

**PENN TOWNSHIP  
MINUTES  
November 6, 2013**

The Penn Township Board of Supervisors held their regular meeting on Wednesday, November 6, 2013 at the Municipal Building, 228 Clifford Road, Selinsgrove, Snyder County, Pennsylvania. Chairman Jon Payne called the meeting to order at 7:08PM following an Executive Session held to discuss legal issues. No action was taken. Supervisors present: Jon Payne, Fred Ulrich, William Moyer. Others present: Secretary/Treasurer Robin Bieber; Solicitor James Bathgate; Roadmaster Isaac Ramer Jr. Members of the Public: Kathy Ulrich; Brenda Moyer; Darwin Swope; Ken Estep, Tom Clark, Michael Volinskie, Leon Scholl, Christ United Methodist Church; Philip Gingerich, Central Insurers Group.

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES**

The minutes of the October 2, 2013 meeting were approved as presented upon motion by Bill Moyer, seconded by Fred Ulrich, and unanimously approved. The minutes from the October 16, 2013 workshop were approved as presented upon motion by Fred Ulrich, seconded by Jon Payne with Bill Moyer abstaining.

**PUBLIC COMMENT**

Darwin Swope presented a letter dated August 22, 2008 from Snyder County Sewage Code Enforcement (SCSCE) concerning the supposed discharge of wastewater to the ground surface on his property on Old Colony Road. This letter was followed by a letter from Penn Township dated August 28, 2008 stating that Fred Ulrich inspected this property and found no violations. Mr. Swope, concerned that he never received a retraction from SCSCE, requested a statement be issued on SCSCE letterhead stating that the original letter was fraudulent. The Supervisors stated that Penn Township has no authority over SCSCE and now has Dan Page as their Sewage Enforcement Officer. The Supervisors also offered to contact Dan Page to inspect Mr. Swope's property who could present his current findings in writing. It was noted that the Township's August 28, 2008 letter essentially 'null and voids' the SCSCE letter of August 22, 2008.

**PERSONS PRESENT TO BE HEARD**

Members of the Christ United Methodist Church were present asking for the release of their letter of credit with Northumberland National Bank which has a balance of \$138,584.14. After review of Engineer Robert Bickhart's report and the proposed improvements guarantee, motion was made by Fred Ulrich, seconded by Bill Moyer and unanimously approved, to release the Christ United Methodist Church letter of credit which has a remaining balance of \$138,584.14 conditioned upon the receipt of a signed copy of the improvements guarantee.

Philip Gingerich, Central Insurers Group, presented a Workers Compensation proposal for 2014 in the amount of \$13,205. It was noted that coverage in 2013 was \$24,788. After review, this issue was tabled until the next meeting.

**REPORTS**

Interim Roadmaster Roy Sauers provided a written report on recent activities.  
Brenda Moyer, Zoning Officer, provided a written report including 79 permits year-to-date.  
Robin Bieber, Township Secretary, had nothing to report.  
Emergency Management Coordinator Fred Ulrich had nothing to report.

## **PENN TOWNSHIP BOARD OF SUPERVISORS – MINUTES – NOVEMBER 6, 2013**

### **REPORTS - (cont'd)**

Chairman Jon Payne reported there will be a joint meeting on February 10, 2014 with Planning Commission, Supervisors, and Municipal Authority. It was noted that Planning Commission Chairman Dan Kuruna will officiate the meeting.

Solicitor Bathgate had nothing to report.

### **OLD BUSINESS**

The snowplowing agreement with Middlecreek Township was approved and signed upon motion by Fred Ulrich, seconded by Bill Moyer and unanimously approved.

The traffic/road study as presented by Larson Design Group at a cost of \$2000 was discussed. Fred Ulrich noted there are many problems on that road, and motioned to accept the Larson Design Group proposal subject to Solicitor James Bathgate's review. Motion died for lack of a second. A lengthy discussion ensued on possible solutions for the accidents and other dangerous issues on this road. After further discussion, Fred Ulrich again motioned to accept the Larson Design Group proposal subject to Solicitor James Bathgate's review. Jon Payne seconded the motion. Motion passed with Bill Moyer opposed.

