

PENN TOWNSHIP  
PUBLIC SAFETY COMMITTEE  
JANUARY 5, 2015

The Penn Township Public Safety Committee met on Monday, January 5, 2015 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 announced there was an executive session held following the Board of Commissioners meeting on December 29, 2014 to discuss personnel matters.

APPROVAL OF MINUTES: The minutes of the December 1, 2014 Public Safety Committee meeting were approved as submitted.

CITIZENS COMMENTS: None.

LETTER OF RECOGNITION: Commissioner Prieber presented Makenna Mummert with a letter of recognition for her display of honesty and integrity by returning a lost wallet over the Christmas holiday.

SOUTH WESTERN SCHOOL DISTRICT: The Committee reviewed the proposal submitted by Barbara Rupp, South Western School District Superintendent for the compensation associated with Officer Carbaugh's service at the school district. There was discussion on a possible counter proposal narrowing the timeline for full compensation to two years and another proposal for five years. Chief Laughlin noted the figure in Ms. Rupp's proposal for the 2014-15 school year was incorrect. It should be \$16,000. The Committee decided to commit to the 2015-2016 school year for \$19,000. They will then re-evaluate future commitments based on a response from South Western to this proposal and on information requested regarding financial support from Manheim and West Manheim townships.

CENTER STREET: Chief Laughlin has contacted PennDot to let them know of our need of a traffic study on Center Street. A discussion was held on the type of restriction and signage needed along with commercial consideration for the large tractor trailers. The Committee recommended having Police Chief Laughlin conduct a study restricting truck traffic from Spring Avenue to York Street using Ridge Avenue as the alternate truck route.

PATROLMAN NONEMAKER: Chief Laughlin made the Committee aware of Patrolman Nonemaker's retirement January 10, 2015 after 28 years on the police force.

EMERGENCY SERVICES: Commissioner Felix reminded the Committee of the Emergency Services Meeting scheduled for January 15, 2015. Commissioners Goldsmith and Prieber are the two voting members with Commissioners Felix, Heilman

and Klunk as alternate members.

BUCKLE-UP/AGGRESSIVE DRIVING PROGRAM: Chief Laughlin received the annual agreement for the Buckle-up/Aggressive Driving Program. There was discussion based on the use and reimbursement of overtime for this program. The Committee declined continuing with the program.

BROOKLYN'S GOD'S EYE 5K: The Committee received a request from Brooklyn's God's Eye requesting permission to hold a 5K which includes the use of Beck Mill Road and Penn Township Community Park on April 11, 2015. The Committee declined based on safety concerns and requested the event establish a different route.

RACE FOR LORI 5K: The Committee received a request dated January 4, 2015 from Race for Lori requesting permission to hold their annual 5K on March 21, 2015. Chief Laughlin reported they are using the same route as in previous years. The Committee recommended Chief Laughlin prepare and send a letter stating the participant's safety is up to the sponsoring organization.

OTHER MATTERS: Commissioner Goldsmith thanked the Penn Township Fire Services for their donation.

The meeting was adjourned at 7:43 p.m.

Respectfully Submitted,  
Melissa A. Miller  
Administrative Assistant

PENN TOWNSHIP  
PUBLIC SAFETY COMMITTEE  
FEBRUARY 2, 2015

The Penn Township Public Safety Committee met on Monday, February 2, 2015 at 7:00 p.m. Present were Chairman Prieber and Commissioners Klunk, Felix, Goldsmith and Heilman. Also present were Police Chief Laughlin, Fire Chief Cromer, Assistant Manager Rodgers and Administrative Assistant Miller. The following items were discussed:

ANNOUNCEMENTS: Commissioner Prieber announced there was an executive session held following the Board of Commissioners meeting on January 19, 2015 to discuss personnel matters.

APPROVAL OF MINUTES: The minutes of the January 5, 2015 Public Safety Committee meeting were approved as submitted.

CITIZENS COMMENTS: None.

