

MINUTES
PUBLIC SAFETY COMMITTEE
December 2, 2024

The Penn Township Public Safety Committee convened on Monday, December 2, 2024, at 7:00 p.m. Present were President Elksnis, Commissioners Baile, Brown, Heiland, and Fanelli. Also present were Police Chief Merwede, Fire Chief Clousher, EMA Coordinator Jeff Waltman, 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 Monday, November 18, 2024, following the Board of Commissioners 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 November 4, 2024, Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None

PROBATIONARY PATROLMAN ENGLER'S PROBATION: Police Chief Merwede discussed Tessa Engler will be released from probation on December 20, 2024.

HANOVER BRANDS CROSSWALK/ESAB SIGN: Chief Merwede received a phone call from Hanover Brands regarding wanting crosswalks and how ESAB has them already installed. There needs to be a traffic study done by LTAP for PennDOT to consider permitting this. The traffic study is paid for by LTAP. Commissioners discussed how ESAB has video surveillance of their signs and can monitor them if they are hit. They would like to see Hanover Brands install video surveillance for the ones they would have installed. Hanover Brands wants one on Wilson and one on 116. Commissioners agreed that Hanover Brands will pay for the signs and installation of them.

FIRE COMMISSION MEETING REVIEW: Fire Chief Clousher signed an engagement letter with their auditing firm for 2025. Hose testing will be done by the Fire Department and will test to ensure each hose can handle the pressure of the water for a period of time. Pumper testing was done by the Fire Department to test that the trucks are continuing to pump as they should. Borough of Hanover Firefighter Hale retired from the department this month. There will also be another Borough firefighter retiring in December. Both firefighters served over 30 years. A full time EMT and fulltime Paramedic were hired.

FOOD TRUCKS AND JOINT PERMITTING WITH HANOVER BOROUGH: Fire Chief Clousher discussed the 2018 International Fire Code and the part pertaining to food trucks. He is recommending that the Township join with Hanover Borough to come up with a permitting/inspection process for the food trucks that would like to operate in our

municipalities. The Fire Department will do an annual inspection of the truck as well as an inspection the day of the event. There could potentially be a special events permit that can be applied for instead of these going to the Zoning Hearing Boards. Commissioners discussed what food truck events look like in the Township versus the Borough. Commissioners said a special event needs to be better defined for a permitting process to be created. The committee wants to see what Hanover Borough's response and options are on creating these permits and having the required inspections.

EMA UPDATE: EMA Coordinator Jeff Waltman said if there are special events happening, he would like to be informed. He will be able to help ensure safety procedures are established for the event. Jeff discussed putting group training together regarding Township disasters and hazards for employees in public works and other departments.

COUNTY HAZARD MITIGATION PLAN: EMA Coordinator Jeff Waltman gave an overview of what the County Hazard Mitigation Plan is to the Committee. It is required that every municipality adopt a Hazard Mitigation Plan. This plan is updated every five years. He recommends the Commissioners adopt the plan.

OTHER MATTERS: There were none.

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

The meeting was adjourned at 7:33 p.m.

Respectfully submitted,

Laura Klinefelter
Township Secretary