

MINUTES  
PUBLIC SAFETY COMMITTEE  
JANUARY 6, 2025

The Penn Township Public Safety Committee convened on Monday, January 6, 2025, at 7:00pm. Present were Chairman Heiland, Commissioners Baile, Elksnis, and Fanelli. Also present were Police Chief Merwede, Fire Chief Clouser, Township Engineer Eric Bortner, Zoning Officer LeFevre, and Township Manager Sweeney. The following items were discussed:

ANNOUNCEMENTS: Commissioner Heiland announced there was an executive session held on Monday, December 16, 2024, following the Board of Commissioners meeting regarding personnel matters. There will also be an executive session this evening following the Public Works meeting to discuss personnel matters.

APPROVAL OF THE MINUTES: The minutes of the December 2, 2024, Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

FIRE COMMISSION MEETING REVIEW: Fire Chief Clouser said the Commission adopted the 2025 budget at their meeting. They discussed the Lowe's Hometown Hero project where they are going to donate the labor to build an EMS bunk room on the second floor. Chief Clouser discussed the 2024 budget vs actuals. Commissioner Heiland asked Chief Clouser what the Commission does with the carry over funds to the following year. Chief Clouser said it usually stays in the general fund checking, and this year it is being used to balance the 2025 budget.

EMA UPDATE: No updates to submitted report.

OTHER MATTERS: There were none.

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

The meeting was adjourned at 7:10pm.

Respectfully submitted,

Laura Klinefelter  
Township Secretary

MINUTES  
PUBLIC SAFETY COMMITTEE  
February 3, 2025

The Penn Township Public Safety Committee convened on Monday, February 3, 2025, at 7:00pm. Present were Chairman Heiland, Commissioners Baile, Elksnis, Arnold, and Fanelli. Also present were Police Chief Merwede, Fire Chief Clousher, Township Engineer Eric Bortner, Zoning Officer LeFevre, Township Manager Sweeney, and Secretary Laura Klinefelter. The following items were discussed:

ANNOUNCEMENTS: Commissioner Heiland announced there was an executive session held on Monday, January 20, 2025, following the Board of Commissioners meeting regarding personnel matters. There will also be an executive session this evening following the Public Works meeting to discuss personnel matters.

APPROVAL OF THE MINUTES: The minutes of the January 6, 2025, Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

DISCUSS THE MULTIPLE SYSTEM ATROPHY 5K: Chief Merwede received a letter from Ashley Sprinkle regarding a 5K event that will start on Center Street. Commissioner Heiland asked EMA Director Jeff Waltman his thoughts on the safety for the event. He said his concern is the traffic which he has discussed with Chief Merwede. Chief Merwede will send his standard letter.

DISCUSS THE 2025 MEMORIAL DAY PARADE: Chief Merwede received a letter regarding the Memorial Day Parade that will be held on May 26, 2025. Chief Merwede said there are no issues with the parade. The Committee recommended approving the request.

DISCUSS LIEUTENANT AND SERGEANT PROMOTIONS: Travis Shearer tested for Lieutenant and passed his exams. He will be considered for promotion to Lieutenant at the February Board of Commissioners meeting. Travis Berwager is next on the certified list for Sergeant to be promoted and will also be voted on at the February Board of Commissioners meeting.

DISCUSS RELOCATION OF THE POLICE DEPARTMENT WEIGHT ROOM: Chief Merwede discussed the possibility of moving the police weight room near the DJ office. Since they are no longer expanding the women's locker room, they do not need to move the weight room from its current location.

FIRE COMMISSION MEETING REVIEW: Fire Chief Clouser said the Commission reviewed the 2024 Budget Vs Actual. EMS for 2024 came in at a \$12,000 budget surplus. The 2024 Fire budget came in at \$100,000 under budget. The building committee met with Lowes regarding the Hero Project they are working on for the EMS bunk room. The next project they are looking to do is add a bathroom upstairs and are working on getting a price for the project.

EMA UPDATE: No updates to submitted report.

DISCUSS BREEZEWOOD DRIVE ADDRESS ISSUES: Jeff Waltman reviewed the Breezewood Drive address issue with the Commissioners. Township staff met with Jeff on January 29, 2025, to review options to alleviate the issue. Breezewood Drive splits off into two roads and the street numbers go back and forth on the two roads. This makes it difficult for first responders to find the correct house in an emergency. A potential resolution is to rename the section of Breezewood Drive that only has 8 houses on it. The Commissioners discussed different naming ideas to make the change easier for the residents. Commissioner Elksnis discussed the changes the residents will have to make if their addresses are changed. Commissioner Heiland recommended holding off on a resolution for a month and sending a letter to the residents who will be affected to allow them to be involved in the process.

OTHER MATTERS: Chief Clouser introduced William McKee to the board who is starting as a firefighter.

CITIZEN'S QUESTIONS TO COMMITTEE REGARDING DISCUSSION ITEMS: James Young, 15 Magnolia Lane asked how the Breezewood Drive address issue was allowed to happen during the planning stages. James also discussed the issues he was having with the Township Website and the difficulty of navigating it. Commissioner Heiland said the Township will be implementing a new website in the next few months that will be user friendly.