FIREFIGHTERS' ELIGIBILITY LIST: Chief Cromer notified the Committee that the current Firefighter Eligibility List has expired. The Committee recommended joining with Hanover Borough to test when their list expires in June 2015.

BREEZEWOOD DRIVE: Chief Laughlin reported after the completion of the first traffic study on Breezewood Drive, the department went back and completed a second traffic study to include from the bridge to Hufnagle Drive. The study confirmed there should be no parking on both sides of Breezewood Drive. The Committee recommended enacting no parking on Breezewood Drive from York Street to Hufnagle Drive.

CENTER STREET: Chief Laughlin reported the Center Street study has been completed and will be forwarded to the Township Engineer. The study confirmed limiting commercial vehicles on Center Street from York Street to Newberry & Spring Streets and recommended placing the signs on the south side of Newberry & Spring Streets.

EMA COORDINATOR: Assistant Manager Rodgers reported applicant Jeffrey Waltman's clearances have been finalized. Upon the Board of Commissioners appointment, Mr. Waltman's paperwork will then be forwarded to York County and then subsequently sent to the Governor for his official appointment.

MEMORIAL DAY PARADE: Assistant Manager Rodgers received a letter from the Hanover Allied Veterans Council requesting permission to hold the annual Memorial Day parade on Monday, May 25, 2015 at 8:30 AM. The route will be the same as in previous years. The Committee recommended approving the request.

SOUTH WESTERN SCHOOL DISTRICT: The Committee received a second proposal of \$18,000 from Barbara Rupp, South Western School District Superintendent for the compensation associated with Officer Carbaugh's service at the school district for the

2015-2016 school year. Assistant Manager Rodgers and Commissioner Klunk also addressed the Manhiem and West Manheim Townships during a liaison meeting regarding financial support, but did not receive a response. The Committee recommended accepting the second proposal from South Western but will not agree to any further coverage after the 2015-2016 school year. They recommended South Western obtain their own security coverage.

CIVIL SERVICE: Assistant Manager Rodgers received a request for an additional alternate be appointed to the Civil Service Board. Currently there are three members and one alternate. The Board of Commissioners is able to approve up to three alternates. The Committee recommended appointing Brandy Baugher to the Civil Service Board.

OTHER MATTERS: Police Chief Laughlin brought up the York County Juvenile Probation program request to use the Community Room for their Youth Aid Panel meetings. The original request to use the room was not received by the Assistant Township Manager until after the first meeting date had passed. The YCJP program in the past has had the fees waived to use the Community Room. There was a discussion on communication between the Police Department and the Municipal Office in regards to future requests from the YCJP program. The Committee recommended continuing to waive the fees and allowing the YCJP program to use the Community Room.

The meeting was adjourned at 7:25 p.m.

Respectfully Submitted,  
Melissa A. Miller  
Administrative Assistant

PENN TOWNSHIP  
PUBLIC SAFETY COMMITTEE  
MARCH 2, 2015

The Penn Township Public Safety Committee met on Monday, March 2, 2015 at 7:00 p.m. Present were Chairman Prieber and Commissioners Klunk, Felix, Goldsmith and Heilman. Also present were Police Chief Laughlin, Fire Chief Cromer, Township Manager Rodgers and Administrative Assistant Miller. The following items were discussed:

ANNOUNCEMENTS: Commissioner Prieber announced there was an executive session held following the Board of Commissioners meeting on February 16, 2015 to discuss personnel matters and an executive session will be held following the Finance Committee meeting.

APPROVAL OF MINUTES: The minutes of the February 2, 2015 Public Safety Committee meeting were approved as submitted.

CITIZENS COMMENTS: None.

GOLD'S GYM 5K: Chief Laughlin received a request from Gold's Gym to hold their annual 5k run on May 16, 2015 through the Thornhill and Hickory Hills developments. Chief Laughlin will contact Gold's Gym letting them know the 5k will be held at their own risk and they would be responsible for the safety of the participants.

