

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
JANUARY 6, 2014

The Penn Township Public Safety Committee met on Monday, January 6, 2014 at 7:00 PM. Present were Chairman Prieber and Commissioners Klunk, Felix, Goldsmith and Heilman. Also present were Manager Garvick, Police Chief Laughlin, Fire Chief Cromer and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF MINUTES: The minutes of the December 2, 2013 public safety committee meeting were approved as submitted.

CITIZENS COMMENTS: None

HIRING LIST: Chief Laughlin requested permission to extend the patrolmen eligibility hiring list for an additional year. He stated that the consortium is not planning on conducting a test this year and there are still applicants available from the test that was approved last year. The committee recommended the civil service commission extend the patrolmen eligibility list for one more year. The promotion (Lieutenant's) list will expire later this year and Chief Laughlin is anticipating that the list will not need to be extended an additional year. It was noted that civil service took action at its last meeting to extend the firefighter eligibility list for an additional year.

5K EVENT: Chief Laughlin stated he received a request from a Christy Hughes to conduct a 5K event later this year utilizing the Hanover Trolley Trail. After some discussion the committee recommended that a policy be developed for these types of requests and events. The committee instructed Chief Laughlin to notify Ms. Hughes that if she held the event that it would not be sanctioned by the Township and she would be responsible for the safety of the participants.

CAPITAL IMPROVEMENTS: It was noted that the police department had requested an expansion of the evidence room in the five-year plan. It was suggested that the cost of those improvements be part of the borrowing anticipated in 2014. Manager Garvick reported that a walk through of the building was held prior to year-end for improvements that would need to be made to install the new security system. We should receive a quote within the next several weeks for these upgrades.

STREET PROJECTS: Manager Garvick provided an update on the Center Street Project and the Clover Lane signal project.

PUBLIC QUESTIONS FOR THE COMMITTEE: None

The meeting was adjourned at 7:34 p.m.

Respectfully submitted,

Kristina J. Rodgers, Township Secretary

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
FEBRUARY 4, 2014

The Penn Township Public Safety Committee met on Tuesday, February 4, 2014 at 7:45 PM following the Health and Sanitation meeting. The meeting was originally scheduled for February 3, 2014 but was postponed due to a snowstorm. Present were Chairman Prieber and Commissioners Klunk, Felix, Goldsmith and Heilman. Also present were Manager Garvick, Police Chief Laughlin, Administrative Assistant Rodgers, WWTP Superintendent Mahone, and Engineer Bortner. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF MINUTES: The minutes of the January 6, 2014 public safety committee meeting were approved as submitted.

CITIZENS COMMENTS: None

MEMORIAL DAY PARADE: Chief Laughlin stated that he received a letter from the Allied Veterans Council requesting permission to hold the annual Memorial Day parade on Monday, May 26, 2014 at 8:30 AM. The route will be the same as in previous years. The Committee recommended approving the request.

5K EVENT: Chief Laughlin stated that he received additional information regarding the 5K event and that they would not be holding it on the Hanover Trolley Trail. Instead they would be utilizing the same route as last year. Chief Laughlin noted that officers will be made aware of the event and make extra patrols at that time. Ms. Hughes has been notified that fire police would not be available for them to utilize during the event.

FACEBOOK ACCOUNT: Chief Laughlin requested permission to establish a facebook account for the police department to disseminate information to the public about current road closures, snow emergencies and community events. Chief Laughlin stated that it will be set up not to accept comments. The Committee recommended approving an account with protocols that only the Chief of Police and the Lieutenant have access to update the site.

4TH OF JULY FIREWORKS: Manager Garvick reported that Fire Chief Cromer informed him that Hanover Borough lost their location to hold the annual fireworks display on July 4th. He was wondering if the Commissioners had a problem with suggesting the old airport property. The Commissioners' only concern was with liability and recommended contacting our insurance carrier on what insurance coverage the Township had for the event. Before committing, the commissioners will wait to hear a request from the development group that owns the airport property.

PUBLIC QUESTIONS FOR THE COMMITTEE: None

The meeting was adjourned at 8:00 p.m.

