

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
JANUARY 3, 2006

The Penn Township Public Safety Committee met on Tuesday, January 3, 2006 at 7:00 P.M., following the reorganization meeting, at the Penn Township Municipal Building. Present were Chairman Stauffer and Commissioners Klunk, Felix, Heilman and Johnson. Also present were Manager Garvick, Police Chief Gilbert, Fire Chief Cromer, Administrative Assistant Rodgers, Engineer Bortner, and Highway Foreman Mahan. The following items were discussed:

ANNOUNCEMENTS: None

CITIZEN'S COMMENTS: None

OFFICER DAWN GARTRELL: Chief Gilbert stated that Officer Gartrell has successfully completed the probation program and recommended she be approved for permanent status effective January 10, 2006. The Commissioners will make the approval at the next Commissioners meeting.

REGIONAL COUNTER TERRORISM TASK FORCE: Chief Gilbert presented the Committee with a request to allow the police department to participate in the South Central Regional Counter Terrorism Task Force, which is comprised of departments from eight counties. Chief Gilbert stated that the task force has been in effect for eight to ten years but has only become relevant since September 11, 2001. There are eight of these task forces within the Commonwealth of Pennsylvania. The federal funding for local police departments comes through these task forces. They are asking each department within the south central area to commit personnel/resources to the force. Even if a department makes a voluntary commitment they are not required to dispatch the resources if circumstances require those resources to stay in the municipality. Chief Gilbert is willing to commit two men who would be trained at no expense to the Township. Any overtime needed to fill their position on the street, in the event of activation, would be reimbursed. All the equipment the task force members would be furnished free of charge and allowed to be used locally. There were questions concerning a regional versus a state task force. Chief Cromer stated that a state task force has more restrictions placed on the municipality than a regional task force. The activation would be at the discretion of the task force coordinator. There was some discussion about the reimbursable expenses to the Township. The Committee discussed the type of work that the officers would be involved with. Our officers can be recalled if necessary to cover Township needs. The Committee recommended approving the agreement.

The meeting adjourned at 7:21 p.m.

Respectfully submitted,
Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
FEBRUARY 6, 2006

The Penn Township Public Safety Committee met on Monday, February 6, 2006 at 7:00 P.M., at the Penn Township Municipal Building. Present were Chairman Stauffer and Commissioners Klunk, Felix, and Heilman. Commissioner Johnson was absent with notice. Also present were Manager Garvick, Police Chief Gilbert, Fire Chief Cromer and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: Chairman Stauffer read the announcement of the executive session held following the Board of Commissioners meeting on January 16, 2006.

CITIZEN'S COMMENTS: John Hayslette, 411 Park Heights Boulevard, questioned the committee about a problem with two trees that are growing in the right-of-way on his neighbor's property. He has problems seeing oncoming traffic when he pulls out of his driveway. He has already contacted Zoning Officer Menges about the situation. Chief Gilbert stated he would visit the site and conduct a traffic study.

ALLIED VETERANS COUNCIL: The Committee received a request dated January 16, 2006 from the Allied Veterans Council to conduct the annual Memorial Day Parade on May 29, 2006 at 8:30 a.m. The Committee recommended approving the request.

HEPATITIS B VACCINATIONS: Chief Gilbert stated that he has had problems with some of his officers no longer having immunity to Hepatitis B. All of the officers except the most recent were vaccinated with the older officers receiving the vaccination in 1993. Chief Gilbert stated that when one of his officers was determined to have no immunity the hospital informed them that people have different reactions to the inoculation. Some individuals will never need a booster but for others the vaccine may not last more than a couple of years. The Chief would like to have the officers tested to see what if any immunity the officers have, and revaccinate those that have no immunity. Chief Gilbert stated that he contacted Hanover Works for costs and the indicator titer test would be about \$36.25 per person and if they need to be revaccinated it would cost \$168 for the three shots. Chief Gilbert would like to proceed with the titer test. Township Manager Garvick stated that when this was previously discussed, he contacted OMY and they informed him that about 30-40% of those that received the test would need to be re-inoculated. Fire Chief Cromer stated that the Emergency Services Board paid for the volunteer firemen inoculations last time. He also stated that those that need re-inoculated may only need one or two of the shots and not all three. The Committee recommended that Manager Garvick obtain additional information about the requirement of inoculations and determine to what extent the Township's health insurance would cover them.

HANOVER REHAB CENTER: The Committee received a letter dated January 28, 2006 from Hanover Hospital indicating that they will be conducting a 5K race on March 11, 2006 at 10:00 a.m. in the area of Wilson Avenue, Karen Lane and Gitts Run Road. They did not request the use of either Township personnel or equipment. Chief Gilbert stated that he will have additional patrols in the area and that the Committee does not need to take any action.

NEW CAR BIDS: The Borough of Hanover awarded the 2006 police cruiser bids to Gene Latta Ford. The committee recommended taking action to award the bid for the three Township cars at the next BOC meeting.

