

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

MINUTES OF SEPTEMBER 19, 2017

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The Penn Township Board of Supervisors (PTS) met on Tuesday, September 19, 2017 at 6:00 p.m. in the Municipal Building to conduct a budget workshop. Chairman Joseph Landis and Vice Chairman Pamela Huss, and Supervisor Jesse Boyer attended. Other personnel present were Secretary Helen Klinepeter (hereinafter referred to as Secretary), A list of visitors attending is on file in the Township Office. Chairman Landis convened the meeting with the Pledge of Allegiance to the Flag and a moment of silence. The meeting was recorded to aid in the preparation of the minutes.

Mr. Landis thanked the Highway Department for their help with the water situation on Sunshine Hills. He continued that the Supervisors have obtained water and are handling it out for the residents of Sunshine Hills.

Resignation - Upon a Landis/Huss motion, the PTS voted to accept Mr. Boyer's resignation for the Vacancy Chairman and the Uniform Construction Code Board of Appeals. Mr. Boyer abstained as the matter concerned him. Mr. Landis offered in reference to the Fire Tax Committee, there will be a vacant slot on the Committee. Mr. Boyer can sit in the audience as a member of the public and can fill in the event of Mr. Landis' absence.

Signatory – Upon a Landis/Huss motion, the PTS voted to have Mr. Boyer as a signatory of the Township. Mr. Boyer abstained as the matter concerned him.

Point of Contact – Secretary offered that the point of contacts for the office and Municipal Authority need to be assigned. Upon a Landis/Boyer motion, Mrs. Huss was appointed point of contact for the office. Upon a Landis/Huss motion, Mr. Boyer was appointed the point of contact for the Municipal Authority.

BUDGET – Secretary pointed out the items that have been changed. She offered that the Equipment and Vehicle Maintenance was increased. The Municipal Obligation for the Pensions were updated with final numbers. Secretary offered that she would need to know what the Board's wish is in reference to the Police Department. A discussion on a police department commenced with Mr. Landis explaining what the Police Auditors recommended. Mr. Boyer offered that he did not believe a police department was feasible at this time. Mrs. Huss offered there is still a lot of background work that needs done before a police department should be considered.

Township Manager - Mr. Landis offered that he would like to see a Township Manager. He offered that an ordinance is in place and a job description and recommended salary was needed. Secretary was directed to check with other municipalities and PSATS for information.

Park and Recreation – Mrs. Tilkens, Park and Recreation Board Chairman, offered that under equipment purchase, line item 05.454.260, she would like to place \$250.00 for a leaf blower.

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After discussion, it was suggested that the amount of \$350.00 be placed in to the equipment purchase line item.

Grounds Keeper – Mrs. Tilkens asked to place more money in the Groundskeeper budget for more hours. The Board offered that the line item could be increased to \$7,200.00 with an idea of 20 hours per week next year.

Highway Personnel - Mr. Chubb offered that he would like to have a total of 3 full-time and 1 part-time for the road crew. A discussion commenced regarding money with the Secretary and Roadmaster directed to do the math for a possible increase in the budget.

Skid-loader – Mr. Chubb offered that he has done the math for the existing mower/tractor. With a trade-in of the mower/tractor we could get a skid loader and trailer for \$9,000.

Executive Session – The Board of Supervisor had an executive session on September 19, 2017.

VISITORS

Stanley Mutzabaugh, Noye Road – Mr. Mutzabaugh asked if police regionalization has been considered by the county. Mr. Landis offered that the police regionalization has not been discussed at the county level at this time.

Sue Smith, Rupp Road - Mrs. Smith asked if a State Police Report was received for Penn Township. Mr. Landis offered that their records have number of calls and types of calls. He offered that he has not contacted them since the last meeting.

Mrs. Smith also asked if the inspections on the police vehicles are being kept recent. Mr. Landis offered that the vehicles are being kept in running order.

Mrs. Smith asked if there has been any response to the Codes Officer or the Highway Vacancies. Mr. Landis replied in the affirmative.

Mrs. Smith asked about the Perdix Fire Department. Mr. Landis offered that Perdix F.D. is pursuing the court case. There has not been a date set for the hearing at this time, but it will be in the Spring of 2018.

Municipal Authority – Mrs. Huss asked Mr. Henry Holman if the water problem has been fixed. Mr. Holman replied in the affirmative.

Mr. Boyer thanked everyone who helped with the water issue today.

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Next Budget Meeting – The PTS set the next budget meeting for October 17, 2017 at 6:00 p.m.

After all business is completed and upon a Huss/Boyer motion, the PTS adjourned the meeting at 7:45 p.m.

Respectfully Submitted

Helen Klinepeter
Secretary