Respectfully submitted,
Kristina J. Rodgers, Township Secretary

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
MARCH 3, 2014

The Penn Township Public Safety Committee met on Monday, March 3, 2014 at 7:00 p.m. Present were Chairman Prieber and Commissioners Klunk, Felix, Goldsmith and Heilman. Also present were Manager Garvick, Police Chief Laughlin, Fire Chief Cromer and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: Commissioner Prieber read the announcement of the executive session held following the Board of Commissioners meeting on February 17, 2014. Commissioner Felix announced an executive personnel session would be held following the finance committee meeting.

APPROVAL OF MINUTES: The minutes of the February 4, 2014 public safety committee meeting were approved as submitted.

CITIZENS COMMENTS: None

FIRE DEPARTMENT PURCHASES: Chief Cromer provided a price quote for the purchase of a desktop computer to be used by the career firefighters to submit their state reports. This computer would be placed at the volunteer station, which currently owns all the computers. Chief Cromer is proposing purchasing the computer for \$1,269 from Phase III technologies, the computer company utilized by the volunteer fire department. The new computer will be connected to the volunteer fire company's server. Chief Cromer would also like to purchase thirty batteries for the Macomm radios. This would be a cost of \$2,160 for all of the batteries. The Committee agreed to allow Chief Cromer to purchase these items.

GOLD'S GYM 5K: Chief Laughlin received a request from Gold's Gym to conduct a 5k run on June 8, 2014 through the Thornhill and Hickory Hills developments. Mike Rabine was present to discuss the request and provided a map of the route. He stated that he has contacted the presidents of both home homeowners' associations to inform them of the event and all the residents would be notified. The committee would not sanction the event, stating that it would be held at their own risk and they would be responsible for the safety of the participants.

HANOVER TROLLEY TRAIL: Manager Garvick provided information from the York County Rail Trail Authority about what they require from an applicant in order to utilize the trail for an organized event. After a brief discussion, the committee recommended not sanctioning any event on the trail. The committee agreed that, should there be sanctioning of any event, there should be rules and regulations in place. However, at this point the consensus was that the trail is for public use and can be used by anyone as long as they don't violate the basic trail regulations.

YORK COUNTY RADIO SYSTEM: Manager Garvick reported that the County of York recently approved \$27M for a modification of the county radio system. The Middle Class Tax Relief and Job Creation Act of 2012 require agencies using the T-Band spectrum to vacate those frequencies. Our police and fire companies switched from analog to digital systems in 2008 and 2009 but the frequencies used by the current system, 500-512 MHz, will no longer be available, as they will be auctioned off to other users. In the northeast portion of the country there is a shortage of frequencies and that is why they are being reassigned. The theory is that the resale of the frequencies will provide revenue to help offset the cost of purchasing and providing the new

system. The new system will operate in the 700 MHz range. Eric Bistline indicated that the County is moving quickly because they fear that if they don't there won't be any frequencies available down the road.

This means the county will have to replace all the portable, mobile and base radios that were purchased and provided to fire and police between 2008 and 2009. The Township's public works departments, including all the wastewater radios, are not affected as we chose to keep the 45MHz frequency and not replace those radios due to the high cost. This meant, however, that interoperability with public works disappeared with the new system. There is no way we can contact them and police and fire cannot monitor the public works frequency. To do so would require multiple radios. This is not practical because of the cost and lack of space in the vehicles in order to support multiple radios. To help with this situation the public works director was issued a portable radio to allow him to maintain communications with fire and police. The County has no plan to provide any additional public works radios in the new system, which I think is a huge mistake. The cost to include radios for public works would be \$100 per year for each radio plus the cost of the radio itself, somewhere between \$1100-1300. There is also no plan to replace any pagers.

The County must, in addition to replacing the radio frequency, replace the antennas. The cost to change all end user radios countywide is \$10M. They will replace every portable, mobile and base unit purchased under the original procurement. They will also replace any additional radios purchased subsequently from Harris, Motorola or any qualified vendor on the County's list. How the swap will occur and what will become of the old radios is unclear at this point. We do know that Lancaster County is getting ready to implement a radio system in the same T-band spectrum that we are abandoning. Perhaps there would be a market for our discarded units here or somewhere else.

The project is not scheduled for completion until 2017 but the commissioners should be kept apprised of the situation.