Shelley Colehouse Mayhew, 18 Magnolia Lane discussed a potentially dangerous tree on Grandview Road. She showed pictures of the tree that is currently leaning at a 30-degree angle. Shelley discussed the potential issues this tree could cause if it fell on the roadway. Resident James Young, 15 Magnolia Lane also voiced his concern about the tree. The resident that owns the property has been cited twice by the Township for this tree. Commissioner Heiland discussed the tree and the steps the Township is allowed to take to remedy the situation. Commissioner Elksnis explained that the Township is not allowed to just go on private property and cut down the tree. The Township is going to see how the citation is handled at the Magistrates office and will decide the next steps than. The Township will also check with the Solicitor to ensure

The meeting was adjourned at 7:52pm.

Respectfully submitted,

Laura Klinefelter  
Township Secretary

MINUTES  
PUBLIC SAFETY COMMITTEE  
March 3, 2025

The Penn Township Public Safety Committee convened on Monday, March 3, 2025, at 7:00pm. Present were Chairman Heiland, Commissioners Baile, Elksnis, Arnold, and Fanelli. Also present were Police Chief Merwede, Fire Chief Clouser, Township Engineer Eric Bortner, Zoning Officer LeFevre, Township Manager Sweeney, and Secretary Laura Klinefelter. The following items were discussed:

ANNOUNCEMENTS: Commissioner Heiland announced there was an executive session held on Monday, February 17, 2025, following the Board of Commissioners meeting regarding personnel matters. There will also be an executive session this evening following the Public Works meeting to discuss personnel matters.

APPROVAL OF THE MINUTES: The minutes of the February 3, 2025, Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

DISCUSS SWSD FOUNDATION 5K: Chief Merwede received a letter from South Western School District's Education Foundation regarding an annual 5k run to be held on May 3, 2025. The run will start on Bowman Road. Chief Merwede recommends approval of the 5k.

DISCUSS ITMES FOR APRIL SHREDDING EVENT: Chief Merwede is getting together the records that no longer need to be obtained for shredding. These records will be approved for disposal by resolution at the Board of Commissioners meeting.

DISCUSS "NO LEFT TURN" ORDINANCE FOR BLACK ROCK ROAD & BALTIMORE ST: Chief Merwede said the police department has been issuing warnings for the no left turn violations and once the ordinance is in place people will be cited. The committee discussed cars are cutting through Dutch Country, but since that is private property the police can't enforce that unless the property owner requests it.

FIRE COMMISSION MEETING REVIEW: Fire Chief Clouser reviewed the treasurers report for the Fire Commission. Joseph Wysocki will be getting sworn in on the 20<sup>th</sup> as Deputy Chef. The Fire Department is looking to add a ladies bathroom on the second floor but will need to see if they can get a variance for the handicap accessibility requirements. Chief Clouser discussed the bucket truck, Deputy Fire Chief Vehicle, and ambulance purchases that will need to happen in the future.

APPROVAL TO HIRE A NEW FIREFIGHTER TO REPLACE CAPTAIN WYSOCKI: The Committee believes that another fire fighter needs hired. There is an approved list for hiring and backgrounds checks will need to be started.

DIRECT CIVIL SERVICE TO DEVELOP A PROMOTIONAL LIST FOR THE POSITION OF CAPTAIN:

The committee recommends the civil service to develop a promotional list for the position of captain. This will be added to the Board of Commissioners' agenda.

APPROVE MOVING FORWARD WITH A FOOD TRUCK ORDINANCE: Fire Chief Clouser reviewed the discussions about a food truck ordinance that will ensure the trucks are inspected by the fire department. Currently, Hanover Borough is working on putting together a food truck ordinance. Commissioner Heiland said that the Township ordinance may not need to be the same as the Borough ordinance because of the event needs are different. Chief Clouser is going to start the initiative to begin a draft ordinance for the Township for review.

EMA UPDATE: Jeff Waltman reviewed the EMA report with the committee. He thanks the officials who came to the emergency management for public officials training over the weekend. A duplex fire that happened in the Township was discussed. The Red Cross was notified to help the displaced families, and they were able to assist virtually.

DISCUSS BREEZEWOOD DRIVE ADDRESS ISSUES: Jeff Waltman reviewed the Breezewood Drive address issue with the Commissioners. Breezewood Drive splits off into two roads and the street numbers go back and forth on the two roads. This makes it difficult for first responders to find the correct house in an emergency. A potential resolution is to rename the section of Breezewood Drive that only has 8 houses on it. Letters were sent to the 8 houses that would be affected, and Renee Waters from 241 Breezewood attended the meeting to take notes for her neighbors. The commissioners discussed talking to the Post Master about moving the mailboxes for these 8 houses as they are on the opposite side and the residents need to cross the road to retrieve their mail. Renee Waters is going to meet with her neighbors to discuss this. Commissioner Heiland asked for this to be added to the April agenda so that more time is allowed for the residents to respond and give their feedback. Commissioner Baile asked if a checklist could be put together to help the residents if the street name is changed.

