

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

The Penn Township Board of Supervisors held their regular meeting on Wednesday, March 4, 2015 at the Municipal Building, 228 Clifford Road, Selinsgrove, Snyder County, Pennsylvania. Chairman Jon Payne called the meeting to order at 7:04pm. 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; Brenda Ernst; Sonja Sampsell; Shane Erdley; Lisa Weikel; Marc Terry; Karen Terry; Scott Hollenbach; Sandy Hollenbach; Pat Nace; John Nace; Chris Sheaffer, Larson Design Group; Max Gemberling; Darwin Swope; Gary Griner, DH&L.

**Pledge of Allegiance**

**Approval of Minutes**

Motion to approve minutes as written from the February 4, 2015 regular meeting by Fred Ulrich, Brenda Moyer second, all in favor.

Motion to approve minutes as written from the February 18, 2015 workshop meeting by Fred Ulrich, Brenda Moyer second, all in favor.

**Public Comment**

**Persons Present to be Heard**

Darwin Swope presented a Right to Know request to Lynne Renn, Township Secretary.

A report was presented by Gary Griner, representative from the DH&L fire company for the month of February 2015 including Alarm Type, Staff Activity and Estimated Loss.

**Reports**

Isaac Ramer, Road Supervisor presented his monthly written report. Chairman Jon Payne and resident Darwin Swope both commended Isaac on the excellent job he and the road crew have done this winter.

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 had nothing to report. Reports received from Scullin Oil Company are simply to be filed.

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 CDBG project for Bake Oven Hill. Noted that there should be two amounts with each bid, one for the base bid and the second with alternate specification. Bids to be opened and read by Jim Bathgate, solicitor.

<b>CDBG Bake Oven Hill project</b>		
<b>Name</b>	<b>Amount of base bid</b>	<b>Amount of alternate bid</b>
Bower	\$170,451.60	\$121,989.50
Eastern Industries	\$133,067.50	\$99,610.50
HRI Inc.	\$170,892.80	\$130,733.50

Motion to accept the Eastern Industries base and alternate bid subject to all conditions listed being met by Fred Ulrich, Jon Payne second, all in favor.

Max Gemberling was present to discuss his concerns about the intersection of Salem Road/University Avenue/Route 522. This intersection is near his residence. Mr. Gemberling reported he witnesses many accidents at this intersection and finds debris on his property from even more accidents than he sees. His biggest concern is that recently there was a fatal accident at this intersection and he is wanting something to be done.

This intersection has been an area of discussion for many years and this it certainly an ongoing issue. Multiple options were discussed for improving the safety of this intersection.

Motion to investigate the installation of a street light at this intersection by PP&L made by Fred Ulrich, Brenda Moyer second, all in favor.

Jim Bathgate to do additional follow-up by 1) drafting a letter to PennDOT and Rep. Keller to make them aware of the growing and continued concerns of Penn Township residents and 2) looking into a Right to Know request being submitted to PennDOT for any and all information, statistics and traffic studies that they may have regarding this intersection. Motion for Jim Bathgate to proceed with the above mentioned follow-up by Jon Payne, Fred Ulrich second, all in favor.

Darwin Swope also commented that the increase in accidents may have something to do with the fact that Route 522 runs east/west and high traffic times can correspond to the rising/setting of the sun thus making visibility even more difficult.

Motion to adopt Resolution 15-06 PennDOT Agility Agreement by Fred Ulrich, Jon Payne second, all in favor. This document was presented at the February 4, 2015 meeting for signing by Chairman Payne but the resolution was not done.

Tax Collector Ron Zeiders had requested that the Service Charge fee that he charges for doing a tax certification be raised from \$15.00 to \$20.00 to more closely mirror the fee charged by other local collectors. Motion made to adopt Resolution 15-07 Tax Collector Tax Certification Service Charge Fee which increases the fee to \$20.00 by Fred Ulrich, Brenda Moyer second, all in favor.

The 2015-2016 COSTARS Salt Agreement must be submitted no later than March 16, 2015. Amounts requested on last year's form had been a minimum of 300 tons and a max stockpile of 500 tons. These amounts worked well. Motion made to keep the amounts the same for the 2015-2016 season and for Lynne Renn to submit this request to COSTARS by Fred Ulrich, Brenda Moyer second, all in favor.

