

## Penn Township Supervisor Workshop Minutes January 15, 2014

Chairman Fred Ulrich called the 1.15.14 workshop to order 6:00 pm, followed by the Pledge of Allegiance.

**Present included:** Chairman Ulrich, Vice-Chair Payne and Supervisor Moyer.

**Public Present:** Isaac Ramer and Jodi Ramer.

Discussion was held on numerous topics:

Old Colony Road Speed Study – results of LDG the speed study dated 12.20.2013 was discussed. On motion by Jon Payne, second Brenda Moyer and acclamation the following changes will be made on Old Colony Road:

1. Speed will be reduced on the eastern portion of Old Colony Road to 25mph. (between sharp curve west of Quarry Road and PA Route 204). Western portion will remain 40 mph.
2. Chevrons will be added to the turn.
3. New curve warning signs will be added, constructed of high-intensity retro-reflective fluorescent yellow sheeting.
4. New signs with 'S' type curve design appropriate to the turns will be added also of high-intensity retro-reflective fluorescent yellow sheeting
5. An ordinance will be enacted with the updated speed and supplied to PSP.

On motion by Jon Payne, second Brenda Moyer, acclamation Neil Smith was reappointed to the ESCRA Board.

On motion by Brenda Moyer, second Jon Payne, acclamation, Beth Kapsar was appointed as a township auditor.

General discussion whether to hire a CPA to do the annual township financial audit. Area firms will be contacted for cost.

Boardroom table and chairs – Staff will work on rearranging the boardroom to better fit the size table required, especially to handle the planning commission meetings. Speakers and PA system will go to garbage.

Tournament Fees – Definition of tournament per Penn Township – Organized play or activity where a fee is being collected from those groups choosing to participate. For groups and league sports who submit a user fee to Penn Township annually - a tournament fee would be in addition to annual user fee **IF** events are above and beyond normal activity expected under submission of User Agreement, the schedule submitted and additional fees are collected from participants.

With much discussion, lots of opinions, on motion by Brenda Moyer, second by Jon Payne, and acclamation, the tournament fees for 2014 will be set at \$250. \$200 as the fee and \$50 as a refundable deposit. This \$50 deposit would be refunded provided there is no damage; facilities used are left as found with all garbage collected and in the bins.

**Possibly set a refund time frame – 7 days?**

Community Service Worker – Resident requesting fulfilling a community service requirement of 24 hours here at the Penn Township building. Need paperwork from probation officer to proceed but all were in favor.

Clifford Road – Higher traffic volume and higher speeds had been noted on Clifford Road. On motion Brenda Moyer, second Jon Payne, acclamation the speed limit on Clifford Road will be reduced from 35 mph to 25 mph.

Hiring Additional Employees – on motion by Fred Ulrich, second Brenda Moyer, and acclamation, four part-time, at will, as needed applicants were hired; Dan Robatin, Freedom Ramer, Jackson Moyer and Chad Brandt.

Air Quality in the Office – Jerry Valentine shall be contacted to look into why fumes from the garage enter into the office area.

Enclosing Front of Building – Will work on ideas and prices and work into 2015 budget.

Holiday Pay – No discussion

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Ordinances – A draft Ordinance 2014 -01 Restricting Parking and Placing Property on or Along Township Roads following any Snowfall Emergency was presented for review. On motion Jon Payne, second Brenda Moyer, acclamation procedures will be followed for adoption. This ordinance will be added to each newsletter.

Radio Stations – WKOK and Big Country will be the radio stations contacted to also notify residents of parking restrictions etc, for a weather emergency. Restrictions will also be announced on the Township website.

PSATS Seminar – Information gathered from a recent PSATS Supervisor seminar was provided along with a list of follow-up questions that were sent to PSATS and the responses to those questions were included.

Tool Box –Road Supervisor, Isaac Ramer presented prices for a shop toolbox. On motion Jon Payne, second Brenda Moyer, acclamation a tool box will be purchased from Home Depot.

Effective Date Pay Increases – Pay increases are effective 1/5/2014.

Safety Meeting – A 2-hour safety meeting/luncheon will be held on Friday, January 17, 2014 for all available employees beginning at 12 noon.

Actual Use Report of State Funds – Actual Use Reports for year ending 2013 were signed by all.

Adjournment - On motion by Fred Ulrich, second Jon Payne, acclamation the January 15, 2014 workshop was adjourned at 7:25 PM.