports. Ms. Novinger stated she felt that if the Township gives financial support to an organization, the Township should be informed how that money is spent.

Jodi Rissinger

Ms. Rissinger stated a copy of the financial records was provided at the October 2009 PTS meeting. She also stated that she previously provided Ms. Novinger with a copy of financials in a white binder. Ms. Rissinger stated the Perdix Fire Company has a responsibility to document how the Township donation is spent, and a letter was submitted each year with that information.

Bob Johnson

Mr. Johnson stated that during the January 8, 2010 meeting, Ms. Rissinger mentioned the dates when this information was provided to the Board. At this meeting Ms. Novinger stated she did not have this information, but the other Board members stated they did. Mr. Johnson stated a letter was submitted to the Board each year documenting how the Township donation was spent.

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Byron Worner

Mr. Worner stated he attended a meeting held at the Duncannon Fire Company (DFC) with the President of the DFC, the Penn Township Solicitor, and the Penn Township Chairman of the Board. There were concerns about threats made by the operational administration of the Perdix Fire Company to:

- A) Send the Fire Chief to investigate calls and determine if sending a fire truck was warranted
- B) Not respond at all
- C) Close down the Fire Company

Mr. Worner stated the DFC representatives were asked if the DFC would respond to a call if for any reason the Perdix Fire Company would not respond. They stated they would.

Additional background information on this topic was shared by Ms. Rissinger and Mr. Worner. Supervisor Peters stated this issue should be settled in the courts and not by the PTS. He also stated all Supervisors should be included in any future meetings held with the Perdix Fire Company. Chairman Holman stated a possible solution to address the accountability would be to set a fire tax. He stated it could be set without an increase to real estate taxes. He said it would put the responsibility for accountability on the Board.

Robert Benner

Mr. Benner stated PPL called him two weeks ago and informed him that Mr. Mladenoff paid to move the PPL pole. Burget & Associates again surveyed the property and moved the stakes back eight feet further onto Mr. Benner's property. Mr. Mladenoff provided proof to PPL's Right-of-Way Agency showing that he owns the property and told them he has a building permit. Subsequently PPL began work to supply power to the top of the hill. Both the Chairman and the Secretary stated there were no permits issued. Mr. Benner said that Mr. Mladenoff informed him that Chairman Holman/Roadmaster told Mr. Mladenoff that he made a mistake when he put the markings on the road. The Chairman said he never made that statement and no changes should be made. Mr. & Mrs. Floyd Smith were present when Mr. Mladenoff made this statement. The Secretary confirmed the right-of-way is 33'.

Sean O'Shell

Mr. O'Shell was in attendance on behalf of the Appalachian Trail Community. He requested that a crosswalk be created at the intersection of Route 274 and Main Street. Since a portion of this area is shared with Duncannon Borough, Kraig Nace stated the Borough Manager will be contacting PennDOT for permission to create crosswalks and will contact the Township once she receives a response.

Mr. O'Shell stated the hikers travel to Mutzabaugh's Market and usually walk along Route 274. He proposed using an alternate route along Locust Street and Municipal Building Road, and paint footprints on these roads for hikers to follow. John Gerner suggested building a pedestrian walkway using the sewer right-of-way. Mr. O'Shell stated he wanted a solution that could be implemented quickly. Mr. O'Shell offered to buy the stencil and paint, and the Chairman offered to have the Township do the painting.

Lee Wright

Mr. Wright asked CPT Karlsen if the citation process for the Citgo property is the same process that was used for the Taschek property. The Captain replied it is basically the same. He also stated the inspector has deemed the property to be unsafe.

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Carolyn Carnes

Ms. Carnes stated there was trash dumped along Shermans Creek near Fritz Drive. She said she was informed that when it was reported to the Township, the comment was made that nothing could be done. The Secretary stated she was not contacted about this. CPT Karlsen stated Officer Schaeffer received the call and said it was tires that had been dumped. However, pictures of the site show trash as well as tires. Ms. Kristen Heller stated she also called about this and spoke to Officer Schaeffer and was informed there is not much that can be done. Ms. Heller also contacted DEP. CPT Karlsen stated he would try to find evidence showing who dumped the trash. If he cannot identify anyone, the property owner, Mr. Shuey, will be responsible for removing the trash.

Sue Smith

Ms. Smith stated that when people mow their grass and it blows into the street, it gets into the storm drains, and it also makes the road slippery. CPT Karlsen stated there is a state law that covers this issue.