BURNING ORDINANCE: Chief Cromer is recommending that the 2003 International Fire Code be amended to include the provisions to control burning that were previously enforced by the Township under the former BOCA code. He noted that with the adoption of the 2003 International Fire Code, which is part of the mandated PA Uniform Construction Code, they are no longer valid unless readopted. These include the requirement that a permit be obtained prior to (1) kindling a fire for burning of fence rows, fields, agricultural fields and materials relating to farming by the occupant of a tract of land consisting of not less than ten (10) contiguous acres; (2) range or wildfire management practices, prevention or control of disease or pests; (3) a bonfire. Permits require the payment of a fee, which shall be set by Resolution from time to time. Annual permits must be renewed during the month of May. Permits not renewed by June 1 of each year shall be expired and a new permit will be required before burning can resume. The change will also include that open burning shall not be used for waste disposal purposes, shall be the minimum size for the intended purpose, and the fuel chosen must minimize the generation and emission of air contaminates. The final change is that the notification of open burning shall be submitted in writing at least three (3) days in advance. The proposed changes are included in Ordinance No. 639, which is scheduled for adoption on February 20, 2006. There was some concern about the use of Code Official versus Fire Chief. The Fire Chief is the Code Official for the fire codes and can designate others as officials. The Committee recommended adopting the ordinance.

PA URBAN SEARCH AND RESCUE TASK FORCE: Chief Cromer requested that the Committee revisit the approval of Randy Angel to the PA Urban Search and Rescue Company. Chief Cromer provided the committee with additional information. The Committee recommended approval of the appointment with the stipulation that Chief Cromer review and approve all requested deployments.

The meeting adjourned at 7:32 p.m.

Respectfully submitted,
Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
MARCH 6, 2006

The Penn Township Public Safety Committee met on Monday, March 6, 2006 at 7:00 P.M., at the Penn Township Municipal Building. Present were Chairman Stauffer and Commissioners Klunk, Felix, Johnson and Heilman. Also present were Manager Garvick, Police Chief Gilbert, Fire Chief Cromer and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: Chairman Stauffer read the announcement of the executive session held following the Board of Commissioners meeting on February 20, 2006.

CITIZEN'S COMMENTS: None

MAKE-A-WISH: The Committee received a request dated February 22, 2006 from the Truck Convoy For Wishes to conduct its 5th Annual Truck Convoy Fundraising event, Sunday May 7, 2006. The Committee recommended approving the request.

POLICE ELIGIBILITY LIST: Chief Gilbert reported that thirty-four individuals applied for the police vacancy and that the written test was administered on Saturday. Of those individuals only one has Act 120 certification. On the last test six of the applicants had Act 120 certification. Chief Gilbert was not sure how many individuals would remain following the results of the written test. The results would be received within eight to ten days.

3026 GRANDVIEW ROAD: The Committee received a request dated February 15, 2006 from Brian and Tamara Eisenhart for a waiver of the residential lighting requirements at 3026 Grandview Road. This is the lot where the existing trailer was removed and the owners are replacing it with a single family home. The Committee recommended a temporary waiver of the requirement.

LORETTA FISHER: Chief Cromer stated that he has received an application from Loretta Fisher for appointment to the fire police. The background check, indicating no problems, has been completed by the Police Department. The Committee recommended approving the appointment.

BUILDERS SHOW: Chief Cromer reported that the Penn Township and Hanover Borough Fire Departments would be sharing a fire prevention display at the builders show. Employees from both departments and some volunteers will man the stand. Chief Gilbert stated that his department would also have a display stand in conjunction with the Borough of Hanover PD.

PARK HEIGHTS BOULEVARD: Chief Gilbert presented the Committee with the traffic study summary conducted for 411 Park Heights Boulevard at the request of the property owner. The report suggested that the police department conduct additional speed enforcement activities on this portion of the road. Although the situation is borderline, it states that the Township should consider removing the trees in conjunction with any road or shoulder improvements planned for the road. Manager Garvick will get quotes from commercial tree trimmers for the removal of these trees.

ACCREDITATION: Chief Gilbert reported that on May 17th it will be three years since the department was accredited. He stated that they are preparing for the mandatory reassessment and are setting up the mock assessment for early April. The actual assessment is scheduled for the middle or end of May. The assessment will take two to three days. Chief Gilbert commended Sergeant Laughlin for his work on the project.

COURT TV: Chief Gilbert reported there was an article was in the York Daily Record regarding the Court TV special that involved an attempted homicide in Northeast Regional's territory. It will be a TV special that will include the Township's dive team because they recovered the shell casings that led to the conviction of the shooter.

ANNUAL REPORT: Commissioner Stauffer thanked Chief Gilbert for the annual report and asked for clarification on what all "fraud" included. Chief Gilbert stated that most of the fraud we are seeing is identity theft. He stated that he is hoping that when two new officers are brought on he can place Officer Pelaia in the detective's office to help reduce some of the workload.

The meeting adjourned at 7:17 p.m.

Respectfully submitted,
Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
APRIL 3, 2006

The Penn Township Public Safety Committee met on Monday, April 3, 2006 at 7:00 P.M. at the Penn Township Municipal Building. Present were Chairman Stauffer and Commissioners Klunk, Felix, Johnson and Heilman. Also present were Manager Garvick, Police Chief Gilbert and Fire Chief Cromer. The following items were discussed:

ANNOUNCEMENTS: Chairman Stauffer read the announcement of the executive session held following the Board of Commissioners meeting on March 20, 2006. He also announced that an executive session was held prior to the Public Safety meeting to interview a candidate for a vacancy on either the Civil Service Board or Planning Commission.