FIRE INSPECTIONS: The Fire Chief, Township Manager and the Public Safety Committee will meet on March 4, 2014 to review the fire inspection policy.

The meeting was adjourned at 7:27 p.m.

Respectfully submitted,
Kristina J. Rodgers, Township Secretary

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
APRIL 7, 2014

The Penn Township Public Safety Committee met on Monday, April 7, 2014 at 7:00 p.m. Present were Chairman Prieber and Commissioners Klunk, Felix, Goldsmith and Heilman. Also present were Manager Garvick, Police Chief Laughlin, Fire Chief Cromer and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: Commissioner Felix announced an executive personnel session was held following the Health and Sanitation Committee meeting and one would be held following the Finance Committee meeting.

APPROVAL OF MINUTES: The minutes of the March 3, 2014 public safety committee meeting were approved as submitted.

CITIZENS COMMENTS: None

RECORDS FOR DESTRUCTION: Chief Laughlin reported that he would like to have several boxes of old records destroyed. A resolution has been prepared reflecting those documents. The Committee recommended adopting at the next Board of Commissioners meeting.

VNA 5K RUN/WALK: The Committee received a request dated March 12, 2014 from the VNA to conduct a 5k run/walk on September 6, 2014. The Committee will not approve these requests but will have Chief Laughlin send a letter explaining what the organizers of the event need to do.

PROVIDENCE COMMUNITY CHURCH: The Committee received a request dated March 28, 2014 from the Providence Community Church requesting permission to conduct a 5k walk on June 21, 2014. The Committee will have Chief Laughlin send a similar letter explaining what they need to do.

ACTIVE SHOOTER TRAINING: The Penn Township Police Department will be taking part in active shooter training exercise during the summer. The costs for the overtime will be paid for a reserve account.

BARNHART DRIVE TRAFFIC STUDY: Chief Laughlin reported that there have been problems with the parking of trucks at Schindler Elevator along Barnhart Drive. He conducted a traffic study and found that no parking should be designated along the curve on Barnhart Drive in front of Schindler and just before and after their property. The Committee recommended approving the installation and an ordinance would be prepared for adoption at the next Board of Commissioners meeting.

POLICE INTERN: Chief Laughlin stated that he is planning to offer Shay Stremmel an internship for the summer. Mr. Stremmel attends Shippensburg University and will graduate this year.

The meeting was adjourned at 7:17 p.m.

Respectfully submitted,
Kristina J. Rodgers, Township Secretary

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
MAY 5, 2014

The Penn Township Public Safety Committee met on Monday, May 5, 2014 at 7:00 p.m. Present were Chairman Prieber and Commissioners Klunk, Felix, Goldsmith and Heilman. Also present were Manager Garvick, Police Chief Laughlin, and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: Commissioner Prieber read the announcement of the executive session held following the Board of Commissioners meeting on April 21, 2014. Commissioner Felix announced an executive personnel session would be held following the finance committee meeting.

APPROVAL OF MINUTES: The minutes of the April 7, 2014 public safety committee meeting were approved as submitted.

CITIZENS COMMENTS: None

WHISPERING RUN BLOCK PARTY: The Committee received a request dated April 14, 2014 to close a portion of Tyler Drive for a neighborhood block party. Betty Wentz, 7 Boulder Road, and Greg Fream, 28 Tyler Drive, represented this request. After some discussion the Committee would not sanction the closing of any Township road for an event. It was suggested that if they hold the event they make sure that all traffic could pass through the street. Mrs. Wentz would provide her contact information to the police chief in case of any emergencies.

POLICE OFFICER OF THE YEAR: Chief Laughlin requested that the Board of Commissioners present the 2013 Police Officer of the Year award to Patrolman Travis Shearer at the next Board of Commissioners meeting.

CAN-AM GAMES: Chief Laughlin stated that the 2014 Can Am games were going to be held in York County this summer. He will be sending officers to the events being held at Codorus State Park, representing the department.

The meeting was adjourned at 7:23 p.m.