OTHER MATTERS: None

CITIZEN'S QUESTIONS TO COMMITTEE REGARDING DISCUSSION ITEMS:

The meeting was adjourned at 7:32pm.

Respectfully submitted,

Laura Klinefelter  
Township Secretary

MINUTES  
PUBLIC SAFETY COMMITTEE  
April 7, 2025

The Penn Township Public Safety Committee convened on Monday, April 7, 2025, at 7:00pm. Present were Chairman Heiland, Commissioners Baile, Elksnis, Arnold, and Fanelli. Also present were Police Chief Merwede, Fire Chief Clouser, Township Engineer Eric Bortner, Zoning Officer LeFevre, Township Manager Sweeney, and Secretary Laura Klinefelter. The following items were discussed:

ANNOUNCEMENTS: Commissioner Heiland announced there was an executive session held on Monday, April 1, 2025, following the Health and Sanitation Committee meeting regarding personnel matters. There will also be an executive session this evening following the Public Works meeting to discuss personnel matters.

APPROVAL OF THE MINUTES: The minutes of the March 3, 2025, Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

DISCUSS 2022 FORD F150 AND 2022 FORD SUV: Chief Merwede will have a Ford F150 and 2022 FORD SUV up for replacement. Currently the vehicles are not needed for Zoning/Property Management. The Commissioners discussed selling these vehicles.

DISCUSS CLOSING BOWMAN ROD ON 08/05/25 FOR NNO: Chief Merwede proposed closing a part of Bowman Rd for National Night Out.

FIRE COMMISSION MEETING REVIEW: Chief Clouser introduced Joe Wysocki as the new Deputy Chief. Chief Clouser reviewed the Fire Commission Meeting. Letters of appreciation were given to career staff for helping with the EMS bunk room project. A bucket truck was purchased and will be in service once it's outfitted. If the Township needs to use the bucket truck they are allowed. The Fire Commission is looking into switching to a new bank. Chicken BBQ events is in May and September.

EMA UPDATE: EMA report was submitted.

OTHER MATTERS: Commissioner Heiland said the new Township website is up and running.

CITIZEN'S QUESTIONS TO COMMITTEE REGARDING DISCUSSION ITEMS:

The meeting was adjourned at 7:12pm.

Respectfully submitted,

Laura Klinefelter  
Township Secretary

MINUTES  
PUBLIC SAFETY COMMITTEE  
May 5, 2025

The Penn Township Public Safety Committee convened on Monday, May 5, 2025, at 7:00pm. Present were Chairman Heiland, Commissioners Baile, Elksnis, Arnold, and Fanelli. Also present were Police Chief Merwede, Township Engineer Eric Bortner, Zoning Officer LeFevre, Township Manager Sweeney, and Secretary Laura Klinefelter. The following items were discussed:

ANNOUNCEMENTS: Commissioner Heiland announced there was an executive session held on Monday, April 21, 2025, following Board of Commissioners meeting regarding personnel matters. There will also be an executive session this evening following the Public Works meeting to discuss personnel matters.

APPROVAL OF THE MINUTES: The minutes of the April 7, 2025, Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none.

DISCUSS THE HANOVER AREA YMCA HALF MARATHON: Chief Merwede received a letter from the Hanover Area YMCA to inform them of their half marathon that will be held on Saturday, October 4, 2025. The Chief said that the Police will be in charge of opening the rail trail gates for the event. The YMCA hires flaggers for the event as well.

FIRE COMMISSION MEETING REVIEW: Commissioner Elksnis reviewed the Fire Commission's meeting with the Committee.

EMA UPDATE: EMA report was submitted.

DISCUSS BREEZEWOOD DRIVE: Manager Sweeney discussed the need to know how the Commissioners want to move forward with the street name change and how they would like to get information out to the affected residents. A hearing will need to take place for the street name change. Renee Waters from 241 Breezewood Dr said she created a Facebook to keep the other residents informed. Manager Sweeney said there is no cost to the resident to fix their Deeds (per the solicitor). She also checked with the post office to see if the mailboxes could be moved to the other side of the road where the houses are located and the post office said no. Letters will be sent to the residents. This will be on the June meeting.

OTHER MATTERS:

CITIZEN'S QUESTIONS TO COMMITTEE REGARDING DISCUSSION ITEMS: Ashler Langenfeld, 45 S Center St, came to discuss the speeding on S Center Street. The HOA has put up signs to remind drivers not to speed, but the residents do not believe they are working. Asher asked if speed bumps could be investigated as an option to deter the speeding. Commissioner Elksnis said that speed bumps are not normally put in by the Township due to damaging snowplows. Chief Merwede said there is currently nothing on the street to mount the speed sign to get an overview of how fast drivers are driving. Chief Merwede and Engineer Bortner are going to see what options there are to get the sign mounted.

The meeting was adjourned at 7:12pm.

