

MINUTES
PUBLIC SAFETY COMMITTEE
JANUARY 6, 2020

The Penn Township Public Safety Committee convened on Monday, January 6, 2020, following the Public Works Committee Meeting at 7:15 p.m. Present were Chairman Brown and Commissioners Elksnis, Felix, and Heiland. Also present were Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, Zoning Officer Smith, MS4 Stormwater Coordinator Hirt, and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF THE MINUTES: The minutes of the December 2, 2019 Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Cindy Stanley, Hershey Heights Road, asked the committee for an update on the requested light on the corner of Hershey Heights Road and Broadway. Commissioner Felix responded that it was in the works, and will be installed in the near future.

SONNY STREET NO PARKING TRAFFIC STUDY: Police Chief Hettinger reported that a traffic study was completed on Sonny Street where the street narrows from Friar Run to Grandview Road. It is suggested to make both sides of the road no parking to allow traffic to move freely without restrictions. Commissioner Felix stated that there is no curbing on the old section, there are several choices, do nothing and have difficulty with emergency vehicles getting through, apply no parking on the street, or widen the portion of Sonny Street and install curbing, with the curbing being a cost to the property owners. Commissioner Felix suggested the best scenario would be to approve the no parking on Sonny Street as residents do have off street parking. Commissioner Felix suggested tabling the discussion until next month when there will be a full Board of Commissioners.

REQUEST FOR ADDITIONAL CROSSWALK LIGHTING: Police Chief Hettinger reported that he received a request from ESAB for crosswalk lighting on Wilson Avenue, leading to an Administrative Office and Karen Lane leading to the employee parking lot. Both streets have crosswalks with supporting traffic studies, they are both properly marked and in place. The request is for additional lighting to draw attention to the crosswalks. Police Chief Hettinger checked with his LTAP representative regarding legalities and lighting is permitted however, must receive approval from state. There would be significant cost involved in adding the lighting. Mr. Todd Wagner, Health & Safety Manager at ESAB stated that they have several near misses where employees where when crossing, drivers are speeding through the crosswalks. They have had cases of a stopped vehicle and the driver behind would pass the stopped vehicle putting the person in the crosswalk in danger. Commissioner Felix asked Mr. Wagner if ESAB would be willing to pay the cost involved, Mr. Wagner stated it would be something they

would consider. Commissioner Felix reminded the committee that even if the costs would be paid by the business, the cost of maintaining would be the responsibility of the township. Mr. Wagner added that at night time, people cannot be seen in the crosswalk. Police Chief Hettinger stated that it's his understanding the beacons would be similar to the flashing caution yellow. Mr. Wagner added that they are informing their employees that just because the crosswalk is there, they have a personal responsibility to be sure they do not assume that an oncoming car is going to stop. Commissioner Felix asked when the crosswalks are used the most. Mr. Wagner stated that the Karen Lane is used most often as they have shifts 24-7, and Wilson would mostly be used 7 a.m., to 5 p.m. Commissioner Felix suggested increasing police presence. Police Chief Hettinger stated that he has had increased patrols from 6 a.m. to 8 a.m. and they have reported an increase of vehicular traffic. Commissioner Heiland suggested to placing the electronic speed signs, and Police Chief Hettinger will work on posting the electronic speed signs.

MUTUAL AID AGREEMENT WITH NORTH YORK REGIONAL P.D.: Police Chief Hettinger reported that the township has mutual agreements in place with surrounding area police departments. Recently, Southwestern Regional Police Department dissolved and Northern York County Regional Police Department took over patrolling for Heidelberg and Manheim Townships. Police Chief Hettinger has spoken with Police Chief Lash to see if he would like to continue with the agreement. He is in favor, but would like to see the agreement. Police Chief Hettinger asked Manger Rodgers to have the solicitor review, and his responded that there would be no issues. The committee suggested moving forward with the agreement.

REVIEW OF THE HANOVER AREA FIRE & RESCUE MEETING: Fire Chief Clouser reported that at the recent Fire Commission Meeting they awarded a citation to West Manheim resident Austin Wickham, a young man who had called 911 reporting a fire on Baltimore Street. Energy Systems Group, which is working on all three buildings to address air leaks and HAVC problems is starting with the Wirt Park Station very shortly. The repairs on the basement at the Clearview Street station that flooded last year have been completed. A presentation of recognition was held for Mr. Sheppard for his years of service with the Steering Committee and the Commission. He was presented with citations from Representative Kate Klunk's and Governor Wolf's office. Commissioner Brown stated that the issues with the volunteers were tabled. Fire Chief Clouser explained the volunteer companies have previously had agreements with each municipality, but now that they are merging and coming under the Commission there needs to be an agreement with the Commission. Commissioner Brown requested copies of the agreements be sent to Commissioner Felix and alternate Commissioner Heiland who are new to the Fire Commission Committee, and suggested discussing further in executive session. Fire Chief Clouser stated the documents would be forthcoming in the morning.

OTHER MATTERS: Commissioner Felix asked Fire Chief Clouser if sidewalk is being installed at the Clover Lane Station, along the new section bordering the JA Myers

Development. Manager Rodgers stated she believes it is in the Land Development Plan. Fire Chief Clouser will check further into the matter.

EMA Coordinator Jeffrey Waltman presented his report for December. He reported that he received information from Met Ed personnel that the stream is clear of PCB contamination after the recent transformer oil spill on Popular Street that ran into the tributary at Plum Creek off of Frederick Street. He added that his office will relocate from the Penn Township Municipal Building to the Clover Lane Station. Coordinator Waltman encouraged the committee to attend the Incident Command training for Executives and local officials that will be held in March.

CITIZEN'S QUESTIONS TO COMMITTEE REGARDING DISCUSSION ITEMS: Mr. Gary Bauer, spoke in reference to the crosswalk issue. He suggested the township may want to check into LED flashing lights that are triangular, flashing non-stop and are operated by solar battery power. Commissioner Felix thanked Mr. Bauer for his suggestion.

The meeting was adjourned at 7:40 p.m.

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
PUBLIC SAFETY COMMITTEE
FEBRUARY 3, 2020

The Penn Township Public Safety Committee convened on Monday, February 3, 2020, at 7:00 p.m. Present were Chairman Felix and Commissioners Brown, Elksnis, Heiland and Van de Castle. Also present were Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, Zoning Officer Smith, MS4 Stormwater Coordinator Hirt, and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: Chairman Felix read the announcement of the executive session that was held following the January 20, 2020, Penn Township Board of Commissioners Meeting to discuss personnel and legal issues with the solicitor.