Respectfully submitted,
Kristina J. Rodgers, Township Secretary

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
JUNE 2, 2014

The Penn Township Public Safety Committee met on Monday, June 2, 2014 at 7:05 p.m., following a special meeting of the Board of Commissioners. Present were Chairman Prieber and Commissioners Klunk, Felix, Goldsmith and Heilman. Also present were Manager Garvick, Police Chief Laughlin, Fire Chief Cromer and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF MINUTES: The minutes of the May 5, 2014 public safety committee meeting were approved as submitted.

CITIZENS COMMENTS: None.

FIRE COMMISSIONERS GRANT: Chief Cromer stated that he has applied for a grant to purchase computers and equipment for the Township Fire Department. The equipment will be used to for fire inspections being conducted by the department.

REUNIFICATION DRILL: Chief Laughlin reported that an emergency drill was conducted on May 23, 2014. He explained that 500 students were evacuated and bussed from the West Manheim Elementary School to the South Western Middle School. The following day there was an evaluation meeting held to discuss the drill and come up with ways to improve the response times. Chief Laughlin commented that it was entirely successful and everyone benefited from the exercise.

AWARDS: Commissioner Goldsmith noted that Officer John Carbaugh received an award from the South Western School District for his work with the students.

The meeting was adjourned at 7:20 p.m.

Respectfully submitted,
Kristina J. Rodgers, Township Secretary

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
JULY 7, 2014

The Penn Township Public Safety Committee met on Monday, July 7, 2014 at 7:00 p.m. Present were Chairman Prieber and Commissioners Klunk, Felix, Goldsmith and Heilman. Also present were Manager Garvick, Police Chief Laughlin, Fire Chief Cromer and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: Commissioner Felix announced an executive session was held following the health and sanitation committee meeting on July 1, 2014 to discuss personnel issues.

APPROVAL OF MINUTES: The minutes of the June 2, 2014 public safety committee meeting were approved as submitted.

CITIZENS COMMENTS: None.

NIGHT OUT: Chief Laughlin stated that Officer John Carbaugh is planning the Hanover Night Out for August 5, 2014 from 6:00 p.m. to 8:30 p.m. at the South Western High School.

CROP WALK: The committee received a request from the Hanover Council of Churches to conduct the annual Crop Walk on October 19, 2014. After some discussion about prior events the committee recommended approving the request if the group needs to utilize the fire police.

5K RUN/WALK: The committee received a request from the MDA to conduct a run/walk on October 18, 2014. The committee will not approve or deny the request but the Chief of Police is to send a letter informing the organization that they are responsible for the participant's safety.

YMCA HALF-MARATHON: The committee received a request on behalf of the YMCA to conduct a half-marathon in October 2015. A preliminary route was provided. Chief Laughlin stated that he did not have any additional information but he would be attending a meeting in several days to discuss the details.

POLICE CRUISER: Chief Laughlin reported that Car 19 is being repaired as a result of an accident.

YORK STREET AND CENTER STREET: Chief Laughlin reported that the signal at York and Center Streets would be activated soon but there are concerns about truck traffic. The Township would like to keep tractor-trailer traffic from entering Center Street from York Street and instead have them utilize the Wilson Avenue entrance. Manager Garvick will contact PennDOT about the concerns.

TREES AND SHRUBS: It was noted that there are trees and shrubs growing at several intersections causing problems with sight distance. Two specifically mentioned were Clover/Baltimore and Windsor/Grandview. Property owners will be contacted about trimming back the growth.

FIRE TRUCK: Chief Cromer reported that one of the fire trucks was involved in an accident several weeks ago and had to be sent to the manufacture for repairs because the front part of the frame is bent.

AGGRESSIVE DRIVING: Chief Laughlin reported that the department will be participating in an aggressive driving enforcement campaign over the next several weeks.

RESOURCE OFFICER: The committee received the report regarding the resource officer for the 2013-2014 school year. The Committee agreed to continue the program for the 2014-2015 school year but will review prior to approval of the 2015-2016 school year.

DUTCH COUNTRY: The committee received a request from the Dutch Country Restaurant about reconstructing the adjacent Cremer-Ziegler lot and converting it into parking. A new rear entrance to the lot would be provided as well as installing steps for the employees to access the restaurant. The committee recommended that a land development plan would not be needed because there would be no additional impervious area created as a result of the paving.