Respectfully submitted,

Laura Klinefelter  
Township Secretary

MINUTES  
PUBLIC SAFETY COMMITTEE  
June 2, 2025

The Penn Township Public Safety Committee convened on Monday, May 5, 2025, at 7:00pm., Commissioners Baile, Elksnis, Arnold, and Fanelli, and Heiland via phone. Also present were Police Chief Merwede, Fire Chief Clousher, Township Engineer Eric Bortner, Zoning Officer LeFevre, EMA Coordinator Jeff Waltman, Township Manager Sweeney, and Secretary Laura Klinefelter. The following items were discussed:

ANNOUNCEMENTS: Commissioner Arnold announced there was an executive session held on Monday, May 19, 2025, following the Board of Commissioners meeting regarding personnel matters. There will also be an executive session this evening following the Public Works Committee meeting to discuss personnel matters.

APPROVAL OF THE MINUTES: The minutes of the May 5, 2025, Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Harry Shuler, 642 Boundary Ave: Resident is looking for help regarding the speeding on the road. He said he has reached out to the state rep regarding allowing local police to have radar but has not seen any progress. Chief Merwede is going to investigate this and see what options there are to deter the speeding. The resident said he is representing several residents on Boundary Avenue. Chief Merwede said he will talk to Hanover Borough as well to possibly do duel speed traps.

DISCUSS PROBATIONARY PATROLMAN WALTERSDORFF'S PROBATION: Chief Merwede said there were no issues with his probationary period. Recommends moving forward when the probationary period is over.

DISCUSS LEFT TURN SIGNAL ON WILSON AVE AT YORK ST: Police received correspondence from Abby Gable Hanover Logistics who is their safety compliance manager. There is a concern for this intersection due to trucks turning and not being able to get through the light. They are asking for help to potentially put in a turn lane/Signal at Wilson & York St. Commissioner Elksnis asked what it would involve to make this happen. Engineer Bortner received a few quotes to have a study done at this intersection which is the first step. Once that is done, the Township will need to get with the traffic engineer to see what needs to be done and propose this to PennDOT, if its feasible. Commissioner Heiland asked if these studies are budgeted in a line item. Engineer Bortner said there is a rotation of studies that are done that are budgeted for.

DISCUSS A DOG LAW ORDINANCE: Chief Merwede discussed the MOU with the dog warden Michelle Klugh, that services are \$150 per hour on a Wednesday. The Township currently receives these bills. Police are going to research a new ordinance to be able to bill for the services when the Dog Warden is called in.

DISCUSS CADET MYERS' POLICE ACADEMY STATUS: Graduation is June 23<sup>rd</sup> and she is doing very well. FTO estimated to start June 25<sup>th</sup>.

REVIEW OF FIRE COMMISSION MEETING: Chief Clouser discussed Penn-Mar Radio made a presentation at the Fire Commission meeting to invite them to a field day at Codorus Park. Fire Commission is looking to re-chassis an EMS vehicle estimated cost being \$180,000.00. The phone system is looking to be replaced at the Clover Lane station. Deputy Chief Wysocki has appointed a committee to look at a potential purchase of a ladder truck.

UPDATE ON FLOATER POSITION: Chief Clouser said they have a candidate for the floater position. The candidate had the background check done. Conditional employment will be given with the expectancy of them going to the fire academy.

UPDATE ON CAPTAIN'S PROMOTIONAL TEST: 11 firefighters took a written exam and will be doing an oral exam in June. Once a final list is created, the commissioners can potentially interview the final candidates.

EMA UPDATE: Jeff Waltman said there were no reportable damage from the rain storms. Jeff discussed the vulnerability of the attendees of street events and looked at different barricades that can help, some can stop a 10-ton truck, and one person can deploy them. Jeff thanked all the first responders who were part of the natural gas leak in Hanover Borough last month.

DISCUSS BREEZEWOOD DRIVE: July 21<sup>st</sup> will be the public hearing for the Breezewood Drive name change

OTHER MATTERS: There were none.

CITIZEN'S COMMENTS TO COMMITTEE REGARDING DISCUSSION ITEMS:

Sharon Narushoff, 11 Willow Ct- Is inquiring about alerts for tornados, fires, etc. Jeff Waltman said the county usually handles pushing out alerts for these items. If there is an issue like a hazmat incident in the Township, the location can be given to the County, and they can notify the residents in that area the alert. The resident also discussed restricting

vehicle modification and the noise that these vehicles are producing. She brought sample ordinances for restricting the noise for the Police Chief and the Township can review.

ADJOURNMENT:

The meeting was adjourned at 7:33pm.

Respectfully submitted,

Laura Klinefelter  
Township Secretary

MINUTES  
PUBLIC SAFETY COMMITTEE  
July 7, 2025

The Penn Township Public Safety Committee convened on Monday, July 7, 2025, at 7:00pm., Commissioners Baile, Elksnis, Arnold, and Fanelli, and Heiland. Also present were Police Chief Merwede, Fire Chief Clousher, Deputy Chief Wysoski, Township Engineer Bortner, Zoning Officer LeFevre, EMA Coordinator Waltman, Township Manager Sweeney, and Assistant Township Manager Klinefelter. The following items were discussed:

ANNOUNCEMENTS: Commissioner Heiland announced there was an executive session held on Tuesday, July 1, 2025, following the Health & Sanitation Committee meeting to discuss personnel matters. There will also be an executive session this evening following the Public Works Committee meeting to discuss personnel matters.