APPROVAL OF THE MINUTES: The minutes of the January 6, 2020 Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Mary Beth Norton, 5 O'Neill Avenue, reported that due to the increased traffic on O'Neill Avenue and also a truck that is parking to the side of her parking area she is having difficulty coming out of her driveway. She is requesting to have no parking designated to the side of her driveway. Commissioner Felix requested Police Chief Hettinger to look into the matter and report back to the committee at the March Public Safety Committee Meeting.

SONNY STREET NO PARKING TRAFFIC STUDY: Police Chief Hettinger reported that a traffic study was completed on Sonny Street where the street narrows from Friar Run to Grandview Road. He has received numerous complaints stating the street parking is obstructing the flow of traffic. Commissioner Felix stated there are several options; leave as is, make one side of the street no parking, make both sides of the street no parking, widen the street installing curbing and charging the curbing cost to the residents. The committee agreed upon making the south side of the street no parking. Commissioner Felix requested that Police Chief Hettinger notify the residents affected and add the subject to the March Public Safety Meeting in case any residents want to express their concerns.

MEMORIAL DAY PARADE: Police Chief Hettinger reported that the township received a letter dated January 10, 2020 from the Allied Veterans Council to hold the Annual Memorial Day Parade on Monday, May 25, 2020. Commissioner Heiland stated that EMA Coordinator Jeff Waltman may want to consider contacting them regarding safety plans during the parade. Manager Rodgers will find out who will ride along in the parade and carry the flag to the cemetery. The committee had no objections to the request.

NEW DRUG DISPOSAL BOX: Police Chief Hettinger reported that he was contacted by Rite Aid Corporation that has a nonprofit organization to keep drugs away from kids,

offering to supply a 45-gallon capacity medication disposal box at no cost. The container is larger than the current container in place. The committee had no problems with the installation.

RECORDS TO BE DESTROYED: Police Chief Hettinger submitted a request to have the following documents shredded: Purchase Orders (2009-2011), 2014 Accident Reports, Traffic Citations, Incident Reports, 2015 -2016 Patrol Daily Logs, and Supervisor Incident Logs (2017 and prior). Manager Rodgers stated this will need to be done by resolution. The committee suggested adopting the resolution.

SOUTHWESTERN HIGH SCHOOL EDUCATION FOUNDATION 5K: Police Chief Hettinger reported that the township received a letter dated January 27, 2020 from South Western School District informing the township of a 5K run and a ½ mile Kids Fun Run to be held on May 2, 2020. They are requesting to close Bowman Road on this day from 7:30 a.m. until 11:00 a.m. Chief Hettinger reported this is the same request as they have had in the past, and there have been no issues with the event. Chief Hettinger will send his usual letter.

REQUEST FOR ADDITIONAL CROSSWALK LIGHTING: Police Chief Hettinger summarized the request from last month's discussion for crosswalk lights on Wilson Avenue and Karen Lane. Chief Hettinger stated that the crosswalks are currently marked, and adding the signs would be at a significant cost. At the request of the committee last month, Chief Hettinger posted an electronic speed sign on Karen Lane, over a period of 9 days, reporting one lane of traffic. Of the 5,477 vehicles that were recorded, 91 vehicles traveled over 45 miles an hour, which is the threshold for citation. Chief Hettinger added that if signage were to be pursued, approval of installation must go through Penn Dot. Commissioner Felix stated that the township would be responsible for maintenance and upkeep, but did not want to purchase the lighting. Commissioner Elksnis asked Mr. Todd Wagner, Health & Safety Manager at ESAB, if they would be willing to make a commitment to purchase. Mr. Wagner stated that he can make a verbal commitment that they want to participate in trying to get the situation corrected, but he does not have the authority to commit to the purchase at this time. Commissioner Felix requested Chief Hettinger work with Mr. Wagner to research options on style and cost of the signs and electricity, so he would have the information to present to ESAB. The committee was in favor of the of the signs and future upkeep, however do not want to incur the cost of the purchase.

REVIEW OF THE HANOVER AREA FIRE & RESCUE MEETING: Fire Chief Clouser reported that at the recent Fire Commission Meeting Mr. Burt Elsner was appointed to replace Mr. Sheppard on the Steering Committee. The Commission continues to work on the agreement with the volunteers. Chief Clouser is beginning to regularly meet with both Penn Township and Hanover Borough Mangers prior to the commission meeting to work on the commission agenda, by-laws and Roberts Rule of Order for the Commission Meeting. He also stated that he would like to work on consolidating the committees of the commission, and would like an elected official from both Penn Township and Hanover Borough to be appointed to each of the committees.

Commissioner Heiland asked if the Commission is working on obtaining a solicitor. Chief Clouser stated that he is working with both Managers on finding a solicitor, and possibly getting someone from outside of the Hanover area. Commissioner Felix stated the township received a letter from the Firefighter Association commending the participation in the MDA Boot Drive. The Hanover Commission had the highest amount raised by Local 2045. The Committee commended the Commission on their efforts.

EMA UPDATE: Emergency Management Coordinator Jeff Waltman presented his report for January. He reported on a recent power outage involving Met-Ed. He is monitoring updates on the Coronavirus with the CDC. The relocation of his office to the Clover Lane Station should be completed by late February.

OTHER MATTERS: Police Chief Hettinger informed the Committee that the front office will be closed on February 12, 2020 due to mandatory staff training on the RMS Cody. He will post a notice on the front door and on Facebook. The department will be open and accept 911 calls. He added that if anyone would need to make a payment, they would be able to do so at the Municipal Office. Chief Hettinger wanted to inform the Committee about the great job Officer Wheeler did for finding and reporting the fire on January 25 at Sign of the Horse Brewery.

CITIZEN'S QUESTIONS TO COMMITTEE REGARDING DISCUSSION ITEMS: None.

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

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
PUBLIC SAFETY COMMITTEE
MARCH 2, 2020

The Penn Township Public Safety Committee convened on Monday, March 2, 2020, at 7:00 p.m. Present were Chairman Felix and Commissioners Brown, Elksnis, Heiland and Van de Castle. Also present were Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, MS4 Stormwater Coordinator Hirt, and Township Secretary Sweeney. Zoning Officer Smith was absent with notice. The following items were discussed:

ANNOUNCEMENTS: Chairman Felix read the announcement of the executive session that was held following the February 17, 2020, Penn Township Board of Commissioners Meeting to discuss personnel and legal issues with the solicitor.