CITIZEN'S COMMENTS: None

OFFICER GAYLORD APPOINTMENT: Chief Gilbert reported that Officer Gaylord will complete his probation period on April 4, 2006 and has satisfactorily completed the requirements. Chief Gilbert recommended that Officer Gaylord be appointed to patrolmen status. The Committee recommended approving the appointment.

D.A.R.E. CONFERENCE: Chief Gilbert reported that Officer Lobach would like to attend the annual D.A.R.E. Conference being held in Orlando, Florida, July 25-28, 2006. Chief Gilbert stated that Lobach attended last year's conference and that the conferences are beneficial for such things as acquiring information regarding where grant funds are available to continue the program. The Committee recommended approving the request.

SPEED ZONE SOUTH WEST ROAD/BREEZEWOOD DRIVE: The Committee received a request dated March 27, 2006 requesting the installation of 15 mph flashing School Zone Speed Limit signs for Breezewood Drive and Southwestern Road, which is a private road owned by the South Western School District. Breezewood Drive is a Township road, but this type of request normally comes for the School District itself. Chief Gilbert suggested that a letter be sent to Ms. Wagner stating that the request would be forwarded to the School District since they take the lead on these requests. Chief Gilbert stated there is no accident history on this area. The Committee will not act on this until they have a request from the School District.

POLICE CHAPLAIN: Chief Gilbert reported that Donna Scott has received some specialized training in crisis counseling and has approached the department about using her services as chaplain. He advised her that the department already has a chaplain but he would note her services are available if someone requests.

BANNER: ERA Preferred Properties Real Estate has requested to place a banner from North Hanover Mall side of Carlisle Street to the El Rodeo Restaurant on Carlisle Street advertising their annual MDA new item auction. The Township has a policy of no banners across streets in the Township and the Committee recommended continuing that policy. They can place a sign on the El Rodeo property.

ISO RATING: Chief Cromer stated that the ISO rating system has changed and that he made contact with the appropriate people to start the process of reevaluating the Township to see if insurance carriers can offer our residents a better insurance rate.

The meeting adjourned at 7:19 p.m.

Respectfully submitted,
Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
MAY 1, 2006

The Penn Township Public Safety Committee met on Monday, May 1, 2006 at 7:00 P.M. at the Penn Township Municipal Building. Present were Chairman Stauffer and Commissioners Klunk, Felix, Johnson and Heilman. Also present were Manager Garvick, Police Chief Gilbert, Fire Chief Cromer and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: Chairman Stauffer read the announcement of the executive session held following the Board of Commissioners meeting on April 17, 2006.

CITIZEN'S COMMENTS: Don Myers, 125 Forry Avenue, who has lived at this address for three years was concerned about the noise that is being created by a racecar and a musical band that utilizes the garage near his house. Chief Gilbert stated that they have had problems in this area with both the neighbor and the bar (Draft House). Disorderly conduct charges were filed against the owner of the racecar but the charges were dismissed in court. The noise created by the use of the vehicle was determined by the court to be part of everyday life. Chief Gilbert stated that controlling noise during the day is very difficult since the courts are going to review each situation on the basis of reasonability. Joyce Harner, 120 Forry Avenue, stated that she lives across from Mr. Myers and as long as she has her television or radio on she does not here the music from the band but has been on Mr. Myers' property and confirms that it is much louder there.

Mercedes Sandoval, 663 Baer Avenue, directly across from the Draft House, has concerns about the bar. She stated it has not gotten better because people are still causing problems in front of her home regardless of the time of day. She is not able to sit on the front porch of her home because of the problem. She stated that the traffic also sometimes does not stop at the intersection of Baer and York. Chief Gilbert stated that he can deal with the bar better than with the band because the Pennsylvania Liquor Control Board controls the operation of the bar. If there is police documentation of any incident they can provide the information to the Liquor Control Board. Chief Gilbert stated that if there is an incident the neighbor should call regardless of the time of day because as long as it is documented it can be reported. Brad Bealing, 137 Forry Avenue, was concerned if the Township has an ordinance for licensed and unregistered vehicles, a junk ordinance, and an unrelated number of people living together ordinance. Manager Garvick stated that the Township does not have an ordinance for the number of unrelated people living together. The zoning ordinance does allow for one unregistered/unlicensed vehicle on a property. If there is more than one the property owner can be cited. The Township also has a code enforcement officer that can cite for stockpiling of junk but the Township has to be made aware of the situation. Mr. Myers was concerned about the neighbor having a hole in his fence. Manager Garvick stated that if the hole in the fence becomes a public safety concern then they can address it. Kathryn Bealing, 137 Forry Avenue, stated that Noah's Auto Repair had conditions placed on it when it went before the zoning hearing board. They wanted to know why the same restrictions do not apply for the racecar. Chief Gilbert stated from time to time there might be a charge other than disorderly conduct that can be pursued. If the neighbors call the police they will respond. Kim Sanders, 660 Baer Avenue, stated that Sunday is the only quiet day in the neighborhood because the bar is closed but the band is playing. Diane Myers, 125 Forry Avenue, was concerned because

the people in the band are not members of the neighborhood - they just rent the facility. The neighbors were advised to call 911 and have the police respond to incidents.

NIK AND BRANDY GOWER: The Committee received a request dated April 20, 2006 from Nik and Brandy Gower requesting a waiver of the residential lighting requirements at 329 Martin Drive. The Committee recommended a temporary exoneration of the requirement.

