

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

Joseph M. Landis, Chairman Jesse Boyer III, Vice Chairman Henry A. Holman III, Supervisor

Minutes of May 26, 2019

The Penn Township Board of Supervisors (PTS) met in the Municipal Building on Wednesday, May 29, 2019, at 7:00 PM. Chairman Joseph Landis, Vice-chairman Jesse Boyer III and Supervisor Henry Holman III were in attendance. Other personnel present were Engineer Jeremy Smith, Secretary Helen Klinepeter and Treasurer/Recording Secretary Tina Kelly. 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.

ANNOUNCEMENT OF EXECUTIVE SESSION

There was an executive session on May 14th to review applications for possibility of openings on Road Crew.

VISITORS

Arthur Parrish

Mr. Parrish. He is here because nothing is being done about the junkyard. The township won the court case, but nothing has been done. Mr. Boyer stated that the court did not give them a time limit for cleanup and a \$100.00 fine. Our codes enforcement officer will be issuing another citation with the recommended fine of \$1000.00. But the fine is decided by the court. He asked to be informed when the hearing is so that he can attend. He wanted to know how they can bring in 50-year-old trailers and not inspect them. It does not comply with codes that we have today. A trailer does not need an inspection.

Mr. Holman asked if there was a UCC code. It is just for the inside of the building.

Mr. Boyer stated that they need to look at our ordinances and check with our solicitor.

Alexander Oberholtzer

Alexander stated that he is working on his Eagle Scout project for Duncannon Troop 64. He would like to make a trailer from Duncannon Borough to Mutzabaugh's Market for AT hikers. Rt 274 is very narrow and not safe for hikers. He would like to add signs to a new path that will be safer for hikers to walk to Mutzabaugh's for supplies.

Mr. Boyer asked what the signs would be made of.

Alexander was not sure, his troop coach stated that they would be small, like mileage signs with a blaze similar to current signs on AT. The signs will be made of metal.

Mr. Holman asked if they intended to use the current posts. Tom Shaffer stated that the highway department has damaged signposts that can probably be donated.

Mr. Holman asked that Mr. Oberholtzer check to make sure signs do not impede mowing.

Minutes of May 26, 2019

Page 2 of 5

A Landis/Boyer motion was made to approve the project. This was passed unanimously.

Stanley Mutzabaugh

Mr. Mutzabaugh inquired about the long guns, if any had been sold. He wanted to know why Reeser's Gun Shop was chosen. Mr. Boyer stated that they came and appraised they guns and had worked on the guns before. Mr. Mutzabaugh said that we have a gun shop here in Penn Township.

ENGINEER REPORT – Report submitted. Two items from last month.

Stone Mill HOP letter. The secretary will forward the information to the Chair of PTMA. Mr. Boyer stated that he has a meeting on Thursday, and he informed Mr. Kocher of the meeting. The engineer said that he invited PennDOT.

ACD realty - A Landis/Boyer motion was made to approve and was unanimously approved.

Forrers package cannot be reviewed until maintenance is approved. Helen will get a copy of maintenance. A Boyer/Landis motion to respond via zoning officers' email. This was passed unanimously.

ZONING REPORT

Furnley Property– Boyer/Landis motion to forward information to DEP. Unanimous approval.

HIGHWAY REPORT – The monthly Highway report was provided.

Mr. Boyer stated that he would like to remind the public that you must call the office and follow the sign prior to bringing in yard waste for chipping.

Wheatfield Township replaced the pipe on Linton Hill Road. They were to check with the Penn Township highway crew prior to repairing but they didn't so the work is now Wheatfield Township's responsibility.

Mr. Holman stated that last year he stated that the culverts on Linton Hill Road were not being maintained. A year later he has checked the culverts and they were not cleaned and are half covered. Soon they will be closed. This is being added to the record per Mr. Holman's request. Mr. Boyer stated they would look at it. Mr. Holman stated he cleaned them up, so they are now easy to see when they look at them. Mr. Holman also stated that he would like Mr. Boyer to look at the should cleanup that he has done in the Cove to see how his work is holding up after the storms. Mr. Boyer stated that they will do so.

BIDS – Mr. Holman stated that we should hold off on the paving bidding until the end because the base repair will dictate what is done with the paving. After reviewing the bids, a Landis/Boyer motion was made to accept the base repair bid from New

Minutes of May 26, 2019

Page 3 of 5

Enterprise. The motion was unanimously approved. Mr. Boyer confirmed with the secretary that all the bid paperwork was in order.

Mr. Holman then requested that they look at the tar & chip bids. A Boyer/Landis motion was made to accept the bid for tar & chip from Hammaker. The motion was approved unanimously.

Mr. Holman requested that it be placed on the record that we are using tar & chip doing the same job twice, this should have been done right the first time to avoid additional cost.