APPROVAL OF THE MINUTES: The minutes of the February 3, 2020 Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

ST. JOSEPH ATHLETIC ASSOCIATION 5K: Police Chief Hettinger reported that the township received a letter from St. Joseph Athletic Association requesting permission to conduct a 5K to be held on May 16, 2020. The request is the same as received in previous years. Police Chief Hettinger will send them the standard letter.

SONNY STREET NO PARKING STUDY: Police Chief Hettinger updated the committee on the traffic study of Sonny Street that was reported at the last meeting. The road narrows at the old section of the street, making it hazardous for thru traffic. His recommendation remains the same, to make the south side of Sonny Street no parking from the newly paved area out to Grandview Road. It is the least expensive option; the other option is to widen the street and install curbing at the property owner's expense. Parking will be available on the opposite side of the road. The Committee recommend adopting an ordinance to post no parking on the south side of Sonny Street.

ESAB MID-BLOCK CROSSWALK LIGHTING STUDY: Police Chief Hettinger updated the Committee regarding the crosswalk lighting requested by ESAB on Karen Lane and Wilson Avenue. Chief Hettinger had LTAP complete a study of the area. Their recommendation was that both the locations are favorable for either installation of rectangular rapid flashing beacons (RRFB), and/or concrete island. The request from ESAB was for the RRFBs. The signs would be a push button system with rapid flashing amber lights, the solar option is very reliable with the batteries lasting for five to seven years. Posting two signs at each location would be at a cost of \$15,000 at each location for the solar option. There is an electric option which is much costlier. The road area is not wide enough for the concrete island which would be placed in the middle of the road requiring the cars to go around. Commissioner Brown stated that it is his understanding ESAB said they would pay for the initial installation, and the township would be

responsible for the maintenance. The posting of the signs will have to be approved by Penn DOT. The Committee recommended moving forward with the signs as long as ESAB paid for the signs and installation, with the township being responsible for the maintenance.

O'NEILL AVENUE NO PARKING REQUEST: Police Chief Hettinger reported that he had an officer survey the area that Ms. Norton requested a no parking sign on O'Neill Avenue, and it was found that it is unjustified. Chief Hettinger will be meeting with Ms. Norton to see if they can speak to the neighbor about moving the truck which obstructs her view coming out of her driveway.

90 HENRY STREET "NO OUTLET" REQUEST: Police Chief Hettinger reported that the Township received a letter from Sean Patrick Logue, 90 Henry Street requesting a "No Outlet" sign be installed at the intersection of Henry Street and Krentler Drive. Chief Hettinger stated that he has drove by the area and he understands their concern. At the intersection it appears to be a road, however it dead ends into their property, and recommends that a no outlet sign be posted. Mr. Logue stated that they did have private drive signs posted, but they were removed recently due to work that was completed on their property and not yet been reposted. Mr. Logue added it's been consistently at least two cars daily, that come in to their drive and turn around often destroying their yard, but recently this has increased to sometimes eight to ten cars daily. Manager Rodgers asked if this needed to be done by ordinance, Chief Hettinger stated that he would check into it, but the sign is not enforceable, and is more of a warning. The Committee recommended moving forward with the request.

NORTHERN YORK COUNTY REGIONAL P.D. M.O.U.: Police Chief Hettinger reported that the due to the dissolution of Southwestern Regional Police Department, the Northern York County Regional Police Department now operates in Manheim Township and Heidelberg Township. Chief Hettinger presented them with our Memorandum of Understanding for mutual aid. The Committee recommended approving the agreement.

ORDINANCE FOR BROOKSIDE DEVELOPMENT SIGNS: Police Chief Hettinger reported that in 2016 traffic studies were conducted for speed limit, stop signs, and no parking, within the Brookside Development. All studies were reviewed again, with minor corrections being made to street names and directions. The traffic studies are ready, and an ordinance needs to be adopted to enforce the signs. Manager Rodgers stated that she will add Sonny Street to the ordinance. The Committee recommended adopting the ordinance.

REVIEW OF THE HANOVER AREA FIRE & RESCUE MEETING: Fire Chief Clouser reported that at the Fire Commission Meeting they reviewed the volunteer agreement and he is still working on this and will be getting a copy to Commissioner Brown. Chief Clouser stated that the Request for Proposal for legal services were sent out last week. He also has been working on the by-laws to reflect the consolidation of the committees that he suggested to the two managers. The Board agreed to have Solicitor Hovis review all documents until the Commission obtains their own solicitor.

EMA UPDATE: Emergency Management Coordinator Jeff Waltman presented his report for February. He added there is continued participation in the York County Department of Emergency Services multiple-phase THIRA process. Phase III will start next week which would include disasters such as nuclear, earthquake, power outages, urban fires, and finding ways to reduce the loss of life. He reported on the coronavirus. The said there are still a lot of unknowns. He is checking with the CDC regularly, and will continue to monitor and keep the committee informed. Manager Rodgers stated that she and WWTP Superintendent Mahone are checking regarding the Waste Water Treatment Plant to see how long the virus stays alive. She also wanted to make the Committee aware that she is not sure how this will impact the township financially.

OTHER MATTERS: Police Chief Hettinger stated that he spoke with Steve Thomas, regarding a project he has been working on for cancer awareness. Mr. Thomas took the liberty of creating a mug with the pink police patch on it. Chief Hettinger thought it would be a great opportunity to do a fundraiser with the mug and the patch. He said other departments across the county do something similar. Chief Hettinger stated he could post on facebook to see if there would be an interest. He could make them available at the department, and the municipal building, National Night Out, and also post in the newsletter. The Committee recommended moving forward, and keep Manager Rodgers updated on the progress.

Commissioner Felix asked the committee if they wanted to proceed in moving forward with a noise ordinance. Commissioner Elksnis asked Chief Hettinger if he receives many complaints, he said the few that are received, an officer will notify the resident that complaints were received, and that usually takes care of the situation. The Committee agreed that no further action is needed to be taken at this time.

Commissioner Felix asked Chief Clouser if he wanted to update the Committee with the recent fire in February. Chief Clouser stated that at the last Borough Meeting they recognized three Police Officers, and at the next Commission Meeting they would like to recognize George Keriazes, and Sherry, one of his employees at the Famous Hot Weiner for opening the business early to feed the fire victims and firefighters. The facility was also used by the Red Cross to interview the victims. Chief said they went above and beyond, and he was very grateful.