SOUTH PENN ROAD RUNNERS: The Committee received a request dated March 15, 2006 from the South Penn Road Runners Club requesting permission to hold a 5k walk/run on Sunday May 21, 2006 and for the use of barricades at certain intersections. Chief Gilbert stated that he does not have a problem with the event but does not recommend barricades as long as the individuals understand to walk along the side of the road and on the sidewalks. The Committee recommended approving the request.

PLEASANT HILL CARNIVAL: The Committee received a request dated April 6, 2006 from the West Manheim Township Supervisors requesting the assistance of the Penn Township Fire Police during the Pleasant Hill Firefighter's Carnival July 24-29, 2006. The Committee recommended approving the request.

YMCA GYMNASTICS MEET: Chief Cromer was concerned because he has not yet been contacted by the YMCA for the use of the Fire Police or emergency equipment for the gymnastics meet in June. The event also falls on the same weekend as Parkville's carnival and the festival at Codorus State Park.

NIMS: The Commissioners are still concerned about whether or not they need to take the training for NIMS. The information provided from the County and the State has been conflicting but both the Township Manager and the Fire Chief are being kept up to date about the issues.

The meeting adjourned at 7:40 p.m.

Respectfully submitted,
Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
JUNE 5, 2006

The Penn Township Public Safety Committee met on Monday, June 5, 2006 at 7:00 P.M. at the Penn Township Municipal Building. Present were Chairman Stauffer and Commissioners Klunk, Felix, Johnson and Heilman. Also present were Manager Garvick, Sergeant Laughlin, Fire Chief Cromer and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: Chairman Stauffer read the announcement of the executive session held following the Board of Commissioners meeting on May 15, 2006. He also announced that a personnel session was held on May 31, 2006 to interview candidates for the position of probationary patrol officer.

CITIZENS TO BE HEARD: None.

KENCO: The Committee received a request dated May 17, 2006 from Kenco Logistic Services (GlaxoSmithKline) requesting the installation of pedestrian crosswalk signs on the road between their facilities at 26 and 29 Barnhart Drive. They are concerned about the safety of their employees and visitors who cross the street several times a day. Manager Garvick reported that he did speak with Jill Rohrbaugh, Glaxco Smith Kline, about providing a history of the problems that are driving the request. Mr. Garvick spoke with her several weeks ago but she has not provided a list of the specific complaints and/or problems. Sergeant Laughlin stated that the Department has never received a call about pedestrian traffic problems. The vehicles blocking the area are GlaxcoSmithKline vehicles. He stated that it is not difficult to see the traffic on Barnhart Drive. The Township would assume some of the liability if the signs are hit and cause problems. The Committee recommended denying the request.

ATV COMPLAINT: The Committee received a request dated April 30, 2006, from Jeremy Brauning expressing concern about kids riding ATV's in the fields between Meadowview Drive and Brookside Avenue. Sergeant Laughlin stated that it was kicking up large amounts of dust and the kids told them they had permission to ride there. The kids were riding around the edges of the field. On May 8, the department received a letter from Burkentine and Sons Builders, advising the department that there should be no 4-wheelers, dirt bikes, etc, riding on the property known as the South Heights Subdivision. The property has been posted for no trespassing. Mr Brauning contacted the police department on April 20 and emailed the commissioners on April 30. On May 4 an officer made contact with the Braunings who stated they just wanted the Commissioners to be aware of the situation. The department has not had contact with Mr. Brauning since then and there have been no further complaints. There have been other areas in the Township that have had similar problems, especially the Loader property. Manager Garvick will respond to Mr. Braunings email.

PANDEMIC INFLUENZA: The Committee received a letter dated May 23, 2006 from the Law Enforcement Subcommittee of the South Central PA Counter Terrorism Task Force suggesting that departments start preparing for the pandemic influenza outbreak. Chief Cromer has been designated as the point of contact.

INSURANCE RATING: Chief Cromer stated that he mailed a packet of information to the insurance offices for the Township's ISO rating. Sometime in the next thirty days a field representative will be appointed and sent to review our facilities. Chief Cromer stated there are certain things that we cannot control such as water supply and the dispatch center. He feels that our rating will improve slightly which will help homeowners within the Township reduce their homeowners' insurance costs.

FIREFIGHTERS COMBAT CHALLENGE: Chief Cromer stated that the firefighters combat challenge is being held in York on Friday and Saturday and both he and Firefighter Geoff Miller will be participating in the event.

SERGEANT'S PROBATION: Sergeant Laughlin stated that both Sergeants Hettinger and Breighner have completed their one-year probation period and are being recommended for permanent appointment. The Committee recommended making the appointment at the next Board of Commissioners meeting.

NEW POLICE HIRE: Sergeant Laughlin reported that the two gentlemen that were offered the position of probationary patrolman have accepted. The Department has started the process and the resolutions will be on the agenda of the next Board of Commissioners meeting for approval. One of the applicants did not have the required reading test but he will complete it at HACC prior to attending the academy. He participated in the York County consortium test and they purposely do not have the test because the results expire after six months.

Commissioner Stauffer thanked Sergeant Laughlin for assuming command of the Police Department since the incapacitation of the Chief and the absence of the Lieutenant.

The meeting adjourned at 7:22 p.m.