RELAY FOR LIFE: Chief Laughlin received notification from the American Cancer Society that their annual Relay for Life will be held at the Southwestern High School on July 10<sup>th</sup> & 11, 2015. They also requested permission to canvass certain intersections in the Township on Saturday, June 27, 2015 to solicit donations for the Relay for Life similar to the Penn State Thons. The Committee discussed safety issues concerning Baltimore Street and Grandview Road recommending the canvassing be held at the entrances to the local malls. Chief Laughlin will contact The Relay for Life Community Manager to discuss the Committee's recommendation.

TOWN HALL MEETING: Chief Laughlin reported that the Hanover Rotary Club is sponsoring a Town Hall Meeting on April 8, 2015 at the Hanover Wellness Center. The York County Coroner and District Attorney will be speaking about the rising heroin epidemic.

NARCAN MOU: Chief Laughlin updated the Committee on the Narcan Memorandum of Understanding with the County of York. The MOU agreements have not yet been approved through the York County Commissioner's office. An alternative would be to complete an MOU with our local EMS provider at Township expense. He confirmed the officers have been trained in administering naloxone and he is currently completing the department narcan policy. He will forward a copy of the policy to the Committee upon its completion. The Committee recommended waiting on the approval through the County of York before signing the Narcan MOU.

POLICE CONSORTIUM: Chief Laughlin updated the Committee on the results of the patrolman written tests held on February 20<sup>th</sup> and 21, 2015. There were 300 applicants who passed the written test, oral interviews will be held March 13<sup>th</sup> and 14, 2015. Upon certification of the patrolman eligibility list, Chief Laughlin requested permission to fill the department's open position. The Committee recommended not filling this position.

FIREFIGHTER ELIGIBILITY LIST: Manager Rodgers reminded the Committee about joining with Hanover Borough to prepare a firefighter's eligibility list.

EMA COORDINATOR: Manager Rodgers received an inquiry about a Deputy EMA Coordinator position from Mr. Waltman. There had been a person assigned in the past, but had never served. It was recommended to wait until Mr. Waltman begins his EMA Coordinator position to see if a deputy position is necessary. Mr. Waltman will have an office at the municipal building.

ORDINANCE CODIFICATION: Manager Rodgers reported the Township Code will soon be available to adopt by ordinance. A few minor changes are being corrected and then a copy is going to print.

The meeting was adjourned at 7:22 p.m.

Respectfully Submitted,  
Melissa A. Miller  
Administrative Assistant

PENN TOWNSHIP  
PUBLIC SAFETY COMMITTEE  
APRIL 6, 2015

The Penn Township Public Safety Committee met on Monday, April 6, 2015 at 7:00 p.m. Present were Chairman Prieber and Commissioners Klunk, Felix, Goldsmith and Heilman. Also present were Police Chief Laughlin, Fire Chief Cromer, Township 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 March 16, 2015. Commissioner Prieber announced an executive session will be held following the Finance Committee meeting. A personnel session was held on March 25, 2015 at 6:30 p.m.

APPROVAL OF MINUTES: The minutes of the March 2, 2015 Public Safety Committee meeting were approved as submitted.

CITIZENS COMMENTS: None.

FIREFIGHTER TESTING: Chief Cromer updated the Committee about the firefighter testing. It was recommended to move the testing to the later part of September due to upcoming vacation scheduling. Advertising for the test will run over the summer.

FAMILY FUN DAY: The Committee received a request from Fraternal Order of Eagles #1406 for the fire department & EMS services to participate in their annual Family Fun Day being held on May 2, 2015. This event is open to the community. The Committee recommended approving the request.

JUVENILE DIABETES 5K: The Committee received a request dated February 5, 2015 from the Hillside Medical Center requesting permission to conduct a 5K race on May 2, 2015, following the same route as last year. The Commissioners will not approve run requests but Chief Laughlin will send a letter explaining what the organizers of the event need to do.

RACE AGAINST RACISM 5K: The Committee received a request dated March 12, 2015 from the Hanover YWCA requesting permission to conduct a 5K race on April 25, 2015. The YWCA will be holding the race on the Rail Trail crossing over on Wilson Avenue and Barnhart Drive. The Rail Trail Authority approved the request as it is all within the Rail Trail.