CITIZEN'S QUESTIONS TO COMMITTEE REGARDING DISCUSSION ITEMS:

The meeting was adjourned at 7:45 p.m.

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
PUBLIC SAFETY COMMITTEE
MAY 4, 2020

The Penn Township Public Safety Committee convened on Monday, May 4, 2020, at 7:00 p.m via an online meeting. Present were Vice Chairman Elksnis and Commissioners Brown, Heiland and Van de Castle. Also present were Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, Public Works Supervisor Ortman, Zoning Officer Smith, and MS4 Stormwater Coordinator Hirt, and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: Vice Chairman Elksnis read the Summary of the Public Meeting Guidelines.

APPROVAL OF THE MINUTES: The minutes of the March 2, 2020 Public Safety Committee meeting were approved as submitted. There was no meeting held in April, 2020.

CITIZEN'S COMMENTS: There were none.

RELAY FOR LIFE CANVASSING: Police Chief Hettinger reported on March 1, 2020, he received a request from the American Cancer Society to conduct their annual canvassing event on June 13, 2020, from 8 a.m. to 3 p.m. at four intersections in the township. They have had no issues with this event in the past. Commissioner Heiland suggested that they should wear masks. Chief Hettinger stated that he would send them a letter and include that all CDC guidelines should be followed to maintain safety precautions.

SONNY STREET "NO PARKING": Police Chief Hettinger reported that since the last meeting, the resident at 381 Sonny Street has improved the edge of his property to park his vehicles, removing them three to three and a half feet off the roadway. Having done so, provides a gradual decrease in roadway on Sonny towards Grandview. Chief Hettinger and Traffic and Engineering Certified Officer Brian Smith both reviewed the improvements and it is their recommendation that the north side of the street be posted no parking. Chief Hettinger contacted the resident at 380 Sonny Street, and they have no objection. The committee made a favorable recommendation of posting no parking on the north side of Sonny Street, however asked Chief Hettinger to keep an eye on the situation.

POLICE "PREMIER AGENCY" ACCREDITATION AWARD: Police Chief Hettinger reported he received a letter dated March 17, 2020, from the Pennsylvania Law Enforcement Accreditation Commission. A policy was put into effect that recognizes any agency that has been re-accredited five times or more, with no provisions or extensions, be granted the status of Premier Agency. Chief Hettinger stated that he is very proud of this level of excellence, only ten agencies in the state, and two in York

County have received this status. The Pennsylvania Chiefs of Police would like to attend a meeting to make the presentation when regulations allow. The committee looks forward to the presentation.

REVIEW OF FIRE COMMISSION MEETING: Fire Chief Clouser reported that the Fire Commission Meeting was canceled in April do the COVID-19 pandemic, they will be holding the May meeting via ZOOM online meeting software. He has a ZOOM meeting scheduled with the Township and Borough Managers to the review the agenda and other items prior to the commission meeting.

EMA UPDATE: Emergency Management Coordinator Jeff Waltman presented his report for April. He has been participating in regular meetings with the York County Department of Emergency Services, and Hanover Area COVID-19 Community Group through weekly teleconference meetings. He has been monitoring inventories of PPE, and the demand for basic nutrition needs, and has spoken to several agencies and private interest that have sponsored events, that provide meals at low/no cost or boxed/bagged groceries, all indicated there is an increase in demand. He spoke to County Social Services, and he is going to request a popup food distribution site in the area. Commissioner Brown asked Fire Chief Clouser who would be submitting expenses for the fire commission relating to COVID-19, Chief Clouser stated that EMA Waltman would be submitting the COVID-19 related material expenses for the PEMA/FEMA Grant. The Township would need to submit any personnel expenses.

OTHER MATTERS: Fire Chief Clouser stated that they were called out to a hazmat incident regarding a spill this past week and MS4 Coordinator Hirt did an excellent job.

Fire Clouser stated he received a call from a resident on Westminster Avenue wishing to burn the wood from a dilapidated shed/outbuilding, the resident owns five and half acres. Chief Clouser reported the ordinance states he must have ten contiguous acres, however there were amendments made to the ordinance 2015. Chief Clouser is looking for clarification of the amendments and of the intent, if it was to be to all open burning has to have ten contiguous acres. After discussion, the committee agreed the intent was strictly ten contiguous acres for all open burning.

Commissioner Elksnis inquired about the status of the Police mug/patch American Cancer Society fundraiser. Police Chief Hettinger stated that due to businesses being closed it was on hold, but will continue to look into it.

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

The meeting was adjourned at 7:42 p.m.

Respectfully submitted,
Donna M. Sweeney
Township Secretary

MINUTES
PUBLIC SAFETY COMMITTEE
JUNE 1, 2020

The Penn Township Public Safety Committee convened on Monday, June 1, 2020, at 7:00 p.m. via an online meeting. Present were Chairman Brown and Commissioners Cromer, Elksnis, Heiland and Van de Castle. Also present were Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, Public Works Supervisor Ortman, Zoning Officer Smith, MS4 Stormwater Coordinator Hirt, and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: Chairman Brown read the Summary of the Public Meeting Guidelines.

APPROVAL OF THE MINUTES: The minutes of the May 4, 2020 Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

HANOVER AREA NIGHT OUT: Police Chief Hettinger reported that Hanover Area Night Out is scheduled for August 4, 2020. He stated that it is unknown if night out will happen and his department has reached out to the vendors and all are aware to prepare as if it will be held, but with the possibility that it may be canceled due to the pandemic.

FIREFIGHTER COMPLETES PROBATION: Fire Chief Clouser reported that Firefighter Kory Weaver was hired on September 24, 2019, completed the academy on November 15, 2019 and completed his probationary period on May 15, 2020. Chief Clouser stated that he is doing a fine job and should be placed on regular status. The Committee recommended that Firefighter Weaver be placed on regular status effective May 15.

REVIEW OF FIRE COMMISSION MEETING: Fire Chief Clouser reported that the Hanover Area Fire and Rescue Commission approved a solicitor, Pillar + Ault, Attorney Cory Iannacone. Chief Clouser stated that Attorney Iannacone will attend the next fire commission meeting.

Chief Clouser stated that he attended the rally at the square this past weekend and stated that it was a peaceful protest, with little to no disruptions.

Chairman Brown wanted to remind the committee of an upcoming meeting on Wednesday, June 3, 2020, at 1:00 p.m. to work on an agreement with the Volunteers to join the Fire Commission.

EMA UPDATE: Emergency Management Coordinator Jeff Waltman presented his report for May. He added that there is a decline in Covid 19 cases in the south-central region. He is continuing to monitor corona virus situation.

