

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
JANUARY 3, 2007

The Penn Township Public Safety Committee met on Wednesday, January 3, 2007 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, Engineer Bortner, Highway Foreman Mahan and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: There were no announcements.

CITIZENS TO BE HEARD: Glenn Renfro, 205 Bankert Road, requested an explanation as to why he received a notice of violation for unlawful parking in his yard. Mr. Renfro explained that he has a woodpile to the rear of his property and he uses a small trailer to haul wood from the pile to the house. That is what is causing the ruts and tire marks in the yard that the code officer observed. Manager Garvick indicated that this is not what Mr. Roth told him was the problem. The Manager will investigate the situation and respond back to Mr. Renfro.

PAMELA GEARY: Manager Garvick reported that there has been no response yet from PENNDOT to his 12-11-06 letter referring Ms. Geary's request to lower the speed limit on Grandview Road to 25 MPH.

HORSE CROSSING SIGNS: Chairman Stauffer inquired as to the possibility of having the crossing signs removed on Grandview Road since there are no horses being kept on the farm any longer. Chief Gilbert indicated that the signs were put up at the property owner's request and expense and he will check into the matter.

The meeting adjourned at 7:07 p.m.

Respectfully submitted,

Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
FEBRUARY 5, 2007

The Penn Township Public Safety Committee met on Monday, February 5, 2007 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: Commissioner Stauffer read the announcement of the executive session held following the Board of Commissioners meeting on January 15, 2007. He also announced that an executive session would be held following the finance meeting to discuss a police personnel issue.

CITIZENS TO BE HEARD: None.

MAKE A WISH: The Committee received a request dated January 20, 2007 from the Make A Wish, Truck Convoy for Wishes, to conduct an event on May 6, 2007 originating from the L & H terminal on Gitts Run Road. They requested assistance from the Police department for traffic control as well as with the Kid's Safety programs. The Committee recommended approving this request.

MEMORIAL DAY PARADE: The Committee received a request dated January 15, 2007 from the Hanover Allied Veterans Council to conduct the annual Memorial Day parade on Monday, May 28, 2007. The Committee recommended approving the request with Commissioner Klunk riding in the parade and accepting the flag.

RENTAL PROPERTIES: Fire Chief Cromer suggested that rental properties be registered with the Township so that an annual or bi-annual fire inspection can be done on those properties. Chief Cromer is concerned because of the increase in the number of fires occurring in rental properties that do not have smoke detectors or do not meet fire code regulations. There have been several close calls in the last few weeks. The Township discontinued the practice of requiring landlords to submit rental report forms to register their tenants when the per capita tax was eliminated. The concern now is how many rental properties there are, not specifically who the individual tenants are. The Committee suggested that Chief Cromer try to establish how many rental properties there are in the Township before deciding the cycle of inspections.

BLETTNER AVENUE CONDOS: The Committee received a request from the developer's of the Blettner Avenue Condos to install an overhead street light at the entrance of their development. There are existing streetlights on Blettner Avenue. It was suggested that the developer could put a light in the parking area and let the condo association be responsible for the costs associated with it. The Committee recommended getting additional information on the light and other similar lights through out the Township.

HANOVER HOSPITAL: The Committee received notice from the Hanover Hospital that they would be conducting a 5K road race on March 17, 2007. They did not request any services from the Penn Township police department. Chief Gilbert will acknowledge the letter and let them know that they need to abide by the traffic rules and regulations.

The meeting adjourned at 7:17 p.m.

Respectfully submitted,

Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
MARCH 5, 2007

The Penn Township Public Safety Committee met on Monday, March 5, 2007 at 7:00 PM 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: Commissioner Stauffer read the announcement of the executive session held following the Board of Commissioners meeting on February 19, 2007.

CITIZENS TO BE HEARD: None.

RUTTERS FARM STORE: The Commissioners reviewed a resolution for the installation of traffic signals at Rt. 116 and Rt. 216. The signals are the result of a traffic study conducted by Rutter's for the construction of store number 6. The Committee recommended adopting the resolution.

2006 PROPERTY MAINTENANCE CODE: The Committee reviewed a proposed ordinance that repeals Ordinance No. 540 and adopts The International Property Maintenance Code, 2006 edition as the Township's property maintenance code. The new code is very similar to the old code, which was the 1996 BOCA Property Maintenance Code. There are some minor modifications to the new code. This would update all of the Township's codes up to the 2006 edition. The Committee recommended adopting the ordinance at the next meeting.

RENTAL INSPECTIONS: Fire Chief Cromer reported that he suspects that there are about 1000 residential rental units in Penn Township. He plans to establish guidelines for the inspection of rental properties once every two years. Once the Township adopts the ordinance the Fire Chief has the authority to inspect the property. In those cases where the landlord would not allow the inspection the Fire Chief has the right to secure a search warrant for the property.

TODD PLATTS' TOWN MEETING: Manager Garvick announced that Representative Todd Platts would be hosting another town meeting here at the Township on April 4, at 7:30 p.m. for the residents of the Hanover area.

SNOW STORM: Commissioner Klunk stated that a resident commended him for the fact that an officer was located near the Snyder's of Hanover entrance during the Valentine's Day snowstorm, which alerted the traffic to slow down because of the icing conditions. In addition it was noted that the street runoff water is not flowing properly in this area. Mr. Bortner will investigate.

PROPOSED FIRE STATION: The Township received a request from the Penn Township Volunteer Emergency Services to waive the environmental impact study requirement for the proposed fire station. The Committee recommended approving the request.