The meeting was adjourned at 7:32 p.m.

Respectfully submitted,
Kristina J. Rodgers, Township Secretary

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
AUGUST 4, 2014

The Penn Township Public Safety Committee met on Monday, August 4, 2014 at 7:00 p.m. Present were Chairman Prieber and Commissioners Klunk, Felix, Goldsmith and Heilman. Also present were Manager Garvick, Police Lieutenant Hettinger, Fire Chief Cromer and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: Commissioner Felix announced an executive session was held prior to the Public Safety meeting and an executive session will be held following the Finance Committee meeting. Commissioner Prieber read the announcement of the executive session held following the Board of Commissioners meeting on July 21, 2014.

APPROVAL OF MINUTES: The minutes of the July 7, 2014 public safety committee meeting were approved as submitted.

CITIZENS COMMENTS: None.

YORK/CENTER STREETS: Lt. Hettinger reported that the traffic signal at the intersection of York Street and Center Street was not yet operational. PennDOT is reviewing the amended signal permit allowing us to post the intersection for no truck turning on both Center Street and York Street. The signs have been delivered and will be installed by the developer prior to the signal being energized.

YMCA HALF-MARATHON: Gary Laird, Hanover Chamber, Adam Wildasin, and Jim Sponaule were present to discuss the half-marathon being proposed by the YMCA for the fall of 2015. Mr. Laird stated that the event was being held to attract people to the Hanover Area and they are anticipating that the event will grow each year with 100 to 150 participants in 2015 and up to 500 participants in future years. The funds generated will go to a charitable organization. The route will begin and end at the YMCA and would be utilizing the rail trail. They have been in discussions with the police and fire departments about assisting them to help at intersections. They wanted to be aware of the costs associated with the services to include in their budget. The committee discussed the request and indicated it is going to follow the policy established, that is, the Township will not provide police and fire police personnel for traffic control for these events. It would be the responsibility of the event organizer to provide for the safety of the participants.

SOUTH WESTERN BAND BOOSTERS: The committee received a request dated July 17, 2014 from the South Western Band Boosters requesting use of the barricades and fire police for their band competitions being held on September 27, 2014 and October 25, 2014. The committee recommended approving the request.

MOBILE DATE COMPUTER UPGRADE: Lt. Hettinger reported that the modems being used by the officers in the police cars have become outdated and slow to respond. There is a proposal to eliminate one modem and upgrade the other modems at a cost of \$357 the first year with additional costs in subsequent years. Chief Laughlin will provide additional information at a future meeting.

ENGINE 49-1: Chief Cromer reported that the fire truck damaged when it was struck by another vehicle on June 21, 2014 has been sent back to the manufacture for repairs. The anticipated cost is \$70,588, which does not include repairs to the frame, which will be reviewed later. The deductible should be covered by the insurance of the person who hit the truck. It is anticipated that it will take three months to fix.

The meeting was adjourned at 7:20 p.m.

Respectfully submitted,
Kristina J. Rodgers, Township Secretary

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
SEPTEMBER 2, 2014

The Penn Township Public Safety Committee met on Tuesday, September 2, 2014 at 7:00 p.m. Present were Chairman Prieber and Commissioners Klunk, Felix, Goldsmith and Heilman. Also present were Manager Garvick, Police Chief Laughlin, Fire Chief Cromer, Zoning Officer Swanner, Engineer Bortner, WWTP Superintendent Mahone, Assistant Manager Rodgers and Administrative Assistant Miller. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF MINUTES: The minutes of the August 4, 2014 Public Safety Committee meeting were approved as submitted.

CITIZENS COMMENTS: None.

HAWK HUSTLE 5K: The Committee received a request dated August 22, 2014 from the Hanover Athletic Booster Club requesting permission to hold the 5th annual hawk hustle on November 15, 2014. Chief Laughlin reported that they are using the same route as in previous years. Chief Laughlin reported that he has prepared his letter stating that the participant safety is up to the sponsoring organization and the Committee recommended that he send the letter.

TRICK OR TREAT: The committee recommended setting Trick or Treat for Tuesday, October 28, 2014 from 6:00 p.m. to 8:00 p.m.