Police Chief Hettinger stated that Bill James sends out a daily update of COVID-19, and civil disobedience, and requested that EMA Waltman pass along his thanks and appreciation for the reports.

OTHER MATTERS: Chairman Brown asked Police Chief Hettinger for a final summation on the posting of no parking on Sonny Street. Chief Hettinger reported that he and Engineer Bortner went out, the signs were placed, and he spoke with the residents on both sides of the street and all are happy.

Police Chief Hettinger commended Manager Rodgers for her attendance and participation of the YWCA Stand Up Against Racism event.

CITIZEN'S QUESTIONS TO COMMITTEE REGARDING DISCUSSION ITEMS:

Resident Richard C. Zinn, 16 Alexander Drive, Hanover, wanted to be a part of the meeting and learn more about the township, specifically the police need in regard to data storage and body cameras. He would like to become more involved, possibly with raising funds, or becoming an advocate for a lower cost alternative to achieve more transparency within the township. Chairman Brown thanked Mr. Zinn for his concern. He stated that this has been discussed in the past, and they were able to install dashboard cameras. Chairman Brown stated that this would not happen this year with budget restraints, and is something that we should research. Mr. Zinn is not involved with any programs, but would like to offer his help. Chairman Brown stated that Mr. Zinn is welcome to attend the meetings, and Chief Hettinger thanked Mr. Zinn, and stated that this is something that they have been looking into. Commissioner Van de Castle asked Chief Hettinger if he could get estimates, to see what we would be looking at, and stated that it may not fit in the budget for next year, but would give them something to work with. Mr. Zinn added that he has experience with fundraising and would be willing to be of assistance. Chief Hettinger stated that he would keep in touch.

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

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
PUBLIC SAFETY COMMITTEE
JULY 6, 2020

The Penn Township Public Safety Committee convened on Monday, July 6, 2020, at 7:00 p.m. via an online meeting. Present were Chairman Brown and Commissioners Cromer, Elksnis, Heiland and Van de Castle. Also present were Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, Public Works Supervisor Ortman, Zoning Officer Smith, MS4 Stormwater Coordinator Hirt, and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: Chairman Brown announced that there was an executive session held following the Board of Commissioners Meeting on June 15, 2020.

Chairman Brown read the Summary of the Public Meeting Guidelines.

APPROVAL OF THE MINUTES: The minutes of the June 1, 2020 Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS:

Amanda Beard-White, Executive Director of the Hanover Area Diversity Alliance presented the committee with a proposed ordinance regarding anti-discrimination, and spoke about creating a Hanover Area Human Relations Commission. The committee thanked Ms. Beard-White, and stated that they would need time to review the document.

Mr. William Wilke, 16 Earl Street, spoke about his concerns regarding the "thin blue line" face masks that have been worn by police officers.

HANOVER AREA NIGHT OUT: Police Chief Hettinger reported National Night Out is scheduled for August 4, 2020, under the current limitations due to COVID19, he recommends cancelling the event this year. Manager Rodgers added that she can work with Chief Hettinger on alternate ideas to honor the event. The committee was in favor of cancelling the event, and asked to be kept updated on alternate ideas.

HANOVER HOMECOMING PARADE: The Committee received a letter dated June 1, 2020, from the Hanover Area School District requesting permission to conduct their annual Hanover Homecoming Parade on Friday, October 9, 2020. The committee recommended approving the request.

POLICE BODY WORN CAMERAS: Police Chief Hettinger reported the township currently has dashboard cameras through Watchguard. Chief Hettinger received a quote for a minimum of twelve body cameras for \$29,585, which would include the cameras and software, licensing and server. Chief Hettinger was put in contact with

Dave Meckly of the Warehime Foundation, Mr. Meckly felt that this was overdue and a benefit to the community. The township will receive a grant for \$35,000.00. The committee recommended approving the grant.

REVIEW OF FIRE COMMISSION MEETING: Fire Chief Clouser reported the last Fire Commission Meeting was held at the Clover Lane Station. Chief Clouser stated after much discussion and research, they decided to shut down the ALS Ambulance at the Clearview Station on George Street, which was available 12/7. The commission will continue to run the Clover Lane and Wirt Park Stations 24/7.

Chairman Brown commented on the PA Municipal League action call to support legislation to have municipalities govern fireworks use. The committee agreed that Manager Rodgers contact our local representatives in support.

EMA UPDATE: Emergency Management Coordinator Jeff Waltman presented his report for June.

OTHER MATTERS: There were none.

CITIZEN'S QUESTIONS TO COMMITTEE REGARDING DISCUSSION ITEMS:

Mr. Wilke readdressed his concern of the "thin blue line". Chairman Brown stated that Manager Rodgers will discuss uniforms with Police Chief Hettinger.

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

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
PUBLIC SAFETY COMMITTEE
AUGUST 3, 2020

The Penn Township Public Safety Committee convened on Monday, August 3, 2020, at 7:00 p.m. via an online meeting. Present were Chairman Brown and Commissioners Cromer, Elksnis, Heiland and Van de Castle. Also present were Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, WWTP Superintendent Mahone, Public Works Supervisor Ortman, Zoning Officer Smith, MS4 Stormwater Coordinator Hirt, and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: Chairman Brown announced that there was an executive session held following the Board of Commissioners Meeting on July 20, 2020.

Commissioner Heiland read the Summary of the Public Meeting Guidelines.

APPROVAL OF THE MINUTES: The minutes of the July 6, 2020 Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

FIREWORKS COMPLAINTS: Police Chief Hettinger reported that the department has received numerous complaints regarding the use of fireworks. He reported that in order to issue a citation, they must have a neighbor testify, or catch the perpetrator in the act, which has been difficult. Commissioner Brown reported that the committee, along with Manager Rodgers are working on a draft ordinance regulating the use of fireworks. Commissioner Van de Castle suggested having a time limit for fireworks. Fire Chief Clouser reported he has sent letters to the senators and house representatives urging them to consider to allow all municipalities to have the option to draft an ordinance prohibiting fireworks. Commissioner Brown is not in favor of prohibiting, just would like to regulate the use of fireworks. Manager Rodgers reported that the advice from the solicitor is that the township can restrict the hours of use, but not prohibit the use.

NATIONAL NIGHT OUT: Police Chief Hettinger reported that the National Night Out organization has requested a change of date for the event this year to October 6th. Chief Hettinger added that due to the restrictions in place for COVID-19, there is no safe way to hold the event in the Target parking lot as in years past. They are planning for the old tradition of the porch lights and officers going through the neighborhoods and meeting the residents.