The meeting adjourned at 7:13 p.m.

Respectfully submitted,
Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
APRIL 2, 2007

The Penn Township Public Safety Committee met on Monday, April 2, 2007 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 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 19, 2007.

CITIZENS TO BE HEARD: Rodger Brooks, 2149 Youngs Road, requested the Township do something with Crest Avenue because of the inability of emergency equipment to access the street. Commissioner Klunk stated that Crest Avenue is not a dedicated street and therefore the Township does not maintain it. Mr. Brooks is aware that if the road is paved and brought up to Township specifications then it can be offered to the Township for dedication. Mr. Brooks feels that Burkentine and Sons should improve the street because they have submitted a plan for development of the parcel adjacent to Crest Avenue. The land development plan shows the access to the development will be off of Baer Avenue. There is no access off of Crest Avenue to the property. Commissioner Klunk reiterated to Mr. Brooks that the Township does not maintain private streets and Mr. Burkentine cannot be required to make improvements for an access that is not on the plan.

FIREFIGHTER TESTING: Chief Cromer reported that the written fire fighters exam has been completed and there are sixteen individuals advancing to the physical agility test, which will be held this Saturday at the Fire School in Emigsville. Oral Interviews will be conducted on April 24 and April 25.

CIVIL WAR RE-ENACTMENT: Chief Gilbert stated that he received a letter from the Hanover Public School District regarding a civil war re-enactment on May 4th and May 5th at the middle school on Wilson Avenue. The Committee is being made aware of the event because it does create additional noise and traffic on Wilson Avenue even though the event is entirely within the Borough of Hanover.

POLICE CRUISERS: The Township has put into service both of the new police cruisers. However, the new Expedition 4X4 is out of service because the ignition fell out of the steering column. Chief Gilbert stated that the previous Expedition with four-wheel drive traded in at double the value of the Crown Victoria trade-in. The 4X4 cost \$1500 more to purchase but the Township received \$3500 for the trade. After all the trade's and additional items that are required for a police cruiser the 4X4 cost \$3000 less than the Crown Victoria. The fuel mileage on both vehicles is almost identical at about ten miles per gallon, which includes both driving and idling in place. Because of its size and weight the Expedition is actually a safer vehicle. Chief Gilbert stated that in the future they might want to look at converting the fleet to all 4X4 vehicles. This is due to the possibility of Ford discontinuing the Crown Victoria. Chief Gilbert stated that when the police vehicles have a

problem they normally take them to Cooper Motors, which honors the Ford warranty. But because the vehicle is so new, it was taken back to Gene Latta Ford, where it was purchased.

FIRE TRUCK: The Committee discussed the memo sent by Chief Cromer recommending that we order a new fire truck now for delivery in early 2008. There was discussion regarding the current bond issues and due dates. Chief Cromer is projecting the cost of a new engine to be about \$530,000. The Committee will review the existing debt service and the projected debt service for upcoming years along with what will needed to be budgeted each year to pay for a new truck. Chief Cromer is also pursuing homeland security grants for the purchase. This could offset as much as half of the purchase price. The Committee suggested that the bid specifications be prepared in anticipation. The existing engine to be replaced actually belongs to the volunteer company and Chief Cromer suggested that it be kept for a backup.

EMERGENCY RESPONSE EXERCISE: Manager Garvick reported that the Township has been invited to take part in an exercise with York County and the Hanover Hospital. They want to simulate an emergency at the wastewater treatment plant. The Township has taken part in these events in the past. This would require a tabletop event first and then the actual drill later in the year. The event would require the involvement of the Township's EMA director.

The meeting adjourned at 7:25 p.m.

Respectfully submitted,
Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
MAY 7, 2007

The Penn Township Public Safety Committee met on Monday, May 7, 2007 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: None.

CITIZENS TO BE HEARD: Peg Clissa, 221 Breezewood Drive, expressed concern about the condition of Breezewood Drive. She stated that she has been told that there are plans to repair the street but she has lived there eleven years and nothing has been done yet. Commissioner Johnson stated that he would research the matter with the Township Engineer.

FIREFIGHTERS: Chief Cromer stated that the firefighter list would be posted on Friday. The top three candidates would have to have background checks and an interview with the Board of Commissioners. The fire academy starts in August. The Committee recommended notifying the academy to reserve a slot in the class and the Township would continue with the process of selecting a candidate. Chief Cromer stated that the written portion of the Fire Captain's test has been completed with only three individuals out of eight passing the test. Those individuals are scheduled for interviews on May 24, 2007. Chief Cromer has assembled a panel of interviewers from outside the Township.

PUMPER TRUCK: Chief Cromer stated that he plans to have the specifications for the new fire truck prepared by the first of June.

SIGNAL BOOSTER: Chief Gilbert stated that everyone was given a copy of an ordinance provided by York County for the inclusion of signal boosters in new buildings. York County is trying to achieve a radio system goal of 95% coverage, 95% of the time. This means that no matter where in any building an emergency response individual happens to be, their portable radios should keep them in contact with YC911. To accomplish this, all new medium to heavy density constructed buildings would be required to install a signal booster. The county's intent is to have all the municipalities adopt the same ordinance. Chief Gilbert suggested that the Committee have the Township solicitor review the ordinance. Chief Gilbert stated that he has been told the new county radio system will work in all of our existing structures but he is not sure they are convinced of that. Chief Cromer stated that complying with this Ordinance would be expensive. In spite of the county's confidence, there is still concern that some of the old buildings may need to have the booster but we may not be able to legally require them to install one. It was suggested that the insurance companies be contacted to see if reductions are being given for businesses that install signal boosters.