ST. JOSEPH 5K: The Committee received a request from the St. Joseph Athletic Association requesting permission to conduct a 5K race on May 30, 2015. The routes submitted for the race included using Grandview Road and Beck Mill Road. The Committee did not approve the request but will have Chief Laughlin send a letter explaining what the organizers of the event need to do.

POLICE ACCREDITATION: Chief Laughlin updated the Committee about the police accreditation. The re-accreditation will be held June 1<sup>st</sup> and 2, 2015 with the accreditations being awarded at the July 2015 Chiefs of Police meeting in Lancaster, PA.

NARCAN MOU: Chief Laughlin updated the Committee on the status of the Narcan MOU agreements. The York County Commissioner's office has approved the MOU agreements and Chief Laughlin has completed the police department's Narcan Policy. The Committee recommended signing the Narcan MOU.

DRUG TASK FORCE MOU: Chief Laughlin updated the Committee on the status of the Drug Task Force MOU Agreement. The current agreement expires in June 2015. He is requesting to renew the agreement. Tom Kearney and Craig Fenstermacher representing the York County Drug Task Force were present to thank the Committee for Penn Township's current participation, review the Drug Task Force policies, discuss a possible MOU renewal and answer questions the Committee had regarding cost reimbursement and coverage. The Committee will discuss the renewal at a future meeting.

EMA COORDINATOR: Jeff Waltman was present to introduce himself as the new Emergency Management Coordinator.

The meeting was adjourned at 7:57 p.m.

Respectfully Submitted,  
Melissa A. Miller  
Administrative Assistant



PENN TOWNSHIP  
PUBLIC SAFETY COMMITTEE  
AUGUST 3, 2015

The Penn Township Public Safety Committee met on Monday, August 3, 2015 at 7:00 p.m. Present were Chairman Prieber and Commissioners Klunk, Felix, and Heilman. Commissioner Goldsmith was absent with notice. Also present were Police Chief Laughlin, Township Manager Rodgers, WWTP Superintendent Mahone, Township Engineer Bortner, Highway Foreman Mahan, Zoning Officer Swanner and Administrative Assistant Miller. The following items were discussed:

ANNOUNCEMENTS: Commissioner Felix announced there would be an executive session held following the Health & Sanitation Committee meeting. Commissioner Prieber read the announcement of the executive session held following the Board of Commissioners meeting on July 20, 2015.

APPROVAL OF MINUTES: The minutes of the July 6, 2015 Public Safety Committee meeting were approved as submitted.

CITIZENS COMMENTS: None.

STOP SIGN ORDINANCE: Manager Rodgers reviewed ordinance No. 777 to install stop signs in the alleyway parallel to South Center Street and Brookside Avenue. The Committee recommended approving the ordinance at the next meeting even though the stop signs have been installed.

MOBILE MODEM UPGRADE: Chief Laughlin reported the modem purchased for the mobile computer in the patrol vehicle has been working as intended. He currently has budgeted to purchase another modem but requested permission to purchase four additional modems to update all of the patrol vehicles at a total cost of \$2,946. After confirming with Manager Rodgers about the current police budget, the Committee recommended approving the purchase.

The meeting was adjourned at 7:05 p.m.

Respectfully Submitted,

Kristina Rodgers  
Township Manager

MINUTES  
PUBLIC SAFETY COMMITTEE  
SEPTEMBER 1, 2015

The Penn Township Public Works Committee convened on Tuesday, September 1, 2015 at 7:01 p.m. Present were Chairman Prieber, Commissioners Klunk, Felix, Goldsmith and Heilman. Also present were Police Chief Laughlin, Fire Chief Cromer, Township Manager Rodgers, WWTP Superintendent Mahone, Township Engineer Bortner, Highway Foreman Mahan, Zoning Officer Swanner and Administrative Assistant Hallett. The following items were discussed:

ANNOUNCEMENTS: Commissioner Felix announced there would be an executive session held following the Health and Sanitation Committee meeting. Commissioner Prieber read the announcement of the executive session held following the Board of Commissioners meeting on August 24, 2015.