HALLOWEEN PARADE: Police Chief Hettinger reported that the Hanover Jaycees will be meeting on Thursday, August 6th, to decide the fate of the annual Halloween parade. Chief Hettinger reported that he expressed his concern of not being able to hold the event safely and the Jaycees will contact him on Friday with the decision as to if the parade would be held this year.

Chairman Brown asked the committee if they would consider setting the date for trick-or-treat, or if it should even be held this year. Commissioner Heiland requested that safety precautions be promoted to the public. The committee recommended to set the date with the traditional Tuesday before Halloween, which is October 27, 2020.

YMCA HANOVER HALF-MARATHON: Police Chief Hettinger reported he received a letter from the Hanover YMCA dated July 14, 2020, requesting to hold a half marathon on Saturday, October 3, 2020. Chief Hettinger reported that they are addressing the current distancing restrictions and have not have had issues in the past with this event. Police Chief Hettinger will send them a letter.

ACCREDITATION/GENERAL ORDER REVIEWS: Police Chief Hettinger reported that with the current events nationally with defund the police, he wanted to review the department's accreditation status with the committee. Being an accredited department through the Pennsylvania's Chiefs of Police, means this department strives to meet a higher level of standards. Whenever there is a general change of command, the new chief reviews the general order, and is to write a letter with dates of origination, and review along with a signature on each order, confirming they have been recently reviewed. He is currently working on this task, and hoping to have completed in the next few months. Commissioner Van de Castle requested an update on the status of the body cameras. Chief Hettinger replied the cameras have been ordered and there is a six-week turn around, and he drafted a policy that coincides with the dashboard cameras, and has turned in to Manager Rodgers for review by the solicitor.

REVIEW OF FIRE COMMISSION MEETING: Fire Chief Clouser reported he did not have any updates for the committee and the last commission meeting was canceled due to lack of pressing issues. Chief Clouser reported he expected to have the draft agreement from the volunteers but has yet to receive. The volunteers are meeting this evening and will discuss with their attorney. Chief Clouser would like for the commission's attorney to review before discussing with the commission.

EMA UPDATE: Emergency Management Coordinator Jeff Waltman presented his report for July.

OTHER MATTERS: Commissioner Brown informed the committee that the board has received an application for the Planning Commission, and there are two seats to be filled.

CITIZEN'S QUESTIONS TO COMMITTEE REGARDING DISCUSSION ITEMS: None.

The meeting was adjourned at 7:32 p.m.
Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
PUBLIC SAFETY COMMITTEE
SEPTEMBER 1, 2020

The Penn Township Public Safety Committee convened on Tuesday, September 1, 2020, at 7:00 p.m. Present were Chairman Brown and Commissioners Cromer, Elksnis, Heiland and Van de Castle. Also present were Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: Chairman Brown read the announcement of the executive session that was held following the August 17, 2020, Penn Township Board of Commissioners Meeting.

APPROVAL OF THE MINUTES: The minutes of the August 3, 2020 Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: None.

PROPOSED FIREWORKS ORDINANCE: Commissioner Brown reported that the committee received a draft ordinance in regards to the use of consumer fireworks, and opened the floor for discussion. Police Chief Hettinger stated that in section 1.12, the wording of "to permit the use" may be problematic. The committee suggested the wording to be changed to "to knowingly or unknowingly permit the use". Commissioner Elksnis questioned if the penalty is progressive. The committee agreed this ordinance is meant to be a deterrent, and suggested to change the offense to a strict penalty amount of \$500, plus fees. The committee recommended adopting the ordinance once the suggested changes have been made.

POLICE 2021 BUDGET PRESENTATION: Police Chief Hettinger presented an overview of the 2021 police budget. As it is proposed the total expenses will be \$4,789,892. They are proposing five new Ballistic Duty Vests, a new police computer server, data storage for the body cameras, and data encryption software. Two police cruisers are scheduled for replacement, and will need to be outfitted with new equipment, because the current equipment will not fit to transfer to the new vehicles. The committee asked questions regarding the budget items

REVIEW OF FIRE COMMISSION MEETING: Fire Chief Clouser reported the last Fire Commission Meeting was held on August 20th via online software. Subjects covered included the volunteer relief association, Penn Township and Hanover Borough's associations have merged to form the Hanover Area Volunteer Fire & Rescue Relief Association of York County. Chief Clouser had forwarded the information to the managers for when the state reports need to be submitted for funding. The annual volunteer solicitation has been mailed to the residents. The 2021 budget was submitted to the commission for review. There is a significant increase due to PTVES, which is currently in negotiations to join the commission, and therefore would not be invoiced as

a separate entity. Commissioner Brown expressed concern with the volunteer services owing a significant amount to the commission, and how that will affect the commission if/when they should join.

Chief Clouser stated that there is a grant available through the state fire commissioner's office that he applies to every year. This year they opened a second round to apply due to expenses incurred from COVID-19, up to December 31, 2020.

EXTENSION OF THE EMERGENCY DECLARATION FOR COVID-19: Manager Rodgers stated that the declaration began on March 16, 2020, and have extended it thus far, and the governor extended the declaration for the state for ninety days. The committee agreed to extend the Covid-19 Emergency Declaration.

OTHER MATTERS: None.

CITIZEN'S QUESTIONS TO COMMITTEE REGARDING DISCUSSION ITEMS: Mr. Jack Corriere, 114 Oak Hill Drive, commended the committee on the access of the past meetings held via the ZOOM online software.

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

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
PUBLIC SAFETY COMMITTEE
OCTOBER 5, 2020

The Penn Township Public Safety Committee convened on Monday, October 5, 2020, at 7:00 p.m. Present were Chairman Brown and Commissioners Cromer, Elksnis, Heiland and Van de Castle. Also present were Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: Chairman Brown read the announcement of the executive session that was held following the September 21, 2020, Penn Township Board of Commissioners Meeting.

APPROVAL OF THE MINUTES: The minutes of the September 1, 2020 Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Mr. Elijah Fisher, 70 Bowman Road, stated that the resident at 60 Bowman Road, is working outside at the property all hours of the night, as well as mowing the lawn at 10 p.m. Mr. Fisher added that the building looks as it should be condemned. Police Chief Hettinger will look into the situation. Chairman Brown requested Mr. Fisher to call 911 when this occurs and file a complaint.