POLICE INTERN: Chief Gilbert stated that last year was the first in several that the Township did not have a police intern. This year he is considering Kirk Gladfelter, a resident of Hanover Borough who is pursuing an Associates Degree in Criminal Justice.

EMERGENCY EXERCISE: Manager Garvick stated that he was contacted by Susan Graybill of the Hanover Hospital about utilizing our Waste Water Treatment Facility as the site for an emergency exercise. Our facility is considered a SARA facility because we use and store tanks of liquid chlorine. The exercise would focus on an accidental spill of that chlorine. It would involve the use of local rescue personnel as well Hanover Hospital treatment staff. A tabletop exercise has already been performed at Hanover Hospital with several representatives from Penn Township taking part. The actual full-scale exercise is scheduled for sometime in September.

YORK COUNTY HAZARDOUS MITIGATION PLAN: Manager Garvick reported that a draft copy of the York County hazardous mitigation plan has been received. York County will be holding a public hearing on the plan and will be soliciting comments. The Township's Emergency Management Coordinator has been given a copy of the plan. Most of the plan is a history of calamities in York County. There are very few references in the plan to Penn Township but those specific to the Township include the 1991 race riots, the 2001 tornado, and the 1970's hurricane flooding.

The meeting adjourned at 7:22 p.m.

Respectfully submitted,
Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
JUNE 4, 2007

The Penn Township Public Safety Committee met on Monday, June 4, 2007 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 May 21, 2007.

CITIZENS TO BE HEARD: Brenda Smith, 1380 Lark Avenue, stated that her neighbors (Anita Stein residence) are harassing her. She requested the Committee to take action against the use of All-Terrain Vehicles (ATVs) in residential neighborhoods. She has experienced problems with her neighbors since she moved there and the use of the ATV's has been causing an increase in noise and dirt, which affects her and her husband George's property. She stated that the neighbors have also created other disturbances in the neighborhood. She provided the Committee with a letter and pictures describing the complaint. She was told by the police department to document any activities and times of the occurrences. Mrs. Smith stated that one of her neighbors has filed complaints against the Steins but the other neighbors do not because of fear of retaliation. Mrs. Smith noted that other municipalities have passed ordinances against ATVs in residential areas. Chief Gilbert stated that he has spoken to the neighbors. He stated that if there is activity that is criminal in nature the department could prosecute. Otherwise, the complaints are civil in nature. If the ATV's are in the travel lane of the road then the police can prosecute. The Committee will take under advisement the request for an ATV ordinance.

FIRE CAPTAINS: Chief Cromer reported that the oral interviews have been conducted for the position of fire department captain and only three individuals passed the test. The Civil Service Commission will post the results but the three individuals that passed were Firefighter Adams, Miller, and Boyce. Chief Cromer would like to have them appointed effective July 1, 2007. Fire Captains were included in the 2007 budget as well as the wage Resolution. The increase in wages would be \$900 for the six months remaining in the year. After some discussion, the Committee recommended appointing the three fire fighters to captain effective July 1, 2007.

NEW HIRE FIREFIGHTER: Chief Cromer stated that he provided the police department with the names of the top four individuals on the eligibility list in order to perform background checks. Since then, the Borough of Hanover has hired one of them. The fire academy starts the first week of August but, depending on whom the Commissioners choose, he may not have to attend the academy. The Committee will interview the three top candidates on June 19, 2007 at 7:00 p.m.

PLEASANT HILL FIRE COMPANY: The Committee received a request dated May 18, 2007 from the West Manheim Township Supervisors for the use of Penn Township's Fire Police for the Pleasant Hill Fireman's Carnival the week of July 23 – July 28, 2007. The West Manheim Fire Police will assist Penn during Parkville's Carnival the week of June 18

– June 23, 2007. The Committee recommended approving the request.

ALLISON AND MARSHALL: The Committee received a request dated June 1, 2007 from Allison and Marshall Plumbing, Heating and Air Conditioning, requesting to close Mount Royal Avenue from McAllister Street to the alley that runs parallel to Baltimore Street. This closure would be on August 25, 2007 from 8:30 a.m. to 2:30 p.m. for their open house at 165 McAllister Street. Chief Gilbert stated that street closings are possible with consideration to Public Safety but this is normally only done when residents along an entire street request it for something like a neighborhood block party. Chief Gilbert stated that closing the street is not necessary for this event because there is plenty of parking. The only reason Allison and Marshall have expressed interest for closing the street is for the safety of the pedestrians. The Committee recommended denying the request but the applicant may attend the next meeting to address the issue.

MDA 5K RUN/WALK: The Committee received a notification dated May 23, 2007 from ERA Preferred Properties Real Estate, Inc. informing the Township that they would be conducting their 5th Annual 5K Run/Walk for MDA at Hillside Medical Center on Saturday, September 22, 2007. Chief Gilbert stated that the participants use Industrial Drive, Gitts Run Road, and Barnhart Drive for their walk. This is a nonevent for the police department but they do assign the sector officer to watch the event and the participants are instructed to stay along the side of the road.

ERNEST P. MOYER: The Committee received a request dated May 21, 2007 from Ernest P. Moyer requesting a variance to the street lighting ordinance to eliminate the requirement of a residential pole lamp at 404 Meade Avenue. The Committee will review the area for appropriate residential lighting before making a decision.