APPROVAL OF MINUTES: The minutes of the August 3, 2015 Public Safety Committee meeting were approved as submitted.

CITIZENS COMMENTS: None

SPECIAL REQUEST FROM SOUTH WESTERN: Chief Laughlin read a letter from South Western, dated August 16, 2015, requesting to hold a Zombie Invasion 5K and Laser Tag event on October 24, 2015. Chief Laughlin advising that the event could occur but it was not sanctioned by the Township. Breezewood Dr. at the intersection of South Western Rd. will be shut down from 10 a.m. to 2 p.m. and crossing guards will be provided by South Western.

DISCUSSION TO REVIEW THE RECREATIONAL BURNING ORDINANCE: Chief Cromer recommended a reconsideration of the exception to Internal Fire Code, concerning recreational burning, due to numerous complaints. Between April and October there is a heavy volume of calls concerning burnings. Questions were raised by Commissioner Klunk concerning allowing burning only on larger size lots and by Commissioner Prieber concerning whether or not campfires would be allowed. The Committee will discuss at a future meeting.

OTHER MATTERS: Police Chief Laughlin recommended that Trick-or-Treating be held on October 27, 2015 from 6-8 p.m. and there were no objections. Police Chief Laughlin read a letter from the Jaycees, dated August 31, 2015, requesting permission to hold a Halloween Parade and there were no objections. A request was made to conduct the Hanover Homecoming Parade on October 23, 2015 and there were no objections. Fire Chief Cromer introduced Tony Clouse as the new Deputy Fire Chief.

CITIZENS QUESTIONS: No questions; however, a Boy Scout was present and welcomed by Commissioner Prieber.

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

Respectfully submitted,

Kristina Rodgers  
Township Manager

MINUTES  
PUBLIC SAFETY COMMITTEE  
SEPTEMBER 1, 2015

The Penn Township Public Works Committee convened on Tuesday, September 1, 2015 at 7:01 p.m. Present were Chairman Prieber, Commissioners Klunk, Felix, Goldsmith and Heilman. Also present were Police Chief Laughlin, Fire Chief Cromer, Township Manager Rodgers, WWTP Superintendent Mahone, Township Engineer Bortner, Highway Foreman Mahan, Zoning Officer Swanner and Administrative Assistant Hallett. The following items were discussed:

ANNOUNCEMENTS: Commissioner Felix announced there would be an executive session held following the Health and Sanitation Committee meeting. Commissioner Prieber read the announcement of the executive session held following the Board of Commissioners meeting on August 24, 2015.

APPROVAL OF MINUTES: The minutes of the August 3, 2015 Public Safety Committee meeting were approved as submitted.

CITIZENS COMMENTS: None

SPECIAL REQUEST FROM SOUTH WESTERN: Chief Laughlin read a letter from South Western, dated August 16, 2015, requesting to hold a Zombie Invasion 5K and Laser Tag event on October 24, 2015. Chief Laughlin advising that the event could occur but it was not sanctioned by the Township. Breezewood Dr. at the intersection of South Western Rd. will be shut down from 10 a.m. to 2 p.m. and crossing guards will be provided by South Western.

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OTHER MATTERS: Police Chief Laughlin recommended that Trick-or-Treating be held on October 27, 2015 from 6-8 p.m. and there were no objections. Police Chief Laughlin read a letter from the Jaycees, dated August 31, 2015, requesting permission to hold a Halloween Parade and there were no objections. A request was made to conduct the Hanover Homecoming Parade on October 23, 2015 and there were no objections. Fire Chief Cromer introduced Tony Clouse as the new Deputy Fire Chief.

CITIZENS QUESTIONS: No questions; however, a Boy Scout was present and welcomed by Commissioner Prieber.

