

MINUTES
PUBLIC SAFETY COMMITTEE
JANUARY 3, 2017

The Penn Township Public Safety Committee convened on Tuesday, January 3, 2017 at 7:00 P.M. Present were Chairman Felix and Commissioners Brown, Heilman, Klunk, and Van de Castle. Also present were Township Manager Rodgers, Police Chief Laughlin, Fire Chief Cromer, Police Lieutenant Hettinger, Engineer Bortner, WWTP Superintendent Mahone, Zoning Officer Swanner, Highway Foreman Mahan, Assistant to the Engineer Garrett and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: Commissioner Felix read the announcement of the executive session held following the Board of Commissioners public meeting on December 19, 2016. He announced an executive session to discuss personnel will be held this evening following the Health & Sanitation Committee meeting.

Commissioner Felix announced that the young man who went missing from a Hanover home this morning was found. He thanked the Penn Township and Hanover Borough Police Departments for their aid in his safe return.

APPROVAL OF THE MINUTES: The minutes of the December 5, 2016 Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

NIGHT OUT: Police Chief Laughlin reported the Night Out event will be held August 1, 2017. Penn Township Police Department is partnering with Hanover Borough Police Department, Conewago Enterprises, and Target. They are proposing to have the event in the Target parking lot. Target will be open during the event and plans to dedicate a portion of the parking lot near Wilson Avenue for activities. Conewago Enterprises will take care of the barricades and any necessary coordination. Commissioner Brown said Target is a great location for the event. He asked when there will be an agenda for the evening's activities. Chief Laughlin said the Committee is working on contacting vendors and should have an idea of what to expect by the end of spring. Commissioner Brown offered assistance if needed. Commissioner Felix said the Committee meetings scheduled for that night have been moved to the following week to make sure the Board is available.

BARESVILLE TRAINING SCENARIO: Police Chief Laughlin reported the Baresville training scenario is being coordinated with South Western School District. They will do a training exercise along with the Fire Department at Baresville dealing with evacuation and reunification. The school district has taken the lead on this and departments from Hanover Borough along with West Manheim Township will be assisting. The training is set for the spring and Chief Laughlin will keep the Board apprised as it gets closer.

AERIAL TRUCK: Fire Chief Cromer reported that Hanover Borough voted, at a public meeting, to continue with the fire consolidation. He asked if the Aerial Truck Committee should continue to move forward and order the truck through Penn Township. Commissioner Felix said this should be referred to the Fire Consolidation Committee. Commissioner Klunk said the Committee meets on January 19, 2017. Chief Cromer said the truck would have to be ordered by Penn Township if they continue and Commissioner Klunk said he doesn't see a problem with that if the Consolidation Committee is aware and agrees.

CITIZEN'S COMMENTS: None.

The meeting was adjourned at 7:11 P.M.

Respectfully submitted,

Angela M. Hallett
Township Secretary

MINUTES
PUBLIC SAFETY COMMITTEE
FEBRUARY 6, 2017

The Penn Township Public Safety Committee convened on Monday, February 6, 2017 at 7:00 P.M. Present were Chairman Felix and Commissioners Brown, Heilman, Klunk, and Van de Castle. Also present were Township Manager Rodgers, Police Chief Laughlin, Fire Chief Cromer, Police Lieutenant Hettinger, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: Commissioner Felix read the announcement of the executive session held following the Board of Commissioners public meeting on January 16, 2017.

APPROVAL OF THE MINUTES: The minutes of the January 3, 2017 Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Greg Rochlin, Ilera Healthcare LLC, thanked the Board for allowing his company to attend the meeting. He said Ilera Healthcare, in partnership with Phoenix IP Ventures, is a firm that he is opening in Pennsylvania. He introduced Zoltan Kerekes and Lisa Gray with Phoenix IP Ventures. Mr. Kerekes explained that Phoenix IP Ventures deals with pharmaceuticals and Ilera is the group they formed as a result of Pennsylvania enacting the law to legalize medical cannabis. He shared his professional history as well as the history of his company. There will be three people from Phoenix IP Ventures partnering with three other individuals to form Ilera Healthcare. He said their pharmaceutical background fits well with this new industry because they see the medicinal value of cannabis. He explained the regulations governing cannabis sales in Pennsylvania. It is a very tightly controlled process.

Mr. Rochlin shared his background including medicinal cannabis manufacturing in Maryland. He said they have been looking for a location for their new company for quite a few months and are very excited about the property at 12 Industrial Drive. He said they will bring fifty jobs to the area within the first three to four months and a projected \$30 million in sales in the very near future. He said a large percentage of their profits will be invested into the community as well as research.

Mr. Rochlin shared a slideshow with statistics and information on their business as well as medicinal cannabis in general. The license they are applying for includes cultivation/processing and three dispensaries. The dispensaries will be located in Southeast Pennsylvania. The application for license is due by March 20, 2017 and the licenses will be awarded between June and September 2017. It will take six months once the license is awarded to get actual product processed and Mr. Rochlin foresees the business being established and cultivation started by March 2018. He said it is imperative that Ilera Healthcare be seen as a good neighbor and key business in Penn Township. They desire a strong partnership with the community. Mr. Rochlin described the building they intend to construct. The property already has an approved land development plan with a one hundred twenty thousand square foot building. They will begin with a smaller building with the intent of growing as needed.

Commissioner Felix said the zoning will be reviewed by the Zoning Officer and as long as the zoning requirements are met the Board won't have any additional input. He said security is the foremost concern. Mr. Rochlin met with Manager Rodgers and Police Chief

Laughlin previously and discussed security at that time. They want to work closely with the local police department and security and diversion are a priority. He said there will be a steel building with double fences, cameras covering every inch of the building will be monitored twenty-four hours a day, and a professional security company will handle all deliveries with an armored truck. Commissioner Felix asked what Ilera Healthcare is asking the Board to do. Mr. Kerekes said part of the license application process includes showing community support and they would like a letter of support from the Board.

