

**MINUTES
BOARD OF COMMISSIONERS' PUBLIC MEETING
APRIL 21, 2008**

CALL TO ORDER - ROLL CALL - DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, April 21, 2008 at the Penn Township Municipal Building. President Johnson called the meeting to order at 7:00 P.M., with a roll call of members. Present were Commissioners Johnson, Prieber, Heilman, Goldsmith and Rewa. Also present were Solicitor Tilley, Manager Garvick, Police Chief Gilbert, Engineer Bortner and Zoning Officer Menges.

PLEDGE OF ALLEGIANCE TO THE FLAG FOLLOWED BY A PERIOD OF SILENT MEDITATION:

All in attendance stood for the Pledge of Allegiance to the flag, which was followed by a period of silent meditation.

ANNOUNCEMENTS:

President Johnson announced that, following the public meeting this evening, the Board of Commissioners would convene in an executive session with the Solicitor for the purpose of discussing legal and/or personnel issues.

PERSONS TO BE HEARD/CITIZENS COMMENTS:

Reg Baugher, Hanover Land Services, and Scott Rankin, R & R Fitness, requested that the Board of Commissioners make a decision regarding their waiver of the curbs along Broadway for the construction of a Gold's Gym at the intersection of Broadway and Hickory Lane. They are not able to get a PennDOT Highway Occupancy Permit without the Township signing off on the permit to maintain the stormwater system. Commissioner Johnson stated that the Board would be talking to the Solicitor about the situation and will contact them when they have a decision.

Mary Nelson, 5 O'Neill Avenue, requested that the Board consider a noise ordinance because of the loud noise created by the traffic passing by her house because of loud mufflers and stereos. Commissioner Johnson directed her to the Public Safety meeting on May 5, 2008.

Scott Kelly, attorney for Terry Wetzel, was present to provide the dimensions of the expansion being done at 918 York Street as requested by the Penn Township Planning Commission. Mr. Wetzel has requested a waiver of the land development requirements for an expansion at the old Getty gas station. The addition will be 1500 square feet. The existing structure is about 3500 square feet. The canopy that was removed was about 1000 square feet. This will be an increase of thirty-three percent but the construction will be done over an existing impervious area.

APPROVAL OF THE MINUTES FROM THE PREVIOUS MEETING:

The minutes of the March 17, 2008 meetings of the Board of Commissioners were approved as presented.

TOWNSHIP REPORTS - STANDING COMMITTEES:

Public Safety Committee - Commissioner Prieber:

Commissioners Prieber/Goldsmith moved to approve a request dated March 13, 2008 from FVC Building and Development for a waiver of the residential lighting requirements at 339 Park Heights Boulevard. Motion carried with Commissioner Johnson abstaining.

Commissioners Prieber/Goldsmith moved to adopt Ordinance No. 688, providing for regulations and inspection of residential rental units. Motion carried on a 5-0 roll call vote.

Personnel Committee - Commissioner Rewa:

Commissioners Rewa/Heilman moved to accept the resignation of Gary LeFevre from the Penn Township Planning Commission effective immediately. Motion carried.

Commissioners Rewa/Heilman moved to ratify the contract between Penn Township and the International Association of Firefighters Local #2045. Motion carried.

Planning & Recreation Committee – Commissioner Prieber:

There were no additions or changes to the Zoning Officer’s Report.

No subdivision or land development plans were submitted for formal filing.

No subdivision or land development plans were submitted for approval.

Commissioners Prieber/Goldsmith moved to approve the following extension requests that will expire on July 21, 2008:

- P03-03 – Bowman Tract Apartments
 - P03-15 – Pine Brook Development
 - P04-25 – South Heights
 - P04-26 – Stonewicke
 - P06-23 – Brookside Avenue Townhouses
 - P07-25 – Harold H. & Darthea L. Dusman
 - P07-27 – Sterling Brown
- Motion carried.

Commissioners Prieber/Goldsmith moved for the acceptance of withdrawal at the request of the developer of plan P03-23 – John & Martha Halter. Motion carried.

Commissioners Prieber/Heilman moved to approve a request dated February 26, 2008 from Sharrah Design Group for a waiver of dead end streets and lot depths for the Thornbury Hunt Subdivision. Motion carried.

Commissioners Prieber/Heilman moved to approve a request dated March 7, 2008 from GHI for a waiver of the land development requirements for the South Western School District transportation facility. Motion carried.

Commissioners Prieber/Heilman moved to approve a request dated March 7, 2008 from Bon Ton Builders for a temporary waiver of the sidewalk requirements at Lot 145A, Lot 145B, and Lot 146 Centennial Avenue. Motion carried.

Commissioners Prieber/Heilman moved to approve a request dated March 13, 2008 from FVC Building and Development, LLC for a temporary waiver of the curb and sidewalk requirements at 339 Park Heights Boulevard. Motion carried with Commissioner Johnson abstaining.

Commissioners Prieber/Heilman moved to approve a request dated March 13, 2008 from Randy Angel for a waiver of a land development plan to pave an additional two hundred square feet at 868 Baltimore Street. Motion carried.