HALLOWEEN PARADE: The committee received a request dated August 12, 2014 from the Hanover Jaycees to conduct the annual Halloween Parade on Thursday, October 30, 2014 from 7:30 p.m. to approximately 10:00 p.m. The rain date is November 3, 2014. The route will be the same as in previous years. The committee recommended approving the request.

YORK COUNTY QUICK RESPONSE TEAM: Chief Laughlin received a request for a contribution for the York County Quick Response Team. He reported that we currently give a \$500 donation and have an officer participate on the team. The committee recommended including the \$500 donation in the 2015 budget.

MOBILE DATA COMPUTER UPGRADE: Chief Laughlin reported that the computers in the patrol vehicles have become slow and difficult to use. He contacted York County who has provided a quote on upgrading the modems. The quote provided two options for the purchase of new modems that may or may not correct the current problems. After some discussion the committee recommended purchasing one modem to see if it will work before committing to purchasing the additional five. The Committee will ratify the decision and approve the amended agreement at the next Board of Commissioners meeting.

PROBATIONARY PERIOD: Chief Laughlin reported that Sergeant Gartrell's probationary period will be complete in October and is anticipating making the appointment to sergeant at the October meeting unless there are extenuating circumstances.

The meeting was adjourned at 7:20 p.m.

Respectfully submitted,
Melissa A. Miller
Administrative Assistant

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
OCTOBER 6, 2014

The Penn Township Public Safety Committee met on Monday, October 6, 2014 at 7:00 p.m. Present were Chairman Prieber and Commissioners Klunk, Felix, Goldsmith and Heilman. Also present were Manager Garvick, Police Chief Laughlin, Fire Chief Cromer, Assistant Manager Rodgers and Administrative Assistant Miller. The following items were discussed:

ANNOUNCEMENTS: Commissioner Prieber read the announcement of the executive session held following the Board of Commissioners meeting on September 15, 2014. Commissioner Felix announced an executive session will be held following the Finance Committee meeting.

APPROVAL OF MINUTES: The minutes of the September 2, 2014 Public Safety Committee meeting were approved as submitted.

CITIZENS COMMENTS: None.

NEW ACCESS CONTROL SYSTEM: Assistant Manager Rodgers along with Jim Baumgardner reviewed the bid information for the access control system. Meetings were conducted with the two lowest bidders and both software systems met the specifications. Reference checks were conducted, each with favorable responses from municipalities currently using Select Security. Their control system would be able to accommodate cameras, additional building access and gate control, all within one system. The Committee recommended awarding the bid to Select Security.

SPCA AGREEMENT: Assistant Manager Rodgers reported that the SPCA agreement has been received and she recommended approving the agreement at the next Board of Commissioners meeting. There are no changes in the agreement with regards to conditions or fees. The Committee recommended approving the agreement.

ANIMAL CONTROL AGREEMENT 2015: Manager Garvick reviewed the two animal control agreement proposals received. There were no significant changes with the current contractor, Klugh Animal Control Services. The second proposal from Mary Harris Animal Control Services was slightly cheaper. However she is located in northern York County, the travel distance raised a concern for efficient service. Assistant Manager Rodgers noted that the Return to Owner Fees are taken off of the animal control invoices, they are not received separately as a revenue item. This line item will be removed from the 2015 budget. After discussion and favorable assessments of our current contract, it was recommended to remain with Klugh Animal Control Services. The Committee recommended approving the contract.

SAINT JOSEPH PARISH: The Committee received a request dated September 19, 2014 from Saint Joseph Parish requesting to have school zone signs placed along the 5000 corridor of Grandview Road adjacent to the church school. Daniel Ernst was

present to discuss the request. Saint Joseph currently has three school grades with 70 students attending classes. They are looking to close their Baltimore Street school and expand their Grandview Road location. They feel signs may help alert motorists to their proximity of the school and in turn would use extra caution while driving. Chief Laughlin noted this section of Grandview Road receives between 2300-2500 travelers a day. It was suggested to check with Penn Dot to see if a traffic study will need to be completed and what school signs are allowed to be posted. The Committee recommended installing signs along Grandview Road.