Commissioner Brown said medicinal cannabis isn't federally controlled and he asked if they would like to see it become a class drug. Mr. Kerekes said that's not their goal. They don't intend to see it de-scheduled because it can then be sold in pharmacies and that would change their business plan. They are comfortable working within the state system which classifies it for medicinal use. Commissioner Brown asked what department within the state controls this process. Mr. Kerekes said it's the Secretary of Health. Specific instruction and oversight will come from them as well as the licensing process. Commissioner Brown asked how their reception has been in Hanover. Mr. Rochlin said it's been very positive.

Commissioner Klunk asked if the zoning at 12 Industrial Drive is suitable for this industry. Manager Rodgers said it is. Commissioner Felix said he's not sure a letter of support can be written. Commissioner Heilman said it's not the Board's job to pick and choose which manufacturers they want in the community. They are responsible for making sure all Township criteria is met. Commissioner Klunk believes the Board can support any industry that meets the regulations. Mr. Kerekes said they would appreciate any support they can receive including letters from the Police and Fire departments.

Commissioner Klunk said the approved plan has multiple parts to it and asked if they intend to phase their building. Mr. Rochlin said they'd ideally like two phases. Commissioner Felix asked if everything will be inside and it will. Mr. Rochlin said it will be one hundred percent inside with odor control. They will recycle all their water so it won't affect the ground water at all. Commissioner Felix asked if they will be using a lot of electricity and Mr. Rochlin said they will use electricity to supplement sunlight. Commissioner Felix asked if they will be looking into windmills and they will not. Mr. Rochlin said their power needs aren't as high because they're using a greenhouse.

The Committee discussed whether or not a letter could be sent and decided to speak with Solicitor Tilley before moving forward.

Police Chief Laughlin asked if they will be shipping a bulk product that someone else puts in pill form. Mr. Rochlin said they will ship the finished product.

MEMORIAL DAY PARADE: The Committee received a letter dated January 9, 2017 from The Allied Veterans Council of Hanover requesting permission to hold their annual Memorial Day Parade on Monday, May 29, 2017. The Committee recommended approving the request.

SOUTH WESTERN 5K: The Committee received a letter dated January 27, 2017 from South Western School District requesting to hold a 5K on May 6, 2017. They want to close a section of Bowman Road as they cross from the Middle School to the High School. Chief Laughlin said they patrol but don't do any of the road closings. Chief Laughlin will send the standard letter.

YWCA RACE AGAINST RACISM: The Committee received a letter dated January 30, 2017 from YWCA requesting to hold their Race Against Racism 5K on April 29, 2017. Chief

Laughlin said this will be their third year holding this event. He said the Rail Trail gates are opened so they can run straight through and then they are re-locked afterward. There have been no issues in previous years. Chief Laughlin will send the standard letter.

ESAB CROSSWALKS: Police Chief Laughlin reported that there are two mid-block crosswalks that ESAB uses, one on Karen Lane and one on Wilson Avenue. He spoke with ESAB last week and let them know their crosswalks are not property signed or aligned on the road. A traffic study, similar to what was done for St. Joseph Parrish, will be required. Once the crosswalks are in, their upkeep will be the responsibility of the Township but ESAB can be required to pay for installing them. Commissioner Felix believes the Township should bill them for any required upkeep. Chief Laughlin will initiate a traffic study and then a letter, including the costs, will be sent to ESAB. At that point ESAB can decide if they want to proceed.

FIRE CONSOLIDATION: Fire Chief Cromer gave an update on the Hanover Area Fire & Rescue Commission. The Commission held their first meeting a few weeks ago. Peter Shepherd was voted as both the citizen at large and the Commission Chairman. Personnel, Finance, Operations, and Administrative committees were appointed. The heads of these committees will select people to help them. One of the three Volunteer companies has voted to join the Commission. Chief Cromer has a meeting on January 9 with one of the other two.

AERIAL TRUCK UPDATE: Fire Chief Cromer reported the aerial truck was discussed at the Hanover Area Fire & Rescue Commission and they asked for information on the cost and justification. Chief Cromer and Manager Rodgers met with a bank and were told the Commission will have no borrowing power. The bank suggested that the municipality purchase the truck and the Commission sub-lease it. At the end of the lease the truck can be sold to the Commission for \$1. Chief Cromer contacted an organization in York that consolidated and their process stipulated that each municipality would purchase their own fire truck. The Committee discussed options for financing the new truck. Chief Cromer was instructed to continue moving forward with the purchase.

OTHER MATTERS: None.

CITIZEN'S QUESTIONS: None.

The meeting was adjourned at 8:12 P.M.

Respectfully submitted,

Angela M. Hallett
Township Secretary

MINUTES
PUBLIC SAFETY COMMITTEE
MARCH 6, 2017

The Penn Township Public Safety Committee convened on Monday, March 6, 2017 at 7:04 p.m. following the Board of Commissioners public meeting. Present were Chairman Felix and Commissioners Brown, Heilman, Klunk, and Van de Castle. Also present were Township Manager Rodgers, Police Chief Laughlin, Fire Chief Cromer, Police Lieutenant Hettinger, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: Commissioner Felix announced an executive session to discuss personnel matters would be held following the Finance Committee meeting this evening.

APPROVAL OF THE MINUTES: The minutes of the February 6, 2017 Public Safety Committee were approved as submitted.

CITIZEN'S COMMENTS: None.

