

**PENN TOWNSHIP BOARD OF SUPERVISORS**  
**1301 Centerville Road**  
**Newville, PA 17241**  
**Tel: 717-486-3104 Fax: 717-486-3522**  
**Workshop**  
**March 03, 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, Engineer Paul Wilson, Treasurer Trina Manetta, and Secretary Corrie Wadel.

**PUBLIC COMMENT**

Alan Galbraith asked if there was an amended agenda for the February 17, 2022 Board of Supervisors meeting regarding the appointment of Kyle Snyder to the Township Planning Commission. Secretary Wadel explained that an amendment was not needed because Chairman Tritt only made an announcement at the February meeting looking for interested parties to fill the vacancy on the Planning Commission that will be left by Supervisor Ferrante. She further explained that Chairman Tritt introduced Kyle Snyder to the Planning Commission and announced his interest at the February 21, 2022 Planning Commission meeting. Chairman Tritt explained that Mr. Snyder had reached out after the February Supervisors meeting to fill the vacancy in place of Supervisor Ferrante and that was why he introduced Mr. Snyder at the Planning Commission meeting. Mr. Galbraith asked if the position had been advertised and stated that the Board was in violation of the new Act 65 if the agenda was not amended. The Solicitor explained that Mr. Snyder expressed interested, applied for the position and was added to the Workshop agenda for approval. Mr. Galbraith expressed his confusion at the understanding that Supervisor Ferrante did not have to step down or was planning to step down from the Planning Commission after being appointed Supervisor and asked again why the vacancy was not being advertised. Chairman Tritt explained that the Township does not and has never advertised vacancies for appointed positions in the past. Solicitor McKnight stated that it is not required by law to advertise appointed positions. Chairman Tritt stated that the announcements have always been at meetings and in the Township Newsletter. Mr. Galbraith stated that he was not interested in previous positions and may have changed his mind. Vice Chairman Sheaffer stated that they did not know Mr. Galbraith was interested in filling a vacancy and mentioned that there are also open vacancies for Planning Commission Voting Alternates. Chairman Tritt encouraged Mr. Galbraith to fill out an application to submit to the Township office for the first available opening.

**APPROVAL OF SUBDIVISION PLANS**

Kunkleman/Holder Subdivision – the Township Engineer reported that the plan is for a land swap between the Kunkleman property and the Holder property. Lot 7 encroached part of their driveway onto lot 6 so the owner of Lot 7 is proposing to purchase less than a quarter of an acre from the owner of lot 6. The Planning Commission recommended approval. Vice Chairman Sheaffer made a motion to approve the Kunkleman/Holder Subdivision Plan. Supervisor Ferrante seconded the motion. Motion approved.

Dan Mains Subdivision - Mike Wadel presented a subdivision plan for a 297 acre farm that straddles Route 11 between Penn Township and West Pennsboro Township. He stated that there are no houses or improvements and that the land owner is proposing to cut off 141 acres for agricultural use. Mr. Wadel asked for 1 waiver to forego the Escrow Account. The Township Engineer reported that County Comments were received and the Township Planning Commission recommended approval. Vice Chairman Sheaffer made a motion to forego the Escrow Account. Supervisor Ferrante seconded the motion. Motion approved. Vice Chairman Sheaffer made a motion to approve the Dan Mains Subdivision. Supervisor Ferrante seconded the motion. Motion approved.

## **UNFINISHED BUSINESS**

Delinquent Trash – The Secretary reported that there are still 18 delinquent accounts and requested permission to send delinquent letters. Vice Chairman Sheaffer made a motion to allow Secretary Wadel to send delinquent trash account letters. Supervisor Ferrante seconded the motion. Motion approved.

Burn Ordinance – Fire Marshall Kough requested several corrections to the Burn Ordinance at the previous Planning Commission and reported that they have been submitted to Engineer Wilson. Engineer Wilson will add the revisions and send the revised ordinance to all parties involved in the review.

## **NEW BUSINESS**

257 South Side Drive Septic Waiver Request – Vice Chairman Sheaffer made a motion to approve the septic pumping waiver for 257 South Side Drive Septic Waiver. Supervisor Ferrante seconded the motion. Motion approved.

Kyle Snyder Appointment to Planning Commission – Chairman Tritt reported that Mr. Snyder reached out with interest and submitted an application. Supervisor Ferrante suggested postponing the appointment to see if the Board received additional applications. Vice Chairman Sheaffer asked if the position should be advertised in light of tonight's discussion. Supervisor Ferrante made a motion to table the appointment in order to advertise the position and appoint at the April 7, 2022 Workshop. Vice Chairman Sheaffer seconded the motion. Motion approved.

Ratify Fire Company Breakfast – Chairman Tritt reported that the Fire Company held a breakfast the previous week that will need to be ratified due to liability and insurance coverage. Chief Stum reported that they had a great attendance with 209 adults participating. Supervisor Ferrante made a motion to ratify the Fire Company Breakfast on February 27, 2022. Vice Chairman Sheaffer seconded the motion. Motion approved.