FIRE STATION: Chief Cromer reported that the trees have been cleared from the site of the proposed fire station. He expects that the fire station design will be completed by the end of June at which time the project would be bid.

SPECIAL NEEDS: Commissioner Klunk stated that he received a letter from the York County Emergency Services about the evacuation plans for those residents with special needs. Commissioner Klunk and Chief Cromer will address who needs to review the letter.

POLICE ELIGIBILITY LIST: The current police eligibility list has been renewed for one year but Chief Gilbert stated that he does not think there is anyone desirable on the list for hiring except in case of emergency. If the process started now a list could be completed by November with the academy starting in January if needed. There is a possibility of five retirements before the end of 2007. The Committee recommended preparing a list.

SIGNAL BOOSTER ORDINANCE: Manager Garvick stated that he contacted the Township's Broker of Record regarding the County's request for adoption of a signal booster ordinance in certain structures. Edward J. O'Donnell, the Township's insurance broker, stated that the insurance industry does not particularly care one way or the other about the installation of the booster and that it is up to each municipality if they choose to require it. Both Chief Cromer and Chief Gilbert advised that they have concerns about the new radio system being installed by York County. Both are concerned that there will be "dead zones" within structures that will inhibit the reception of radio signals at some point in

time. The police department radios will be changed first and the fire departments will be done by zone. Chief Cromer stated they are not eliminating their portable radios. Chief Gilbert stated that if the system does not work it would not necessarily shut down public safety. The concern is going to be for the interior of buildings such as banks, factories and stores. The Committee discussed preparing the Ordinance provided by the County and having it available for adoption once the new countywide radio system is up and running.

MAKE A WISH: Police Chief Gilbert wanted to make everyone aware that the Make A Wish event raised over \$100,000 and had over 180 trucks involved in the convoy.

The meeting adjourned at 7:43 p.m.

Respectfully submitted,
Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
JULY 2, 2007

The Penn Township Public Safety Committee met on Monday, July 2, 2007 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 June 18, 2007.

CITIZENS TO BE HEARD: Tim Kress, Allison and Marshall Plumbing, requested that the Commissioners approve the closing of one block of Mt. Royal Avenue (from McAllister to Railroad Street) on August 25, 2007 from 10:00 a.m. to 2:30 p.m. Allison and Marshall Plumbing will be holding a grand opening for their patrons at their new facility. They have spoken to the neighbors in the area and have invited them to the festivities. They feel that by closing the street it will help alleviate problems with pedestrians and traffic. Chief Gilbert stated that closing the street would require the placement of barricades to control traffic. It was suggested that if the Police Department has to use manpower to control the event, whether it is the placement of barricades or traffic control, the department should be compensated. Mr. Kress stated that if that would be necessary they would reimburse the township's expenses. The Committee recommended approving the request.

HAPPY HOUND HOTEL: Noah Baublitz, 803 Blooming Grove Road, played a tape again of the barking dogs from the Happy Hound Hotel at 831 Blooming Grove Road. Mr. Baublitz stated that in addition to the barking, there are other problems with the kennel. Robin Shipwash, 789 Blooming Grove Road, stated that she is having problems with fleas from the kennel and does not have any pets. Carey Baublitz, 803 Blooming Grove Road, stated that it is difficult to breathe because of the animals and the cleaning process they use. In addition she had complaints about the way the dogs are kept. Police Chief Gilbert stated that they have received quite a few complaints when it was under the previous owner but only one this year. Kelly Lathum, 132 Center Street, expressed concern for the safety for her children who stay with her mother on Blooming Grove Road. Manager Garvick reported that the original special exception was approved in 1983. There were a few conditions placed on kennel by the zoning hearing board, which included the planting of trees, no dogs outside the run area between 10:00 p.m. to 7:00 a.m., waste to be removed from the run areas, and no exterior light to be directed onto adjacent properties. These were imposed on April 12, 1983. Commissioner Stauffer read an opinion letter from the Township Solicitor regarding the Township's involvement in complaints against the kennel. The letter stated that the Township could not take any action so long as the kennel was not violating any township ordinances or laws but the neighbors could pursue the issue as a civil matter.

FIRE FIGHTER NEW HIRE: Chief Cromer reported that the new fire fighter, Joseph Wysocki, will begin employment on July 10, 2007. Mr. Wysocki has his certifications as a result of military training and therefore will begin work immediately at the fire stations.

PUMPER BID: Chief Cromer reported that Sutphen was the only company that submitted a bid for the fire truck. The bid submitted was for \$559,734.36 with \$1,795.75 for optional foam tanks for a total of \$561,530.11. The bid proposal also provided an extra year extended warranty for \$5,226.80 and an additional five years for \$4,065.28 with a combined total of \$9,292.08. The bid includes a two-year bumper-to-bumper warranty, which was included in the bid specifications. The last new engine purchased is now three years old. The committee recommended the Fire Chief review the bid proposal with the bidder and make sure that everything is as it appears. In addition, if the Township put more than twenty-five percent down on the vehicle anything over the twenty-five percent will earn six and half percent to help reduce the final cost of the vehicle. The Committee questioned how the Township was going to pay for the vehicle. Chief Cromer has applied for a \$400,000 grant to contribute to the cost of the truck. About half of the purchase price is available in the Fire Capital Reserve Account. Chief Cromer will prepare a report on the bid proposal and the possibility of funding before the next Board of Commissioners meeting.