SHREDDING RESOLUTION: Police Chief Laughlin provided the Committee with a list of police department items to be shredded. The Township shredding event will be held April 22, 2017 and the items will be shredded at that time. The Committee recommended approving the shredding resolution.

SERGEANT SHEARER'S PROBATIONARY PERIOD: Police Chief Laughlin reported Travis Shearer's probationary period will be completed on April 1, 2017. He sees no reason not to move him to fulltime status as a Sergeant. The Committee recommended approving the status change.

ST JOSEPH 5K: The Committee received a letter from the Saint Joseph Athletic Association requesting to hold their third annual 5K on May 13, 2017. Police Chief Laughlin said the majority of the run is through developments and off main roads. St. Joseph will notify residents about what's happening. Chief Laughlin will send them a letter.

ESAB TRAFFIC STUDY: Police Chief Laughlin reported a traffic study to bring ESAB into compliance was completed for Wilson Avenue and Karen Lane. The cost of installing the crosswalks will be \$1377.08 a piece, which is an estimate for equipment and labor. Commissioner Felix asked if there is already a crosswalk at Karen Lane. Chief Laughlin said there are crosswalks at both locations but we're not aware of who installed them. Commissioner Felix asked what has been done in the past when a business wants a crosswalk. Chief Laughlin said Smith-Kline and St. Joseph's both paid for their own. Commissioner Felix recommended notifying ESAB of the cost and giving them a timeframe to respond or the crosswalks will be removed. He asked that the letter be sent by Manager Rodgers and she said she will take care of it.

MEADOW LANE TRAFFIC STUDY: Police Chief Laughlin reported it was brought to his attention that there may be increased traffic coming off of Grandview Road onto residential streets due to the new Wellspan medical facility. He would like to proceed with a traffic study on Meadow Lane to see if stop signs may be needed. The Committee recommended moving forward with a traffic study.

PHYSICAL FITNESS TESTING: Police Chief Laughlin reported a Penn Township officer has been certified through Harrisburg Community College as a Physical Fitness Instructor. The South Western campus has agreed to let the police department use their facilities on April 1, 2017 and Chief Laughlin would like to work from the consortium list to complete physical fitness testing. Thirty possible candidates can be tested on that date. The Committee recommended moving forward with testing.

IN-CAR CAMERAS: Police Chief Laughlin reported there will be a demonstration of in-car cameras on March 14 at 4:00 p.m. He invited the Commissioners to attend the demonstration. It is scheduled to be in the police station parking lot but may be moved to the fire station if weather is bad.

CITIZEN'S QUESTIONS: None.

The meeting was adjourned at 7:16 p.m.

Respectfully submitted,

Angela M. Hallett
Township Secretary

MINUTES
PUBLIC SAFETY COMMITTEE
APRIL 3, 2017

The Penn Township Public Safety Committee convened on Monday, April 3, 2017 at 7:00 p.m. Present were Chairman Felix and Commissioners Brown, Heilman, Klunk, and Van de Castle. Also present were Township Manager Rodgers, Police Lieutenant Hettinger, Deputy Fire Chief Clouser, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: Commissioner Felix read the announcement of the executive session that was held following the Board of Commissioners public meeting on March 20, 2017.

APPROVAL OF THE MINUTES: The minutes of the March 6, 2017 Public Safety Committee meeting were approved pending a correction pointed out by Commissioner Brown. It was Commissioner Felix who instructed Manager Rodgers to send a letter to ESAB, not Commissioner Brown.

CITIZEN'S COMMENTS: None.

YMCA HALF MARATHON: The Committee received a letter dated March 1, 2017 from the Hanover Area YMCA requesting to hold a half marathon on Sunday, October 1, 2017. Police Lieutenant Hettinger said the marathon will be the same as last year. Lieutenant Hettinger will send the YMCA a letter.

MOU WITH HANOVER SCHOOL DISTRICT: Police Lieutenant Hettinger reported on the MOU from Hanover School District. It is the same as in previous years. Lieutenant Hettinger explained this covers activities at the football field because it's in Penn Township.

BALTIMORE STREET TRAFFIC STUDY: Police Lieutenant Hettinger reported that a traffic study to remove parking along Baltimore Street will need to be conducted. The police department recommends the study be conducted by Wellspan since their project is the reason for eliminating parking. Manager Rogers said the traffic study will be a part of the land development approval process and Wellspan is aware it needs to be done.

IN-CAR CAMERAS: Police Lieutenant Hettinger reported that Watch Guard gave a presentation on in-car cameras on March 14, 2017. He was not able to attend the event but heard that it went well. Commissioner Brown asked how long the quote they provided is good for. Lieutenant Hettinger was not sure but will look into it and get an answer.

HANOVER AREA NIGHT OUT: Police Lieutenant Hettinger reported the Night Out event planning is going well. There was a meeting on March 20, 2017 to discuss vendors and things are proceeding on schedule for the August 1st event date.

PHYSICAL AGILITY TEST UPDATE: Police Lieutenant Hettinger reported that having an officer able to administer the physical agility test worked out very well. On April 1, 2017 thirteen applicants were tested and eight passed.

LADDER TRUCK UPDATE: Commissioner Felix welcomed Deputy Fire Chief Clouser to his first Public Safety Committee meeting. Deputy Chief Clouser reported they met with three different manufacturers and provided each a list of specifications for a new ladder truck. Pierce Manufacturing had the best proposal. Deputy Chief Clouser asked if the Board would like to move forward with purchasing the truck. There was discussion about whether Penn Township or the Hanover Area Fire Rescue Commission will be purchasing the truck. Deputy Chief Clouser and Captain Adams will plan to attend the next Fire Commission meeting to discuss the truck. There was discussion about the financing and titling of the truck. Fire Captain Adams shared purchase price information from Pierce Manufacturing. There are discounts available for paying within thirty days of the date the order is placed. The Pierce quote is good for sixty days from March 24, 2017.