APPROVAL OF THE MINUTES: The minutes of the June 2, 2025, Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: *Craig and Jennifer Prieber, 151 Windsor Ct:* Mr. and Mrs. Prieber discussed an issue with a neighbor who does not cut their grass. There are vermin and bugs due to the tall grass. Also in attendance for the issue were Elizabeth Fox, 141 Windsor Ct and Jason Crowell, 121 Windsor Ct. The property in question is 131 Windsor Ct. There is a substation there that is covered in trees. Zoning Officer Lefevre said the code enforcement officer has cited the property owner in the past for the tall grass. She is going to investigate the situation and see what the status is. Manager Sweeney said a citation was filed on June 3<sup>rd</sup> 2025. Commissioner Heiland told the residents to follow up with the Zoning Officer.

*Sharon Narushoff, 11 Willow Ct:* Ms. Narushoff reported her house is 123 yards from Baltimore St. She discussed vehicles making loud noises around her house and areas in the Township. She is getting frustrated with Vehicles/Motorcycles making loud noises. She said she submitted the Borough of Hanover's noise ordinance to Penn Township to review. Commissioner Heiland and Chief Merwede said it is difficult to enforce noise created by vehicles due to needing to be at the scene when it happens.

ENTERPRISE FLEET MANAGEMENT PRESENTATION: Dalton Haymaker with Enterprise presented information on the Fleet Management Program with Enterprise. He reviewed the age of the current fleet within the Township. This program is a lease program for police/public works vehicles. The Township can still use local mechanics and shops for the vehicles. Enterprise can manage any type of vehicle that is non CDL. The system can review the analytics of the vehicle and then can say the best time to trade a vehicle in to help get

the most out of the trade to use towards the next vehicle. Other local municipalities use this fleet management program like the City of York and Springettsbury. This program creates open-ended leases that can be opted-out at any point.

DISCUSS THE PURCHASE OF NEW FIREARMS AND RELATED GEAR: Chief Merwede discussed the proposal of purchasing new firearms and related gear for the police department.

DISCUSS THE 2022 FORD F-150: Chief Merwede discussed the current F-150 that is stripped down and ready to be shifted to another department like Zoning. Township Manager Sweeney suggests moving the F-150 to the Zoning department and taking the current Zoning Department 2013 F-150 to be sold on Muncibid.

DISCUSS LEFT TURN SIGNAL ON WILSON AVE AT YORK ST: Engineer Bortner said the counts were completed on June 10 and were submitted to PennDOT to see if they will approve a designated left turn.

REVIEW OF FIRE COMMISSION MEETING: Chief Clouser reviewed the prior Fire Commission meeting. Penn Township Firefighters were recognized at the meeting for their years of service. Many of them were recognized for serving for 25 years.

DISCUSS SANTA ROUTE: Chief Clouser said they are reviewing the prior route and any difficult roads/intersections to create the route for this year. Township Manager Sweeney asked if the 13<sup>th</sup> and 14<sup>th</sup> of December will work for this and Chief Clouser said yes.

EMA UPDATE: EMA Coordinator Waltman reviewed the EMA report. He discussed the barricades that are needed for Penn Township/Hanover Borough to stop or disable a vehicle to ensure they do not drive into a parade or festival. There is a Committee that was created two years ago for this and consists of Managers and Public Safety Officials. Commissioner Heiland asked if instead of purchasing barricades can a large piece of public works equipment be parked there and EMA Coordinator Waltman said that is an option.

DISCUSS BREEZEWOOD DRIVE RE-NAMING: Township Manager Sweeney said a public hearing will be held on July 21st regarding the potential renaming of a portion of Breezewood Drive. The Township will be taking care of updating the information with the tax office and school district.

OTHER MATTERS: Chief Clouser is requesting the Commissioners to direct the Civil Service to re-certify the joint civil service list with the Borough. Chief Merwede said that the

current co-responder will no longer be working with the Police Department but will be replaced with someone in the future. This individual will no longer have an office at the Penn Township Police Department. Deputy Chief Wysoski said that Nate Hudson's onboarding is going well, and he is set to start at the Fire Department July 21<sup>st</sup>. Commissioner Heiland said that Snack Town Street Fair is this Saturday, July 12<sup>th</sup>. Commissioner Elksnis said that he and Chief Merwede attended Officer Myers' graduation from the Police Academy.

CITIZEN'S COMMENTS TO COMMITTEE REGARDING DISCUSSION ITEMS:

*Sharon Narushoff, 11 Willow Ct:* Ms. Narushoff discussed the plate requirements in the mufflers for motorcycles and believes police officers can enforce this. Ms. Narushoff asked if she could have a meeting with the Township Solicitor and she was informed he will be at the Board of Commissioners meeting on July 21<sup>st</sup>.

