

PENN TOWNSHIP BOARD OF SUPERVISORS
1301 Centerville Road
Newville, PA 17241
Tel: 717-486-3104 Fax: 717-486-3522
Regular Meeting
February 17, 2022

Chairman Tritt called the meeting to order and led the Pledge of Allegiance to the Flag.

Those present: Chairman Ron Tritt, Vice Chairman Ken Sheaffer, Supervisor Joe Ferrante Jr., Solicitor Marcus McKnight, Zoning Officer Tim Knepp, and Secretary Corrie Wadel.

PUBLIC COMMENT

Chris Bream requested that the Township create an Ordinance to prohibit the use of Liquid Animal Waste due to the possible biohazards and toxic odors. He stated that the product is being trucked in from West Virginia due to their stringent laws and these companies are paying PA farmers to disburse it onto local farmland. It was stated that several residents have sold their homes due to their proximity to local farms using Liquid Animal Waste. Mr. Bream also stated that Monroe Township may have an ordinance that we could review and modify to fit Penn Township. Chairman Tritt suggested this topic be added to the Planning Commission meeting next Monday. Solicitor McKnight will contact Monroe Township and conduct research on the topic to bring to the Planning Commission meeting.

APPROVAL OF MINUTES

Vice Chairman Sheaffer made a motion to approve the minutes of the January 3, 2022 Reorganization Meeting. Supervisor Ferrante seconded the motion. Motion approved.

Vice Chairman Sheaffer made a motion to approve the minutes of the January 4, 2022 Auditors Meeting. Supervisor Ferrante seconded the motion. Motion approved.

Vice Chairman Sheaffer made a motion to approve the minutes of the January 20, 2022 Board of Supervisors Meeting. Supervisor Ferrante seconded the motion. Motion approved.

Vice Chairman Sheaffer made a motion to approve the minutes of the January 24, 2022 Special Meeting appointing Joe Ferrante Jr. as Interim Supervisor. Supervisor Ferrante seconded the motion. Motion approved.

Vice Chairman Sheaffer made a motion to approve the Treasurer Report from January 31, 2022. Supervisor Ferrante seconded the motion. Motion approved.

APPROVAL OF SUBDIVISION PLANS

Keith Reiff Subdivision Extension – The Secretary reported that a portion of the Reiff property is in Penn Township, with the main portion being located in South Newton Township. The Township Engineer reviewed the plans and reported that this Subdivision plan will require a variance because there is not currently a Right of Way to the portion being subdivided in Penn

Township. Vice Chairman Sheaffer made a motion to approve the 90-day extension request for the Keith Reiff Subdivision Plan. Supervisor Ferrante seconded the motion. Motion approved.

UNFINISHED BUSINESS

Trash – The Secretary reported that there are currently 22 delinquent accounts and no services have been stopped at this time. She stated that most are usually paid by the end of this month and asked to wait until the March 3, 2022 Board of Supervisors Workshop report to determine if action is needed.

Septic – The Secretary reported that 51 of the 383 properties required to be pumped in District 1 during 2022 have been pumped with 351 still to be pumped. She stated this is a typical number this early in the year. The Secretary also reported there has been many updates from the 32 property owners who received final reminder letters for 2021 pumping in District 4.

Amend 2021-01 Resolution Appointment of Township Staff - Vice Chairman Sheaffer made a motion to amend Resolution 2021-01 Appointment of Township Staff with the following changes: change Assistant Secretary to Trina Manetta; change Full-Time Road Crew to Paul (Steve) Seiders Jr.; add Larry Weibley, Bill Haines and Kenneth Walker Jr. to the Part-Time Road Crew; add Joe Ferrante Jr. as the Alternate Delegate of the Cumberland County Municipal Advisory Board and to the PSATS Delegate list; add Art Danner back to the Fire Police listing; add Chris Manetta and Steve Seiders to the Zoning Hearing Board to replace the vacancies. Supervisor Ferrante seconded the motion. Motion approved.

NEW BUSINESS

Chris Manetta Appointment to Zoning Hearing board – Vice Chairman Sheaffer made a motion to appoint Chris Manetta to the Zoning Hearing Board vacancy. Supervisor Ferrante seconded the motion. Motion approved.