OTHER MATTERS: Lieutenant Hettinger spoke to Police Chief Laughlin earlier in the day and said he is recovering well and looking forward to returning to work. Commissioner Felix wished him well in his recovery.

CITIZEN'S COMMENTS: None.

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

Respectfully submitted,

Angela M. Hallett
Township Secretary

MINUTES
PUBLIC SAFETY COMMITTEE
MAY 1, 2017

The Penn Township Public Safety Committee convened on Monday, May 1, 2017 at 7:00 p.m. Present were Chairman Felix and Commissioners Brown, Heilman, Klunk, and Van de Castle. Also present were Township Manager Rodgers, Police Chief Laughlin, Acting Fire Chief Clouser, Police Lieutenant Hettinger, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: Commissioner Felix read the announcement of the executive session that was held following the Board of Commissioners public meeting on April 17, 2017.

APPROVAL OF THE MINUTES: The minutes of the April 3, 2017 Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

MOBILE COMPUTER CONTRACT: Police Chief Laughlin reported that York County is asking all police departments to extend their mobile computer contracts until December 31, 2017. County is working on upgrades and needs more time before preparing new contracts. The Committee recommended approving the contract extension.

WATCH GUARD IN-CAR CAMERA PROPOSAL: Police Chief Laughlin reported that Watch Guard extended the quote they previously provided for in-car cameras. The quote includes cameras for six marked units and installation. The quoted price is \$41,285. After discussion, the Committee recommended moving forward with the purchase.

FIRE POLICE APPLICANT: Acting Fire Chief Clouser reported that Michael Bolinsky submitted an application to join the Penn Township Fire Police. Acting Fire Chief Clouser will have a background check completed. The results will be reported to Manager Rodgers. If no problems are found he will be appointed at next meeting.

POLICE DEPARTMENT HIRING: Police Chief Laughlin asked if the Board is prepared to move forward with the hiring of a new police officer. After discussion the Committee decided to revisit the matter later in the year.

CITIZEN'S COMMENTS: None.

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

Respectfully submitted,

Angela M. Hallett
Township Secretary

MINUTES
PUBLIC SAFETY COMMITTEE
JUNE 5, 2017

The Penn Township Public Safety Committee convened on Monday, June 5, 2017 at 7:00 p.m. Present were Chairman Felix and Commissioners Brown, Klunk and Van de Castle. Also present were Township Manager Rodgers, Police Chief Laughlin, Fire Chief Clouser, and Township Secretary Hallett. Commissioner Heilman was absent with notice. The following items were discussed:

ANNOUNCEMENTS: Commissioner Felix read the announcement of executive session that was held following the Board of Commissioners public meeting on May 15, 2017. Commissioner Felix announced an executive session to discuss personnel would be held following the Finance Committee meeting this evening.

APPROVAL OF THE MINUTES: The minutes of the May 1, 2017 Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

MDA RUN/WALK REQUEST: The Committee received a letter dated May 5, 2017 from Preferred Properties Real Estate Inc. notifying the Township of a 5K to benefit MDA. The event will be held on October 14, 2017 at 9 a.m. Chief Laughlin will send them a letter.

RELAY FOR LIFE SOLICITING IN THE TOWNSHIP: The Committee received a letter dated May 17, 2017 from Relay for Life of Hanover requesting to solicit donations at multiple intersections in Penn Township. After discussing safety, the Committee advised Chief Laughlin to send them a letter.

BARNHART DRIVE MIDBLOCK CROSSWALK: Police Chief Laughlin reported on the midblock crosswalk on Barnhart Drive. He said the Township placed a midblock crosswalk there when Smithkline Beecham owned the property and their employees were crossing the street to get from building to building. The crosswalk is now in disrepair and needs sign maintenance. There are four signs; two need replaced and two need additional arrows and words. Chief Laughlin isn't sure if the crosswalk is in use anymore. After discussion the Committee instructed Chief Laughlin to contact the property owners and see if they still want the crosswalk. If they do, Manager Rodgers will prepare an estimate for them to pay for the required repairs.

FIRE POLICE APPLICANTS: Fire Chief Clouser reported that Hollis Harrell, Jr. and Amanda Lancaster submitted applications to join the Penn Township Fire Police. Both are members of the Penn Township Volunteer Emergency Services. After background checks are completed the results will be reported to Manager Rodgers. If no problems are found they will be appointed at the next meeting.

MDA BOOT DRIVE: The Committee received a letter on May 30, 2017 from Greater Hanover Professional Firefighters Association informing the Committee about their annual boot drive for MDA to be held on June 10 and August 26, 2017 from 9 a.m. to 2 p.m. They will be collecting in Grandview Plaza. They have permission from the property owner to be in the Plaza and they will not be soliciting in any public roadways.

APOSTOLIC MINISTRIES CARNIVAL: Chief Laughlin reported that Apostolic Ministries held their carnival last month and it went very well. There were no complaints to the police department and Apostolic Ministries complied with all requirements.

FIRE POLICE FOR HANOVER FIREWORKS: Fire Chief Clouser reported that the Hanover Borough would like to hold their annual fireworks display on July 4, 2017. They are requesting use of the Penn Township Fire Police to assist in controlling traffic. Chief Laughlin said there may be a need for additional No Parking areas during the event. Chief Clouser said Hanover Borough Manger Bowersox is interested in bringing back the Liberty Days Celebration in the future. After discussion the Committee recommended approving the request.

