

**PENN TOWNSHIP BOARD OF SUPERVISORS
1301 Centerville Road
Newville, PA 17241
Tel: 717-486-3104 Fax: 717-486-3522
Regular Meeting
April 10, 2014**

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, Supervisor Seiders, Solicitor Marcus McKnight, and Secretary Vicki Knepp.

PUBLIC COMMENT

Pam Eyer asked if the residents would be allowed to make comments during the Conditional Use Hearing?

Jim Proctor had a proposal from Dickinson Presbyterian Church. Chairman Martin stated we will put it in New Business.

APPROVAL OF MINUTES

Vice Chairman Sheaffer made a motion to approve the minutes of the March 13, 2014 Regular Meeting. Supervisors Seiders seconded the motion. Motion approved.

Vice Chairman Sheaffer made a motion to approve the March 31, 2014 Treasurer's Report. Supervisors Seiders seconded the motion. Motion approved.

APPROVAL OF SUBDIVISION PLANS

IDI Sewer Module – Charles Suhr was present representing IDI. He explained that there were three items, a resolution for the plan, DEP check list and the transmittal letter for the sewer module. Everything has been signed by Newville Authority, the County and West Pennsboro Township. Vice Chairman Sheaffer made a motion to approve Resolution 2014-009 for Planning Revision for a new Land Development. Supervisors Seiders seconded the motion. Motion approved.

ADJOURN FOR SHETRON, YOUNG AND FIRE COMPANY CONDITIONAL USE HEARINGS

MEETING RECONVENED

Chairman Martin stated that if there were no objections, he would allow James Proctor make his presentation on behalf of Dickinson Presbyterian Church now instead of under New Business, Mr. Proctor has another appointment. The Church is requesting the Township take a look at the crossing on Church Road at Dickinson Church. Parts of the Church are on the opposite sides of the road. The Church has always had concerns about crossing from the Sanctuary on the west to the Parish Hall on the east side of Church Road. The crosswalk is not marked at all and is over a rise. It cannot be seen from the north. The speed limit is 30MPH but vehicles travel much faster than that. In the next couple of months the Church will be initiating a community garden and food preservation project, "3 Peas in a Pod", they will have plant beds behind the Sanctuary and the kitchen is in the Parish Hall. They expect a lot more foot traffic across Church Road and are concerned about safety. They would like to have a safety survey done of the area. Currently there are two crossing signs on Church Road, one 90 yards to the north the other 140 yards to the south. The Solicitor suggested that we have our traffic engineer take a look at this. The Church wants to know what is possible. Chairman Martin stated that more signage is needed and as a long time member of the community we need to help them out. The Solicitor stated we need to have someone who knows what they are doing lay it out so that no one is put in harm's way.

Fire Chief Kough had an emergency management question for Mr. Proctor relating to the facility. Chief Kough stated prior to the previous week, he was unaware there was a day care facility at the Church. He asked if the day care center at the Church was a nursery school or licensed day care. Mr. Proctor stated that it is a tenant on their property he believes affiliated with Head Start. Chief Kough stated that if it is a DPW licensed facility they are required to do an Emergency Plan and file it with the Township and the County. If it is licensed under the Department of Education they do not need to do it. Mr. Proctor stated he would find out and let us know.

Chairman Martin made a motion that we assist the Dickinson Presbyterian Church to increase safety at the crosswalk. Supervisors Seiders seconded the motion. Motion approved.

UNFINISHED BUSINESS

Trash Delinquencies – The Secretary reported that the trash bills just went out last week, so the list is rather large. She would like permission to send letters to the delinquent accounts notifying them that their service will be stopped at the end of the month if their bills are not paid. Vice Chairman Sheaffer made a motion to authorize the Secretary to send letters to the delinquent trash accounts. Supervisor Seiders seconded the motion. Motion approved.

Septic – The Secretary stated that of the 2013 septic not pumped there are still 33 out of 287 that were not pumped. However, she got a large stack of pumping reports late that day. That number is probably going to go down. She stated she also received reports from one of the pumpers that were pumped last year. Chairman Martin made a motion to turn over any 2013 that are not pumped by April 30 to the Solicitor for action. Supervisor Seiders seconded the motion. Motion approved. The Secretary stated that she has mailed out the reminder cards for 2014 to District 1, there is a total of 378, 34 have been done already. The people in District 5 still have a few days to respond to our letter. Once that time is over she will meet with Supervisor Martin to review the results.