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

Respectfully submitted,

Kristina Rodgers  
Township Manager

PENN TOWNSHIP  
PUBLIC SAFETY COMMITTEE  
OCTOBER 5, 2015

The Penn Township Public Safety Committee convened on Monday, October 5, 2015 at 7:00 P.M. Present were Chairman Prieber and Commissioners Klunk, Felix, Goldsmith, and Heilman. Also present were Manager Rodgers, Police Chief Laughlin, Fire Chief Cromer, and Administrative Assistant Hallett. The following items were discussed:

ANNOUNCEMENTS: Chairman Prieber read the Announcements of the Executive Session held on September 21, 2015.

APPROVAL OF MINUTES: The minutes of the September 1, 2015 Public safety Committee meeting were approved as submitted.

CITIZENS COMMENTS: None.

6<sup>TH</sup> ANNUAL HAWK HUSTLE: Chief Laughlin read a request dated August 28, 2015 from the Hanover Athletic Booster Club to hold its 6<sup>th</sup> annual Hawk Hustle 5K race on Saturday, November 14, 2015. The route will be the same as previous years. Chairman Prieber advised Chief Laughlin to send the standard letter to the Hanover Athletic Booster Club.

THE RED CROSS AWARD FOR TWO OFFICERS: Chief Laughlin reported that Officers Gebhart and Gessner will be receiving the Red Cross Award in York for their actions earlier this year when entering a smoke-filled apartment on W. Alvin St wherein they assisted in dragging a sleeping man from the building. They will be participating in a video-taped interview this week and on November 19, 2015 they will be honored at an Awards Breakfast in York. Chairman Prieber congratulated officers Gebhart and Gessner for their accomplishments.

DISCUSS THE 2016 ANIMAL CONTROL CONTRACT: Manager Rodgers shared that the 2016 Klugh Animal Control Services Contract shows no differences from the 2015 contract. Chief Laughlin shared that the response time has been good and no issues have been noted. The Committee recommended approval.

JOINT FIRE MEETING: Commissioner Klunk asked what the next step will be in the Fire Consolidation. Manger Rodgers answered that the Consolidation Committee does not have any further meetings scheduled at this time. Commissioner Heilman responded that Chief Cromer has more information than most of the Commissioners have seen and recommended that a meeting, including future commissioners and the public, be held to share and discuss this information. The Committee will discuss following the Finance meeting.

CITIZENS QUESTIONS: None

The meeting was adjourned at 7:13 P.M.

Respectfully Submitted,

Angela Hallett  
Administrative Assistant

PENN TOWNSHIP  
PUBLIC SAFETY COMMITTEE  
November 2, 2015

The Penn Township Public Safety Committee convened on Monday, November 2, 2015 at 7:00 P.M. Present were Chairman Prieber and Commissioners Klunk, Felix, Goldsmith, and Heilman. Also present were Township Manager Rodgers, Police Chief Laughlin, Fire Chief Cromer, and Administrative Assistant Hallett. The following items were discussed:

ANNOUNCEMENTS: Commissioner Felix announced an Executive Session to discuss personnel 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 October 19, 2015.

APPROVAL OF MINUTES: The minutes of the October 5, 2015 Public Safety Committee meeting were approved as submitted.

CITIZENS COMMENTS: None

ACT 153: Chief Laughlin reported that all of the Act 153 compliance requirements have been met for the crossing guards.

POLICE CANDIDATES: Chief Laughlin reported that they are presently doing background checks on applicants from the Consortium List. The top three candidates should be determined in the next month. Chief Laughlin asked the Board if they would like to interview the candidates themselves or have the Township Manager, Lieutenant and Chief perform the interviews and make a recommendation. He advised that the academy class starts on January 19, 2016 and a candidate will need to be selected prior to this date. The Board of Commissioners would like to interview the candidates themselves.

YMCA PROPOSED MARATHON OCTOBER 2, 2016: Toni Shaw with the Hanover YMCA asked the Board for permission to hold their Marathon, running the same course as this year, on October 2, 2016 from 8:00 A.M. to 11:30 A.M. Ms. Shaw thanked the Board for allowing the Marathon on October 4, 2015. She stated that they raised over \$13,000 for cancer survivors during the 2015 Marathon. Chief Laughlin asked if the YMCA would provide the same traffic control next year. Ms. Shaw confirmed that the 2016 Marathon will mimic this year's. Police Chief Laughlin will work with the YMCA on the marathon.

