

MINUTES  
PUBLIC SAFETY COMMITTEE  
November 4, 2024

The Penn Township Public Safety Committee convened on Monday, November 4, 2024, at 7:06 p.m. Present were President Elksnis, Commissioners Baile, Brown, Heiland, and Fanelli. Also present were Police Chief Merwede, Fire Chief Clousher, Township Engineer Bortner, Zoning Officer LeFevre, Township Manager Sweeney, and Assistant Township Manager Klinefelter. The following items were discussed:

ANNOUNCEMENTS: Commissioner Heiland announced there was an executive session held on Tuesday, October 29, 2024, following the finance budget meeting regarding personnel matters. There will also be an executive session this evening following the Public Works Committee Meeting to discuss personnel matters.

APPROVAL OF THE MINUTES: The minutes of the September 3, 2024, Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Joe Martz, 565 Bankert Rd, asked the Commissioners the status of the private land shooting range ordinance. Joe said he was working with the prior police chief on this and since there is a new chief he wanted to come in front of the Commissioners to discuss. Police Chief Merwede commented there is no new status on this potential ordinance and will look into the ordinance further.

2025 York County SPCA Agreement: Manager Sweeney reported the receipt of the 2025 Klugh Animal Control Agreement, noting that there is a \$750 increase for the 2025 rate.

TRUCK TRAFFIC ON YOUNGS ROAD: Police Chief Merwede reported a traffic survey was completed due to tractor trailers on a smaller width road and making gauges on Broadway. Based on the survey, Chief Merwede recommends posting "No Trucks" signs on both ends. The Commissioners discussed the routes that tractor trailers choose to take in the area.

NEW HIRE, SERGEANT EXAM, LIEUTENANT EXAM: Police Chief Merwede said they gave a conditional offer to an individual for a patrolman position. This individual will go to the academy in January 2025 if all conditions are met for hiring. On October 30, 2024, the department had 9 candidates take the written sergeant's exam to fill the open sergeant's position. The lieutenant position test was ordered, and the exam will be given to candidates in January 2025.

2025 POLICE BUDGET: Chief Merwede highlighted areas of the budget the Commissioners had questions on. It was outlined the additional patrolman was added to the budget due to potentially losing a Sergeant in the middle of 2025. There are three positions in the budget total. The commissioners discussed not adding the extra position in the budget when there is no written notice from the Sergeant confirming retirement in 2025. Chief Merwede was asked

to review the numbers for the pension, insurance, uniforms, etc. to ensure the numbers reflect the extra hires. The in-car cameras will soon need replaced. Commissioner Elksnis discussed applying for a grant to help purchase the cameras. It was discussed that when the police department has a patrol car that will be getting replaced by a newer vehicle, could that car be used in another department like public works. One of the vehicles no longer runs and needs to be replaced. Chief Merwede mentioned that car 18 will be getting replaced and they were planning on trading it in or posting it on Municibid. They will look further into moving the car from the fleet to another department.

FIRE COMMISSION MEETING REVIEW: Fire Chief Clouser said the Commission is taking the next step with their 2025 budget and giving it to the Municipalities to review. A grant was received to remodel the EMS bunk room at their facility and the labor time will be donated. The department received a quote from a plumber to extend the bathroom on the second floor of the facility, and potentially be paid by grant funds. The Fire Department participated in fire prevention week. They visited daycares and schools to educate the children. A new EMS supervisor started on 11/04/24. An offer was given to a potential firefighter. The Commission is looking into switching banks and possibly moving to Member's 1<sup>st</sup> Federal Credit union.

2025 FIRE BUDGET: Fire Chief Clouser reviewed the Penn Township portion of the 2025 Budget with the Commissioners. There is no increase in staffing for 2025. The fire commission portion of the budget will increase 4.9% taking the contribution from \$868,400 to \$911,646. Hydrant repairs were increased due to additional Hydrants and maintenance of the current ones. The commissioners discussed the hydrant rental cost and reasons Municipalities need to pay it. Commissioner Heiland asked for clarification regarding the lease payment for the building as the amount decreased from 2024. Chief Clouser said he calculated the payment from a spreadsheet he received from a prior manager and will investigate it further. There is a plan to refurbish an ambulance which will be funded by reserves. There is a 6% increase in insurance for the building/vehicles. Chief Clouser reviewed the remaining line items and potential projects for 2025, and said reserves will be used to balance the budget.

EMA UPDATE: EMA Coordinator Jeff Waltman said everything went well with the 2024 Halloween Parade. Jeff said tomorrow, Tuesday November 5<sup>th</sup> is the General Election, and he has a copy of the York County Emergency Plan for Elections.

PENN TOWNSHIP SAFETY COMMITTEE: Assistant Township Manager Klinefelter discussed creating a Safety Committee within the Township. She explained that when a committee is created and certified with the state, the Township can receive a 5% discount on their workers' compensation insurance. The Commissioners agreed that starting the committee was a good idea.

OTHER MATTERS: There were none.

CITIZEN'S QUESTIONS TO COMMITTEE REGARDING DISCUSSION ITEMS: There were none.

The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

Laura Klinefelter  
Township Secretary