Mr. Holman stated that we do not have the Liquid Fuels money for the paving. Mr. Landis deferred to the treasurer to explain the money that was in the Liquid Fuels account.

A Boyer/Landis motion approved the bid from New Enterprise for both paving alternatives. This motion passed 2-1 with Mr. Holman voting in the negative.

Mr. Boyer stated that Penn Township currently has two full-time highway employees. Mr. Boyer is recommending that we hire an additional part-time and full-time employee and the roadmaster position become a part-time administrative position.

A Boyer/Landis motion was made to hire Mr. Forbes as a part-time highway laborer at 13.50/hour. The motion passed unanimously. Additional hiring decisions will be discussed during an executive session held later. Mr. Holman asked if there would be enough work for 3 full-time highway employees. Mr. Boyer stated that they may possibly be laid off in the winter.

SOLICITOR REPORT – Report submitted.

Peddler License request. A Boyer/Landis motion was made to accept the application for peddler's license for Snowie Sno Cone Truck LLC. This motion was passed unanimously.

INVOICES AND EXPENDITURES

Upon a unanimous approval of a Boyer/Landis motion, the PTS voted to approve payment of checks totaling \$19,708.75 and ACH payments totaling \$365,968.47 from the Orrstown Bank General Fund account and \$4530.64 from PLGIT.

TREASURER'S REPORT

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

The treasurer also asked for permission to combine the Park & Rec checking and savings accounts and the Fire tax checking and savings accounts. The Fire Tax account will have the rule that the balance will never be less than \$10,000.00.

MINUTES

The minutes of the April 24 PTS meeting were approved with a unanimous vote of a Landis/Boyer motion with correction.

Minutes of May 26, 2019

Page 4 of 5

PLANNING COMMISSION –

The Planning Commission voted unanimously to recommend William Warner and Robin Bahrenburg to the planning commission until December 31, 2021. A Landis/Boyer motion was made to accept the Planning Commission's recommendation for appointment. The motion passed unanimously.

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

Mrs. Tilkens presented that the quote for the repairs to the concession stand will be \$13.00 more than the original approved amount of \$1000.00. A Landis/Boyer motion was unanimously passed to approve the additional amount.

The probation period for the Groundskeeper has ended and Mrs. Tilkens is requesting an increase of 20 hours per week and a pay raise of \$11.75/hr.

A Landis/Boyer motion was made to increase the groundskeeper's hours to 20/week to be reviewed on a monthly basis. This motion was passed unanimously.

Mr. Boyer suggested the new hourly rate be \$11.60/hour which is a 2% increase. A Landis/Boyer was made to approve the pay increase of \$11.60/hour effective the next pay period. The motion was passed unanimously.

SECRETARY'S REPORT

The tax collector audit was completed, and report submitted by the secretary and treasurer. Mr. Holman was unhappy because this was not completed by the elected auditors. The secretary stated that the elected auditors were contacted multiple times and did not respond. Mr. Holman stated that issues have occurred in the past and this is not how the township should be run. Mr. Landis stated that this must be done and if the elected auditors chose not to respond it was decided that they would be done in the office. Mr. Holman requested the secretary provide when the Auditors were notified and how much time they were given. A Landis/Boyer motion was made to accept the audit and was passed 2-1 with Mr. Holman responding in the negative.

Mr. Chubb is asking for reimbursement for a medical bill. The Landis/Boyer motion is unanimously approved.

Mr. Shaffer is asking for reimbursement for a medical bill. The Landis/Boyer motion is unanimously approved.

BIU is requesting the PTS challenge a building codes audit because the work in question was grandfathered. A Boyer/Landis motion was made for the secretary to find out what was involved in this request. This was approved unanimously.

POLICE CAR

One bid was received for the 2007 Dodge Charger Police Car. Mr. Boyer confirmed with the secretary that it was properly advertised, she confirmed in the positive.

A Landis/Boyer motion was made to accept the bid from York Fair and Expo Center Police for \$3600.01. This was approved unanimously.

Minutes of May 26, 2019

Page 5 of 5

EMS

Mr. Nace gave an EMS call report for the first quarter. He also stated they need signs on 274 for the emergency vehicles. Mr. Nace was informed by PennDOT that these signs will need to be provided by the township not PennDOT.

NEW BUSINESS

Roof – The quote for the roof is \$118,000 if there are not any other issues under the roof. Mr. Landis does not feel it is best to spend this amount of money on this old building that is going to need other work and cost the Township money. Mr. Holman feels that the building has a good foundation and it is worth repairing the roof and there should be any large future expenses. Mr. Landis wants to look into a new building because this building does not fit the needs of the township we are fitting into an old building.

ADJOURNMENT

The meeting was adjourned at 9:30 PM.

Respectfully Submitted,

Tina M Kelly
Treasurer/Recording Secretary