Byron Worner, DFC

Mr. Worner reported the tanker truck was repaired at a cost of \$9,000. It was also pump tested along with the rescue truck. The next DFC/municipality committee meeting is scheduled for 7:00 PM, September 29, 2015.

Kraig Nace, Duncannon EMS

Mr. Nace provided the PTS with an updated call report. He stated one ambulance is currently out of service, and the EMS is hoping to buy a used one. As a member of the Duncannon Borough Council, Mr. Nace stated he has voiced his dissatisfaction with the police department and wanted to clarify that these concerns are not those of the EMS. Chairman Holman asked about the status of the questions he submitted. Mr. Nace stated he will respond when he has time.

Jeff Crabb

CPT Karlsen stated he met with Mr. Crabb, whose son has autism, about finding a way to track residents of the Township and Borough who have special needs. CPT Karlsen stated they want to create a database of these individuals to include name, address and a picture so Police know where they live if they are lost. This information would be shared with the EMS and the DFC.

INVOICES AND EXPENDITURES

With unanimous approval of a Holman/Peters motion, the PTS voted to approve payment of checks 28497 through 28578 (excluding check 28572) totaling \$35,353.62 from the PLGIT General Fund account, ACH payments totaling \$11,015.17 from the Orrstown Bank General account, PTPRB checks 01601 through 01603 in the amount of \$232.38, a transfer from the Orrstown Bank General Fund to the PLGIT Capital Reserve in the amount of \$8,000, and a transfer from the Orrstown Bank General Fund to the PTPRB Checking account in the amount of \$232.38.

Check #28572 in the amount of \$125.00 was approved for payment with a Holman/Peters majority vote. Vice-Chairman Maguire abstained from voting on this check due to his part-time employment with the vendor.

TREASURER'S REPORT

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

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GENERAL FUND CD RENEWAL (3 CDs) and CAPITAL RESERVE CD RENEWAL (1 CD)

Upon a Holman/Peters motion the renewal of all four CD's as 11-month Municipal Easy Access CDs at FNB of Mifflintown at a rate of 0.65% was unanimously approved.

MINUTES

The minutes of the July 29, 2015, PTS meeting were unanimously approved with a Maguire/Holman motion. The minutes of the August 5, 2015, special meeting to discuss the Sunshine Hill Water Project were unanimously approved with a Maguire/Holman motion conditional on correcting the spelling of the name 'Pfautz'.

Chairman Holman stated the Minutes of August 5, 2015, show that Supervisor Peters voted "no" on the Holman/Maguire motion to provide a letter of support to the PTMA. He later changed his vote to "yes", but the original motion was never rescinded. A Holman/Maguire motion to rescind the original motion was unanimously approved. A new Holman/Peters motion was unanimously approved for providing a letter of support to the PTMA for the project.

HIGHWAY REPORT

- The Route 11/15 road closure scheduled for 2016 will occur
- Linton Hill Road will be ready for paving shortly
- Requested numbers to pave the extension on Barrick Drive for the 2016 budget
- Cutting brush
- New truck was ordered

PENN TOWNSHIP PLANNING COMMISSION (PTPC) – included in Zoning report

ZONING REPORT – Report was presented.

Debbie Kveragas Zoning Variance

A portion of her property is located in a Steep Slope area which requires an additional Zoning Hearing Board application. Upon a Holman/Maguire motion, the PTS unanimously agreed not to be a party to this Hearing.

Hunter Maguire Zoning Variance

Mr. Maguire is requesting setback relief for a garage he wants to build. The PTPC felt the application was incomplete since it does not demonstrate a hardship and recommended the Township not be a party. The PTS agreed not to be a party to this Hearing by a majority vote of a Holman/Peters motion. Vice-Chairman Maguire abstained from voting since he is related to the applicant.

SEWAGE ENFORCEMENT OFFICER'S (SEO) REPORT — Report was presented.

Dave Kelly Holding Tank

Mr. Kelly's holding tank contract is up for renewal. Upon a Maguire/Peters motion, the PTS unanimously approved the contract renewal for a period of two years.

PARK AND RECREATION BOARD (PTPRB) REPORT – Report was presented.

PENN TOWNSHIP MUNICIPAL AUTHORITY (PTMA) – No report.

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SECRETARY'S REPORT

Traffic Signal Maintenance Agreement

The Secretary received three quotes for the traffic signal maintenance agreement. With unanimous approval of a Holman/Maguire motion, the two-year maintenance agreement was awarded to Signal Service for \$325.00 per year for 2016 and 2017.