*Linda Urick, 5 Woods Lane:* Ms. Urick discussed at the corner by her property there is a light on a pole, and it is shining into her house. The Township is going to check into this to see if Met-Ed can investigate this. Also, at the entrance at Thornbury Hunt, the water during the storm comes down the hill, across the street and right onto the resident's property. Engineer Bortner is going to look at this and will also reach out to the PennDOT inspector due to it being on a state road.

ADJOURNMENT: The meeting was adjourned at 7:57pm.

Respectfully submitted,

Laura Klinefelter  
Township Secretary

MINUTES  
PUBLIC SAFETY COMMITTEE  
August 4, 2025

The Penn Township Public Safety Committee convened on Monday, August 4, 2025, at 6:00pm. Chairman Heiland and Commissioners Baile, Elksnis, Arnold, and Fanelli, were present. Also present were Police Chief Merwede, Fire Chief Clouser, Deputy Chief Wysoski, Township Engineer Bortner, WWTP Superintendent Lank, Township Manager Sweeney, and Assistant Township Manager Klinefelter. The following items were discussed:

ANNOUNCEMENTS: Commissioner Heiland announced there was an executive session held on Monday July 21st, 2025, following the Board of Commissioners meeting to discuss personnel matters. There will also be an executive session this evening following the Health & Sanitation Committee meeting to discuss personnel matters.

APPROVAL OF THE MINUTES: The minutes of the July 7, 2025, Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS:

Sharon Narushoff, 11 Willow Ct: Ms. Narushoff asked if any citations have been given for after-market exhausts for noise. Chief Merwede could not say if they have.

Harry Shuler, 642 boundary Ave: Mr. Shuler wanted to discuss the speeding cars on Boundary Ave. Speed control signs are up and wants an update to see if tickets have been given out. Chief Merwede said a detail was done with Hanover Borough for stopping cars. He said the average speed was 23mph and the highest speed of 52mph was only 1 car within a week.

HANOVER HIGH SCHOOL HOMECOMING PARADE: Chief Merwede received notification from the Hanover Public School District Athletic Department about the annual Homecoming parade to be held on October 10, 2025. The parade will be on McAllister Street and lasts for approximately 15 minutes. The Committee recommends approving the parade.

TRICK OR TREAT: Chief Merwede suggested October 28, 2025, for trick or treat from 6-8pm.

REVIEW OF FIRE COMMISSION MEETING: Chief Clouser reviewed the prior Fire Commission meeting. The new Captain Anthony Phillips was recognized at the meeting.

EMA UPDATE: EMA Coordinator Waltman submitted a report.

LEFT TURN SIGNAL ON WILSON AVE AT YORK ST: Engineer Bortner is still waiting on feedback from PennDOT with comments and recommendations.

OTHER MATTERS: Chairman Heiland announced that National Night Out is from 5:30-8:00pm at the Emory H. Markle Middle School.

CITIZEN'S COMMENTS TO COMMITTEE REGARDING DISCUSSION ITEMS:

Sharon Narushoff, 11 Willow Ct: The Wellspan Health HVAC system outside is emitting a large amount of noise and other facilities like them do not make as much noise. Ms. Narushoff also stated that there are a lot of lights outside the facility and is questioning who approved of the lights because they are bright.

ADJOURNMENT: The meeting was adjourned at 6:16pm.

Respectfully submitted,

Laura Klinefelter  
Township Secretary

MINUTES  
PUBLIC SAFETY COMMITTEE  
September 2, 2025

The Penn Township Public Safety Committee convened on Tuesday, September 2, 2025, at 6:00pm. Chairman Heiland and Commissioners Baile, Elksnis, Arnold, and Fanelli, were present. Also, present were Police Chief Merwede, Deputy Fire Chief Wysocki, Township Engineer Bortner, WWTP Superintendent Lank, Township Manager Sweeney, and Assistant Township Manager Klinefelter. The following items were discussed:

ANNOUNCEMENTS: Commissioner Heiland announced there was an executive session held on Monday August 18, 2025, following the Board of Commissioners meeting to discuss personnel matters. There will also be an executive session this evening following the Health & Sanitation Committee meeting to discuss personnel matters.

APPROVAL OF THE MINUTES: The minutes of the August 4, 2025, Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS:

Sharon Narushoff, 11 Willow Ct: Ms. Narushoff asked how many police officers are in the department. Chief Merwede said 24 full-time officers. Ms. Narushoff said Fairview Township passed a new noise ordinance and said a few items that will be regulated. Ms. Narushoff said the WAWA is a center for loud noise.

HANOVER JAYCEES HALLOWEEN PARADE: Chief Merwede received notification from the Hanover Area Jaycees requesting the Halloween parade to be on October 30, 2025 starting at 7:00pm. The Liability insurance is in place. Chief Merwede said future needs are to think of shutting down parade entrances to avoid a catastrophic event.

WILSON AVENUE LEFT TURN SIGNAL: PennDOT reviewed and approved the left turn phase. The next step is for PennDOT permit approvals.