The meeting was adjourned at 7:29 p.m.

Respectfully submitted,

Angela M. Hallett
Township Secretary

MINUTES
PUBLIC SAFETY COMMITTEE
JULY 3, 2017

The Penn Township Public Safety Committee convened on Monday, July 3, 2017 at 7:00 p.m. Present were Chairman Felix and Commissioners Brown, Heilman, and Klunk. Commissioner Van de Castle was present by telephone. Also present were Township Manager Rodgers, Police Lieutenant Hettinger, Fire Chief Clouser, Engineer Bortner, Interim Zoning Officer Garrett, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: Commissioner Felix read the announcement of executive session that was held following the Board of Commissioners public meeting on June 19, 2017. Commissioner Felix announced an executive session to discuss personnel would be held following the Health & Sanitation Committee meeting this evening.

APPROVAL OF THE MINUTES: The minutes of the June 5, 2017 Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

OFFICER MALEC'S PROBATIONARY PERIOD: Police Lieutenant Hettinger reported that Officer Malec's probationary period concludes on August 1, 2017. All the feedback from his training officers and supervisors has been positive. The Committee recommended appointing Officer Malec to regular status, effective August 1, 2017.

BARNHART DRIVE CROSSWALK: Police Lieutenant Hettinger reported that the crosswalk between 26 and 29 Barnhart Drive is no longer needed. The businesses on either side of the street have said they don't use the crosswalk. The Committee recommended removing the mid-block crosswalk.

NIGHT OUT UPDATE: Police Lieutenant Hettinger reported there are approximately thirty vendors confirmed for the National Night Out event. The next meeting of the Night Out Committee will be July 13, 2017 and a final meeting for last minute preparation is scheduled for July 27th.

FIRE DEPARTMENT PRESENTATION: Fire Chief Clouser presented a report concerning future projections for the Hanover Area Fire and Rescue Commission. He reviewed the apparatus and buildings that will be owned by the Commission. He discussed the maintenance issues with the Wirt Park, Clover Lane, and Clearview fire stations. He reviewed future staffing needs for the Commission and expressed a desire to hire three firefighters in 2018. He presented options for EMS staffing and for an Emergency Management Coordinator.

CROP WALK: The Committee received a letter dated July 3, 2017 from Hanover Area Council of Churches notifying the Township of their annual CROP walk to be held

Sunday, October 15, 2017. After discussion the Committee advised Lieutenant Hettinger to send them a letter.

PLEASANT HILL VOLUNTEER FIRE COMPANY FIRE POLICE REQUEST: The Committee received a letter dated June 26, 2017 from Pleasant Hill Volunteer Fire Company asking to use the Penn Township Fire Police for their annual fire-fighter's carnival. The carnival will be held July 24 through July 29, 2017. The Committee recommended approving the request.

CITIZEN'S COMMENTS: None.

The meeting was adjourned at 7:31 p.m.

Respectfully submitted,

Angela M. Hallett
Township Secretary

MINUTES
PUBLIC SAFETY COMMITTEE
AUGUST 7, 2017

The Penn Township Public Safety Committee convened on Monday, August 7, 2017 at 7:00 p.m. Present were Chairman Felix and Commissioners Brown, Heilman, Klunk, and Van de Castle. Also present were Township Manager Rodgers, Police Chief Laughlin, Police Lieutenant Hettinger, Engineer Bortner, WWTP Superintendent Mahone, Interim Zoning Officer Garrett, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: Commissioner Felix read the announcement of executive session that was held following the Board of Commissioners public meeting on July 17, 2017. Commissioner Felix announced an executive session to discuss legal matters was held preceding the Public Safety meeting this evening.

APPROVAL OF THE MINUTES: The minutes of the July 3, 2017 Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Mr. Paul Wenzel, 1120 Westminster Avenue, asked the Committee for permission to carry a concealed firearm in the Community Park. He explained that he has a concealed carry permit and feels safer with his gun, but noticed a sign indicating firearms are not allowed on park property. After discussion the Committee decided to speak with the Township Solicitor about the issue and get back with Mr. Wenzel at a later date.

MOU WITH SOUTH WESTERN SCHOOL DISTRICT: The Committee received a letter dated July 7, 2017 from South Western School District asking the Township to renew a Memorandum of Understanding (MOU). Chief Laughlin explained this is renewed every two years and has not changed since the last one was signed. The Committee recommended approving the MOU.

UPCOMING DUI CHECKPOINT: Chief Laughlin informed the Committee that the Police Department will perform their annual DUI Checkpoint later this summer.

SOUTH WESTERN HIGH SCHOOL REQUEST: The Committee received a letter dated July 21, 2017 from the South Western High School Athletic Department. They are requesting two Penn Township police officers be present for security at their home varsity football games. They are also using security personnel from G-Force for crowd control. After discussion the Committee recommended approving the request.

JAYCEES REQUEST TO HOLD THE HALLOWEEN PARADE: The Committee received a letter dated July 31, 2017 from the Hanover Area Jaycees requesting to hold the annual Halloween Parade on October 26, 2017, with a rain date of October 30, 2017. The parade will begin at 7:30 p.m. and last until approximately 10:00 p.m. The Committee recommended approving the request.

TRICK-OR-TREAT: The Committee recommended setting Trick-or-Treat for Tuesday, October 24, 2017 from 6:00 p.m. to 8:00 p.m.

SOUTH WESTERN BAND BOOSTERS REQUEST FOR FIRE POLICE: The Committee received a letter from South Western Band Boosters requesting use of the Penn Township Fire Police for their event on October 7, 2017. Fire Chief Clouser will be instructed to respond to the request.