Respectfully submitted,
Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
JULY 3, 2006

The Penn Township Public Safety Committee met on Monday, July 3, 2006 at 7:00 P.M. at the Penn Township Municipal Building. Present were Chairman Stauffer and Commissioners Klunk, Felix, Johnson and Heilman. Also present were Manager Garvick, Lieutenant Rhodes, Fire Chief Cromer, Township Engineer Bortner, Highway Foreman Mahan and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: Chairman Stauffer read the announcement of the executive session held following the Board of Commissioners meeting on June 19, 2006. He also announced that a personnel session would be held on July 10, 2006 to discuss fire personnel.

CITIZENS TO BE HEARD: None.

POLICE CRUISERS: Lieutenant Rhodes announced that the three police cruisers purchased through joint bid with the Hanover Borough from Gene Latta Ford are scheduled for delivery the week of July 10, 2006. These vehicles have been anticipated for delivery since mid May.

PROBATIONARY PATROLMAN: Lieutenant Rhodes announced that Officers Brian Smith and Travis Shearer were sworn in on July 3, 2006 and will begin academy training on July 5, 2006. They have an anticipated graduation date of late December 2006 and will be certified probationary patrolman upon their graduation.

REACCREDITATION: Lieutenant Rhodes stated that the Department has received notification that they have been approved for reaccreditation and the formal presentation will be made on July 10, 2006 in Philadelphia. This was a lengthy and arduous process, according to Lt. Rhodes.

TREK BICYCLE: Lieutenant Rhodes noted that Mr. Emmett Patterson of JDCS Enterprises donated a well-equipped Trek Police Bike to the department for patrol purposes and to assist with the bicycle safety program.

ISO CERTIFICATION: Chief Cromer reported that on July 24, 2006 a field representative from the Insurance Services Offices, Inc. would be here to inspect industrial and commercial facilities and the water system. He will be here for several days. After the inspections it will be about ninety days until there is a final report.

JULY 4TH: Chief Cromer stated that the fire police, ambulance and fire departments will again be assisting with the July 4th festivities at Moul Field in Hanover Borough. This possibly will be the last year for the event because of the scheduled construction of the new school.

PERSONNEL SESSION: There will be a personnel session on July 10, 2006 with the Fire Chief at 7:00 p.m. to discuss fire company personnel issues.

NO PARKING: Commissioner Klunk stated that there are sections of Grandview Road, especially the Benjamin Drive area, which should be looked at for no parking because of the addition of curbing.

NIMS: Manager Garvick stated that a NIMS brochure has been provided to the Commissioners about the requirements for elected officials. There is still some question as to what courses the elected officials are required to complete. Chief Cromer is working on his certification to become an instructor.

The meeting adjourned at 7:10 p.m.

Respectfully submitted,
Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
AUGUST 7, 2006

The Penn Township Public Safety Committee met on Monday, August 7, 2006 at 7:00 P.M. at the Penn Township Municipal Building. Present were Chairman Stauffer and Commissioners Klunk, Felix, Johnson and Heilman. Also present were Manager Garvick, Police Chief Gilbert, Fire Chief Cromer and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: There will be an executive session following the Finance meeting this evening to discuss fire personnel issues.

CITIZENS TO BE HEARD: Derek Higgs, 1006 Marietta Avenue, expressed concern about the Rutter's store being proposed for the intersection of Route 116 and Route 216. He, along with his neighbors attending this evening, would like to address some traffic concerns. The Committee stated that they have not yet received a land development plan and the special exception will be addressed at the Zoning Hearing Board meeting tomorrow night. Mr. Higgs is concerned with the entrance into the site from Hirtland Avenue, which could create additional traffic on Marietta Avenue. In addition, the proposed traffic signals at the intersection of Route 116 and Route 216 could cause traffic to use Marietta Avenue as a shortcut. Commissioner Klunk informed Mr. Higgs and the contingent present from Marietta Avenue that traffic concerns would be addressed when the Planning Commission and the Board of Commissioners review the land development plan.

CROP WALK: The Committee received a request dated July 15, 2006 from the Hanover Area Council of Churches requesting permission to conduct the annual CROP walk on Sunday, October 15, 2006 from 1:00 p.m. until 5:00 p.m. The police department provides extra patrols and the Council of Churches utilizes the fire police for the event. The Committee recommended approving the request.

BENJAMIN DRIVE: Chief Gilbert stated that he reviewed the situation at Grandview Road from Baltimore Street past Benjamin Drive. He found that the roadway shoulder width ranges from thirty-eight inches at Benjamin Drive to nine feet further west of that intersection. The variation was created as a result of the overlay and curb installation of Grandview Road by PENNDOT during the spring. Chief Gilbert stated that his traffic study indicated that both sides of the road should be posted for no parking from Benjamin Drive east 650 feet. The shoulders are too narrow because parked cars would be partially on the roadway; it is on a curve; and currently is not used for parking. This would be an opportune time to post it for no parking. The Committee recommended making it no parking and the traffic study would be forwarded to the Township Manager.

SOUTH WESTERN BAND BOOSTERS: The Committee received a request dated June 28, 2006 from the South Western Band Boosters to use the barricades and fire police at the Cavalcade of Bands on Saturday, October 28, 2006. Chief Gilbert stated that normally they provide extra patrol for the event and the fire police are contacted directly by the Band Boosters. The Committee recommended approving the request.

