

**Penn Township Minutes**  
**Regular Meeting**  
**December 3, 2014**

The Penn Township Board of Supervisors held their regular meeting on Wednesday, December 3, 2014 at the Municipal Building, 228 Clifford Road, Selinsgrove, Snyder County, Pennsylvania. Chairman Fred Ulrich called the meeting to order at 7:00pm. Supervisors present: Fred Ulrich; Brenda Moyer; Jon Payne. Others present: Lynne Renn, Secretary/Treasurer; Isaac Ramer, Road Supervisor; Jim Geiswite, Asst. Zoning Officer; Jim Bathgate, Solicitor. Members of the Public: Kathy Ulrich; Gene Kreamer; Gary Griner; Darwin Swope.

**Pledge of Allegiance**

**Approval of Minutes**

Motion to approve minutes from November 5, 2014 by Jon Payne, Brenda Moyer second, all in favor.

**Public Comment**

**Persons Present to be Heard**

A report was presented by Gary Griner, representative from the DH&L fire company for the month of November, 2014 including Alarm Type, Staff Activity and Estimated Loss.

**Reports**

Isaac Ramer, Road Supervisor presented a monthly written report.

Dave Bowersox, Zoning Officer/Jim Geiswite, Asst. Zoning Officer Dave was not present/Jim in attendance. No written reports provided.

Lynne Renn, Township Secretary/Treasurer presented a monthly written report.

Fred Ulrich, Emergency Management Coordinator and Chairman had nothing to report.

Jim Bathgate, Solicitor presented additional information regarding the increase in Zoning Hearing fees. While the cost cannot include the cost of legal expenses or expenses relating to engineering, technical consultants, etc. it should include secretary compensation, notice and advertising costs and administrative overhead. Supervisors may wish to consider increasing the Zoning Hearing fee during 2015 reorganization.

Also discussed was repair of the damage to Fair Oak Road. The contractor has agreed to having the repair done next year when the weather is appropriate. Midstate to do the repairs and will directly invoice the contractor. Jim to follow up with contractor to get letter confirming repairs will be done.

**New Business**

The Final Riegel Sub-division Plan was reviewed. Concerns of the Board that must be addressed by the applicant are documentation that the existing driveway will be shared, a copy of the new deeds and proof that the plans were recorded. With these stipulations motion made to approve the approve the Final Riegel Sub-division Plan by Brenda Moyer, Jon Payne second, all in favor.

Motion made to sign the Riegel Sewage Planning Waiver by Jon Payne, Brenda Moyer second, all in favor.

Gene Kreamer approached the Board about possible improvements to the Foxboro Bed and Breakfast. The property itself is located in both Penn Township and Middlecreek Township. He questioned if this was something that should be brought before the Planning Commission and if they may need to request a Plan Development Waiver. Supervisors suggestion for Gene to attend a Planning Commission meeting, collect information and direction from them, and then present to the Supervisors.

Jim Bathgate would like to meet annually, early in the calendar year, with the active Zoning Officer and Asst. Zoning Officer. He would review hot topics, zoning issues and changes. Jim will prepare an agenda and then host general questions and discussion. All Supervisors thought this was a good idea.

Isaac Ramer brought to the Board's attention the fact that the same key is utilized for all padlocks both at East Snyder Park and some of the locks here at the Township property. There are individuals that have a key for ESP that should not have access to the Township. Requested for locks to be rekeyed so that different keys are used for each. New keys to then be distributed to individuals for rekeyed locks.

Brenda Moyer discussed the fact that there are multiple businesses in the Township that are not currently in compliance with Local Service Tax submission. She has pursued collection via phone calls but with no response. Additional measures for collection are permissible per Ordinance 07-09. Based on a list of delinquent employers provided by Brenda, Jim Bathgate will send correspondence to each requesting payment.

Resignation letters have been received from two of the three auditors, Jacque Crissman and Chris Kennawell. From the date of acceptance the Board has thirty (30) days to fill the vacancies. Lynne Renn to contact both auditors to confirm resignation effective date of 12-31-14. Motion made to accept the resignation of Jacque Crissman and Chris Kennawell effective 12-31-14 by Brenda Moyer, Jon Payne second, all in favor. Letters of interest to fill the vacated positions will be accepted.

The proposed 2015 budget was made available for public viewing for the required time. With no public comment being heard or received during that time, a motion was made to accept the 2015 budget by Jon Payne, Brenda Moyer second, all in favor.

### **Old Business**

A draft of Ordinance 14-05 Outdoor Hydronic Heater was presented for review. To allow time for review this was tabled until the next meeting.

\*\*Executive session was called at 7:50pm to discuss legal and liability issues. Meeting was reconvened at 8:31pm with no action taken.

### **Correspondence**

A letter was received from DH&L fire company with regards to potential safety issues with an already started gate installation at the driveway of a Penn Township resident. It was noted that to date the resident has not applied for a zoning permit for the structure. There will be no delays with permit approval after the application is completed as there are no zoning issues but will inform him of DH&L's

concerns. Zoning Officer, Dave Bowersox, to handle going forward as the Asst. Zoning Officer has personal connections to the situation.

Checks were presented for signing and reports distributed for review. Motion was made to approve the payroll and accounts payable checks as presented by Jon Payne, Brenda Moyer second, all in favor.

**Adjournment**

Motion made to adjourn the meeting by Jon Payne, Brenda Moyer second, all in favor. With no further business to discuss the December 3, 2014 meeting was adjourned at 8:49pm.

Respectfully submitted,  
Lynne Renn  
Township Secretary