

**Penn Township Minutes**  
**Regular Meeting**  
**February 4, 2015**

The Penn Township Board of Supervisors held their regular meeting on Wednesday, February 4, 2015 at the Municipal Building, 228 Clifford Road, Selinsgrove, Snyder County, Pennsylvania. Chairman Jon Payne called the meeting to order at 7:00pm. Supervisors present: Jon Payne; Fred Ulrich; Brenda Moyer. Others present: Lynne Renn, Secretary/Treasurer; Isaac Ramer, Road Supervisor; Jim Bathgate, Solicitor. Members of the Public: Kathy Ulrich; Chris Sheaffer, Larson Design Group; Glenda Ruch, SEDA-COG; Gary Griner, DH&L; Dave Herbert, GSVCC; Bob Garrett, GSVCC; Jan Ritter.

**Pledge of Allegiance**

**Approval of Minutes**

Motion to approve minutes as written from January 21, 2015 workshop by Brenda Moyer, Jon Payne second, Brenda Moyer and Jon Payne in favor, Fred Ulrich abstain.

**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 January 2015 including Alarm Type, Staff Activity and Estimated Loss.

A letter from Brandon Ulrich, DH&L Deputy Fire Chief was also presented and read to the Board commending our road crew for their assistance on January 26. Road crew employees working in the early morning hours on snow removal in the township heard the 911 center dispatch the fire department to a chimney fire on Fair Oak Rd. While that road is maintained by PennDOT our crew realized the road had not yet been cleared and responded to the area to assist. A sincere thank you was given to our guys for going above and beyond the call of duty.

Bob Garrett, President of the Greater Susquehanna Valley Chamber of Commerce (GSVCC) was present to introduce himself to the members of the Board. He is fairly new to that position and is looking forward to working closely with Penn Township in the future. He discussed the upcoming Thruway project and the pipeline to the Sunbury Generation Plant. While neither of these projects themselves is located in Penn Township, both have the potential to help grow the area. The Thruway project in particular will provide better access to Penn Township so the GSVCC is hoping to work closely with the Township and SIDCO to promote Pawling Station for business consideration and expansion.

Chris Sheaffer, Larson Design Group and Glenda Ruch, SEDA-COG representative, were present to discuss the CDBG Bake Oven Hill project. Chris has project bid information ready and informed the Board that all info will be available to interested contractors on their website, thus giving Larson a way to track anyone viewing the information. Public notice of project bid availability to be advertised as required. Motion to have job go out to bid on February 9, 2015 with all sealed bids to be opened at the March 4, 2015 Board meeting by Fred Ulrich, Brenda Moyer second, all in favor.

Glenda also stated that at some point in the near future discussion should be held to decide on possible projects for the 2015 CDBG funds.

**Reports**

Isaac Ramer, Road Supervisor presented his monthly written report.

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

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

Fred Ulrich, Emergency Management Coordinator and Chairman reported that roads have been plowed and kept open despite the volume and frequency of snow we have been receiving. Note to Isaac to make sure to check on the storm drains to keep them clean as well.

Jim Bathgate, Solicitor had nothing additional to report that was not already on the agenda.

**New Business**

Following are the sealed bids received with regard to the sale of the 1967 Massey Ferguson tractor and the 2009 Frontier finish mower, opened and read by Jim Bathgate.

<b><u>1967 Massey Ferguson tractor</u></b>		
<b>Name</b>	<b>Amount of bid</b>	<b>Notes</b>
Keith Ketchen	\$1,300.00	
Mahlon Boop	\$2,150.00	Joint bid for both items
Gaudino Bros., LLC	\$833.00	
Ken Reich	\$1,050.00	
Norman Straub	\$965.00	
Moyer Marine Sales, LLC	\$412.00	

<b><u>2009 Frontier finish mower</u></b>		
<b>Name</b>	<b>Amount of bid</b>	<b>Notes</b>
Mahlon Boop	\$2,150.00	Joint bid for both items
Gaudino Bros., LLC	\$169.00	Only interested if awarded tractor bid
Ken Reich	\$200.00	
Moyer Marine Sales, LLC	\$311.00	

Motion to sell both the Massey Ferguson tractor and the Frontier finish mower to Mahlon Boop at a total bid price of \$2,150 by Fred Ulrich, Jon Payne second, all in favor.

Final review of Ordinance 15-02 Outdoor Hydronic Heater completed. Motion made to adopt Ordinance 15-02 as presented by Brenda Moyer, Fred Ulrich second, all in favor.

Discussion held about the possible vacation of Old Route 11 & 15. Is the road being utilized? And if so, by whom and for what purpose? Are there any other use options available to those that may currently be using it? Additional research to be done and information gathered. No action to be taken at this time.

Discussion held about the possible vacation of Rudy Road. It is thought that the landowner, who owns the land on both sides of the road, is the only one that currently accesses this road. Additional research to be done and information gathered. No action to be taken at this time.