YORK COUNTY QUICK RESPONSE TEAM: Chief Gilbert stated that the York County Quick Response Team has been in existence for several years and when they were organized they requested assistance from all York County Police Departments to provide either manpower and equipment for the team. This coverage was formerly the responsibility of the state police prior to disbanding their unit. Their policy has been to request a minimum donation of \$500 from any department that does not contribute personnel or equipment. The Township has monetarily contributed in the past. The cost of activating the team is \$3,500. Chief Gilbert suggested that the Township continue to make the donation unless they would like to contribute manpower or equipment. The Township has never had to activate the unit but municipalities closer to York City have activated it frequently. The Committee recommended approving the donation.

E.R.A.: The Committee received notification dated July 27, 2006 from ERA Preferred Properties Real Estate, Inc. that they will be conducting a 5K run/walk for the Muscular Dystrophy Association on Saturday, September 9, 2006. Chief Gilbert stated that they are not requesting any services from the Township and the runners/walkers stay off the roadway. Chief Gilbert suggests that an acknowledgment be sent as formal board action is not required for their event.

HANDICAPPED PARKING: The Committee received a request dated August 3, 2006 from Geri Fiore for a handicapped parking space in front of her house on 708 West Middle Street. Chief Gilbert stated that he inspected this location during the day and there seems to be no problem with parking - but felt the problem may occur after 5:00 p.m. Chief Gilbert recommend denying the request because once the Committee approves one they will probably have more requests. The Committee recommended denying the request and directed Chief Gilbert to inform Ms. Fiore of the decision.

MARTIN'S RIDGE: The Committee reviewed the resolution from Met Ed for the streetlights in the Martins Ridge development. The development has not yet been constructed. The Committee recommended approving the resolutions at its next meeting.

I.S.O.: Chief Cromer has been meeting with the representative from the National Insurance Offices, who reviewed the information that was sent to him as well as touring the township facilities. He noted that a lot of changes have occurred since 1996. He will be returning tomorrow for additional information and to inspect several industries and restaurants within the Township. He will be determining such things as fire loads and the availability of water for fire suppression.

TRAFFIC SIGNALS: Manager Garvick reported that PENNDOT informed the Township that they are planning to make some "improvements" to traffic signals along Route 94 as part of a countywide traffic signal maintenance project. They will be installing louvers, additional arrows, and some additional left turns and yield signs. All the improvements are basically cosmetic and will do little or nothing to alleviate the declining Level of Service we are seeing. There will be no additional signals or additional traffic lanes installed. They will be coordinating timing between the three signals.

SIGNAL PREEMPTION: Chief Cromer suggested that as new signals are installed they should have signal preemption for emergency vehicles. It is less expensive to design and install them before they are constructed. The activation apparatus for each of the

emergency vehicles is \$500. It was suggested that the two new lights being installed at Clover/Baltimore and Black Rock Road /Grandview Road should have the preemption device. It was decided that any new signals would have the device.

PENN MEADOWS: The signs for the streets at Penn Meadows have not been installed yet. The requirements have to be met before the streets can be adopted.

RESIDENTIAL STREET LIGHTING: The Police department did a residential lighting check and residents that were not compliant were sent notices of violation. Some of the residents are not happy with the current lighting ordinance and have removed their walkway lights. Citizen's concerns are being addressed as they make contact with the Township staff.

NIMS: Manager Garvick presented a resolution for the Board to consider at the next meeting to be in compliance with the National Incident Management System. The resolution needs to be sent to PEMA before September 1, 2006. Chief Cromer stated that those individuals that deal with the situation on a daily basis, including fire fighter and police officers, are certified.

DOCTOR MOTORS: Doctor Motors has requested a waiver of the prohibited signs specifically streamers and pennants for their business on Frederick Street. The signs have been installed and no permit was applied for prior to their installation. The Committee recommended denying the request.

HOUSE BILL 2313: Manager Garvick stated that the First Class Township Code requires the Township to provide fire services but not ambulance service to its residents. House Bill 2313 has been submitted which would require Township's of First Class to provide ambulance service. Currently, the Township supports the ambulance service but they are technically responsible for themselves. This bill would require the Township to support ambulance services to the same degree it supports the fire service. Police coverage was previously included but it was withdrawn. The Committee suggested that a letter be sent to the legislatures informing them that they do not support the bill.

The meeting adjourned at 7:42 p.m.

Respectfully submitted,

Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
SEPTEMBER 5, 2006

The Penn Township Public Safety Committee met on Tuesday, September 5, 2006 at 7:00 P.M. at the Penn Township Municipal Building. Present were Chairman Stauffer and Commissioners Klunk, Felix, Johnson and Heilman. Also present were Manager Garvick, Police Chief Gilbert, Fire Chief Cromer, Administrative Assistant Rodgers, Engineer Bortner, and Highway Foreman Mahan. The following items were discussed:

ANNOUNCEMENTS: Chairman Stauffer read the announcement of the executive session held following the Board of Commissioners meeting on August 21, 2006.

CITIZENS TO BE HEARD: None.

HANOVER HALLOWEEN PARADE: The Committee received a request dated August 8, 2006 from the Hanover Area Jaycees requesting permission to hold the 65th annual Hanover Area Jaycees Halloween parade on October 26, 2006 with a rain date of October 30, 2006. The Committee recommended approving the request.

TRICK OR TREAT: The Committee set Trick or Treat for Tuesday, October 24, 2006 from 6:00 p.m. to 8:00 p.m.

