

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

Joseph M. Landis, Chairman Pamela A. Huss, Vice Chairman Jesse Boyer III, Supervisor

Minutes of September 27, 2017

The Penn Township Board of Supervisors (PTS) met in the Municipal Building on Wednesday, September 27, 2017, at 7:01 PM. Chairman Joseph Landis, Vice-chairman Pamela Huss and Supervisor Jesse Boyer III were in attendance. Other personnel present were Solicitor Mark Allshouse, Engineer Max Shradley, Roadmaster Kenneth Chubb, Secretary Helen Klinepeter, and Elizabeth Goodhart (Treasurer/Recording Secretary). Chairman Landis 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 Landis thanked all who assisted with the distribution of water to the Sunshine Hill residents.

The Chairman stated there was an Executive Session held on August 30, 2017, regarding personnel.

VISITORS

John Cappawana

Mr. Cappawana stated the Mayor's picnic which was scheduled for October 7, 2017, has been postponed. Mr. Cappawana asked if anyone reached out to Maguire's Ford about their U.S. flag which is not lit up at night. The Chairman stated he will contact them about this issue.

INVOICES AND EXPENDITURES

Upon unanimous approval of a Landis/Huss motion, the PTS voted to approve payment of checks 30260 through 30294 totaling \$42,882.85 from the PLGIT General Fund account, ACH payments totaling \$15,014.13 from the Orrstown Bank General Fund account, and PTPRB checks 01726 through 01732 totaling \$312.09. Also approved was a transfer from the Orrstown General Fund to the Orrstown PTPRB checking account in the amount of \$312.09, a transfer from the Orrstown Bank General Fund to the Orrstown Fire Tax Checking account in the amount of \$1,056.67, and a transfer from the Fire Tax Checking account to the PLGIT General Fund in the amount of \$168.80 for fuel.

TREASURER'S REPORT

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

MINUTES

Upon a Landis/Huss motion, the PTS unanimously approved the minutes of the August 30, 2017, Perdix Fire Company (Mojo Taco) Conditional Use Hearing, the August 30, 2017, PTS meeting, the September 6, 2017, Vacancy Board meeting, and the September 19, 2017, Budget workshop meeting.

HIGHWAY REPORT – The monthly Highway report was provided. The Roadmaster stated the oil tank is empty.

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The Chairman stated the Perry County Winter Partnership meeting is being held on Tuesday, October 17, 2017. The Board unanimously approved the Roadmaster's attendance at this meeting with a Landis/Huss motion.

PENN TOWNSHIP PLANNING COMMISSION (PTPC) – No report.

Intern Recommendation

The Planning Commission recommended the PTS give their approval for Zach Huss to update the Township map which would include all businesses within the Township. The only cost associated with this would be for supplies. Upon a Landis/Huss motion, the PTS unanimously gave approval for Mr. Huss to update the Township map with a limit of \$1,000 for supplies.

Forrer Dodge Release of Letter of Credit

Forrer Dodge has requested the release of the letter of credit. Upon a Landis/Huss motion, the PTS unanimously approved the letter of credit in the amount of \$18,298.50 be released.

ECONOMIC DEVELOPMENT – No Report.

ZONING REPORT – Report was presented.

SEO REPORT – Report was presented.

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

Concession Stand Quotes

Chairman Tilkins of the PTPRB requested permission to accept a quote from Kyle Bistline for \$600 for repairs to the concession stand. Upon a Landis/Boyer motion, the PTS unanimously approved acceptance of the quote of \$600 from Mr. Bistline.

PENN TOWNSHIP MUNICIPAL AUTHORITY (PTMA) – Draft minutes were provided for review.

Supervisor Boyer thanked Henry Holman III for making repairs to the Sunshine Hill Water System.

SECRETARY'S REPORT

Tax Refund

The Secretary stated she was contacted by Perry County Tax Assessment Office informing her that OPM Holding LLC (Tubby's) is owed a refund of real estate tax in the amount of \$127.62. She also stated John Wren received a Disabled Veteran's exemption after he paid his taxes and is due a refund of real estate tax in the amount of \$76.72. These refunds were unanimously approved with a Landis/Boyer motion.

PA One Call

PA One Call is requesting us to recommend a nominee candidate to serve on their Board of Directors or to allow their Board to make a recommendation. The PTS unanimously voted for the incumbents up for renewal with a Landis/Boyer motion.

Time Clock

The Township received an offer of \$120.00 for one of the time clocks that was advertised for sale for \$385.00. Upon a Boyer/Landis motion, the PTS unanimously agreed to a counteroffer

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of \$180.00 for one time clock. Upon a Landis/Huss motion, the PTS unanimously agreed to a counteroffer of \$240.00 for one time clock, one card rack, and a stack of time cards.

PSATS Trust Ballots

PSATS is requesting the PTS vote for two electors for the Unemployment Compensation Group Trust, the Health Trust and the Pension Trust. Upon a Landis/Boyer motion, the PTS unanimously agreed to accept PSATS nominees for these Trusts.

Stone for Municipal Authority

During the repairs to the Sunshine Hills Water System, the Township provided stone to the PTMA. Upon a Boyer/Huss motion, the PTS unanimously agreed not to charge the PTMA for this stone. Henry Holman III thanked the Board for providing the stone which saved time in making the repairs.

Pension Policy Resolution

The Solicitor stated each municipality must have guidelines for selecting a new pension administrator. Penn Township Resolution No. 2017-09 has been drafted for this purpose. Upon a Landis/Huss motion, the PTS unanimously approved Resolution 2017-09.

ENGINEER REPORT – No report.

SOLICITOR REPORT – Report was submitted.

Solicitor Allshouse stated we received the court order for the Perdix Fire Company lawsuit which is set for some type of resolution in May 2018.

EMERGENCY SERVICES

Fire Committee – A meeting was held on September 13, 2017, where the Fire Study was reviewed. The Fire Committee recommended fire tax refunds be processed for OPM Holding LLC (Tubby's) in the amount of \$133.20 and John Wren in the amount of \$80.07. Upon a Landis/Boyer motion, the PTS unanimously approved these refunds.

Upon a Landis/Huss, the PTS unanimously waived the \$50 sign permit fee for the Duncannon Fire Company (DFC).

Byron Worner of the DFC stated the pumper inspections were completed. He stated the hose testing will be done in the next few months. Mr. Worner stated the new radio system is in place. Mr. Worner stated the DFC has limited access to pump fuel at the Township garage. He asked if a better system could be put in place.

Police Report – Report of monies received was provided.

EMS – No report.

PERMIT REPORT – Report was provided.

OLD BUSINESS

Budget Meeting Dates

The next budget meeting is scheduled for October 17, 2017.

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Complaints – The Secretary provided a list of nuisance complaints and any action taken. Secretary Klinepeter stated the District Justice will be citing the residents of 126 Creek Road.

NEW BUSINESS - None

ADJOURNMENT

With unanimous approval of a Landis/Huss motion, the PTS voted to adjourn the meeting at 7:48 PM.

Respectfully Submitted,

Elizabeth Goodhart
Treasurer/Recording Secretary