588 BLOOMING GROVE ROAD: The Committee received a request dated June 18, 2007 from Fred Graziano requesting a waiver of the residential street light requirements for his property at 588 Blooming Grove Road. The home is located along a private road and is about two thousand feet away from a public street. They do have a dusk to dawn light on there home. The Committee recommended reviewing the area before making a decision on the request.

404 MEADE AVENUE: The Committee received a request dated May 21, 2007 from Ernest Moyer requesting a waiver from the residential street lighting requirements for his property located at 404 Meade Avenue. He is requesting to put lights in other than what is required by the ordinance. The Committee recommended denying the request.

SOUTH WESTERN CAVALCADE OF BANDS: The Committee received a request dated June 15, 2007 from the South Western Band Boosters requesting the use of barricades and fire police for their Cavalcade of Bands competition on Saturday, October 27, 2007. The Committee recommended approving the request.

POLICE ELIGIBILITY LIST: The Committee discussed preparing a sergeants eligibility list in anticipation of retirements in 2008. The Committee has already approved the preparation of an eligibility list for patrolman. It was noted that the list would be good for two years and there is no current list at this time. The sergeants list preparation only involves a written test and oral interview so it is not as time consuming as the patrolmen's list. The consensus of the Committee was to not prepare a list at this time but will revisit the subject in several months.

EMERGENCY PREEMPTION: Manager Garvick stated that he has pursued getting an emergency preemption device installed at the proposed signal at Black Rock/Grandview /Breezewood intersection. The Township would be responsible for the cost of the device because PennDOT does not pay for these devices or have them installed. It will cost the Township between \$15,000 and \$16,000 to have the preemption option installed in all four directions. The contractor can perform some of the prep work when the signal is installed to help reduce the final cost. The decision to include the devices would need to be made prior to the submission of the signal permit to PennDOT or the permit would have to be

secured a second time. Manager Garvick and Fire Chief Cromer suggested that a signal preemption in two directions could help alleviate the costs but it maybe more beneficial for all directions because of return trips for ambulances other emergency equipment. Chief Cromer suggested that maybe one existing signal per year should be upgraded except for the extremely old signals and all new signals should include the device. The signal for Black Rock/Grandview Road has not yet been designed. The Committee recommended installing the devices.

CLOVER AND BECK MILL: Commissioner Johnson asked if Beck Mill road could have a stop intersection at Clover Lane because of the location of the new fire station. Chief Gilbert stated that they have tried to do this with Beck Mill road at Grandview but the traffic studies continuously indicate that Beck Mill Road is the through street. The only way that it can be a four-way intersection is if the Township intends to make it a signalized intersection within a certain number of years.

SENATE BILL 23: Manager Garvick informed the Committee about Senate Bill 23 which is being endorsed by the PA State Association of Township Commissioners. The bill intends to provide volunteer firefighters with a \$250 state income tax credit. The credit would be paid for out of a portion of the current insurance premiums tax on foreign fire and casualty insurance that is not already dedicated to a specific program. It was suggested that Manager Garvick prepare a letter to the state discouraging the tax credit to come from the insurance premiums since this money is used to support the purchase of equipment by the Emergency Services Board in addition it is used to fund the Township's state pension aid.

KENNEL: Commissioner Heilman suggested that Manager Garvick write a letter to the residents of Blooming Grove Road providing them with the options outlined by Mr. Tilley and informing them to contact the SPCA about the other problems they have with the animals.

The meeting adjourned at 8:00 p.m.

Respectfully submitted,
Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
AUGUST 6, 2007

The Penn Township Public Safety Committee met on Monday, August 6, 2007 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 July 16, 2007.

CITIZENS TO BE HEARD: None.

MANOR STREET: The Committee received a request dated July 11, 2007 from Adam Bixler requesting permission to use an incandescent pole light along the street in front of the duplex that he is building in lieu of the lights required by Ordinance No. 495. There are two existing overhead streetlights, one on Manor at the intersection of Hammond, and one on Manor near the intersection of Second Ave. The Committee recommended that Mr. Bixler be required to install one light that meets the Township Ordinance. The location should be between the two driveways and that 326 Manor be responsible for maintaining the light.

CROP WALK: The Committee received a request dated July 1, 2007 from the Hanover Area Council of Churches requesting approval to conduct its annual Crop Walk on October 21, 2007. The Committee recommended approval of the request.

NOISE ORDINANCE: The Committee received a request dated July 10, 2007 from David and Joan Meekins requesting the Township adopt a noise ordinance. The letter from the Meekin's outlined several problems they are experiencing, ranging from dogs to birds. Chief Gilbert stated that he is not aware of any complaints from their address. The Committee recommended that the Zoning Officer review the situation.

ADAMS COUNTY EMERGENCY SERVICES CONVENTION: Chief Cromer stated that his fire police were contacted about helping reroute traffic from Blettner Avenue on to Frederick Street during the Adams County Emergency Services convention parade being held on August 11, 2007. Chief Cromer and Chief Gilbert both received letters about the traffic detour and the request to use the fire police. Chief Cromer approved the use of the fire police. Chief Gilbert stated that this detour had been used during other parades and it was a non-event. The Committee concurred.

ESAB: The Committee received a letter dated August 2, 2007 from ESAB Welding requesting that crosswalk lines be painted on the Karen Lane in the area of the employee crossing. In addition, the latter also requested the installing of reflectors or a flexible pylon on the yellow line at the crosswalk. It was noted that there was a crosswalk at this location previously but it was never replaced when the road was repaved. The previous crosswalk was paid for by ESAB but they never requested to have the lines repainted. The Committee recommended painting the lines at their cost but does not approve the use of

the pylon signs.

