

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 September 30, 2015

The Penn Township Board of Supervisors (PTS) met in the Municipal Building on Wednesday, September 30, 2015, at 7:00 PM. Chairman Holman, Vice-Chairman Brian Maguire and Supervisor Brian Peters were in attendance. Other personnel present were, Police Chief Richard Pickles, 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 was one Executive Session held today regarding a personnel issue.

Chairman Holman stated there was a request to video record the meeting.

VISITORS

Rob Teplitz, State Senator, 15th District

Mr. Teplitz introduced himself and stated he has an office in New Bloomfield as well as mobile offices. He provided the PTS with a directory of grants that are available to the Township. He also stated there is an individual in his office who can assist with grant-related issues.

Bob Johnson

Mr. Johnson asked Mr. Teplitz if the delayed adoption of the state budget will affect the Fire Department grants. Mr. Teplitz said the timing of grant payments may be affected.

Paul Rudy

Mr. Rudy stated he is attending tonight's meeting as a member of the Perry County Economic Development Corporation. He stated there are three members of the Board at the present time, Acting President Paul Rudy, Treasurer Audra Hunter, and member Brian Peters. Mr. Rudy stated a letter was sent to the PTS requesting tax abatement for the next five years for new businesses locating to the Business Campus Way. This action is being requested in order for Business Campus Way to avoid potential bankruptcy. Chairman Holman asked if a letter was also mailed to the School District. Mr. Rudy said they will be attending the School Board meeting on October 13, 2015, to answer the School Board's questions.

Supervisor Peters mentioned there are several businesses looking at the Business Campus. He stated he was informed there are royal grants available for new businesses and for re-developing businesses.

CeCe Novinger

Ms. Novinger thanked Chairman Holman for starting the drainage project on Schoolhouse Road.

John Holman

Mr. Holman gave the PTS a copy of a report and stated he was attending tonight to offer assistance and to make the Board aware of a problem with the Police Department. He stated Perry County officials have failed to obey state and federal laws regarding the rights of long-term care patients. Mr. Holman gave the Board a CD, multiple reports and copies of emails, as well as a

Minutes Of September 30, 2015

Page 2 of 7

transcript of the CD recording. Chairman Holman thanked Mr. Holman for the information and stated he will forward this report to our Solicitor for review.

Joy Holman

As a registered nurse, Ms. Holman stated the patients in nursing homes have rights to have visitors.

Kraig Nace

Mr. Nace stated the EMS won a bid on a generator to be installed at the EMS building. He then requested that the current EMS contribution of \$15,000 be increased to \$20,000 beginning 2016. He stated the reason for this request is due to financial challenges facing the EMS.

Mr. Nace mentioned concerns with the Police which he has discussed with Chief Pickles. He stated there was an incident where a resident was transported by ambulance to a hospital where he was found to have a loaded pistol on his person.

Mr. Nace provided Chief Pickles with documentation regarding HIPAA. He also mentioned Act 37 of 2009 which states that no weapons are allowed in an ambulance except for those of law enforcement personnel. Although the patient was legally allowed to have the weapon, Mr. Nace was concerned for the safety of his crew.

Supervisor Peters asked if the mandates of the EMS Act are funded. Mr. Nace said they are not. Mr. Nace stated that three of the seven EMS vehicles are out of service and their radio equipment is deficient. He also stated there are grants in process.

Chairman Holman asked Mr. Nace whose responsibility it is to search a patient to determine if they have a weapon. Mr. Nace stated EMS personnel should be doing a head-to-toe assessment of the patient. He stated between the police and the EMS, any weapons that the patient may have should be found.

Lester Nace

Mr. Nace read a statement he prepared regarding an issue that was discussed at the previous PTS meeting. He felt he was not given the opportunity to defend himself.

Chairman Holman gave a brief synopsis of the issue related to Mr. Nace.

Supervisor Peters asked that someone relay to Lester Nace that the PTS will always allow our residents to voice their concerns. Chairman Holman stated that he may also voice his concerns.

INVOICES AND EXPENDITURES

With unanimous approval of a Holman/Maguire motion, the PTS voted to approve payment of checks 28579 through 28676 (excluding checks 28656 and 28670) totaling \$52,092.97 from the PLGIT General Fund account, ACH payments totaling \$11,911.82 from the Orrstown Bank General account, PTPRB checks 01604 through 01605 in the amount of \$105.30, a transfer from the PLGIT General Fund account to the Capital Reserve account in the amount of \$558.25, a transfer from the Orrstown Bank General Fund to the PLGIT Capital Reserve in the amount of \$257.40, and a transfer from the Orrstown Bank General Fund to the PTPRB Checking account in the amount of \$105.30.

Minutes Of September 30, 2015

Page 3 of 7

Check #28656 in the amount of \$154.70 and check #28670 in the amount of \$250.00 were approved for payment with a Holman/Peters majority vote. Vice-Chairman Maguire abstained from voting on check #28656 as he is related to the payee. He also abstained from voting on check #28670 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 Maguire/Peters motion.