Amendments to the Alternative Dispute Resolution – The Ordinance has been advertised for vote. The District Magistrate has reviewed it. The Solicitor stated he has reviewed it also and it is fine. Supervisor Seiders made a motion to approve the Ordinance. Vice Chairman Sheaffer seconded the motion. Motion approved.

Key Lock Box Ordinance – Vice Chairman Sheaffer made a motion to advertise the Ordinance. Supervisor Seiders seconded the motion. Motion approved.

Alarm Ordinance – Regulating alarm systems for anyone in the Township who has a commercial or residential alarm system. If they have more than three false alarms in a calendar year they will be fined. The intent of the Ordinance is to prevent the fire company from expending resources to residences that have false alarms. Vice Chairman Sheaffer made a motion to advertise the ordinance. Supervisor Seiders seconded the motion. Motion approved.

NEW BUSINESS

Landscaper Burning – The Secretary reported that we have a gentleman making complaints about a landscaper burning vegetation they have brought into the Township, and we have another landscaper who has had complaints lodged against them in the past. The Solicitor recommends that we go with the State requirements and not require more or less than the State does. Chairman Martin stated that we usually try to pattern these after the State and he would like to compare this to the one from DEP. The Secretary stated that she will get a copy of the State model ordinance for each of the Supervisors, the Solicitor and the Codes Officer. Vice Chairman Sheaffer stated that as a landscaper you cannot do business without bringing in materials from the outside for disposal. It is just part of the business. Farmers are allowed to burn brush and they are controlled by the Department of Agriculture, so are landscapers. Landscapers should receive the same consideration that they give to farmers.

Speed Limits on Township Roads – Chairman Martin stated we have some roads that don't have any speed limits. Do we need to do a traffic study to assign a speed limit? The Solicitor stated that if we want it to be enforced by the State Police we do. He suggested that we discuss this with our traffic engineer. Chairman Martin stated that he will speak with the engineer about this also.

Zoning Permits – The Secretary stated that the question has come up as to how long our permits are good for. If you look at our Ordinance it is good for 12 months, however the UCC permits are good for 5 years. Our permits expire but the other permit is still valid. Vice Chairman Sheaffer made a motion that we amend our Ordinance to reflect the fact that it is a five year period instead of one year. Supervisor Seiders seconded. Motion approved.

Eagle Projects – Vice Chairman Sheaffer stated that we have two Scouts that have Eagle projects. Matt Ulsh reported that he is going to be landscaping around the sign and flag pole. We need to put the lights up for the sign before he starts. Vice Chairman Sheaffer stated we have to approve the project then it has to go to the Committee and then to the District for approval. He cannot start his project until all the paperwork is completed. It might not be until fall. There is a second Scout who is looking for an Eagle project who would like to landscape around the building. They need our approval before they can go to

the Committee. Vice Chairman Sheaffer made a motion to approve the Eagle Scout project to landscape around the sign. Supervisor Seiders seconded the motion. Motion approved.

Seal Coat Bids – The Secretary reported that the Roadmaster met with Rick LeVan earlier in the week. They have come up with the road projects for the summer. We need to set a date for bid opening and get the project advertised. The project was estimated to be \$93,000.00. Vice Chairman Sheaffer made a motion to send bid packs and move forward as soon as possible. Supervisor Seiders seconded the motion. Motion approved.

New Road Crew Member – Chairman Martin said we need to look at adding a third member to the road crew. Our current road crew is starting to age. We need to look at a third person. He thinks it will save us in the long run. He would like to generate a job description between now and next month. Chairman Martin made a motion that we proceed with hiring a new employee. Vice Chairman Sheaffer seconded the motion. Motion approved.

CORRESPONDENCE

None

PROJECT UPDATES

South Side Culvert – John Shambaugh has gotten in touch with the manufacturer and he is going to accommodate us. Chairman Martin believes it is around \$7,000.00 for the extension. He needs to speak with Dr. Rankin, it will probably take some of his ground to do this. John is working the specs up to put it up for bids. The Solicitor asked if any of this is a result from our claim to the Engineer's insurance company. Chairman Martin stated no, the Engineer inquired if we were paying for it with Liquid Fuels. We will have to discuss it with him.