EAGLE SCOUT: The Committee recommended publicly recognizing Steve Kimmey for his efforts arranging volunteers to paint the fire hydrants in Box Area 49-12 for his Eagle Scout project.

BRUSH & LIMB COLLECTION: The Committee recommended a brush and limb collection on Monday, August 13, 2007 as a result of the storm that hit the Township on Friday night. This would be a one-time collection until the regular collection in the fall.

PROBATIONARY PATROLMEN LIST: Chief Gilbert reported that today was the last day for applications for the probationary patrolmen list and there are forty applicants with only one having Act 120 certification. The written examination is scheduled for the end of the month.

The meeting adjourned at 7:18 p.m.

Respectfully submitted,
Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
SEPTEMBER 4, 2007

The Penn Township Public Safety Committee met on Tuesday, September 4, 2007 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, Engineer Bortner, Highway Foreman Mahan and Administrative Assistant Rodgers, Township 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 20, 2007.

CITIZENS TO BE HEARD: Peg Clissa, 221 Breezewood Drive, expressed concern about the condition of Breezewood Drive. She received a letter from the Township Manager dated July 24, 2007 about why the Township has not proceeded with the needed improvements. Ms. Clissa was informed that there are three residential developments proposed along Breezewood Drive that will contribute towards the improvements to the road. The development plans have not moved forward due of the current sewer conveyance system problems. Once the sewer interceptor system has been upgraded the plans can proceed for approval. The Township does have some funds to repair the road from a 1993 bond issue. Ms. Clissa stated that she was told eleven years ago that the road was going to be improved. Commissioner Johnson stated that the Public Works department did do some repair work on Breezewood Drive. Manager Garvick stated that the developer's group, Joint Venture, is proceeding with the designing of an interceptor. Ms. Clissa requested an explanation as to why the Township could not stop the developers from building, as she feels the area is already too crowded. Commissioner Klunk and Manager Garvick explained that the Township can regulate development but we cannot deny a property owner the right to improve and develop their property as long as they are in compliance with the Township Zoning and other regulations.

440 PARK HEIGHTS BLVD: The Township received a request dated August 8, 2007 from Robert Hemler for a waiver of the residential lighting requirements at 440 Park Heights Boulevard. They would like to install a light and post that is similar to the existing homes in the neighborhood. The Committee recommended that Mr. Hemler be required to install a light that meets the Township ordinance.

HALLOWEEN PARADE: The Committee received a request dated August 1, 2007 from the Hanover Area Jaycees requesting permission to hold the annual Halloween Parade on Thursday, October 25, 2007 from 7:30 p.m. to approximately 10:00 p.m. The rain date is set for Monday, October 29, 2007. There have been no changes to the parade route. The Committee recommended approving the request.

SQUIRE WAY: Police Chief Gilbert stated that he received a request from Teresa Winkler for a "Watch Children" sign on Squire Way. There are no signs in the development and Squire Way is the entrance into this development from Baltimore Street. The Committee recommended approving the request.

NASHVILLE FIRE COMPANY: The Committee received a request dated July 12, 2007 from the Nashville Fire Company requesting that the Hanover/Penn Township Rapid Intervention Team (RIT) be available to respond on 1st alarm into Station 11. Chief Cromer stated that when the team was developed the standard operating guidelines indicated that the team would travel to locations within ten miles of the Borough of Hanover. This would mean that only boxes 11-04 through 11-09 would be in the RIT response area. Boxes 11-1, 11-2, and 11-3 would be out of the response area. Hanover Fire Department and the Penn Township Fire Department respond as a unit with a maximum of four people from each department. A rescue truck and/or salvage truck are usually dispatched. Chief Cromer anticipates no more than five calls per year into this area. The team currently responds to Pleasant Hill, Spring Grove and New Oxford. Fire Commissioner Roth would be presenting the same information and request to Hanover Borough Council. The Township also receives similar support from neighboring fire companies.

RENTAL PROPERTY: Chief Cromer presented a memo to the Committee about what he feels is the need to register rental properties within the Township. The memo included pictures of several apartments that the Fire Company recently responded to. Of the six apartments within one of the structures, four did not have smoke detectors and the two units that did had dead batteries. Chief Cromer is becoming concerned because ninety five percent of the calls to rental units within the last eighteen months indicated that there were no working smoke detectors. Luckily, there has not been a fire related death since 1988. The Code does allow the Township to perform fire inspections but he does not know where the rental properties are until there is call, then it may be too late. He is requesting that all owners of rental properties register the property with the Township. Possibly we could require the owners to pay a fee to cover the cost of the inspections. This would get them on a regular inspection cycle. Our records indicate that there are approximately 1100 rental units within the Township. Manager Garvick stated that there was previously a rental report form required to be submitted by landlords, which listed all occupants over the age eighteen in order for the Township to collect the per capita tax. The Township repealed the per capita tax and the requirement for the submission of the report when the Emergency Municipal Services Tax was adopted in 2005. The Township would have to adopt another Ordinance to resume the rental reporting. The Committee recommended adopting an ordinance for the registration of rental units.

537 MEADE AVENUE: The Committee received a request dated August 15, 2007 from Romaine Troutman requesting an exoneration of the residential street light requirements at 537 Meade Avenue. The existing property has a trailer, which will be removed to make way for another trailer. The Committee recommended that a residential streetlight be installed that meets the ordinance.