SUSQUEHANNA STRAY ANIMAL AGREEMENT: The Committee received the 2007 Susquehanna Stray Animal Shelter agreement. The costs associated with this agreement are the same as 2006. The Committee recommended approving the agreement.

PROBATIONARY FIRE FIGHTER: Chief Cromer stated that Jason Kopp has completed his probationary period and recommends that he be appointed to regular status. The Committee approves the Chief's recommendation.

WEST CHESTNUT STREET: The Committee received a request dated August 29, 2006 from Clyde R. Laughman for the removal of the "no parking" signs at 581 and 591 West Chestnut Street. Chief Gilbert stated that they were installed in anticipation of Chestnut Street going through and to prevent truck parking along the street. Chief Gilbert noted that Mr. Laughman stated that he needs the space for on street parking for his employees but could not promise that trucks would not park there. Engineer Bortner stated that he needs space to turn around his snowplows. Chief Cromer stated that in case of an emergency the fire company would use the hydrant located at the end of the street and the fire trucks would need to park there. The Committee recommended denying the request. The Manager will notify Mr. Laughman of the decision.

The meeting adjourned at 7:08 p.m.

Respectfully submitted,

Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
OCTOBER 2, 2006

The Penn Township Public Safety Committee met on Monday, October 2, 2006 at 7:00 P.M. at the Penn Township Municipal Building. Present were Chairman Stauffer and Commissioners Klunk, Felix, Johnson and Heilman. Also present were Manager Garvick, Police Chief Gilbert, Fire Chief Cromer and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: Chairman Stauffer read the announcement of the executive session held following the Board of Commissioners meeting on September 18, 2006. Mr. Stauffer also announced that an executive session of the BOC was held on September 25, 2006 to discuss police and fire personnel issues.

CITIZENS TO BE HEARD: Pamela Shellman and Rodney Doyle, 535 South High Street, requested clarification on the response of the Penn Township Police Department on non-official visits and where to address a complaint against the department. She accused a Penn Township Officer of "breaking down" her door. When she complained to Chief Gilbert, he was not receptive to her concerns, according to Ms. Shellman. Chief Gilbert informed her that she may come to his office anytime and talk to him in a civil manner or she can file a complaint with the York County District Attorney, the State Police, FBI, or the CIA. Ms. Shellman stated that she would be in to see Police Chief Gilbert again.

ANIMAL CONTRACT AGREEMENT: The Committee received the 2007 Hemler/ACS Animal Control Service Agreement. According to Chief Gilbert there were no changes from the 2006 contract. The Committee recommended approving the agreement.

STREET LIGHT ORDINANCE: Gerald Buffington, 50 Ruel Avenue requested an explanation of the residential street lighting ordinance. Comm. Stauffer requested Manager Garvick to provide a report on the status and history of the Township's street lighting ordinance. The law has been in effect since 1989 when the commissioners adopted certain basic requirements for residential lights. In 1995, the Board of Commissioners amended the ordinance, bringing it up to date with more current lighting technology and incorporating a section that requires property owners who have a side walk light to activate the light from dusk to dawn. As a result of routine nighttime observation, the police department will, on occasion, provide the Township with a list of properties that are not operating their walkway lights. The code enforcement department then sends out a notice of violation. Mr. Buffington is concerned because some of his neighbors have lights and others do not. He claims that it is unfair that he has to light his fixture but his neighbor does not have to even have one. Comm. Stauffer informed Mr. Buffington that the Township cannot make those residents that do not have a light get one but can require new homes to install one as part of the permitting process. Commissioner Stauffer stated that the same procedure that was used to enforce the house numbering system is also used for streetlights. He stated that it is a public safety issue that the lights be lit at night. The Ordinance is written that if there is a walkway light in place it has to be lit. Commissioner Klunk stated that it costs him about six cents a day to burn his walkway light. It was noted that the letter may seem slightly harsh with the notation of the possible penalties but the language is required in the notification in order to prosecute if the

Township chooses to do so.

INSURANCE SERVICES RATING: Chief Cromer reviewed the Insurance Services Office, Inc (ISO) rating report that the Township recently received. He stated that the rating is based on several categories including the YC911 dispatch center, the water system and the fire department itself. Some of the deficiencies in the report are not something we can control and cannot be corrected by the Township. In 1996 the Township was rated at Class 5/9 and we now have a rating of Class 4/8B. Chief Cromer stated that some of the comments that were noted on the report seem economically unfeasible such as a fire station every three miles, a reserve ladder truck, an additional person per shift and closer training facilities. There was some concern that fire hydrant testing be done twice a year. Most of the problems that were noted in the report are due to manpower shortages. Chief Cromer stated that some of the items the insurance inspector is reviewing are outdated and have not been changed to reflect current equipment. These items would not, however, have appreciably altered the final score.

The meeting adjourned at 7:40 p.m.

Respectfully submitted,

Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
NOVEMBER 6, 2006

The Penn Township Public Safety Committee met on Monday, November 6, 2006 at 7:00 P.M. at the Penn Township Municipal Building. Present were Chairman Stauffer and Commissioners Klunk, Felix, Johnson and Heilman. Also present were Manager Garvick, Police Chief Gilbert, Fire Chief Cromer and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: Chairman Stauffer read the announcement of the executive session held following the Board of Commissioners meeting on October 16, 2006. Mr. Stauffer also announced that a personnel session of the Board of Commissioners was held on November 6, 2006 to interview candidates for the Civil Service Commission.