DEPUTY FIRE CHIEF AGREEMENT: Manager Rodgers reported that the Hanover Borough adopted the Deputy Fire Chief agreement at their October 28, 2015 meeting. The agreement is the exact same as the agreement provided for the Fire Chief. Commissioner Heilman asked that the Borough and the Township share salary information to ensure a fair salary is paid to both the Chief and the Deputy Chief. Commissioner Heilman stated that the questions raised in Solicitor Tilley's email will be addressed as talks concerning the merged fire departments continue. Manager Rodgers shared that bills are being exchanged between the Borough and the Township monthly and a settlement will take place at the end of the year. Commissioner Prieber asked that something be put in writing concerning this arrangement.



2016 SPCA AGREEMENT: Manager Rodgers reported that the SPCA fee will not change in 2016 as it is based on the last census. There were no objections to the agreement.

DISCUSSION ON POSSIBLE FIRE DEPARTMENT MERGER: Manager Rodgers reported that the Hanover Borough passed a motion at their October 28, 2015 meeting to continue with discussions on a possible fire merger or consolidation. A draft organizational chart was handed out for review. Commissioner Prieber and Commissioner Heilman are in favor of continuing in discussions. Commissioner Heilman stated that he was influenced by the knowledge that the Borough's decision was unanimous. Whether or not this needs to be voted on was discussed and the Board concluded that a formal vote would be appropriate.

OTHER MATTERS: Fire Chief Cromer reported that all Emergency Services staff Act 153 clearances need to be approved through various background checks, which should be completed by year end. Chief Cromer asked for permission to setup an account using the Township credit card so that the firefighter's checks can be performed and paid for by the Township. There were no objections.

CITIZENS QUESTIONS: None

ADJOURNMENT: The meeting was adjourned at 7:21 P.M.

Respectfully Submitted,

Angela M. Hallett  
Administrative Assistant

PENN TOWNSHIP  
PUBLIC SAFETY COMMITTEE  
DECEMBER 7, 2015

The Penn Township Public Safety Committee met on Monday, December 7, 2015 at 7:00 P.M. Present were Commissioners Klunk, Felix, Goldsmith, and Heilman. Commissioner Prieber was absent with notice. Also present were Township Manager Rodgers, Police Chief Laughlin, Fire Chief Cromer, Commissioner Elect Brown, Commissioner Elect Van de Castle, and Administrative Assistant Hallett. The following items were discussed.

ANNOUNCEMENTS: Commissioner Felix announced that an executive session to discuss personnel will be held following the Finance Committee meeting. Police Chief Laughlin was asked to stay for this session. A personnel session was held following the December 1, 2015 Health and Sanitation meeting.

APPROVAL OF MINUTES: The minutes of the November 2, 2015 Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None

RESIGNATION OF FIRE POLICE CAPTAIN: Fire Chief Cromer reported that Dale Crabbs resigned as Fire Police Captain effective January 4, 2016. He is currently not serving any time on the streets but is finishing out his time as Captain. Chief Cromer is looking at two candidates for Fire Police Captain at this time and will have a name to present to the Board of Commissioners by January 4, 2016. Commissioner Goldsmith asked if anything was being done to recognize Captain Crabbs for his years of service. Commissioner Felix suggested a plaque or citation. The committee discussed the options and decided to honor Captain Crabbs with a plaque at the January 4, 2016 Board of Commissioner's meeting.