KLUGH ANIMAL CONTROL CONTRACT FOR 2018: Manager Rodgers reported she received the Klugh Animal Control Contract for 2018. She pointed out the changes between the 2017 and 2018 contracts. Chief Laughlin said they have provided excellent service and have been very reliable. The Committee recommended approving the contract.

POLICE PRESENTATION: Chief Laughlin gave a presentation on the Police Department. He reviewed staffing levels, upcoming retirements, accreditation, training and the associated costs. He went over equipment that will be needed in 2018 and asked the Committee to consider hiring a police officer in January. Chief Laughlin reported the Night Out event held on August 1, 2017 was a success. Patrolman Gebhart was in charge and Chief Laughlin said he did an exceptional job. The Committee discussed the new in-car cameras and the associated policy.

OTHER MATTERS: None.

CITIZEN'S QUESTIONS: None.

The meeting was adjourned at 7:52 p.m.

Respectfully submitted:

Angela M. Hallett
Township Secretary

MINUTES
PUBLIC SAFETY COMMITTEE
SEPTEMBER 5, 2017

The Penn Township Public Safety Committee convened on Tuesday, September 5, 2017 at 7:00 p.m. Present were Chairman Felix and Commissioners Brown, Heilman, and Van De Castle. Also present were Township Manager Rodgers, Police Chief Laughlin, Police Lieutenant Hettinger, Fire Chief Clouser, Engineer Bortner, WWTP Superintendent Mahone, Interim Zoning Officer Garrett, and Township Secretary Hallett. Commissioner Klunk was absent with notice. The following items were discussed:

ANNOUNCEMENTS: Commissioner Felix read the announcement of executive session that was held following the Board of Commissioners public meeting on August 21, 2017. Commissioner Felix announced an executive session to discuss personnel and legal matters would be held following the Health & Sanitation meeting this evening.

APPROVAL OF THE MINUTES: The minutes of the August 7, 2017 Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

GOLD'S GYM 5K REQUEST: The Committee received a letter dated July 2, 2017 from Gold's Gym requesting to hold their annual 5K/10K race. Police Chief Laughlin said their course will be the same as past years. There are no roads being closed and they have enough volunteers to handle everything. Chief Laughlin will send them a letter.

HAWK HUSTLE REQUEST: The Committee received a letter dated August 8, 2017 from Hanover Athletic Booster Club requesting to hold their eighth annual Hawk Hustle 5K. Chief Laughlin said they have never had problems with this event. He will send them a letter.

HANOVER HOMECOMING PARADE: The Committee discussed the Hanover Homecoming Parade. Chief Laughlin said he has not received their request yet, but the parade has been the same for many years. The Committee instructed Chief Laughlin to respond to their request once it is received.

HIRING OF A PROBATIONARY PATROLMAN: Police Chief Laughlin reported that two officers are retiring in late 2018 or early 2019 and he would like to begin the process of hiring a probationary patrolman to be enrolled in training January 2018. Commissioner Felix said there has been discussion about hiring an officer in January 2018 and another in July 2018. He said this evening only concerns the January hire. The Committee recommended Chief Laughlin begin the hiring process to have a probationary patrolman hired in January 2018. If the successful candidate is already Act 120, they can start in January rather than going through training.

FIRE POLICE APPLICATION: The Committee received a Fire Police application from Christopher Oberlin. Fire Chief Clouser said Mr. Oberlin is a volunteer with Penn Township Volunteer Emergency Services and is also an active duty military reservist. The Police

Department will perform a background check and give the results to Manager Rodgers. The Committee recommended approving the application pending the background check.

OTHER MATTERS: Commissioner Heilman announced there is an opening on the Penn Township Zoning Hearing Board. Commissioner Brown said it's a great Board to sit on and there's one meeting a month.

Commissioner Van de Castle asked how the in-car cameras are working. Police Chief Laughlin said they are working well. They had the opportunity to review footage from some incidents that occurred over the weekend and it was helpful. The officers have adapted well to the cameras.

Fire Chief Clouser said the Fire Department has received new radios. They had the old radios reprogrammed for the Public Works department to use.

CITIZEN'S COMMENTS: Jennifer Lucey, 4217 Grandview Road, was present. She said she's new to the area and wanted to ask the Committee to consider some concerns she has for public safety, specifically for children. She asked that solid white shoulder lines be painted on Grandview Road between Westminster Avenue and Baltimore Street. There are some white lines on this section of road already, but they are fading. She believes this will protect people who are walking on Grandview Road as well as motorists. Mrs. Lucey asked that the speed limit on Grandview Road be reduced to twenty-five miles per hour from Baltimore Street to Beck Mill Road. She asked that the line painting and speed limit change be done by June of 2018.

Mrs. Lucey asked the Committee to consider a community pool association. She believes a pool could be put in at the Community Park. She said everyone should have the opportunity to become a good swimmer and it's an excellent way to get exercise. She said the pool association should be limited to Township residents and their visitors. She suggested a membership fee to help cover the lifeguard and maintenance costs.

Commissioner Felix thanked Mrs. Lucey for her comments. Mrs. Lucey asked when her concerns would be voted on. Commissioner Felix explained that there would be no vote taken. The line painting and speed limit require a traffic study and none could be scheduled until after the Wellspan medical facility is finished. Commissioner Felix explained that a pool paid for with taxes cannot be a private pool, it has to be open to everyone. He also said there is a Master Plan Committee that has been meeting for the past year to discuss Young's Woods and the Community Park and they have not recommended a swimming pool for the Community Park. Commissioner Felix explained how the Committee meetings and Board of Commissioners meetings work in Penn Township.