Fire Company Events Approval – the Secretary provided a list of events needing to be approved for insurance purposes. Auxiliary events include: a Farm Bureau Banquet on March 28, 2022 and Pork & Sauerkraut Dinner on April 2, 2022. Fire Company events include: Breakfast on March 26, 2022; Easter Sunday Breakfast on April 17, 2022; Gun Bingo on April 23 and September 17, 2022. Fire Police events include: Easter Sunday Service at Kings Gap on April 17, 2022. Vice Chairman Sheaffer made a motion to approve the Fire Company Events as listed. Supervisor Ferrante seconded the motion. Motion approved.

PTVFC Chief Request – Fire Chief Doug Stum provided a letter requesting financial support in the 2023 Township budget to help purchase their new fire truck. He stated that this same letter will be presented to the surrounding Townships and local businesses that are provided services by the Fire Company. Chairman Tritt explained that they would not make any decisions until the Budget Workshop in the fall. Treasurer Manetta asked how much of the Warehouse Funds and Local Sales Tax (LST) given by the Township will be going toward the fire truck. Vice Chairman Sheaffer asked how much of each was recently given by the Township. Treasurer Manetta reported that the Fire Company received \$32,302.00 in LST, \$46,594.00 from the annual warehouse invoicing, and an additional one-time lump sum of \$52,000.00 from the initial 951 Centerville Road agreement. All totaling \$130,896.00. She stated that the Fire Company can expect to receive the same, if not a little more, from LST and the warehouse invoicing next year.

MHS Conveyor Installation at Penn Commerce – the Secretary reported that Paul Rampula from the Middle Department Inspection Agency stopped to let the Township know that the MHS Conveyor installation company has still not submitted the proper paperwork and permits for the second phase of the conveyor system in the FedEx building. She stated that this is at not fault of FedEx or Penntex, but that the onus is all on the MHS contracted company. Vice Chairman Sheaffer made a motion to have the Solicitor send a letter to the MHS Conveyor Installation company informing them that the Township is aware of this issue and that they need to complete the proper paperwork and permits immediately. Supervisor Ferrante seconded the motion. Motion approved.

HB McClure Work Order at the DJ Office – the Secretary reported that the office received another work order for the DJ Office HVAC and had concerns for the frequency of these work orders. She contacted the HB McClure Rep and was told that the contract includes quarterly inspections and that the current work order lists the issues found during the most recent quarterly inspection. It is a joint service contract between the Township and the County, as the Township owns the building and the County rents the building for the District Justice. Treasurer Manetta will take a look at the contracted work history and begin tracking all of the quarterly reports/invoices. Supervisor Ferrante made a motion to table this topic until the next meeting. Vice Chairman Sheaffer seconded the motion. Motion approved.

Advertise 550 Dump Truck – Chairman Tritt reported that the new 550 Dump Truck has been successfully delivered to Fred Beans Ford. He would like to advertise our current 550 Ford Dump Truck with snow plow and spreader on Municibid with bids to be opened at the April 21, 2022 Board of Supervisors meeting. Supervisor Ferrante made a motion to advertise the 550 Ford Dump Truck on Municibid. Vice Chairman Sheaffer seconded the motion. Motion approved.

Liquid Animal Waste Ordinance – the Solicitor presented a rough draft ordinance for review and discussion. He reported that there are currently no other Ordinances in the state of PA for this matter and that they may run into issues with Federal Trade Law or DEP standards. The Township received information from Representative Gleim and announced that Torren Ecker will be attending the March 17, 2022 Board of Supervisors meeting. After much discussion it was suggested to table further discussion to the next Board of Supervisors meeting. Chairman Tritt made a motion to table the discussion to the March 17, 2022 Board of Supervisors meeting. Supervisor Ferrante seconded the motion. Motion approved.

**\*\* Amended Agenda Item\*\*** I-83 Bridge Tolling Resolution – Secretary Wadel reported that she missed the I-83 Bridge Tolling Resolution on the current agenda, that it is a time sensitive item which should be addressed tonight, and will require a vote to be added in order to take action. Supervisor Ferrante made a motion to add the I-83 Bridge Tolling Resolution item to the March 3, 2022 Workshop agenda. Vice Chairman Sheaffer seconded the motion. Motion approved.

I-83 Bridge Tolling Resolution – the Solicitor provided a copy of the resolution and reported that the County Commissioners have requested support from all of the local Townships by also creating ordinances opposing the tolling of the I-83 South Bridge. Vice Chairman Sheaffer made a motion to approve Resolution 2022-13 Opposing the Pennsylvania Department of Transportation’s Tolling of the I-83 South Bridge. Supervisor Ferrante seconded the motion. Motion approved.

### **ADJOURNMENT**

Vice Chairman Sheaffer made a motion to adjourn. Supervisor Ferrante seconded the motion. Motion approved at 7:55p.m.

### **NEXT REGULAR MEETING**

*March 17, 2022*

Respectfully submitted,

Corrie Wadel  
Secretary