MINUTES

The minutes of the August 26, 2015, Agriculture Security Hearing were unanimously approved with a Holman/Maguire motion. The minutes of the August 26, 2015, PTS meeting were approved with a majority Holman/Maguire motion conditional on the notation that alleged statements made by a police officer regarding the future of the police force were unfounded. Supervisor Peters voted no. Chairman Holman stated the alleged statements were deemed to be unfounded during an Executive Session held today. Supervisor Peters stated the investigation was improper since all parties were not questioned.

Mr. Wright stated that during lunch one day, a part-time Penn Township police officer told him that there will be five full-time officers in the future. Mr. Wright said he then asked Supervisor Peters about this.

Supervisor Peters stated that when the Chairman was describing the actions of Carl Fox at the previous PTS meeting, the Chairman threatened Mr. Fox with a lawsuit.

A Holman/Peters motion was unanimously approved to allow the above investigation to be continued.

HIGHWAY REPORT

- Liquid Fuels amount for 2016 is increasing by \$20,000
- Linton Hill Road reviewed with Rick Levine—paving scheduled for Monday, October 5, 2015
- Spur Road is being prepped for paving
- Brush dropped off for chipping has been completed
- Began installation of drain line on Schoolhouse Road
- Several roads have been tar and chipped
- Large oak tree on Allandar Drive is rotten at bottom—will be taken down
- Ash trees are dying—will bring down power lines
- New bug moving to the US that affects tomato plants
- Salt shed has been filled—in process of getting skid
- Received cost to pave Barrick Drive and Faculty Road in 2016
- Cannot place the 'children' sign where Ms. Scheaffer requested since it is private property

Carolyn Carnes

Ms. Carnes asked about the status of cutting back the weeds on Faculty Road. The Chairman said the road crew checked into this and said it looks OK. The Chairman said he would look into this.

Minutes Of September 30, 2015

Page 4 of 7

PENN TOWNSHIP PLANNING COMMISSION (PTPC)

Andrew Britcher FEMA Letter Of Map Revision (LOMR)

Mr. Britcher is requesting FEMA to give his property an amended elevation. The application requires a Township signature. The PTPC has reviewed the application and saw no issues with signing the form. Upon a Holman/Peters motion, the PTS unanimously approved signing of the form.

Randal Moyer Subdivision Plan

Mr. Moyer is purchasing land from his neighbor. The PTPC voted to recommend approval of this subdivision plan, file# 2015-04, contingent upon the following items being completed.

1. The applicant must place a note on the plan that the two lots are existing non-conforming lots.
2. The applicant must place a note on the plan indicating the existing lot area, proposed lot area and the impervious coverage area for each lot.
3. The landowner(s) is required to certify ownership by signature on the plan.

Upon a Peters/Maguire motion, the PTS unanimously approved this plan with the condition that the plan is signed and sealed and all fees are paid.

Draft Zoning Ordinance Amendment

The PTPC is requesting the PTS review the amended zoning ordinance and provide any comments to the PTPC.

ZONING REPORT – Report was presented.

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

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

Karen Tilkens stated they have received four quotes to remodel the kitchen. The lowest quote received was from Jeremy Fuller at \$6,800. With a Holman/Peters motion, the PTS unanimously approved acceptance of Jeremy Fuller's quote of \$6,800 for the kitchen remodeling project.

Ms. Tilkens announced the Township Halloween party is scheduled for Friday, October 30, 2015, from 6-8 PM in the Township building.

PENN TOWNSHIP MUNICIPAL AUTHORITY (PTMA) – No report.

SECRETARY'S REPORT

Recycling

The total recycling fee has increased from \$400/month to \$425/month. As this fee is shared with Duncannon Borough, the Township's portion will be \$212.50/month. Upon a Holman/Maguire motion, the PTS unanimously agreed to the increased fee,

Trick or Treat

The Township's Trick or Treat will be held Saturday, October 31, 2015.

Rent Raise

The Secretary suggested raising the monthly rent for Faith in Christ Church from \$200/month to \$225/month. The rent has remained the same since 2007 although operating costs have

Minutes Of September 30, 2015

Page 5 of 7

increased. Upon a Peters/Holman motion, the PTS approved this increase effective January 1, 2016.

Split Systems

Secretary Klinepeter requested permission to obtain quotes for installation of the split systems in the remaining rooms in the building. Upon a Holman/Peters motion, the PTS unanimously approved obtaining quotes for the remaining systems.

Second Driveway

Mr. Kocher is requesting a second driveway on his property on Princeton Street to allow entry into his home without going down steps. This request requires a waiver of the driveway ordinance. Upon a Peters/Maguire motion, the PTS unanimously approved this waiver to Section C of the driveway ordinance.

