

**PENN TOWNSHIP BOARD OF SUPERVISORS**  
1301 Centerville Road  
Newville, PA 17241  
Tel: 717-486-3104 Fax: 717-486-3522  
Regular Meeting  
November 14, 2013

Chairman Martin called the meeting to order and led everyone present in the Pledge of Allegiance.

Those present: Chairman Gary Martin, Vice Chairman Ken Sheaffer, Solicitor Marcus McKnight, Treasurer Martha Sheaffer and Secretary Vicki Knepp.

**PUBLIC COMMENT**

None

**APPROVAL OF MINUTES**

Vice Chairman Sheaffer made a motion to approve the minutes from the October 10, 2013 Regular Meeting. Chairman Martin seconded the motion. Motion approved.

Chairman Martin asked the Treasurer what was involved in the income under Intergovernmental Revenues. Treasurer Sheaffer stated that it included PURTA, Pension State Aid and Fireman's Relief. Vice Chairman Sheaffer made a motion to approve the Treasurer's Report from October 31, 2013. Chairman Martin seconded the motion. Motion approved.

**APPROVAL OF SUBDIVISION PLANS**

None

**BREAK FOR CONDITIONAL USE HEARINGS**

**UNFINISHED BUSINESS**

Trash – The Secretary stated we have a new list. We stopped service to two people after the large list we had last month, all but two of them paid. We have some outstanding old ones we will soon need to pay. Chairman Martin asked if we paid any of these. The Secretary stated if we paid them they would not appear on the list. Solicitor McKnight stated that their letters collected a couple of them. The Secretary stated that we do not turn them over to the Solicitor until we have paid the bill. Chairman Martin stated that next month we need to clear them off the books for the beginning of the year. The Secretary asked the Solicitor if once the Non-Traffic Citation Ordinance is passed, will she be able to file against these ourselves. Chairman Martin made a motion that we table the trash list until next month. Vice Chairman Sheaffer seconded the motion. Motion approved.

Septic – The Secretary reported that 165 of 289 are pumped. There are still about a third to be done.

Animal Nuisance Ordinance – Ordinance 2013-005. Chairman Martin stated it is basically patterned after Cooke and South Newton Township. The Solicitor stated that another municipality asked at the COG meeting about what to do. He asked if we have a contract with an agency to pick critters up. We do not. Vice Chairman Sheaffer made a motion to adopt Ordinance 2013-05. Chairman Martin seconded the motion. Motion approved.

Non-Traffic Citation Ordinance – Ordinance 2013-006. The Solicitor stated that all we need to do is add all the Ordinances we want to handle with citations. Chairman Martin made a motion that we adopt Ordinance 2013-06 pending the identification of all the appropriate ordinances we want it to cover. Vice Chairman Sheaffer seconded the motion. Motion approved.

Zoning Ordinance – Ordinance 2013-007. The Solicitor stated this is the option for small Ag. Chairman Martin stated we are doing an overlay zone. The Solicitor stated that he will add a front page to it and we will adopt it. Chairman Martin stated that this creates a commercial overlay zone that allows commercial uses on parcels adjacent to PA 233 and served by public sewer and water. This is primarily for the AG zone, what about the IC zone in this area. Do we have to change that? The Solicitor stated this is just for the AG areas. Vice Chairman Sheaffer made a motion to approve Ordinance 2013-07 changes to the zoning ordinance. Chairman Martin seconded the motion. Motion approved.

Repeal of Per Capita Tax Ordinance – Ordinance 2013-008. Vice Chairman Sheaffer made a motion to approve Ordinance 2013-08 Repealing the Per Capita Tax. Chairman Martin seconded the motion. Motion approved.

Budget – The Secretary stated the budget has been advertised and has been posted. Chairman Martin stated that our total income is \$684,297.00. Vice Chairman Sheaffer stated that his first year as a Supervisor it was slightly under or slightly over 300,000.00 Vice Chairman Sheaffer made a motion to approve Resolution 2013-014 adopting the 2014 budget. Chairman Martin seconded the motion. Motion approved.

Burkholder – We received a complaint that Mr. Burkholder has brought more junk onto his property. The Codes Enforcement Office has verified that the complaint is valid. The Solicitor stated he wanted to explain his involvement with the Burkholder situation. He represents Mr. Burkholder in his divorce. The Solicitor has nothing to do with his business enterprises. The Solicitor stated his position is that if Mr. Burkholder is violating Township Ordinances he needs to get them corrected. If he does not correct them he will have to find someone else to represent him in his divorce. The Solicitor stated that he will put pressure on Mr. Burkholder to get things cleaned up. If litigation is required to get Mr. Burkholder to clean up the property, the Solicitor will no longer represent him in his divorce. Chairman Martin made a motion to authorize the Solicitor to send Mr. Burkholder a letter detailing our concerns with his violation of our Nuisance Ordinance. Vice Chairman Sheaffer seconded the motion. Motion approved.