1600 BLOCK BAER AVENUE: Chief Laughlin received an email from a resident along Baer Avenue pertaining to speeding near Emory H. Markle Middle School. There are no sidewalks or crossing lanes for the students who are walking along that area of road. This area has moderate traffic during the morning and afternoon. It was suggested to check with Penn Dot to see what student/pedestrian crossing signs can be placed to alert motorists to slow down. The Committee recommended installing signs along Baer Avenue.

NEW COURT POLICY YORK COUNTY: Chief Laughlin received an email on August 14, 2014 from the York County District Attorney's office regarding Judge Kelley's new policy wherein officers scheduled to appear at trial will now need to also appear before Judge Kelley the first Monday before the trial begins to confirm their availability for the trial. This could impact overtime, to date only one officer has had to submit for overtime.

OFFICER BERWAGER: Chief Laughlin reported that Patrolman Berwager's probationary period will be complete in November. He has been an outstanding patrolman and excellent addition to the police force. The Committee will recommend appointing to non probationary status in November.

SUTPHEN FIRE TRUCK REPAIR: Chief Cromer reported the fire truck frame has been repaired at the straightening shop and is being uprighted. The fire truck should be ready to be returned in approximately 4-6 weeks. The repair estimate came in lower than originally proposed. He is going to have the annual pump test completed on the truck before it is returned to the fire department.

SCHINDLER ELEVATOR: Chief Laughlin received an email request on October 6, 2014 from Schindler Elevator requesting temporary parking changes along Industrial Drive on October 18, 2014, in case there is a need for overflow parking for their scheduled open house. The Committee declined the request.

The meeting was adjourned at 7:32 p.m.

Respectfully submitted,
Melissa A. Miller
Administrative Assistant

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
NOVEMBER 3, 2014

The Penn Township Public Safety Committee convened on Monday, November 3, 2014 at 6:55 p.m. following a finance committee meeting to discuss the 2015 Budget. Present were Chairman Prieber and Commissioners Klunk, Felix, Goldsmith and Heilman. Also present were Manager Garvick, Police Chief Laughlin, Fire Chief Cromer, Assistant Manager Rodgers and Administrative Assistant Miller. The following items were discussed:

ANNOUNCEMENTS: Commissioner Prieber read the announcement of the executive session held following the Board of Commissioners meeting on October 20, 2014. Commissioner Felix announced an executive session will be held following the Finance Committee meeting.

APPROVAL OF MINUTES: The minutes of the October 6, 2014 Public Safety Committee meeting were approved as submitted.

CITIZENS COMMENTS: None.

BREEZWOOD DRIVE STUDY: Chief Laughlin discussed the current no parking traffic study being conducted on Breezewood Drive from the church parking lot south to the bridge. Currently there is parking on both sides of the street creating congestion and travel hazards for motorists and residents. The police department is looking for a favorable result from the study to limit parking to one side of the street. Chief Laughlin stated the study would be available for the next Public Safety meeting.

OFFICER BERWAGER: Chief Laughlin reminded the committee that Patrolman Berwager's probationary period is ending. His evaluations have been exceptional and he has been a good addition to the department. The Board of Commissioners will consider approving his probationary status to non probationary status at the next meeting.

THANK YOU LETTER: Chief Laughlin shared a thank you letter received from Northern York County Regional Police for the department's participation in the Spring Grove Critical Incident Response Exercise on September 26, 2014.

STREET LIGHTS – HIGH POINTE @ ROJEN FARMS: Manager Garvick presented a resolution for Met-Ed to add additional street lights to the High Pointe @ Rojen Farms development. These are the lights that were not installed per the approved subdivision and land development plan and held up the dedication of the streets. The Committee recommended approving the resolution.

CIVIL SERVICE REGULATION CHANGE: Manager Garvick stated that Police Chief Laughlin approached him about changing the Civil Service regulations with regards to hiring of police officers. The current process requires the applicant to pass a polygraph

test before a job offer is made. The change would require the job offer to be made first and the polygraph to be conducted with the physical and psychological evaluations. Section P-401 will be amended to remove the polygraph from line item five and add it to line item seven. The paragraph in section P-409 referencing polygraphs will be removed. The committee will forward the recommended changes to the Civil Service Commission.