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

Respectfully submitted,

Angela M. Hallett
Township Secretary

MINUTES
PUBLIC SAFETY COMMITTEE
OCTOBER 2, 2017

The Penn Township Public Safety Committee convened on Monday, October 2, 2017 at 7:00 p.m. Present were Chairman Felix and Commissioners Brown, Heilman, Klunk, and Van de Castle. Also present were Township Manager Rodgers, Police Chief Laughlin, Police Lieutenant Hettinger, Fire Chief Clousher, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: Commissioner Felix read the announcement of executive session that was held following the Board of Commissioners public meeting on September 18, 2017. Commissioner Felix announced an executive session to discuss personnel and other legal matters would be held following the Finance Committee meeting this evening.

APPROVAL OF THE MINUTES: The minutes of the September 5, 2017 Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Paul Wenzel, 1120 Westminster Avenue, said he was at the Public Safety meeting in August requesting to carry a concealed weapon while in the Township parks. He asked for an update on his request. Commissioner Felix told him the Township Solicitor looked into the request and researched previous appeals filed with the Commonwealth of Pennsylvania. He reported that *Firearms Owners Against Crimes vs. Lower Merion Township* was a PA court case that was decided last year. It held that an ordinance prohibiting persons from carrying firearms within Township parks was inconsistent with the Uniform Firearms Act and the right of the association and individuals to an injunction to prevent enforcement was clear. Mr. Felix said this means people can open carry in the park and concealed carry with a permit. The Township is in the process of replacing the signs in the park that prohibit carrying firearms. Mr. Felix said the court ruling was unclear on whether a municipality can regulate the discharge of firearms. Mr. Felix apologized for the time it took to get back to Mr. Wenzel, but research was needed. Mr. Wenzel shared his views on gun control and then thanked the Board for their decision to allow carrying firearms in the Township parks.

Commissioner Van de Castle pointed out that Mr. Wenzel previously said he walks in the park when it's dark outside. Mr. Wenzel said he's retired now and doesn't have to get up as early to walk, so he's not there in the dark anymore. Commissioner Van de Castle reminded him that the parks are closed from dusk until dawn.

Cecil Butler, 4 Meadow Lane, said he's lived in his home for twenty-five years and started having sump pump problems. Czapp & Griffith came out to look at the problem and said there was a big pipe put over a small one and over time dirt backed up. Czapp & Griffith said they could fix the problem but would need to check with the Township first. They told Mr. Butler that Building Code Officer Darryl Boyd issued a permit for the project but they can't take the line out to the curb. Mr. Butler spoke to Mr. Boyd himself and was told he can't run water into the street. Mr. Butler then spoke to Township Engineer Eric Bortner who told him he cannot run water into the street and

suggested he consider tying it into the sewer line. Mr. Butler said he's retired and on a minimum income and can't afford to do that. Now there is a muddy mess in his yard and he wants permission to run the water into the street.

Commissioner Felix said the water has to be maintained on his property. He said pumping water into the street would create a safety issue when it freezes. He also said he built his home on Cardinal Drive in 1988. He had the same problem and had to run pipes underground the entire length of his property and into the neighbor's yard to attach to the sewer line. He said the Board cannot authorize Mr. Butler to pump water into the street. Mr. Butler asked why Darryl Boyd issued a permit if the work couldn't be completed regardless. Commissioner Felix said he's not sure but Mr. Butler cannot pump water into the street. Mr. Butler talked about neighboring properties that are dumping water on the street. Commissioner Felix said the Township will look into that because no one should be dumping water in the street.

Manager Rodgers said the Township is in the process of addressing all the illegal discharges within the Township now that we're an MS4 permit holder. Things are being addressed as they are identified because the Township can be fined for illegal discharges. Commissioner Felix suggested a French drain and Mr. Butler didn't like that idea. He asked again why he was issued a permit if he couldn't do it and Commissioner Felix said someone will contact him with an answer after it has been looked into.

PLEASANT HILL FIRE POLICE REQUEST: The Committee received a letter dated September 21, 2017 from South Western Music Boosters requesting to use the Pleasant Hill Fire Police on October 7, 2017 for their Showcase of Marching Bands. Police Chief Laughlin said the Boosters asked the Penn Township Fire Police to assist with the event and they were unable. Commissioner Van de Castle pointed out that the letter also asks for approval for any future events and he said he's not comfortable with blanket approval. The Township should be notified of any events that are requesting fire police. He also asked that they give more notice the next time. Police Chief Laughlin will notify them. Manager Rodgers expressed concerns about how the Pleasant Hill Fire Police's liability coverage could be affected without Penn Township approval.

Commissioner Heilman asked if we can have a mutual agreement with Pleasant Hill Fire Company so this doesn't have to be approved every time it comes up. Commissioner Felix said it's nice to receive their requests so we know what events are taking place. Police Chief Laughlin said the Music Boosters are not permitted to go into the road to direct traffic so they always need to request Fire Police or they have the option to pay Flagger Force.

2018 YORK COUNTY SPCA AGREEMENT: Manager Rodgers reported that the 2018 York County SPCA Animal Care and Housing Agreement is ready to be signed. She said the cost is based on the last census and it won't change until 2020 or 2021 when the next census is completed. Commissioner Brown asked if an agreement covering multiple years would be better. Commissioner Klunk said a year is good in case other options become available. The Committee discussed what the SPCA does compared to what Klugh Animal Control does for the Township. Manager Rodgers said Klugh picks up the animals and SPCA houses them. The Township pays Klugh for dogs, any

other animals picked up are billed to the caller. They only pick up live animals. Police Chief Laughlin said dead animals are sometimes picked up by the road crew. If they are chipped or wearing collars the owner is contacted. Deer are usually picked up by the Game Commission. The Committee recommended approving the agreement.