REPAIRS TO THE AERIAL TRUCK: Fire Chief Cromer reported that the aerial truck had issues a couple of weeks ago. The waterway was leaking and cost \$14,000 to repair. Last week it developed a major hydraulic leak. It was taken to Glick Fire Apparatus in Lancaster. They reported that the main cylinder is cracked and leaking. It would need to be sent to Wisconsin to be repaired and it can't be looked at until March 2016. The cost of the repair would be between \$55,000 and \$75,000. Jeff Parks was sent to maintenance school in Florida when the aerial truck was purchased. Mr. Parks doesn't believe that the cylinder is cracked. A commercial dealer in New Jersey that sells similar trucks was consulted and he believes it is the O-rings that need repaired rather than the cylinder. Chief Cromer decided to order the O-rings for about \$2,000 and try that repair before replacing the cylinder. Chief Cromer pointed out that the truck is fifteen years old and repairs are to be expected. Commissioner Elect Van de Castle asked if the dealer in New Jersey will come to Pennsylvania to do the repair. Chief Cromer responded that he is a consultant rather than a mechanic. He will order the

parts and send them but it will be repaired by Glick Fire. Chief Cromer will keep the Board of Commissioner apprised of the situation VIA email.

INTERVIEW DATES FOR PROBATIONARY PATROLMAN: Commissioner Felix confirmed that interviews will take place on December 15, 2015 at 6:30 P.M.

FIRE POLICE: Commissioner Felix confirmed that Fire Chief Cromer has two applicants for Fire Police Captain at this time. Manager Rodgers confirmed that there are also two applicants for Fire Police separate from the two being considered for Fire Police Captain. These candidates are Jason Fisher and Clement Neiderer. Fire Chief Cromer reported that these two applications need to be signed by a member of the Board of Commissioners. Commissioner Klunk asked if candidates were voted on in the past. After discussion it was decided to vote on these candidates at the December 21, 2015 Board of Commissioners meeting.

LETTER FROM BERWICK TOWNSHIP: Manger Rodgers read a letter dated November 25, 2015 from Berwick Township. The letter served as notification that Berwick Township is considering enacting an ordinance setting a ten ton weight limit for Hershey Heights and Race Track Roads. They are seeking the Board of Commissioners comments and concerns because Hershey Heights Road continues into Penn Township. They would like feedback prior to December 14, 2015. Police Chief Laughlin expressed concern about Township vehicles that weigh more than ten tons. Fire Chief Cromer shared this concern and noted that the aerial truck weighs over seventy thousand pounds. Commissioner Klunk questioned why they are seeking this limit. Police Chief Laughlin commented that the road is not currently deteriorating from use. Commissioner Felix would like Manager Rodgers to ask why they see a need for this limit and express concerns about emergency and Township vehicles. He also wanted to make sure Berwick Township is accepting responsibility for enforcement and placement of signs. Commissioner Elect Brown noted that Shank's Farm may be prohibited from running farming operations with this weight restriction. Discussions will resume after getting a response from Berwick Township.

YOUTH AID PANEL: Chief Laughlin reported that he received a letter from the Juvenile Probation Department requesting use of the community room for youth aid panel meetings. They will meet the third Wednesday of each month. Commissioner Felix asked who is responsible for locking and unlocking the doors. Manager Rodgers responded that they pick up the community room key from the front desk each time they use the room. The Committee recommended approving the request.

RESIDENTIAL STREET LIGHTS: Manager Rodgers reported that Assistant to the Engineer Garrett called this afternoon at 4:30 to notify her that the Light House will no longer be able to get sodium vapor lights. He needs to know how developers should proceed when all that's available are LED and CFL bulbs. Commissioner Klunk recommended they use LED lights and the ordinance can be updated at a later date. Commissioner Goldsmith shared concern about the harsh, bright white that comes from LED lights. It may be possible to resolve the harsh lighting with a different lens. The

Commissioners are in favor of LED lights unless Assistant to the Engineer Garrett has a different recommendation.

CENTER STREET: Commissioner Klunk shared concerns about parking on Center Street now that the project has been completed. He wonders if no parking signs should be installed. Police Chief Laughlin offered to do a traffic study to determine how to move forward.

CITIZEN'S QUESTIONS TO COMMITTEE: None

The meeting was adjourned at 7:21 P.M.

Respectfully submitted,

Angela M. Hallett  
Administrative Assistant