Steve Seiders Appointment to Zoning Hearing Board - Vice Chairman Sheaffer made a motion to appoint Paul (Steve) Seiders Jr. to the Zoning Hearing Board vacancy. Supervisor Ferrante seconded the motion. Motion approved.

Jenny Rhoads Appointment as Auditor – the Secretary reported that she contacted the Bureau of Elections to inform them of a vacancy discrepancy for the Board of Auditors. She was informed that Jenny Rhoads should have been on the 2019 ballot or have been reappointed to fulfill a two-year term that ended December 31, 2021. Jenny Rhoads must be updates from reappointed to the current 2022-2024 term. Chairman Tritt mad a motion to appoint Jenny Rhoads to the Board of Auditors vacancy. Vice Chairman Sheaffer seconded the motion. Motion approved.

McMahon Proposal to assist with Penn Commerce Red Light No Turn On Red Signs – The Secretary reported that she contacted the Traffic Engineer to assist with the paperwork for Penn DOT to add No Turn On Red signs to the Penn Commerce intersection. The Traffic Engineer looked into the request process and determined that a detailed study was required to complete the paperwork. Supervisor Ferrante made a motion to hire McMahon to assist with the Penn Commerce Red Light No Turn On Red study and paperwork. Vice Chairman Sheaffer seconded the motion. Motion approved.

CAT vs. John Deere Payloader – Chairman Tritt reported that the Road Crew had received price quotes to replace the 1998 544H Payloader for the 2023 budget. CAT never followed through but the road crew was able to meet with the John Deere reps. Chairman Tritt explained that the Township would like to order the Payloader now in order to lock in the discounted price. The equipment would arrive in late 2022 but payment would not be made until January 2023. The John Deere quote includes a 2000hrs/60-month warranty and \$45,000.00 trade in for the current payloader. The total cost to the Township would be \$146,200.00. Chairman Tritt stated that the Township may get an extra \$5,000-\$10,000 more if advertised on Municibid. Local residents asked the age of the current payloader, how many hours per year it is used, and if other bids were requested from local providers. Chairman Tritt explained that the payloader is 24 years old, road salt is causing severe rust issues and that the payloader was up next on the replacement schedule. After much discussion, Vice Chairman Sheaffer made a motion to table the purchase until further quotes are received. Supervisor Ferrante seconded the motion. Motion approved.

2022-11 Fire Company Participants Resolution – the Secretary reported this resolution is required to comply with the Workman’s Compensation policy that covers Participating members of the Fire Company who do not actively respond to fire calls. Vice Chairman Sheaffer made a motion to approve the 2022-11 Fire Company Participants Resolution. Supervisor Ferrante seconded the motion. Motion approved.

2022-12 Emergency Operations Plan Resolution – Bob Kough presented a revision to the current Emergency Operations Plan to remove Cromers Personal Home Care facility from Section II B since they are no longer in business. Vice Chairman Sheaffer made a motion to approve the 2022-12 Emergency Operations Plan Resolution revision. Supervisor Ferrante seconded the motion. Motion approved.

Franklin County Fire Chiefs’ Association Annual Training – Doug Stum reported that the Fire Company received the 2022 invoice from the Association and was notified of non-payment for the previously approved 2021 training which was to be paid by the Township. He also stated that we are the only Township the Association does not bill directly to the Municipality and made a request to the Association to bill directly to the Township in the future. The Secretary reported they were not aware this was to be an annual expense and stated that Treasurer Manetta will add it to the 2023 annual budget. Vice Chairman Sheaffer made a motion to approve payment of both, the 2021 and 2022, Franklin County Fire Chiefs’ Association Annual Training invoices. Supervisor Ferrante seconded the motion. Motion approved.

Replacement Radios – Bob Kough gave an update from the local Emergency Management Coordinators meeting regarding the mandatory replacement of Fire Company radios. The County Commissioners signed a contract with Motorola in December of 2021 and will provide a price list in the next few weeks. This price will include a 40% discount off of the retail price that will be locked in until June 2023 and will include an incentive package for those who order during the initial bulk purchase. Solicitor McKnight is creating a letter from the Chiefs of the six local fire companies asking the County Commissioners to utilize their allotted American Relief Funds toward the purchase of the radios. Chief Kough asked, in the event that County does not allot ARP funding for the radios, if the Township can add the radios to the 2023 budget in order to take part of the bulk purchase and receive the discounted costs. Chairman Tritt asked Chief Kough to provide price quotes as soon as possible. This will be determined in the near future.