2026 KLUGH ANIMAL CONTROL CONTRACT: Township manager said Township received contract. There were a few increases for 2026. Commissioner Heiland asked if the Township receives stats to show how often the service is used. Township Manager Sweeney said that information is received monthly with the invoice.

REVIEW OF FIRE COMMISSION MEETING: Deputy Chief Wysocki update EMS billing rates. Tom Allision will be on the board for the Fire Commission next year.

HAFR TO BILL FOR SERVICES AND CONSUMABLES: Deputy Chief Wysocki discussed a proposed ordinance to allow the Fire Department to bill insurance companies for services. For example, this would be billed to the Homeowners insurance if the Fire Department come to the house for a structure fire. There is a set billable rate that the fire commission would be using.

EMA UPDATE: Report was submitted by EMA Coordinator Jeff Waltman.

OTHER MATTERS:

CITIZEN'S COMMENTS TO COMMITTEE REGARDING DISCUSSION ITEMS: Sharon Narushoff, 11 Willow Ct: Ms. Narushoff stated she spoke with a Hanover Borough Councilmen regarding the noise in the Township. He believes a noise ordinance to stop the loud noise is smart.

ADJOURNMENT: The meeting was adjourned at 6:09pm.

Respectfully submitted,

Laura Klinefelter  
Township Secretary

MINUTES  
PUBLIC SAFETY COMMITTEE  
October 6, 2025

The Penn Township Public Safety Committee convened on Monday, October 2, 2025, at 6:00pm. Chairman Heiland and Commissioners Baile, Elksnis, Arnold, and Fanelli, were present. Also, present were Police Chief Merwede, Fire Chief Clousher, Deputy Fire Chief Wysocki, Township Engineer Bortner, Zoning Officer LeFevre, EMA Coordinator Jeff Waltman, Township Manager Sweeney, and Assistant Township Manager Klinefelter. The following items were discussed:

ANNOUNCEMENTS: Commissioner Heiland announced there was an executive session held on Monday September 15, 2025, following the Board of Commissioners meeting to discuss personnel matters. There will also be an executive session this evening following the Public Works Committee meeting to discuss personnel matters.

APPROVAL OF THE MINUTES: The minutes of the September 2, 2025, Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none

DISCUSS NO PARKING ZONE ON BRAGG CIRCLE: Chief Merwede discussed the no parking sign that is currently located on Bragg Circle near the pump station. It is currently not enforceable due to no ordinance being passed. It was confirmed that no traffic study is needed for this.

REVIEW OF FIRE COMMISSION MEETING: The fire commission reviewed the initial draft of the budget. The new firefighter in the academy is doing well and is set to graduate on November 17<sup>th</sup>. He is also taking EMT classes.

EMA UPDATE: EMA Coordinator Waltman submitted a report for review. He discussed a PEMA training class he attended.

DISCUSS THE 2026 YCSPCA AGREEMENT: Manager Sweeney discussed the agreement that was received for 2026. The increase for 2026 was 12.6%. This fee is based on the population and potentially will continue to increase each year. There was discussion about having a representative from the SPCA come to a 2026 Committee meeting to discuss the cost and the program.

DISCUSS PROCLAMATION FOR KINDESS WEEK WOLRDWIDE: Manager Sweeney discussed the proclamation. Kevin Smith is the founder of the program, and they are promoting a movie that will air at the Appell Center in York in November. November 8-15, 2025, is kindness week and they are looking for all Municipalities in York County to participate. This brings attention to the community to be kind.

DISCUSS FOOD TRUCK ORDINANCE: Assistant Township Manager reviewed the food truck ordinance draft. She discussed the definitions in the ordinance being different than the definitions in another Ordinance that is geared towards the Zoning Ordinance. This ordinance has been discussed for a year and will allow food trucks to be permitted in the Township.

DISCUSS 2026 POLICE BUDGET: There is a proposal for 5 new officers. Population has increased but the force has not. The first officer would make the 4 man platoon be 5 to even the platoons. They are proposing one to be a detective. A commercial vehicle inspector. This additional officer will help with safety concerns due to brakes not working in overloading trailers. A community officer who will handle court hearings and fill in on the street. A Drug enforcement officer due to little to none drug enforcement because of manpower. There are two cars in the budget.

DISCUSS 2026 FIRE BUDGET: There are no additional firefighter positions being proposed for the budget. The proposed budget is showing a 10% increase in payroll. Total budget increase of 6.25% for 2026. The Fire Commission budget is proposing a 51% increase. There was a discussion regarding the workers compensation insurance and if the Fire Department has shopped around. Chief Clouser said there are not a lot of insurance companies who cover volunteer firefighters.

OTHER MATTERS: Chief Merwede thanks everybody for reaching out after the tragic event that happened a few weeks ago. No Shave November is not being continued, but the Police Department is looking to do Shop with a Cop.

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

ADJOURNMENT: The meeting was adjourned at 7:36pm.