Hodecker- The Solicitor stated he received a letter from Mr. Hodecker's lawyer stating that he has not received any response to his phone calls. Mr. Hodecker has been running a chainsaw at 6:00 AM. The Solicitor state Mr. Hodecker needs to contact the Codes Officer explaining what his business is and why he does not comply with any sort of reasonable hours. Perhaps the solution should be that he move it back further from the property line. He is creating a public nuisance. Chairman Martin made a motion to have the Solicitor send a letter to Mr. Hodecker's attorney that he needs to get in touch with our Code Officer so that he can either move his business further away from the property line or come up with reasonable hours of operation. Vice Chairman Sheaffer seconded the motion. Motion approved.

Ulsh – Mr. Ulsh has left a message that he moved two cars. So he is now in compliance.

## **NEW BUSINESS**

Brandt 1866 – 68 Walnut Bottom Road – Chairman Martin stated this property is directly across from the DJ's office. Property owner is Shelly Brandt. There is a considerable amount of junk and debris there, weeds that need to be cut, multiple unregistered vehicles, appliances and there also has been burning at night. The Secretary has sent them a letter giving them 30 days to clean up. We will revisit this next month.

Richard Cook – We have a letter from John Wardle, Fire Company President, requesting that we add Mr. Cook to the fire police to the end of the year. Vice Chairman Sheaffer made a motion to approve Mr. Cook to the Fire Police. Chairman Sheaffer seconded the motion. Motion approved.

Sawmill Definition and Ordinance Amendment – Vice Chairman Sheaffer suggested that we have the Planning Commission work on this and also a mulch business definition.

Flagger Train-the-Trainer – We need to renew our PennDOT mandated flagger training for our employees. In the past our trainer was Larry Barrick in Dickinson. His certification has lapsed. We can pay \$50.00 per employee to retrain or we can have one person trained as a trainer for \$85.00. Chairman Martin stated he is willing to take the course and do the training if approved. Vice Chairman Sheaffer made a motion to approve \$85.00 for Chairman Martin to take the PSATS Flagger Train-the-Trainer course. Chairman Martin seconded the motion. Motion approved, Vice Chairman Sheaffer aye, Chairman Martin abstained.

Website Maintenance Service Contract – We have received the renewal bill for the website service. It is same as last year, \$1,200.00. Chairman Martin made a motion to renew the service contract. Vice Chairman Sheaffer seconded the motion. Motion approved.

Chairman Martin stated that the road crew needs a new pole saw. Chairman Martin stated he has one that is practically new he is willing to sell to the Township. A new saw is about \$600.00; he will sell his to the Township for \$300.00. Vice Chairman Sheaffer made a motion that the Township purchase a pole saw from Chairman Martin for \$300.00. Chairman Martin seconded the motion. Motion approved, Vice Chairman Sheaffer aye, Chairman Martin abstained.

## **CORRESPONDENCE**

None

## **PROJECT UPDATES**

Flagpole – Pole should be up tomorrow. The concrete is poured and the base is ready. The flags are here.

## **SOLICITOR REPORT**

Napoli- the Solicitor provided the written decision for the conditional use.

2258 Pine Road – The Solicitor has been speaking with a lady at Altisource and has gotten the invoices to her. Hopefully we will receive a check soon.

The Solicitor has sent out a letter to the E & O carrier for the Township Engineer to have them come out and check and see the South Side Drive Culvert. The way he put it in the letter is . . . "the design and installation created a dangerous road hazard that needs to be corrected." A copy has been sent to the Engineer.

LeDane – Judgment in the amount of \$1,139.00. Mr. LeDane is still in the hospital.

IDI – The Solicitor stated we need to send a letter requesting another 90 extension from IDI for the Ickes property.

## **OTHER REPORTS**

WCCOG – Chairman Martin reported that not a whole lot went on at the meeting. County's 2014 budget calls for a 3% tax increase. Claremont Nursing Home received a 5 star rating. Duane Duncan of Carlisle was inducted into the National 4H Hall of Fame class, only one of 16 nationwide.

Zoning Officer – Tim Knepp – Not present

## **APPROVAL OF BILLS LISTING**

Chairman Martin made a motion to pay the bills. Vice Chairman Sheaffer seconded the motion. Motion approved.

## **SUPERVISORS' COMMENTS**

None

## **ADJOURNMENT**

Vice Chairman Sheaffer made a motion to adjourn. Chairman Martin seconded the motion. Motion approved.

## **NEXT MEETING December 12, 2013**

Respectfully submitted,

Vicki Knepp  
Secretary