CORRESPONDENCE

Secretary Wadel spoke briefly about the County Press Releases regarding the South Central PA I-81 Improvement Project Survey, the I-83 Bridge to become a Toll stop in Harrisburg, and the County American Relief Fund Allotment Survey. Chairman Tritt asked the Solicitor if there would be a Penn Township resolution opposing the I-83 Toll Bridge ready for the March 3, 2022 Board of Supervisors Workshop. The Solicitor presented copies of the resolution for review in order to be signed at the Workshop.

Chairman Tritt read an email from Middle Department Inspection Agency regarding enforcement of the 2018 ICC codes and 2017 NEC which require a single-family dwelling to complete air leakage tests for the structure and duct work. With additional changes to come.

PROJECT UPDATES

2022 Road Projects – Chairman Tritt reported that he and the Road Crew met with our Penn DOT Rep to discuss the 2022 Liquid Fuels Road Projects. They will pick up where they left off on South Side Drive and pave to the Beetem Hollow Road intersection with the intent to finish the rest of South Side Drive in 2023. He stated that another project for this year will include replacing two tiles on Leeds Road in preparation to cross over and pave Leeds Road in 2024. He also reported that they met with our County Rep, Lori Glace, regarding the Low Volume, Dirt and Gravel Roads project to replace and insert a new French drain on Beetem Hollow Road. The Zoning Officer asked about the portion of Lebo Road at Walnut Bottom Road that needs fixed. Road Crew Member Steve Seiders stated that it is located at the very end of the Township boundary and is actually in Dickinson Township. Mr. Seiders stated that the Roadmaster is planning to contact Dickinson Township about this matter. Bob Kough asked about clearing trees from the stream at Peach Orchard Road because of the overflow it creates on South Side Drive during heavy rains.

ZONING CODES ENFORCEMENT

The Zoning Officer reported that he processed two zoning permits and had no complaints or violations for January.

SOLICITOR REPORT

Letter to Exeter - the Solicitor reported that he sent a letter to attorney Charles Suhr regarding a new point of contact for the Exeter warehouse due to the recent transfer of ownership.

OTHER REPORTS

COG –Supervisor Ferrante reported that there was discussion to see if any of the Townships were interested in a joint purchasing contract for Fuel Oil. Chairman Tritt added that discussion included polling the local Fire Companies to see if there was additional interest to join the contract. This would require research and most likely not come to fruition until 2023.

Roadmaster – The secretary reported that the road crew will continue to plow as needed, are planning to cut brush and fill pot holes on warmer days, and are beginning to prepare for spring cleaning. The Roadmaster added a pipe replacement on Leeds Road to the schedule and is waiting on the insurance company to complete the claim for the culvert replacement on Kelly Road.

Newsletter – The Secretary reported that the newsletter was sent to the printer the week of January 31st and was told there would be a further delay for printing due to an extreme paper shortage. The printer provided a mailing cost of \$319.53 on February 15th and completed the mailing at the end of the week. March 15, 2022 is the deadline for submissions in the next newsletter.

Fire Marshal – Fire Marshal Kough attended the County Public Safety Symposium on Saturday and created an Emergency Management Guide for the Supervisors and Township office. He will be attending the Newville Water and Sewer Authority meeting on February 21, 2022 to discuss installing a fire hydrant in front of the Penn Commerce Property.

Emergency Coordinator – EMC Kough reported that he will be attending a Zoom meeting on Tuesday for the 2021 review of the County Hazard Mitigation Plan.

Fire Company – Chief Stum reported that the Fire Company have some events coming up that he will be sure to provide to the Township Office for the newsletter. They are under contract for a new fire truck and are looking at grants to replace the current SCBAs.

APPROVAL OF BILLS LISTING

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

ADJOURNMENT

Vice Chairman Sheaffer made a motion to adjourn. Supervisor Ferrante seconded the motion. Motion approved at 8:35p.m.

Chairman Tritt made an announcement that the Supervisors are looking for someone to fill Supervisor Ferrante's seat on the Planning Commission. Supervisor Ferrante will maintain the position until someone volunteers and is appointed.

NEXT REGULAR MEETING

March 17, 2022

Respectfully submitted,

Corrie Wadel
Secretary