Respectfully submitted,

Laura Klinefelter  
Township Secretary

MINUTES  
PUBLIC SAFETY COMMITTEE  
November 3, 2025

The Penn Township Public Safety Committee convened on Monday, November 3, 2025, at 6:00pm. Chairman Heiland and Commissioners Baile, Elksnis, and Arnold, were present. Also, present were Police Chief Merwede, Deputy Fire Chief Wysocki, Township Engineer Bortner, Zoning Officer LeFevre, EMA Coordinator Jeff Waltman, WWTP Superintendent Gene Lank, Assistant WWTP Superintendent Todd Kline, Township Manager Sweeney, and Assistant Township Manager Klinefelter. The following items were discussed:

ANNOUNCEMENTS: Commissioner Heiland announced there was an executive session held on Tuesday October 21, 2025, following the Finance Budget Committee meeting to discuss personnel matters. There will also be an executive session this evening following the Health & Sanitation Committee meeting to discuss personnel matters. On Wednesday, November 19<sup>th</sup> at 6:00pm there will be a Finance Budget Meeting.

APPROVAL OF THE MINUTES: The minutes of the October 6, 2025, Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: *Debra Dillow, 1393 Lark Ave* – The Dillows are building a house on Lark Ave. A piece of this road that is not maintained and has many pots holes. There are cars driving on this to get to the development and many children rides their bikes on the road. She wants to confirm if she actually owns half the road and if is potentially liable for any issues that happen there. The Dillows were informed by a neighbor that they own half of the road though it does not show this on their Deed. Engineer Bortner recommended reaching out to LTAP. The Township is going to continue to review the situation.

DISCUSS 2026 POLICE BUDGET: Commissioner Heiland asked if there were any questions regarding the 2026 draft budget that the Committee received for review. No questions were asked.

REVIEW OF FIRE COMMISSION MEETING: Deputy Fire Chief Wysocki reviewed the Fire Commission meeting. The new apparatus should be delivered by late summer 2026. Crews did well at the Grandview fire last week.

DISCUSS 2026 FIRE BUDGET: Commissioner Heiland asked if there were any questions regarding the 2026 draft budget that the Committee received for review. No questions were asked.

EMA UPDATE: An EMA report was submitted to the committee. EMA Coordinator Waltman said Halloween parade went well with no emergencies.

OTHER MATTERS:

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

ADJOURNMENT: The meeting was adjourned at 6:13pm.

Respectfully submitted,

Laura Klinefelter  
Township Secretary

MINUTES  
PUBLIC SAFETY COMMITTEE  
December 1, 2025

The Penn Township Public Safety Committee convened on Monday, December 1, 2025, at 7:00pm. Chairman Heiland and Commissioners Baile, Elksnis, Fanelli, and Arnold, were present. Also, present were Police Chief Merwede, Fire Chief Clouser, Township Engineer Bortner, Zoning Officer LeFevre, EMA Coordinator Jeff Waltman, Township Manager Sweeney, and Assistant Township Manager Klinefelter. The following items were discussed:

ANNOUNCEMENTS: Commissioner Heiland announced there was an executive session held on Wednesday November 19, 2025, following the Finance Budget Committee meeting to discuss personnel matters. There will also be an executive session this evening following the Public Works Committee meeting to discuss personnel matters.

APPROVAL OF THE MINUTES: The minutes of the November 3, 2025, Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: There were none

DISCUSS OFFICER BECKER'S PROBATION STATUS: Chief Merwede said Officer Becker began probation December 21, 2024. The Field Training Officer Program went very well and Chief Merwede recommends Officer Becker to be taken off probation and moved to regular status.

DISCUSS SGT. O'BRIEN'S PROBATION STATUS: Sargeant O'Brian was promoted on December 16, 2024. Chief Merwede said he is doing great and recommends for him to be moved to full time Sargeant.

REVIEW OF FIRE COMMISSION MEETING: Chief Clouser discussed the renovation was put on hold for the woman's bathroom at Wirt Park building. The Fire Commission is looking for a grant possibly for the bathroom and some other projects. Members of the apparatus committee went to the plant where the new truck is being built. The Revenue and Expense report was reviewed. Chief Clouser notified the committee that the EMS Deputy Chief resigned. Chief Clouser stated there is a new format to the monthly fire reports and asked the Committee if there were any questions. There were none. The route has been posted for Santa visiting Penn Township for December 13<sup>th</sup> & 14<sup>th</sup>. Chief Clouser discussed the Relief funds that are handled by the Attorney General and how they are disbursed. There

are allowable expenses the money can be used for, and the list is published. Chief Clouser thanked the Committee for their support to the fire department.

EMA UPDATE: EMA Coordinator Waltman discussed the potential snowstorm that will be happening on Tuesday. He goes to working fires where potentially residents may be displaced. He works as a humanitarian liaison to help displaced families find a place to stay. He is looking to become a partner in a CARE card program where displaced people can get a cash card to Community Aid to get clothes that were lost due to the fire.

OTHER MATTERS: There were none.

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

ADJOURNMENT: The meeting was adjourned at 7:14pm.

Respectfully submitted,

Laura Klinefelter  
Township Secretary