SOUTH WESTERN SCHOOL DISTRICT BUDGET: Manager Garvick was contacted by South Western School District about the cost for the "resource officer" for the 2015-2016 school year. The Township currently receives \$16,000 for Patrolman Carbaugh's work at the school. He generally works 2 days a week, 7 hours per day. The committee would like an hourly salary that reflects the actual Township expenses incurred by having Patrolman Carbaugh onsite at the school. Assistant Manager Rodgers will calculate the costs and report back to the committee.

PARK FLAGS: Assistant Manager Rodgers received a request to replace a torn American flag at the community park. She recommended since the parks are closed for the season we turn off the electric and remove the flags until spring. Since the township purchases the flags for the parks, it was suggested to contact our local representatives' offices to see if they would have flags available for the township. The Committee recommended turning off the electric and removing the flags until spring.

TRICK OR TREAT: Commissioner Goldsmith commended the Township Police and Fire Departments for their work during the Halloween Parade and the recent Trick or Treat night.

The meeting was adjourned at 7:11 p.m.

Respectfully submitted,
Melissa A. Miller
Administrative Assistant

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
DECEMBER 1, 2014

The Penn Township Public Safety Committee met on Monday, December 1, 2014 at 7:00 p.m. Present were Chairman Prieber and Commissioners Klunk, Felix, Goldsmith and Heilman. Also present were Manager Garvick, Police Lieutenant Hettinger, Assistant Manager Rodgers and Administrative Assistant Miller. The following items were discussed:

ANNOUNCEMENTS: Commissioner Prieber read the announcement of the executive session held following the Board of Commissioners meeting on November 17, 2014. Commissioner Prieber announced that an executive session was held following the Finance Committee meeting on November 25, 2014.

APPROVAL OF MINUTES: The minutes of the November 3, 2014 Public Safety Committee meeting were approved as submitted.

CITIZENS COMMENTS: None.

BREEZEWOOD DRIVE STUDY: Lieutenant Hettinger discussed the results of the no parking traffic study conducted on Breezewood Drive from the church parking lot south to the bridge. Based on the study, there will be no parking established from the alley to the bridge on the church side of the street. Since this change may cause congestion on neighboring side streets, the Committee asked for a study to be conducted between Hufnagle Drive and Park Street. Following the study, the Committee will make a recommendation for adoption.

ACT 139 of 2014: Lieutenant Hettinger discussed the Good Samaritan Law that was recently adopted. This law would allow the police department to administer naloxone when an individual appears to be having an opioid overdose. Lieutenant Hettinger reviewed an agreement with the Township EMS concerning the ability to obtain and the use of naloxone. The current cost is \$25.00 per dose, with the recommendation of having 2 doses readily available in each police department vehicle. Free online training is required for each police officer. The York County District Attorney's Office is offering police departments to receive the initial doses from them since they can purchase a bulk amount cheaper than the individual departments. There are concerns how the drug has to be stored and how long it is effective. There was discussion pertaining to civil liability and internal policies that will need to be written. The Committee recommended 4-1 to contact our solicitor pertaining to liability questions and to have the officers begin the free online training.

PENN STATE THON: Lieutenant Hettinger noted Penn State will be soliciting for their annual Thon in the area on December 6 and 7, 2014.

SOUTH WESTERN SCHOOL DISTRICT: Barbara Rupp, South Western School District Superintendent, addressed the Committee pertaining to the increase fees

requested for Officer Carbaugh's service at the school district. The district is not able to pay the increase. The district relies heavily on Officer Carbaugh and does not want the relationships established with the students and administration to dissolve. Possible step increases, fundraisers and asking the school PTO's for donations were discussed as possible alternatives to funding the officer. The Committee will revisit the request for reimbursement since the costs are for the 2015 - 2016 school year.

CENTER STREET: Lieutenant Hettinger made the Committee aware that since the installation of the no truck turning signs onto Center Street, a new issue has evolved from the trucks turning around in the local townhome development then continuing straight onto Center Street without turning off of York Street. The police department is considering a change to permanently not allow trucks onto Center Street.

The meeting was adjourned at 7:35 p.m.

Respectfully submitted,
Melissa A. Miller
Administrative Assistant