Manager Rodgers said there have been calls from residents requesting Deer Crossing signs on Breezewood Drive. Commissioner Heilman said there are a lot of deer at the intersection of Breezewood Drive and Black Rock Road.

OTHER MATTERS: None.

CITIZEN'S COMMENTS: None.

The meeting was adjourned at 7:36 p.m.

Respectfully submitted,

Angela M. Hallett
Township Secretary

MINUTES
PUBLIC SAFETY COMMITTEE
NOVEMBER 6, 2017

The Penn Township Public Safety Committee convened on Monday, November 6, 2017 at 7:00 p.m. Present were Chairman Felix and Commissioners Brown, Heilman, Klunk, and Van de Castle. Also present were Township Manager Rodgers, Police Chief Laughlin, Police Lieutenant Hettinger, Fire Chief Clouser, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: Commissioner Felix read the announcement of executive session that was held following the Board of Commissioners public meeting on October 16, 2017. Commissioner Felix announced an executive session to discuss personnel would be held following the Finance Committee meeting this evening.

APPROVAL OF THE MINUTES: The minutes of the October 2, 2017 Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Ray Kinsey, 179 Northview Drive, asked about the street lights that were removed near his home. He said there were three lights at the corner of Northview Drive and Arwco Drive; one in front of 102, 104, and 179. He said the light in front of 102 Northview was left on but it isn't the most effective position because it's not at the intersection. Commissioner Klunk said the street lights were discussed over several months in 2016, beginning in August. He explained that the Township is trying to provide one light per intersection. Intersections with multiple lights are being removed so that unlit intersections in the Township can be lit. He said the Commissioners may be able to look at the position of the lights near Mr. Kinsey's house.

PHYSICAL AGILITY TESTING UPDATE: Police Chief Laughlin reported that eight candidates passed the physical agility test with no problems. They are working on completing background checks and will soon have a list for the Civil Service Commission to certify.

FIRE TRUCK UPDATE: Fire Chief Clouser said Captains Adams and Boyce along with Firefighter Kopp were in Wisconsin for the prebuild meeting of the new fire truck. They reviewed the setup of the truck and did a rendering of the paint scheme and graphics. Change orders in the amount of \$2,900 were presented. The truck will go to the assembly line in February and be delivered in mid-May.

BUDGET DISCUSSION: Police Chief Laughlin said he's happy with the 2018 budget as it's been presented. He explained that the expenses are higher than last year due to the purchase of three vehicles and an increase in pension.

Fire Chief Clouser said he's still waiting on some final numbers for various insurance policies but he's overall content with the budget as it's been presented. He said the Hanover Area Fire and Rescue Commission will need to approve the budget

before he can get final numbers to the Township and the Borough. Commissioner Felix asked if the Commission is planning to hire three new people. Chief Clouser said the budget includes three new hires but this hasn't been approved by the Fire Commission yet. Commissioner Brown pointed out that there is a \$162,501 increase over the 2017 Emergency Services budget. Manager Rodgers said there are three possible budgets, depending on whether the Volunteers and EMS join the Fire Commission and she used the higher of the options to budget. Commissioner Klunk said the Township budget includes fire hydrant rental and the Fire Commission budget doesn't. He said the first budget for the Fire Commission will be the hardest because there are so many variables. Commissioner Heilman said the amount in the 2018 draft budget is adequate and the Fire Commission budget should not exceed it.

OTHER MATTERS: Police Chief Laughlin shared a note of appreciation from Buckle Up PA. The police department is no longer a part of the program but they participated while working and it was appreciated.

Fire Chief Clouser reported that the damaged ladder truck is at Glick's. While it's there they'll perform the State inspection and annual service. The repairs to the ladder will begin on November 8, 2017.

CITIZEN'S COMMENTS: None.

The meeting was adjourned at 7:24 p.m.

Respectfully submitted,

Angela M. Hallett
Township Secretary

MINUTES
PUBLIC SAFETY COMMITTEE
DECEMBER 4, 2017

The Penn Township Public Safety Committee convened on Monday, December 4, 2017 at 7:00 p.m. Present were Chairman Felix and Commissioners Brown, Heilman, and Van de Castle. Also present were Township Manager Rodgers, Police Chief Laughlin, Fire Chief Clouser, and Township Secretary Hallett. Commissioner Klunk was absent with notice. The following items were discussed:

ANNOUNCEMENTS: Commissioner Felix read the announcement of executive session that was held following the Board of Commissioners public meeting on November 20, 2017.

Commissioner Felix announced that Commissioner Klunk notified him that his surgery went well and he will be in the hospital for a few more days.

APPROVAL OF THE MINUTES: The minutes of the November 6, 2017 Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

UPDATE ON HIRING OF POLICE PERSONNEL: Police Chief Laughlin reported on the hiring process for two new patrolmen. Two conditional offers were made contingent upon successful completion of polygraph and psychological evaluation. Both candidates accepted the conditional offers.

REQUEST FROM YOUTH AID PANEL: The Committee received a letter dated November 14, 2017 from the York County Youth Aid Panel. Police Chief Laughlin said this is an annual request to use the Community Room once a month for Youth Aid Panel meetings. The Committee recommended approving the request for a waiver of fees to use the Community Room.

OTHER MATTERS: Commissioner Felix let the Committee know that he, Commissioner Brown and Manager Rodgers will meet with Penn Township Volunteer Emergency Services to work out a short term agreement for use of the Clover Lane fire station.

Fire Chief Clouser notified the Committee that there was a gasoline spill in Hanover Borough and it did not leak into Penn Township.

CITIZEN'S QUESTIONS: None.

The meeting was adjourned at 7:08 p.m.

Angela M. Hallett
Township Secretary