Secretary Renn would like to view a free webinar presented by PSATS entitled "20 Things Your Township Can Do Today to Save Money Tomorrow" which is being presented on May 13 from 12-1:30. All three supervisors thought it was a great idea.

Another presentation of the PSATS PMGA Administrative Course that Supervisor Moyer and Secretary Renn had tried to attend in 2014 is available in Enola on July 29, 2015 and they would like to attend. Cost is

\$125.00 per person. Motion made for both Brenda and Lynne to attend by Fred Ulrich, Jon Payne second, all in favor.

Road Supervisor Ramer would like to attend a PA One Call Locator Program on March 19 at the Econo Lodge in Shamokin Dam. Motion made for Isaac to attend by Brenda Moyer, Fred Ulrich second, all in favor.

The Zoning Hearing Board has approached the Board about the possibility of appointing a different individual as the ZHB solicitor. A proposed fee schedule to be charged was submitted by Robert Slivinski. Fees are within the Township's budget. Motion made to approve fee schedule for Robert Slivinski as Zoning Hearing Board solicitor by Brenda Moyer, Fred Ulrich second, all in favor.

The ZHB can appoint Atty. Robert Slivinski as their solicitor, if they want, at their next meeting.

A group that has reserved the softball fields for this spring had questioned whether that included reservation of the adjoining pavilion as well or if that would be a separate reservation and fee. Discussion held and point made that someone other than a 'field' group may want to reserve the pavilion even with the knowledge that a group(s) will be on the field(s). Reservations should remain separate to allow all individuals and groups accessibility.

The Township was approach by the Selinsgrove FFA about adopting a section of highway/road for garbage clean-up, similar to the state program. Discussion held. We will need to verify with our insurance carrier about coverage and also verify if Penn Township would be listed as a co-insured on the school insurance policy. Secretary Renn to research what items/supplies are provided by PennDOT with their program if it is feasible for the Township to provide similar items (vests, gloves, bags, etc.). Tabled until April 1, 2015 meeting.

The Township received information from Berkheimer Associates making available ACH payments of the Earned Income Tax directly into our bank account. The Township currently receives payment by check which in turn must be taken to the bank for deposit. ACH payment will reduce the need for trips to the bank and will also ensure safer and more timely payment. Secretary Renn would like to pursue. Motion made to approve ACH payment of Earned Income Tax payments from Berkheimer Associates into the General Fund account by Fred Ulrich, Brenda Moyer second, all in favor.

Additional office equipment needs were presented. When Jeff Kline, AMK Electric, was in the office for routine surveillance camera maintenance he suggested that the Township purchase an Uninterrupted Power Source (UPS) so that if the power goes off the cameras will continue recording. Motion made to purchase a UPS for the surveillance camera by Fred Ulrich, Brenda Moyer second, all in favor.

Also discussed was the disposal of the two old printers that were replaced with the new, color printer. If there is any kind of memory drive in either they are to be removed. After that Isaac Ramer is to take them to recycling.

When Mr. Tech was here to install the new, color printer they suggested all office computers have clean up work/virus scans done. When installing new printer software on the computers they noticed 'junk' on each of them. Their suggestion was for each of the towers, at separate times, be taken to their business for thorough scans and clean up. Shop around for additional prices.

### **Old Business**

No additional updates.

### **Correspondence**

The 2015 Bridge Inspection Schedule was received from PennDOT. There is one bridge within Penn Township that is on the schedule. It is the bridge over Wolf Run and is scheduled for inspection in late September.

**\*\*Executive session was called at 8:39pm. Meeting was reconvened at 9:04pm with legal issues discussed.\*\***

Motion made to table Ordinance 15-03 Rudy Road Vacation and Ordinance 15-04 Old Route 11&15 Vacation by Fred Ulrich, Brenda Moyer second, all in favor.

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 March 4, 2015 meeting was adjourned at 9:15pm.

Respectfully submitted,

Lynne Renn  
Township Secretary