KLUGH 2021 ANIMAL CONTROL AGREEMENT: Police Chief Hettinger reported that the service agreement with Klugh Animal Control is the same with the exception of the overtime hours will now begin an hour earlier at 5 p.m. and the annual retention fee has increased an additional \$100.00. Chief Hettinger stated they are happy with the service she has provided. The committee recommended approving the agreement.

UPDATE ON NATIONAL NIGHT OUT: Police Chief Hettinger reported that National Night Out will be held tomorrow, October 6, 2020. The event will be more of a traditional event with officers driving throughout the neighborhoods. The officers have stress balls as well as jelly rings with LED flashing lights to hand out. There will be five motorized and two bicycle units traveling participating.

BROOKSIDE HEIGHTS PHASE 4 TRAFFIC STUDY: Police Chief Hettinger reported that a traffic and engineering study was conducted at Brookside Heights Phase 4, on Coop Lane, between Overlook Drive and Pacer Drive, and at lot 64 which provides multi-family access connections to Pacer Drive. The study was conducted by the construction company in regards to stop signs, parking restrictions, and speed limits. Chief Hettinger stated he has no issues and suggested moving forward.

HAWK HUSTLE 5K FUNDRAISER: Police Chief Hettinger received a letter from The Hanover Athletic Booster Club dated September 24, 2020, requesting to host the annual Hawk Hustle 5K Fundraiser on November 14, 2020. The request is the same as past

years, and have had no issues in the past with the event. Chief Hettinger will send them a letter.

UPDATE ON 4 SCOTT STREET FIRE CODE ISSUES: Fire Chief Clouser reported the resident at 4 Scott Street was cited under 3 sections of the fire code regulations. The magistrate gave him a 30-day continuance to come into compliance. The neighbor has complained of the smell and has pictures of live and dead rats on the property. Manager Rodgers added the Zoning Officer is able to file more charges as of October 1, 2020. The township will continue to seek an avenue to resolving this issue.

REVIEW OF THE FIRE BUDGET: Fire Chief Clouser presented an overview of the fire department budget that included the Hanover Area Fire and Rescue Commission budget. He reported increases in salaries, insurance, and hydrant repairs. He then presented the Fire Commission Budget with the proposed figure of \$707,772.00. This is the budget that was presented to Hanover Borough and Hanover Borough Manager Dunford had made a few suggestions. Chief Clouser stated that this year the Commission is set to go live with billing as of January 1, 2021, this should provide about \$1.25 million in revenue and approximately \$170,000 in solicitations with EMS. Chief Clouser reported he eliminated the Deputy Chief position, one new vehicle and one used vehicle to help decrease the budget to bring the intergovernmental contributions down to \$647,264. Chief Clouser also proposed that when he takes vacation time, that one of his captains be placed as active fire chief, and be compensated as so. The committee agreed this is worth further discussion.

REVIEW OF FIRE COMMISSION MEETING: Fire Chief Clouser and the Committee discussed the subject of the Fire Commission and the volunteers.

EMA UPDATE: EMA Coordinator reviewed his September report. He added that he submitted \$17,000 in COVID expenses into FEMA and is eligible for 75%. The Hanover Christmas Parade, and tree lighting have been canceled, however the Hanover Chamber of Commerce is working on alternative plans to celebrate the holiday season. He is in the process of proposing a candidate for a deputy EMA Coordinator, this is an unpaid position. Coordinator Waltman updated the committee on the latest COVID statistics for the area.

OTHER MATTERS: Police Chief Hettinger reported that the five traffic lights for the Baltimore-Grandview corridor have been retimed. It was discovered the southbound on Grandview and Blooming Grove the traffic loop coils in the road are broken. Chief Hettinger provided several options for the repair. The committee recommended that Chief Hettinger proceed with repairing the loop with the camera option.

Manager Rodgers reported that the Emergency Declaration began on March 16, 2020, she asked the committee if they would like to extend the declaration. The committee agreed to extend the declaration until Monday, October 12, 2020.

CITIZEN'S QUESTIONS TO COMMITTEE REGARDING DISCUSSION ITEMS: None.

The meeting was adjourned at 8:05 p.m.

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
PUBLIC SAFETY COMMITTEE
NOVEMBER 2, 2020

The Penn Township Public Safety Committee convened on Monday, November 2, 2020, at 7:00 p.m via an online meeting. Present were Chairman Brown and Commissioners Cromer, Elksnis, Heiland and Van de Castle. Also present were Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, Zoning Officer Smith and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: Chairman Brown read the announcement of the executive session that was held following the October 19, 2020, Penn Township Board of Commissioners Meeting.

Commissioner Heiland announced there would be an executive session held this evening after the meetings.

Commissioner Brown read a summary of the online public meeting guidelines.

APPROVAL OF THE MINUTES: The minutes of the October 5, 2020, Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

NO-SHAVE NOVEMBER FUNDRAISER: Police Chief Hettinger reported that the Police Department will be participating in a no-shave November fundraiser starting November 2, continuing through December 11, 2020. The charitable donations will benefit Olivia's House, which was chosen by the female officers. Chief Hettinger added that he provided a challenge this year, if over \$5,000 is raised, he will shave his mustache, which has not happened in over thirty years. The donations may be made through Facebook. No donations will be taken at the police station.

2021 SPCA AGREEMENT: Township Manager Rodgers reported that the SPCA agreement is the same as in years past, with the exception of COVID-19 safety precautions. There was no increase in fees for the 2021 agreement. The committee recommended approving the agreement and placing on the Board of Commissioners agenda.

UPDATE ON 4 SCOTT STREET FIRE CODE ISSUES: Fire Chief Clouser reported he attended the court hearing this afternoon regarding this property. Chief Clouser issued three citations under the fire code to the resident. Magistrate Sneeringer found the resident not guilty on one count, and guilty of two, with a \$50 fine for each guilty count. Chief Clouser reported that he provided pictures to the Magistrate, as did a neighbor in attendance, who reported she has video of live rats in the area. Chief Clouser added that help has been offered to the resident in the past to get the property

cleaned, but, the resident will only agree if he gets to decide what items will be discarded. Chairman Brown stated this is a public health issue and action needs to be taken. The committee agreed to continue to attempt to get the property cleaned up. Zoning Officer Smith will be in contact with the committee to discuss further actions that can be taken.

