

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 15, 2015, Budget Meeting

The Penn Township Board of Supervisors (PTS) met in the Municipal Building on Thursday, October 15, 2015, at 4:00 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, 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.

OLD BUSINESS

Newsletter

Secretary Klinepeter asked to be paid for processing the newsletter. Upon a Peters/Maguire motion, the PTS unanimously agreed to pay the Secretary for the newsletter.

NEW BUSINESS

Internet

Secretary Klinepeter stated she has been in conversation with Blue Ridge Communications (BRC) about the free internet they will provide to the Township. She stated BRC wants to provide one connection for the building and install a router that will split out the internet to the office, the PTMA and the Police. Due to confidentiality, the Police should have their own connection. Chief Pickles stated he has also had conversations with BRC on this subject with no success. The Chief suggested the Cohen Law Group be contacted to assist with this situation. Upon a Holman/Peters motion, the Board unanimously approved Chief Pickles to contact the Cohen Law Group.

Split Systems

Quotes have been received from three companies. A representative from Earth Energy Innovations requested time to discuss his proposals. Since he had not arrived as yet, this topic was tabled with a unanimous Peters/Maguire motion.

BUDGET

The Board began reviewing the 2016 proposed budget.

Secretary Klinepeter asked the Board if the sign permit cost should be different for new signs vs. the update of existing signs. After discussion, the Board stated there should be no changes made at the present time but will discuss this issue at the reorganization meeting in January 2016.

SPLIT SYSTEMS (Con't)

Robert Lewis, Earth Energy Innovations

Mr. Lewis is a contractor with Fujitsu systems and explained his recommended proposal. He stated he used Fujitsu's software to run load calculations from which he recommended installing RLS3 systems which work efficiently to (-5°). Upon a Peters/Maguire motion, the PTS voted unanimously to award this contract to Earth Energy Innovations at a cost of \$12,670, with a Fujitsu rebate of \$750 paid directly to Penn Township. Chairman Holman did voice concerns about the size of these systems.

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BUDGET Con't.

Vice-Chairman questioned the amount budgeted for 01.402.420 (Assoc. Dues/Workshops). He also questioned the amount for 01.405.240 (Computer System Acc.). The Secretary replied that this amount includes the costs of implementing the Municilogic software and the Revize website.

Vice-Chairman Maguire questioned 01.419.231 (Vehicle Fuel – Police D.B.). Chief Pickles responded. Vice-Chairman Maguire also questioned 01.421.300 (Humane Society Membership), and 01.451.340 (Newsletter Expense). Vice-Chairman Maguire told the Secretary he wanted to discuss with her the descriptions for the GL accounts.

Stanley Mutzabaugh asked for the descriptions for GL accounts 01.354.150 (Grant Revenue, Police), 01.405.320 (Communications), 01.410.240 (Computer System Acc – Police Twp), 01.410.337 (Vehicle Purchase – Police Twp), 01.410.410 (Judgments and Damages - Police Twp), 01.415.220 (Emergency Management Expense), 01.419.410 (Judgments and Damages - Police DB), and 01.439.376 (Garage Imp. - Hwy),

Bob Johnson asked for the description of GL account 01.310.510 (Local Services Tax - Current).

Jim Fickel asked which GL account is used for income from Police Special Services. He also asked if the Fire Company Donations in GL 01.411.540 would be split with the Perdix Fire Company if they are reinstated. Supervisor Peters stated it will be addressed at that time. Chairman Holman stated if a donation is made to Perdix Fire Company in the same amount as the Duncannon Fire Company, the Township will need to cash a CD or raise taxes.

Chairman Holman explained the 2015 overage in GL 01.437.370 (Vehicle Repairs/Maintenance - Hwy). He also described the items covered in several GL accounts.

Mr. Fickel stated there are branches on Shermanata Drive that should be removed. The Chairman said the Highway crew will clean them up.

Chairman Holman stated the Township building roof has been maintained and is in good condition.

Mr. Fickel asked if the 2016 budget includes funds for a new Roadmaster. The Chairman stated the wages included in the 2016 budget are for the existing personnel.

Bob Johnson stated based on discussions held at recent Penn Township Municipal Authority (PTMA) meetings, the PTMA costs will increase after Ed Chism and Sam Auxt end their PTMA employment.

Mr. Fickel asked if the current PTS is going to discuss replacing the Roadmaster in 2016. Chairman Holman stated that is for the new Board to discuss, but mentioned the large plow truck driver should have a CDL license.

The Chairman stated there are several items used by the Highway crew that are his personal property. He said if those items will not be used by the new Roadmaster, he would like to have them back. Supervisor Peters requested the Chairman prepare a list of his personal property so the 2016 Board can determine which items they would like to continue to use.

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ADJOURNMENT

With no further business to be conducted, the PTS voted unanimously to approve a Peters/Holman motion to adjourn at 5:58 PM.

Respectfully Submitted,



Elizabeth Goodhart
Treasurer/Recording Secretary