Commissioners Prieber/Heilman moved to approve a request dated April 3, 2008 from T. L. Wetzels and Sons, Inc. for a waiver of land development requirements to construct an addition at 918 York Street. Motion carried

Finance Committee - Commissioner Heilman

Commissioners Heilman/Prieber moved to approve Township Warrants in the amount of \$921,568.22. Motion carried.

Commissioners Heilman/Prieber moved to deny a request dated March 12, 2008 from the York/Adams Two Cylinder Club for a waiver of the sign permit fee to advertise an event on April 17 and April 18. Motion carried.

Commissioners Heilman/Prieber moved to approve a request dated March 10, 2008 from the Penn Township Lions Club for a waiver of the building permit fee to pave pavilion #4 at Youngs Woods. Motion carried.

Commissioners Heilman/Prieber moved to approve a request dated March 17, 2008 from Boy Scout Troop 110 for a waiver of the sign permit fee to advertise their mulch sale. Motion carried.

Commissioners Heilman/Prieber moved to approve a request dated March 25, 2008 from the Leukemia and Lymphoma Society for a waiver of the sign permit fee to

advertise a fundraiser. Motion carried.

Commissioners Heilman/Prieber moved to approve a request dated March 24, 2008 from South Western Dollars for Scholars for a waiver of the sign permit fee to advertise their Make A Difference Week. Motion carried.

Commissioners Heilman/Prieber moved to approve a request dated April 1, 2008 from the Hanover Lions Club for a waiver of the sign permit fee to advertise a chicken barbeque on May 3, 2008. Motion carried.

Commissioners Heilman/Prieber moved to approve a request dated April 7, 2008 from the Loyal Order of Moose, Inc. for a waiver of the sign permit fee to advertise their car show. Motion carried.

Commissioners Heilman/Prieber moved to adopt Resolution No. 686 amending the fee schedule for permits and services. Motion carried.

Commissioners Heilman/Prieber moved to adopt Resolution No. 687 amending the sewer tapping fee to include the addition of a reimbursement component for future connections to the Plum Creek interceptor. Motion carried.

Commissioners Heilman/Prieber moved to adopt Ordinance No. 689 providing for a cost of living adjustment and a monthly service increment for each complete year of service for the police pension plan. Motion carried 5-0 on a roll call vote.

Public Works Committee -Commissioner Goldsmith

There were no additions or changes to the Engineer's Report.

Health & Sanitation – Commissioner Rewa

Commissioners Rewa/Goldsmith moved to adopt Resolution No. 682, revising the official sewage facilities plan by including the Donald B. Smith Roofing land development plan. Motion carried.

Commissioners Rewa/Goldsmith moved to adopt Ordinance No. 690, establishing regulations for the inspection, pumping, maintenance, operation, and administration of on-lot sewage systems. Motion carried on a 5-0 roll call vote.

Commissioners Rewa/Goldsmith moved to award the truck scale bid to Fairbanks Scales, Emmaus, PA for a bid price of \$102,987. Motion carried.

MANAGERS REPORT: There were no additions/corrections to his report.

OLD BUSINESS: None.

NEW BUSINESS: None.

PERSONNEL PROMOTIONS AND RECOGNITIONS

Commissioners Heilman/Rewa moved to adopt Resolution No. 683, establishing the position of Acting Police Chief. Motion carried.

Commissioners Heilman/Rewa moved to adopt Resolution No. 684, establishing the position of Deputy Police Chief. Motion carried.

Commissioners Heilman/Rewa moved to accept the resignation of Detective Diane (Hugo) Gilbert effective May 3, 2008. Motion carried.

Commissioners Heilman/Rewa moved to accept the resignation of Police Chief Samuel Gilbert effective May 2, 2008. Motion carried.

Commissioners Heilman/Rewa moved adopt Resolution No. 685, fixing the rates of pay and various benefits for management and non-uniformed employees. Motion carried.

At this time President Commissioner Johnson announced the promotion of Jedadiah Shearer to the position of Sergeant, the promotion of Christopher Raubenstine to the position of Patrol Lieutenant and the promotion of Russell Rhodes to acting Chief upon the retirement of Police Chief Samuel Gilbert. Commissioner Johnson presented Acting Chief Rhodes with his silver leaves.

At this time President Commissioner Johnson read the following:

“The Penn Township Board of Commissioners wishes to honor and recognize Detective Diane Hugo on her retirement after twenty-eight years of dedicated service to the Penn Township Police Department. Her retirement becomes official on May 3, 2008.

Diane Hugo graduated from Mansfield State College with a Bachelor of Science Degree in Criminal Justice. After graduating, she found a temporary job at Harley Davidson in York, Pennsylvania. Responding to an advertisement of a Civil Service examination for patrolmen in Penn Township, she applied, tested and won appointment as probationary patrolman on April 21, 1980. Officer Hugo became the first female police officer in the history of the Penn Township Police Department. Her professional competence, strong work ethic and courage quickly dispelled any prejudices or reservations some may have had about a female officer; she paved the way for all future female officers in the Hanover Area.

