



PENN TOWNSHIP BOARD OF SUPERVISORS
100 Municipal Building Road
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Joseph M. Landis

Pamela Huss

Jesse Boyer

MINUTES OF AUGUST 8, 2017

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The Penn Township Board of Supervisors (PTS) met in budget workshop in the Penn Township Municipal Building on Tuesday, August 8, 2017 at 6:00 PM. Chairman Joseph Landis, Vice-Chairman Pamela Huss, Roadmaster Ken Chubb and Secretary Helen Klinepeter attended. 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 meeting opened at 6:05 p.m.

PARK AND RECREATION BOARD

Mrs. Karen Tilkens offered that the Board is looking to do a grant for a dog park and walking trail. Secretary explained that the grant is a 60/40 grant and money was put into the line items under revenue and expenditures.

Mrs. Tilkens also asked if she could get the Engineer to redraw the plan with the new information. The PTS had a consensus to allow the Park and Recreation Board to contact the Engineer for the preparation of the plan.

HIGHWAY DEPARTMENT

Secretary offered that the salt spreader and leaf blower/vacuum was placed into line item 01.437.740 and added an additional \$3,000 to Equipment/Machinery Repairs and Maintenance. Mr. Chubb offered that the extra \$3,000 was for a diagnostic test for the backhoe.

LIQUID FUELS

Secretary offered that the skid loader and trailer could be purchased under the liquid fuel fund. Secretary offered that the thought was to do a lease with three or four-year payment. This money would be put into line item number 35.430.740. Mr. Chubb answered questions from the audience.

CAPITAL RESERVE

Secretary offered that the lift truck will be under line item 30.430.740. Mr. Chubb answered questions from the PTS. The belt loader was tabled until 2019 budget.

OFFICE

Revenue – Mr. Stanley Mutzabaugh asked if people have applied for a peddler's license. Secretary replied in the affirmative. Mr. Mutzabaugh asked if food trucks had to apply for a peddler's license.



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Secretary replied in the negative. The conditional use process gives food trucks the zoning permission of use. Discussion continued on the food truck that just comes into the Township for one-day and the money that is generated for the Township from food trucks.

Expenditures –

Mass Notification - Secretary presented the Swift 911 information to the Board. She noted that this was also being considered for the year 2017. The line item for this would be 01.405.320. Mr. Holman III asked some questions regarding distribution of the information. Upon a Landis/Huss motion, the PTC voted unanimously to contract with Swift 911 to start in the year 2017.

Office Server – Secretary explained that having the server would eliminate the employees moving from computer to computer to do the work. The consensus was to place this into the 2018 budget.

Web Page Update – Secretary explained that this is the proposal for upgrade of the web page. A discussion commenced on the web page being user friendly. The consensus was to check into other options for updating the web page.

Munilogic Software – Secretary explained what the software would be use for. The consensus of the PTS was to table this for the near future.

Door access – Secretary explained that this is for a fob or card reader for 6 doors. The consensus of the PTS was to table this for the near future.

FIRE TAX – Secretary explained that revenues have exceeded the 2017 budget. Secretary gave a brief overview of the expense categories. Secretary explained why the Workers Compensation line item was the amount stated.

Mr. Mutzabaugh asked what money Duncannon Borough provides to the fire company. Mr. Landis offered that the fire tax is for the protection of Penn Township.

Mr. Steve Bradney stated that before with the donation, some of the problem was not having accountability for the spending. It seems that with the Fire Tax there is still no accountability. Mr. Landis stated that there is a lot of accountability with the fire company being required to give information and to provide the status of vehicles and personnel. A discussion on continued the accountability. Mr. Bradney asked if in a couple years, if it is found that the Fire Tax brings in more than needed, at that time will the Board look at reducing the tax. Mr. Landis stated that he believes it too early to decide that, as the Township does not want to yo-yo on the tax. It is a thought in the back of our minds for a couple years down the road.



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Mr. Lee Wright asked if requirements the Township is looking for now were provided in the past. Mr. Landis stated not all of them. Mr. Wright asked what are we asking for now that was not provided in the past. Mr. Landis offered that the Township did not ask for inspection certifications, personnel training, call out information and more items to be included in their Annual Report. Mr. Landis offered that Duncannon Fire Company has been open to furnishing this information.

Mr. Bradney asked if Duncannon Fire Company bills the insurance company for car accidents. Mr. Landis stated that he did not know the answer but it would be discussed at the next Fire Tax Committee.

Mr. Holman III asked if the savings account money is depleted, would the savings account be brought back up to the \$10,000 limit. Secretary answered in the affirmative.

POLICE DEPARTMENT

Revenue – Secretary explained the review line items.

Expenditure – Secretary explained the assumptions with the numbers given. She also explained the different line items.

Mr. Holman III asked if the Police Audit was taken into consideration with this budget. Mr. Landis offered that he is contacting the auditor to meet with them.

Mr. Holman III asked if the Board has received or requested a monthly report from the State Police to determine if there is a need for a Township Police Department. Mr. Landis stated that it has not been requested.

Mr. Wright asked if the auditors will be meeting with the public to answer questions. Mr. Landis offered he did not know the answer to that question at this time.

Mr. Wright asked if there has been discussion on contracting with Marysville Police. Mr. Landis offered that it has not been a consideration as Marysville has looked at perhaps contracting with another municipality. He offered that regionalization is a future possibility.

ANY OTHER BUSINESSES

Act 14 Notifications – Secretary presented two Act 14 notifications for the Duncannon Borough. Secretary explained that the Municipal Land Use Letters need to be filled out and returned. The PTS directed that the letters be filled out and submitted.



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Morrison, Inc. – Secretary explained that Mr. Morrison came into the office and asked about a building permit for his barn. He is looking to do a roof, siding and to place a concrete pad over the under-floor heating. The consensus of the PTS is to have Mr. Morrison submit the application of what he wants to do and to come to the August 30, 2017 meeting.

Duncannon Borough E-recycling – Secretary asked if the Board wished to join the Borough in another e-recycling event. The PTS had the consensus to decline the offer.


Perdix Fire Company Conditional Use Hearing (Mojo Taco) – Secretary explained that this is a Conditional Use for Mojo Taco to move from Ward’s property to New Blooms property on SR 11/15. Secretary is asking for permission to advertise. The Board named August 30, 2017 at 6:30 p.m. for Conditional Use Hearing.

VISITOR

Mr. Bradney asked if consideration is being taken for a Code Enforcement Officer. Mr. Landis offered that it is in the budget.

Upon a Landis/Huss motion, the PTS adjourned the meeting at 8:20 p.m.

Respectfully Submitted:


 Helen Klinpeter
 Secretary