TRICK OR TREAT: The Committee recommended approving Trick or Treat for Tuesday, October 23, 2007 from 6:00 p.m. to 8:00 p.m.

The meeting adjourned at 7:27 p.m.

Respectfully submitted,
Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
OCTOBER 1, 2007

The Penn Township Public Safety Committee met on Monday, October 1, 2007 at 7:15 PM at the Penn Township Municipal Building following a special meeting of the Board of Commissioners. 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: None.

CITIZENS TO BE HEARD: None.

2008 SUSQUEHANNA STRAY ANIMAL SHELTER: The Committee reviewed the proposed 2008 Susquehanna Stray Animal Shelter. The Committee recommended approving the agreement.

2008 HEMLER ACS: The Committee reviewed the 2008 Hemler ACS agreement. Chief Gilbert reviewed the charges that include an increase in the hourly fee to \$15 and .60 per mile and calls received between 18:00 until 06:00 will be billed at \$22.50 per hour. The Return to Owner fee is \$25. The Committee recommended approving the request.

NO PARKING: Chief Gilbert reported that the department continues to get complaints about the sight distance at the intersection of Frock Drive and Grandview Road from operators of school buses and larger vehicles pulling out onto Grandview Road. They conducted a traffic study using revised PennDOT regulations and it proved that the "no parking" could be extended to 135 feet west of Frock Drive. There currently is no parking for a distance of 75 feet west of Frock Drive on Grandview Road. Chief Gilbert stated they could increase the "no parking" all or part of the 135 feet. The corner property owner on the south side of Frock Drive has been contacted and is only concerned that his tree will not be removed. The Committee recommended increasing the "no parking" area to 135 feet.

BECK MILL ROAD AND GRANDVIEW ROAD: Commissioner Stauffer stated that he has some concern about the intersection of Beck Mill Road and Grandview Road. Chief Gilbert stated they have reviewed the traffic counts for the area and since the stops signs were installed, there is more traffic on Grandview Road than on Beck Mill Road. He stated that according to the traffic study the stop signs could be placed on Beck Mill Road rather than on Grandview Road but he is concerned about the slight crest and curve which affects vehicles coming south bound on Beck Mill Road. He is afraid they will not be able to see the stop sign prior to the reaching the intersection. Chief Gilbert indicated that he has enough of a concern regarding installing the signs on Beck Mill Road that he suggest that York County Planning be contacted to do a study. He stated that if the stop signs were changed it would require a period of time when the intersection will have to be a four way stop. The Committee recommended contacting York County to conduct a study. Commissioner Heilman stated that he would be in favor of a permanent four way stop because of the increasing amount of traffic.

CIVIL SERVICE REGULATIONS: Manager Garvick stated that he has provided the Committee with revised Civil Service Rules and Regulations. The Civil Service Board will review the changes and make a recommendation at their next meeting. The Board of Commissioners will need to adopt the regulations once a recommendation is received.

The meeting adjourned at 7:27 p.m.

Respectfully submitted,
Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
NOVEMBER 5, 2007

The Penn Township Public Safety Committee met on Monday, November 5, 2007 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 October 15, 2007.

CITIZENS TO BE HEARD: None.

GRANDVIEW ROAD/BECK MILL ROAD INTERSECTION: Chief Gilbert reported that he contacted Donald Bubb, York County Traffic Engineer, about the intersection of Grandview Road and Beck Mill Road as requested by the Committee. The traffic pattern of the roads has changed along with some improvements along Beck Mill Road. Mr. Bubb does not support removing the current stop sign from Grandview Road but would rather see a four-way stop intersection. This is based on the result of the way new traffic studies are being conducted along with the increased traffic along the roads. Chief Gilbert has not yet received the written report but did receive verbal confirmation from Mr. Bubb for this change. The Committee recommended four to one to change the intersection to a four-way stop.

GRANDVIEW ROAD SPEED LIMIT: Chief Gilbert reported that, in addition to the intersection, Mr. Bubb discussed a speed limit reduction on Grandview Road between Beck Mill Road and Baltimore Street. The current speed limit is 35 miles per hour. The Committee recommended that after the developments have been constructed then the County should review a possible speed limit reduction from thirty-five miles an hour to twenty-five miles per hour.

MUNICIPAL BUILDING: Chief Gilbert reported that on the northern and western sides of the municipal building there is a lack of adequate exterior lighting. The patrolmen have reported that it is too dark to see the building and anyone that might be in the area. Chief Gilbert recommended that the municipal side keep interior lights on especially those that are on the front side of the building. The Committee recommended having the Manager research the exterior light situation.

HUNTING IN RESIDENTIAL AREAS: Chief Gilbert reported that a bullet went through a garage wall during muzzleloader season at a residence on Northview Drive. The PA Game Commission responded with the Police Department and took control of the case because it falls under their jurisdiction. The incident was either an accidental discharge or an inadvertent directional discharge. The resident felt that the Township should do something about hunting in residential areas but, according to Chief Gilbert, the Township cannot establish rules that are the purview of or in conflict with the PA Game Commission.

POLICE ELIGIBILITY LIST: Chief Gilbert reported that the Civil Service Commission has completed the written and agility tests for the probationary position of police officer. The list has decreased from sixty-three applicants to eight eligible candidates. Only one of the remaining candidates is Act 120 certified. The oral interviews will be conducted this week and the eligibility list will be posted in December.