REVIEW OF FIRE COMMISSION MEETING: Fire Chief Clouser reported the commission continues to work on the agreement to bring the volunteers under the Fire Commission. The agreement is currently with the volunteers' attorney, once Chief Clouser receives it, he will present to the committee for review. Chief Clouser reported they discussed beginning the process to bring the firefighters and career staff under a joint contract. A few EMS workers were recognized by their patients. Chief Clouser reported he has begun to work on an EMS proposal for advance life support, and/or Mobile Intensive Care Unit services to West Manheim Township.

EMA UPDATE: EMA Coordinator Waltman reviewed his October report. Mr. Waltman added that he finalized and submitted the COVID-19 grant to PEMA.

EMERGENCY DECLARATION EXTENSION: Chairman Brown reported the Emergency Declaration began on March 16, 2020, and has been extended thus far. The committee agreed to extend the Emergency Declaration through November 9, 2020.

OTHER MATTERS: None.

CITIZEN'S QUESTIONS TO COMMITTEE REGARDING DISCUSSION ITEMS: Kara Stultz, 6 Scott Street, Hanover, PA, addressed the committee regarding her neighbor's property at 4 Scott Street. She thanked the committee for addressing the issue. She stated they have been dealing with the mess for four years. They have dealt with dead rats, dead birds, the awful trash smell. She stated the neighborhood is in full support of action. She had a petition with over 70 signatures, with people knocking at her door to sign. She added that she has a contract with a pest control company to set rat traps to try to keep the rodents off her property. The committee thanked her for her input.

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

Respectfully submitted,

Donna M. Sweeney
Township Secretary

MINUTES
PUBLIC SAFETY COMMITTEE
DECEMBER 7, 2020

The Penn Township Public Safety Committee convened on Monday, December 7, 2020, at 7:00 p.m. via an online meeting. Present were Chairman Brown and Commissioners Cromer, Elksnis, Heiland and Van de Castle. Also present were Township Manager Rodgers, Police Chief Hettinger, Township Engineer Bortner, Zoning Officer Smith and Township Secretary Sweeney. The following items were discussed:

ANNOUNCEMENTS: Chairman Brown announced there was an executive session held following the December 1, 2020, Penn Township Health and Sanitation Committee Meeting to discuss wages and personnel matters.

Commissioner Brown read a summary of the online public meeting guidelines.

APPROVAL OF THE MINUTES: The minutes of the November 2, 2020, Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

POLICE DEPARTMENT'S VEHICLES: Police Chief Hettinger reported a second police vehicle was purchased this year in September. The equipment for the vehicle was ordered 1 ½ to 2 months prior to the purchase, and has not been received as of yet due to COVID. The vehicle has been at B Moyer in Palmyra since September. The department is currently down one vehicle. Chief Hettinger is hoping the equipment will be delivered soon and hopes to get the vehicle on the road with in the next month.

REVIEW OF FIRE COMMISSION MEETING: Chairman Brown stated that Fire Chief Clouser is absent, his report will be attached to the minutes.

EMA UPDATE: EMA Coordinator Waltman reviewed his November report. EMA Coordinator Waltman also spoke of the area hospitals and PPE supplies, due to COVID.

EMERGENCY DECLARATION EXTENSION: Chairman Brown reported the Emergency Declaration began on March 16, 2020, and has been extended thus far. The committee agreed to extend the Emergency Declaration through December 14, 2020.

OTHER MATTERS: Chairman Brown requested an update on Scott Street. Zoning Officer Smith reported that all paperwork has been sent to the attorney, and is under review.

Chairman Brown expressed appreciation to Mrs. Stultz, 6 Scott Street, for her assistance with the township with the Scott Street situation.

CITIZEN'S QUESTIONS TO COMMITTEE REGARDING DISCUSSION ITEMS: The meeting was adjourned at 7:16 p.m.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary



Hanover Area Fire and Rescue Commission
Fire Chief's Office
228 High Street
PO Box 1292
Hanover, PA 17331



Anthony Clouser, Fire Chief

aclouser@79fire.com

717-646-2814

MEMORANDUM

TO: Commissioner Brown
Manager Rodgers

FROM: Fire Chief Clouser

DATE: December 4, 2020

RE: December Public Safety Meeting

Commissioner Brown & Manager Rodgers,

I will be unable to attend the Public Safety Committee meeting on Monday December 7th, 2020 due to being enrolled in the Incident Safety Officer Program at the York County Fire School that begins the same evening.

I believe you received my report referencing the inspection that Zoning Officer Smith and myself conducted at 4 Scott Street. I believe the pictures we provided clearly illustrated the hoarding conditions and health concerns inside and outside the home.

As you know, Manager Rodgers has suggested the fire department bring Santa to the neighborhoods to see the children. We will be taking Santa on the ladder truck to the neighborhoods in Penn Township on the afternoons of December 12 & 13. The police department will also be participating. The following weekend we will do the Borough. Thanks to Manager Rodgers for coming up with the idea. I believe it will be well-received by the community. We should also recognize Main Street Hanover and Justine Trucksess who has put us in contact with their Santa who has agreed to do this since he won't be seeing children in his cabin this year. The Main Street Hanover Christmas Committee has offered to help in any way they can and be COVID-safe.

Review of the Commission Meeting:

- Reviewed the language revisions made by the volunteers. A motion was made to draft a resolution to sign the agreement to have it voted upon at the next meeting.
- The budget has been approved by both municipalities and will be brought for approval to the Commission.
- I report the increasing the maintenance costs that we have incurred on Engine 79-3 (2010 KME Compressed Air Foam System pumper). These costs are specific to the compressed air foam system. I have had the compressor shut off and we are using the pumper as a Class A Foam Pumper just as we are the other pumpers.

- The solicitor reviewed proposed amendments to the By-laws. They were distributed to the Commission members for their review. If they are acceptable as written to the Board, I hope to have them approved.

We entered into Phase III of our *Epidemiological Situational Awareness and Response Plan* today. This phase will eliminate all in-person meetings and training sessions. It requires that all staff wear face masks at all time while on-duty. I felt it necessary with the increased number of COVID (+) cases that we are seeing not only across the nation, but also in the Hanover area. We now have two Penn firefighters in quarantine after their wives became ill and tested positive for COVID. One of the firefighters has not had any illness but the other did develop symptoms. Both of the firefighters have tested negative at this point.

Our COVID supplies are good for now. But we are actively pursuing obtaining most supplies, mainly the N95 masks. For each known positive patient that we encounter, we must issue new masks to the crew. We had to issue twelve just this week. Since the nationwide supplies are low and the demand high, we are being as diligent as possible in purchasing supplies at the best price possible.

Thank you.