SOLICITOR REPORT

Hodecker Complaint – He reported that he filed against Douglass & Shirley Hodecker. The hearing is May 21st, 2014. He expects that we will get push back. Chairman Martin stated that he and the Codes Officer had met with the Hodeckers. Mr. Hodecker attacked his neighbors and wanted to know why he received a fine while other neighbors who burn don't. It was explained to him multiple times that it was because of what he burned. He complained about other people and them putting things on his property. It was explained to him that's a civil matter and not the Township's responsibility. He thought at the end of the meeting that Mr. Hodecker was willing to pay the original fine. Mr. Knepp stated that the major thing that came out of the meeting was that they will have the nubs cut off the trees the night before instead of 5:30 in the morning.

On January 27, 2014 there was the "Reiff Incident". In order to clean up the property on Pine Road where there had been a structure fire they attempted to burn down the rest of the structure despite being told they could not do so. The Solicitor asked which Reiff, Mark or Amos, that he should send the letter and the fine to? It was explained that it should be Amos Reiff. It should be a total of \$600.00, \$200.00 for each fire company that extinguished the fire and \$200.00 to the Township. The Solicitor will give him 10 days to pay.

Mr. Knepp asked if the fine has been paid for the Hammond/Brandt issue. The Solicitor stated no and asked if she is still giving an attitude. Mr. Knepp related that there was an ambulance all on the property, evidently Mr. Hammond was injured. Mr. Knepp was the only qualified medical provider on the QRS (paramedic). When he arrived on the scene, Ms. Brandt demanded he leave and denied medical care to Mr. Hammond. She did allow the ambulance to continue in. On a subsequent call later in the week Mr. Knepp did not respond and the fire company had no problems with her. Mr. Knepp stated he did not get into it with her that when she calls 911 there are no trespassing signs valid for emergency responders. The Solicitor stated he will get that taken care of; he will go back to Judge Cohick if necessary. Mr. Knepp asked about an inspection. The Solicitor stated we will have an inspection, even if he has to go with Mr. Knepp.

OTHER REPORTS

WCCOG – COG meeting is next week. Nothing to report.

Codes Enforcement Officer Tim Knepp – He had a total of 5 applications 4 were approved one is pending we need to discuss. 1125/1127 Centerville Road. A conditional use was granted to the applicant for a beauty shop. They have applied to take the old mobile home out and build a building to house the beauty shop. The issue is that the new structure will be 3' into the setback. The Solicitor stated we should make him move the structure 3'.

He has another complaint from Mr. Hodecker. This one is for 1632A Pine Road. Mr. Hodecker complained that the resident at 1632A built a garage without a permit and is running a business without approval to do so. We have verified that Mr. Ries, the resident, had applied for the appropriate permits before building the garage. Mr. Knepp spoke with Mr. Ries, he is running two businesses there, one is a CAD design business and the other he occasionally brings in a car and restores it. There is extremely low or no traffic to it. Nothing is done outside; it is an extremely low impact situation. But it is a business and he has not applied for it. Mr. Ries stated these businesses were in operation prior to 2006. Based on all that, Mr. Knepp does not believe it is an issue.

An application at 20 Hosfeld Road for a garage turned up an interesting situation. The Secretary reported that this is the Keeseman property; she reminded the Supervisors that this was the property where there was an issue with the DEP Septic Module that we had discussed two years earlier. A double wide mobile home was placed on the property, Mr. Keeseman had gotten Township permits and the Secretary's records indicated that he was given everything to apply for the UCC permit. In checking the file, the Secretary discovered there was no Certificate of Occupancy for the double wide. In checking with the MDIA inspector and Evelyn at West Pennsboro, they have no record of an application. However, Mr. Keeseman provided her with a photo copy of the inspection sticker from MDIA for the foundation and Mr. Knepp had observed an MDIA inspection certificate on the electrical service. Chairman Martin stated he will take everything we have to discuss with the MDIA representative at the COG meeting.

APPROVAL OF BILLS LISTING

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

SUPERVISORS' COMMENTS

None

ADJOURNMENT

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

NEXT MEETING May 8, 2014

Respectfully submitted,

Vicki Knepp
Secretary