PUBLIC SAFETY BUDGET: The Committee reviewed the 2008 proposed police budget which includes an increase of \$1 per hour for the crossing guards, a decrease in the insurance rates, the new communication radios, an update for pictometry, two marked police units and nine mobile radios. The Committee also reviewed the fire department budget which includes preventative physicals and immunizations for the firefighters every other year, electricity for the two old stations and the new station, new radio equipment and the replacement of several hydrants. There are contributions for Emergency Management and Emergency Services Board.

RUTTER'S: Derek Higgs, Marietta Avenue, requested some clarification on the approved Rutter's Farm Store plan regarding accesses and turning lanes.

The meeting adjourned at 7:35 p.m.

Respectfully submitted,
Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
DECEMBER 3, 2007

The Penn Township Public Safety Committee met on Monday, December 3, 2007 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 19, 2007.

CITIZENS TO BE HEARD: Lillian Jarvis, 5 Orin Court, was present to discuss her neighbors riding ATV's in their backyard, which prevents her from enjoying her property. This is an ongoing problem, which she addressed at the last Board of Commissioners meeting. She has been taking pictures of the situation as advised by the Township Solicitor. The Committee informed her that she would have to proceed with civil action in this matter.

BECK MILL ROAD AND GRANDVIEW ROAD: Chief Gilbert reviewed the traffic study conducted for the intersection of Beck Mill Road and Grandview Road, which shows a need for a four way stop at the intersection. The Township had requested in the past such a study from the traffic division of York County but the results had always been negative. There are several contributing factors that may have resulted in the change, which include the way studies are conducted, the increase of traffic on Grandview Road, and the change in the configuration of Beck Mill Road. The Committee recommended approving the four-way stop. Commissioner Felix was not in favor and both he and Chief Gilbert expressed concerns about the possibility of vehicles not stopping on Beck Mill while, at the same time, vehicles on Grandview Road will see the approaching vehicles on Beck Mill, assume they will stop, and then proceed with an accident ensuing. Chief Gilbert stated this is always a concern for any new four way stop. It was requested that "Stop Ahead" warning signs be posted on Beck Mill Road.

TOWNSHIP VEHICLE ACCIDENT INVESTIGATIONS: Chief Gilbert stated the Township has a policy of investigating accidents that occur with Township vehicles outside the boundaries of the Township. This is in addition to receiving the report from the investigating officer of the jurisdiction where the accident may have occurred. This policy was started about twenty years ago because some municipalities did not have police departments or the ability to investigate accidents. He stated that our officers have travelled as far as Hershey, PA to investigate a vehicular accident. Most of the surrounding departments now have active investigation teams. Chief Gilbert is concerned about this policy because the Emergency Services now has an ambulance housed in the Borough of Hanover and as a result could, statistically, be in more accidents. Chief Gilbert does not want to infringe on the Borough's territory. Their accident report is the official report and ours is used for insurance and internal purposes. He wanted to know the Board's position on changing this policy and to what degree. The Township does have accident reconstruction officers that can be offered in cases where the municipality does not have that ability. Chief Gilbert suggested that the Township would respond on an as need basis. When an accident is

reported to the immediate supervisor he would contact the Chief or Lieutenant. The Department's general orders would have to be amended. The Committee recommended approving this change, effective immediately.

783 BLOOMING GROVE ROAD: The Committee received a request dated September 1, 2007 from Kenneth Martz for a waiver of the residential lighting requirements for 783 Blooming Grove Road. The Committee recommended denying the request.

RENTAL PROPERTY INSPECTION ORDINANCE: Manager Garvick provided the Committee with an ordinance that would require the registration of rental units, along with a fee, so the Fire Department or other Township Officials could inspect them either routinely or when violations are reported or otherwise discovered. The Township previously required the landlord to register their tenants each year for the purpose of collecting the per capita tax. That was eliminated when the Township began collecting the EMS tax. The Committee reviewed the ordinance, which includes the registration of the units and provides pertinent information on the property, the requirement of a rental license based upon the type of use, compliance requirements, the annual renewal of the license, scope of inspections, owner responsibilities, and violations and penalties. The Township Solicitor has not reviewed the ordinance but Chief Cromer believes it has what he needs. The fee has not yet been discussed. It was suggested that \$100 per unit be charged. The Committee suggested that the Solicitor review the ordinance and if anyone has any suggestions they can contact the Manager.

NEW FIRE ENGINE: Chief Cromer reported that he would be in Ohio for a pre construction meeting regarding the new fire truck. He will be taking along one career firefighter and one volunteer.

SG. AND LIEUTENANT TEST: The Committee recommended proceeding with establishing an eligibility list for Sergeant and Lieutenant.

"NO LEFT TURN" FROM BALTIMORE STREET: Chief Gilbert noted that there used to be a no left turn sign on Baltimore Street restricting northbound left turns onto Hillside Rd. Chief Gilbert could not, however, locate the traffic study that supported this sign. The Committee recommended that another study be conducted.

OFFICER CARBAUGH: Commissioner Stauffer noted that Officer Carbaugh has received a lot of positive feedback on his work as the D.A.R.E. Officer and also working with the bicycle safety program. It was noted that he should be commended for his outstanding efforts.

As this is their last Public Safety Committee meeting, Commissioners Stauffer, Klunk, Felix thanked Chief Gilbert and Chief Cromer for their hard work and assistance.

The meeting adjourned at 7:29 p.m.

Respectfully submitted,
Jeffrey R. Garvick, Manager