Holding Tank Ordinance

The Secretary updated this ordinance to clarify responsibilities of the cleaner, the property owner, and the Township. Upon a Holman/Peters motion, the PTS unanimously approved the wording changes and approved the required advertising.

The Secretary announced Fall clean-up is October 15-17, 2015.

Duncannon Fire Company (DFC)

The Secretary inquired if the additional \$25,000 donation to the DFC should be made at this time. She also inquired if the Foreign Fire funds should be distributed to the DFC. Charlie Wise of the DFC requested permission to use \$9,000 of the \$25,000 donation to pay for repairs to the tanker. Payment of the DFC donation of \$25,000 and the \$19,308.66 Foreign Fire payment were unanimously approved with a Peters/Maguire motion. Upon a Holman/Maguire motion, the PTS unanimously gave permission for the DFC to use \$9,000 of the donation to pay for the tanker repairs.

There was discussion regarding the DFC's capital reserve account and how the funds are spent.

ENGINEER REPORT – No report

SOLICITOR REPORT – No report

POLICE REPORT – Chief Pickles presented the officer activity report.

Chairman Holman stated the Penn Township, Perry County, Emergency Operations Plan is ready for adoption. Upon a Peters/Maguire motion, Resolution No. 2015-04, was unanimously adopted. Chief Pickles reported:

- the new police vehicle has been built but has not been delivered yet
- the Penn Township Police Department has been approved by PennDOT for the next grant phase
- Paul Butler was interviewed for a part-time police officer position. The Chief asked the Board for permission to hire Mr. Butler. Upon a Maguire/Peters motion, the Board unanimously approved the hiring of Mr. Butler.

Stanley Mutzabaugh stated he heard the Marysville Police Department purchased a new vehicle using drug seizure money. Chief Pickles stated he was not aware of this.

Minutes Of September 30, 2015

Page 6 of 7

Mr. Fickel asked if an officer is working on a special project outside Perry County, is there another officer on duty. The Chief stated there is one available. Payment for special projects is made to the Township.

CORRESPONDENCE

Perry County Winter Partnership Meeting

PennDOT has invited the Highway crew to a meeting to discuss winter services provided by the Department of Transportation. Chairman Holman stated he would ask the highway crew if they would like to attend.

Perry County Crime Stoppers

The Perry County Crime Stoppers sent a letter thanking the Township for their recent contribution.

Bloomfield Public Library

The Bloomfield Public Library sent a letter to the Township requesting a donation. There was no motion made on this issue.

Tri-County Planning Commission e-mail

The Township received an email stating that PennDOT will be hosting an open house session at the Marysville Fire Hall on October 7, 2015, between 2:30 and 8:00 PM to provide information about the 2016 rock slope project in Marysville, PA.

OLD BUSINESS

PPL Grant for Lighting Efficiency Retrofit

This topic was tabled from last month's PTS meeting. Due to the length of time to recognize any savings, upon a Holman/Maguire motion, the PTS unanimously agreed not to move forward with this project.

Unemployment (UC) Reporting Change

After review of the Township's unemployment records by resident & former PA Dept. of Labor employee Carolyn Carnes, the estimated savings for 2016 would be \$625.42 if the Township changed to a Reimbursable Employer and discontinued filing through PSATS. Upon a Holman/Peters motion, the PTS unanimously agreed to continue filing through PSATS.

Perry County Planning Assistance Program

The Township has received a letter from the Perry County Planning Commission offering their Local Planning Assistance program for 2015. The cost of participation is \$1,000/year which includes assistance with the administration of the Township's processes, development of systems, etc. Since many of these items are provided free of charge, the Board decided not to participate.

Perry County Waste Management Plan Update

The Perry County Commissioners are requesting the Township ratify the 2015 update to the waste management plan. Upon a Holman/Maguire motion, the PTS unanimously agreed to ratify this plan.

Newsletter

Secretary Klinepeter stated the newsletter will be mailed Friday, October 2, 2015.

Minutes Of September 30, 2015

Page 7 of 7

1450 State Road

Upon a Peters/Holman motion, the Board unanimously agreed to hire attorney Dennis J. Shatto to represent the Township in the situation at 1450 State Road involving Mr. John E. Edkin.

Mr. Shatto's opinion is that the sale of vehicles at this location violates the Zoning Ordinance unless and until Mr. Edkin obtains a Zoning Permit and a Land Development Plan. Upon a Holman/Maguire motion, the PTS unanimously agreed the Secretary should notify Mr. Edkin that he is in violation.

NEW BUSINESS

Budget

A budget meeting was scheduled for Thursday, October 15, 2015, at 4:00 PM.

ADJOURNMENT

With unanimous approval of a Holman/Peters motion, the PTS voted to adjourn the meeting at 9:41 PM.

Respectfully Submitted,



Elizabeth Goodhart
Treasurer/Recording Secretary