Fall Clean-up Bid

The Secretary received one bid for the Fall clean-up. With unanimous approval of a Holman/Peters motion, the Fall clean-up bid was awarded to Sylvester's Services.

Ag Security Resolution

Upon a Holman/Maguire motion, the PTS voted unanimously to adopt the Ag Security Resolution.

Window Quotes

The Secretary received three quotes for replacing the windows in the PTS meeting room. With unanimous approval of a Maguire/Peters motion, this project to replace three windows was awarded to HomeRite at a cost of \$1,592.00.

Internet Service

Blue Ridge Communications returned the Secretary's telephone call regarding the installation of free internet in the Township building. They are setting up a date for the installation of the Office and PTMA and are checking into the existing Police account.

ENGINEER REPORT – No additional report

SOLICITOR REPORT – No report

POLICE REPORT – CPT Karlsen presented the officer activity report. He also gave an update of recent Police activity.

- Completing PennDOT grant
- Attending PennDOT meeting on the 2016 closure of Route 11/15
- Losing two part-time officers to other positions
- Possibly losing two additional part-time officers in near future
- Ordered new police vehicle

Supervisor Peters stated he has received several phone calls informing him there is a Penn Township police officer telling residents of the Township and Duncannon and Marysville Boroughs that Penn Township is eliminating all part-time police officers and will then have five full-time officers. This same officer stated he will become the Police Captain after CPT Karlsen leaves Penn Township for employment as the Chief of Police of Silver Spring Township. CPT Karlsen stated this is not true.

PERMIT REPORT – Secretary Klinepeter submitted the permit report.

CORRESPONDENCE

PSATS Pension Trust

There are two open positions with PSATS Trustees Insurance and Retirement Services for the Pension Trust. Upon a Holman/Peters motion, the PTS unanimously approved to vote by proxy.

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PSATS UC Trust

There are two open positions with PSATS Trustees Insurance and Retirement Services for the Unemployment Compensation Trust. Upon a Holman/Peters motion, the PTS unanimously approved to vote by proxy.

PSATS Health Trust

There are two open positions with PSATS Trustees Insurance and Retirement Services for the Health Insurance Trust. Upon a Holman/Peters motion, the PTS unanimously approved to vote by proxy.

Perry County Municipal Waste Plan

We have been instructed to review and ratify this plan. This item was tabled with a unanimous Holman/Maguire motion.

Mark Keller Letter

PA State Representative Keller is announcing a grant program to control urban storm water and improve local water quality.

Perry County Conservation District

The Perry County Conservation District is announcing the acceptance of dirt road project applications. This does not apply to Penn Township.

Perry County Tax Claim Sale

The Tax Claim Bureau has received formal offers on two parcels. Upon a Holman/Maguire motion, the PTS unanimously voted to accept the offers.

OLD BUSINESS

PPL Grant for Lighting Efficiency Retrofit

After no discussion and no motion being made, Supervisor Maguire stated to move on to the next agenda item.

Unemployment Change

Secretary Klinepeter stated we must make a decision if we want to continue our unemployment reporting through PSATS. Chairman Holman told the Secretary to contact a resident who previously offered to assist in this matter. This item was tabled until the September PTS meeting.

Perry County Local Planning Partnership

Since the Township does not use this service, a Holman/Maguire motion to decline participation was unanimously approved.

Newsletter

The Secretary provided the PTS with a draft of the newsletter and stated she needs all changes by September 10, 2015.

NEW BUSINESS

The contracted cleaner of the Porta John at the Cove Church did not like the wording of the Porta John contract, Part B. Secretary Klinepeter will update and provide to the Board for review.

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Chairman Holman stated if anyone feels the Township needs a tax increase, he will schedule and advertise a meeting for them to present the details as to why an increase is needed and how the taxes will be spent.

Supervisor Peters stated all three Supervisors must be involved in the budget process. He stated the Township must be in a position to hire a Roadmaster in 2016, if needed.

The meeting was adjourned at 9:48 PM for an Executive Session requested by CPT Karlsen.

The meeting re-convened at 10:18 PM. Chairman Holman stated there was no decision made and the Executive Session related to personnel.

With unanimous approval of a Holman/Maguire motion, the PTS voted to adjourn the meeting at 10:19 PM.

Respectfully Submitted,



Elizabeth Goodhart
Treasurer/Recording Secretary