Discussion was held on the motion made at the last meeting to require every plan to be subject to engineer review and require an escrow. After discussion, Fred Ulrich motioned to rescind his motion of October 2, 2013 regarding this requirement. Mr. Ulrich further motioned that this requirement shall be included in the next Sub-Division Ordinance revision, subject to Solicitor James Bathgate's review. Motion was seconded by Bill Moyer and unanimously approved.

### **NEW BUSINESS**

The 2014 Budget was tentatively adopted upon motion by Fred Ulrich, seconded by Bill Moyer and unanimously approved. The 2014 Budget is available for public inspection and is scheduled for final approval at the December 4, 2013 meeting.

The 2014 Meetings will be held the first Wednesday of each month with the exception of July 9, 2014 (second Wednesday) and workshops will be held the third Wednesday of each month as needed with the exception of July 23, 2014 (fourth Wednesday) upon motion by Fred Ulrich, seconded by Bill Moyer and unanimously approved. It was noted that regular meetings start at 7:00PM and workshops start at 6:00PM.

Fred Ulrich reported on an Executive Session held on October 23, 2013, intention of finalizing hiring a road master. Findings of the Executive Session - Isaac Ramer Jr was hired at an hourly wage of \$20.00/hr. Motion to accept by Jon Payne, seconded by Fred Ulrich and unanimously approved.

The Township office has been contacted by Snyder County GIS concerning Salem Manor Court and the fact that they are not compliant with the 911 requirements, stating there should be three names for the three roads instead of the current Salem Manor Court, which encompasses the entire park. Also, the numbers are not in consecutive order. Brenda Moyer and the park manager will be meeting with Snyder County GIS to resolve this issue.

After discussion of zoning permit requirements, no zoning permit will be required for maintenance/repair items such as siding or shingle replacement upon motion by Fred Ulrich, seconded by Jon Payne and unanimously approved.

Questions also arose concerning zoning permits and the cost of a project versus the value of a project. Penn Township currently uses value of the project to determine the cost of the permit, however problems arise when value is interpreted differently. Consideration of using a square footage formula was discussed. Solicitor James Bathgate will research this issue and Planning Commission will be contacted for a recommendation of a fee structure.

## **PENN TOWNSHIP BOARD OF SUPERVISORS – MINUTES – NOVEMBER 6, 2013**

### **NEW BUSINESS - (cont'd)**

The Township office has been informed that Trustmark, currently providing health insurance to the Township through PSATS, has dropped the Township's insurance effective December 31, 2013. PSATS has found another carrier and coverage will be identical however the rates will increase by 39%. Christine Kinney, independent health insurance broker, has been contacted for current rates from other carriers.

Resignation received from East Snyder Regional Recreation Authority (ESRRA) Board member Malcolm Fleming. Resignation was accepted with a heartfelt thank you upon motion by Fred Ulrich, seconded by Bill Moyer and unanimously approved. According to ESRRA, Scott Kerstetter has agreed to sit on this board. Upon motion by Fred Ulrich, seconded by Bill Moyer and unanimously approved, Scott Kerstetter was appointed to the ESRRA Board.

Solicitor James Bathgate presented the bid specifications for the garage ceiling replacement. After review, the invitation for bids for the garage ceiling replacement will be advertised upon motion by Fred Ulrich, seconded by Jon Payne and unanimously approved.

### **CORRESPONDENCE**

#### **PAYMENT OF ACCOUNTS PAYABLE AND PAYROLL**

Upon motion of Fred Ulrich, seconded by Jon Payne, and unanimously approved, the accounts payable and payroll was approved.

### **ADJOURNMENT**

Motion to adjourn was made by Fred Ulrich, seconded by Bill Moyer and unanimously approved. No further business to discuss, the November 6, 2013 meeting adjourned at 8:26PM.

Respectfully Submitted,

Robin Bieber,  
Township Secretary