CITIZENS TO BE HEARD: None.

CITIZENS POLICE ACADEMY: Chief Gilbert stated that there has been discussion about the lack of volunteerism and the inability to obtain crossing guards and fire police. He stated that he has been approached by individuals in the community wanting to learn about the police department. A citizen's police academy would be a twelve to sixteen week class one or two nights a week that would teach individuals what the department does and offer information as to what volunteer opportunities are available and what is required to participate in them. The City of York has used this type of program for several years and has had much success in recruiting volunteers. The hope is to obtain crossing guards along with fire police for activities such as the Halloween parade. There would be a minimal cost for training an officer and the program would have to be set up from scratch. All instruction time would be in the classroom by an officer of our department. Any minor expenses, according to Chief Gilbert, could be picked up by the support accounts the department has. Chief Gilbert stated he was approached during the police department open house about this type of program especially from retired gentlemen living at Homewood. There is an officer who has volunteered his time to head up the program. Chief Gilbert expects that most of the individuals signing up for the program will be retired individuals. There was some discussion about crossover into the fire department but the fire police will probably be the only area where recruitment can occur. The Committee recommended that Chief Gilbert proceed with the program in 2007.

2007 BUDGET: The Committee reviewed the 2007 public safety budget. Manager Garvick stated that projected overtime is included in the patrolmen and sergeants wages. There was some discussion about legal services versus labor issues. The current legal services includes some arbitration hearings that were held. There was some discussion about traffic signals and also regarding a maintenance agreement that was signed with PENNDOT for traffic signal maintenance that was not previously required. There was some discussion about the upgrade of the current emergency radio system. The Police Department will have to replace all of its current equipment but the York County Chief's Association has provided a grant to help cover some of the costs associated with this project. The third transmitting frequency will continue to be maintained by York County. When they stop maintaining that frequency the Township's municipal side will have to replace their radios with a higher frequency unit. There was some discussion about leaving

a low band radio in the Sergeant's vehicle but Chief Gilbert was not sure if that would be feasible because of room constraints. The new radios will come with three-year service guarantee. There was some discussion about paying for the radios over a three-year period. This will be an option and something that will have to be chosen when the contracts are signed. Chief Cromer expressed concern about the new county radio system and the problems that are occurring in other counties using the same system. The rest of the Police budget was reviewed and Chief Gilbert noted that car twenty and car fourteen are both just about over 100,000 miles and will need to be replaced. The budget includes a roof over part of the training range for the storage of equipment and ammunition for foul weather qualification. The Committee then reviewed the fire department portion of the public safety budget, which included an additional fire fighter next year. It was noted that Chief Cromer fills in for those firefighters that are on vacation or on disability. The Committee will review the need for an additional firefighter at a future meeting. There is a request for a donation to the Adams County Fire School because the Penn Township Fire Fighters use it because it is closer than the York County training facility. The insurance numbers have not been received. There is a thermal imaging camera listed for \$10,000 and it was suggested that maybe the Relief Association could purchase the equipment. There are three AED's listed in the budget and Fire Chief Cromer stated that he has received a grant for them. Fire Chief Cromer stated there are fire hydrants on Baltimore Street that were replaced with grant money this year when the repairs were made to the street.

The meeting adjourned at 8:02 p.m.

Respectfully submitted,

Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
DECEMBER 4, 2006

The Penn Township Public Safety Committee met on Monday, December 4, 2006 at 7:00 PM at the Penn Township Municipal Building. Present were Chairman Stauffer and Commissioners Klunk, Felix, Johnson and Heilman. Also present were Manager Garvick, Police Chief Gilbert, Fire Chief Cromer and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: Chairman Stauffer read the announcement of the executive session held following the Board of Commissioners meeting on November 20, 2006. Mr. Klunk announced that an executive session of the Board of Commissioners would be held following the Finance meeting.

CITIZENS TO BE HEARD: Rick Troutman, 1251 Brian Lane, requested an explanation as to why he received a notice of violation for his residential light which, according to his notice, did not have the correct bulb type per the Township ordinance. Manager Garvick and the Committee members explained why the residential lighting ordinance was adopted, what light fixtures are required by the ordinance and how the penalty is assessed. Mr. Troutman was also concerned about taxpayer's dollars being used on trivial issues such as lighting. Commission Stauffer explained that when police officers on third shift are on patrol they take notice of which lights are not working properly and inform the Township's code department.

E.M.S. SERVICES: Chief Cromer provided an update of the emergency medical services that are being provided to Hanover Borough from November 20-30, 2006. There were 119 calls for both Penn Township and Hanover Borough. There is a third unit in service that was borrowed from Grantly Fire Company in York and all three have been in use at the same time. There have been some small problems that were not foreseen but they are being worked out and Chief Cromer is pleased with the way things are going. There was light discussion on the article that was in the Hanover Evening Sun regarding the change in service.

JANUARY 2007 MEETING: The Committee decided to have the January Public Safety, Finance, and Public Works meetings on Wednesday, January 3, 2007 at 7:00 PM because the Municipal office is closed on January 1 and 2.

The meeting adjourned at 7:25 p.m.

Respectfully submitted,

Jeffrey R. Garvick, Manager