Chad Shaffer, on behalf of his client Jerry Hazelwood, submitted for an extension of the Hazelwood Subdivision Plan. The extension application letter received was only signed by Chad Shaffer, not Mr. Hazelwood. Motion made to approve the extension of the Subdivision Plan on condition that the application letter is signed by all applicants no later than February 24, 2015 by Brenda Moyer, Fred Ulrich

second, all in favor. If application letter is not signed by all applicants by said date the plan will be deemed denied.

Documentation presented for review involving the 2015 PennDOT Agility agreement. Motion made to have Jon Payne sign the agreement by Fred Ulrich, Brenda Moyer second, all in favor.

Form AG-385 Municipal Pensions and Fire Relief Program, which releases funding that Penn Township in turn forwards to DH&L Fire Company was completed by Lynne Renn. Motion made to have Jon Payne sign by Fred Ulrich, Brenda Moyer second, all in favor.

The Zoning Hearing Board has approached the Board about the possibility of appointing a different individual as the ZHB solicitor. Jim Bathgate presented the following information regarding the situation: 1) the ZHB appoints their own solicitor, 2) the extent of Township involvement is strictly payment to the solicitor and has no involvement in the appointment, 3) the ZHB may appoint anyone to the solicitor position as long as a) it is not the same individual appointed as the Township solicitor and b) the fee schedule to be charged is within the Township's budget. Motion made to rescind the appointment of Robert Cravitz as Zoning Hearing Board solicitor by Fred Ulrich, Brenda Moyer second, all in favor.

Pending review by the Township Board of presented fee schedule for prospective ZHB solicitor, the ZHB will appoint a solicitor at their next meeting.

Brenda Moyer informed the other Board members that she continues to have issues with printing from her computer. This has been an ongoing problem which is sometimes temporarily resolved by Brenda restarting her computer. Cornelius Heeren, C&D Services, submitted a quote for a similar printer including installation.

Other office equipment requested at this time was by Lynne Renn and was for the possible purchase of a scanner to be placed at her desk. Currently the only scanner in the office is hooked up to Brenda's computer which results in inefficiencies within the office. Cornelius Heeren also submitted a quote for an additional scanner, similar to the current one, for Lynne's desk.

As Mr. Heeren is a member of the Planning Commission Board it was felt that Brenda and/or Lynne should obtain additional quotes for both the printer and scanner prior to proceeding with possible purchase.

### **Old Business**

Brenda Moyer informed the Board that only two of the businesses that were sent delinquent Local Service Tax (LST) notices have responded. Jim Bathgate to send "2nd and final notice" letters to remaining delinquent businesses.

Isaac Ramer and Brenda Moyer previously met with representatives about the Municipal Winter Maintenance Agreement Program. This program would involve PennDOT paying the Township to provide winter maintenance to specific, agreed upon roads within the program. Once the contract is entered into the reimbursement rate does not decrease, but can be increased by PennDOT if they deem it an extreme winter. It is a 5-year contract but is renewable each year. There were multiple roads listed but the Township can pick and choose which roads they want to maintain. Also PennDOT uses a 50/50 salt and anti-skid mix while the Township uses a salt and cinder mix. Isaac is waiting on confirmation of the mix and gathering additional information. Further discussion tabled until additional information is obtained.

A letter detailing the possible implementation of annual dues being imposed by the Central Keystone Council of Governments (CK-COG) was again discussed. The proposed annual dues would be \$250 and would begin in 2016 if all 47 municipalities that belong to the COG approve. This fee is less expensive than the cost of the Township having our own code enforcer. Motion made to approve the proposed annual dues to the COG by Brenda Moyer, Fred Ulrich second, Brenda Moyer and Fred Ulrich in favor, Jon Payne opposed. Lynne Renn to inform CK-COG of the Board's decision.

### **Correspondence**

Lynne Renn presented to the Board the total 2014 monies received from clothing donations placed in the Community Aid bin. The Township is paid \$0.04/lb for all donations placed in the bin. As the year had progressed, awareness and donations had increased. The check received for the 1Q14 was \$8.80 and for the 4Q14 was \$120.00

**\*\*Executive session was called at 8:42pm. Meeting was reconvened at 9:14pm with no action taken.\*\***

It was announced at this time that there will be a workshop meeting held in two weeks on February 18, 2015 at 6:00pm.

Motion was made to begin the process to vacate Old Route 11&15 and Rudy Road by Fred Ulrich, Brenda Moyer second, all in favor.

Jim Bathgate will generate letters to residents and property owners that are affected and also draft an ad for the newspaper to advertise that there will be a public hearing on the vacation of these roads to be held prior to the March 4, 2015 scheduled meeting. Said hearing will be scheduled for 6:30pm on March 4, 2015.

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

### **Adjournment**

Motion made to adjourn the meeting by Fred Ulrich, Brenda Moyer second, all in favor. With no further business to discuss the February 4, 2015 meeting was adjourned at 9:23pm.

Respectfully submitted,

Lynne Renn  
Township Secretary