Shortly after joining the force it became clear that Officer Hugo had the gift of relating to children and female crime victims. Her inherent empathy aided her ability to make victims comfortable talking with her and to get them to open up to her during interviews; she was able to secure valuable information to assist the Department in

solving many crimes. Officer Hugo became a mainstay of the Department's programs involving domestic violence, sex crime investigations and Kid-Cards.

On May 18, 1986, Officer Hugo became Detective Hugo upon her appointment to the Department's Investigative Unit. She was specifically assigned responsibility for child abuse, domestic abuse and sexual abuse investigations.

In 1992 Detective Hugo became the Department's senior criminal investigator. As senior investigator she was not only responsible for criminal investigations, but was in charge of evidence processing and storage, of preparing and filing the monthly Uniform Crime Reports with the Pennsylvania State Police and preparing and filing the monthly and yearly Department crime reports. These additional duties did not prevent her from consistently leading the Department in criminal investigations and prosecutions. In her capacity as Detective, Diane Hugo participated in all major investigations involving crimes in Penn Township for the past twenty-two years. While participating in the Field Training Program, she served as trainer and mentor to the Department's newly hired officers. Detective Hugo has received numerous commendations for outstanding performance of her duties, many citizens compliments for her help, and unqualified recognition from her peers as a true professional. Detective Hugo never met a child or an animal she didn't strive to protect.

Detective Hugo has served and protected the citizens of Penn Township with distinction and with honor for twenty-eight years. It is now time to say goodbye, to wish her good fortune, health, and happiness and to offer her a sincere and heartfelt 'thank you' for a job well done. It is with all these that we honor Detective Diane Hugo on the occasion of her retirement from the Penn Township Police Department."

At this time she was presented a plaque and her retired officer's badge.

Detective Hugo thanked the Commissioners and the staff for their support over the years.

At this time President Commissioner Johnson read the following:

"The Penn Township Board of Commissioners wishes to honor Chief of Police Samuel G. Gilbert on his retirement after thirty-two years of dedicated service to the Penn Township Police Department. His retirement becomes official on May 3, 2008.

Penn Township was Sam Gilbert's community – where he grew up, where he attended school from grade one through graduation from high school, and where he returned after serving his country in Vietnam. He began his law enforcement career with the Penn Township Police Department on August 9, 1976, having decided to serve and protect his hometown.

Officer Gilbert served with distinction and it was not long until his professionalism and dedication to the community were recognized. He was promoted to Patrol

Sergeant on September 15, 1979 and charged with supervising the first traffic safety unit in the Department's history. Sergeant Gilbert continued to serve with distinction. As the Township grew the Police Department expanded to meet the community's increasing public safety needs. On August 21, 1989, Sergeant Gilbert was promoted to Lieutenant of Police, charged with supervising the patrol division along with the administrative duties of the Department's Executive Officer. Once again, he served with distinction.

Lieutenant Samuel Gilbert was promoted by the Board of Commissioners to the rank of Chief of Police of the Department on November 15, 1999. The new Chief dedicated himself to making the Penn Township Police Department as professional a law enforcement agency as possible. He strengthened the Department's community and crime prevention service programs, the D.A.R.E. partnership with the South Western School District and dedicated himself to ensuring that the Department would become one of the state's newly accredited agencies; this meant a complete review of all the Department's policies and procedures as well as its physical plant. Through the consistent and dedicated efforts of Chief Samuel Gilbert, the Penn Township Police Department became the first law enforcement agency accredited by the Chiefs of Police Association in York County and on of the first five accredited agencies in the State of Pennsylvania.

It was clear to Chief Gilbert that there was a great need for the Department's headquarters to expand to accommodate its uniformed personnel and to help them provide the best service to the community he has lived and worked in almost all his life. Chief Gilbert worked diligently with the architect to help design the current headquarters building; his vision and his attention to the smallest detail were instrumental in accomplishing two important tasks - meeting the current needs of the Department and accommodating for future expansion possibilities.

Chief Gilbert has served the Penn Township community with distinction in every position he has held. His sense of honor and his sense of pride in a job well done serve as an inspiration to the entire department. It is with gratitude that we honor Chief Samuel G. Gilbert on the occasion of his retirement from the Penn Township Police Department."

At this time Chief Gilbert was presented two plaques and his retired officer's badge. Chief Gilbert thanked the Board of Commissioners and Township staff for their support over the years.

PERSONS TO BE HEARD/CITIZENS COMMENTS: None

QUESTIONS FROM THE PRESS FOR THE COMMISSIONERS:

There were no questions from the press.

ADJOURNMENT:

There being no further business to come before the Board, Commissioners Heilman/Goldsmith moved for adjournment at approximately 7:36 P.M. Motion carried. The public was invited to stay following the meeting and partake in light refreshments.

Respectively submitted,

Kristina J. Rodgers
Township Secretary