

PENN TOWNSHIP  
PUBLIC SAFETY COMMITTEE  
JANUARY 7, 2008

The Penn Township Public Safety Committee met on Monday, January 7, 2008 at 7:30 p.m. following the commissioners' reorganization meeting at the Penn Township Municipal Building. Present were Chairman Johnson and Commissioners Heilman, Prieber, Goldsmith, and Rewa. Also present were Manager Garvick, Police Chief Gilbert, Fire Chief Cromer, Administrative Assistant Rodgers, Engineer Bortner, Highway Foreman Mahan, and Wastewater Treatment Superintendent William Mahone. The following items were discussed:

ANNOUNCEMENTS: None.

CITIZENS TO BE HEARD: None.

K.M.E. ENGINE REPAIRS: Chief Cromer reported that the 1992 KME Engine needs repairs at a cost of \$11,750. The volunteer fire company owns the KME engine. Chief Cromer stated that, after speaking with the Township Manager, he went to the volunteers to discuss the truck and the costs associated with repairing it. The volunteers held a special meeting on December 26, 2007 and agreed to turn the truck over to the Township if the Township paid for the repairs. The repairs will take about two weeks to complete. The unit will be used as a backup when the new engine arrives later in 2008. The Committee approved the repairs conditionally until they have reviewed and readopted the 2008 budget.

FIREFIGHTER WYSOCKI: Chief Cromer stated that Firefighter Wysocki, who started in July, was one class short in order to be promoted to probationary fireman. He has since completed that class as of December 15th and has begun his probationary period as a firefighter.

NO LEFT TURN ON BALTIMORE STREET AT HILLSIDE ROAD: Chief Gilbert stated that the Board directed him to contact York County Planning Commission to have a traffic study done for a no left turn from Baltimore Street onto Hillside Road. There was previously a sign in this location but Chief Gilbert could not find a traffic and engineering study supporting the sign. York County's study and Chief Gilbert's recommendation support the placement of such a sign. The Committee recommended adopting an ordinance for the placement of the sign.

ORAL INTERVIEWS: Chief Gilbert reminded the Committee that police candidate oral interviews would be held on January 15<sup>th</sup> at 7:00 p.m.

The meeting adjourned at 7:38 p.m.

Respectfully submitted,  
Jeffrey R. Garvick, Manager

PENN TOWNSHIP  
PUBLIC SAFETY COMMITTEE  
FEBRUARY 4, 2008

The Penn Township Public Safety Committee met on Monday, February 4, 2008 at 7:00 p.m. at the Penn Township Municipal Building. Present were Chairman Johnson and Commissioners Prieber, Goldsmith, and Rewa. Commissioner Heilman 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 Johnson read the announcement of the executive session held following the Board of Commissioners meeting on January 21, 2008. Commissioner Johnson announced that an executive session would be held following the Finance meeting to discuss a personnel issue.

CITIZENS TO BE HEARD: James Poggie, 6 Heights Avenue, questioned why the Township has chosen to park one of their code vehicles legally on the street where he wants to park his tractor-trailer. Commissioner Johnson and Manger Garvick stated that the Township vehicle is parked legally and that they are trying to protect the individuals utilizing the recycling center who have difficulty exiting the facility when Mr. Poggie's tractor-trailer is parked there. Mr. Poggie was again informed that he can park his vehicle on the opposite side of the street or wherever it can be legally parked.

MEMORIAL DAY PARADE: The Committee received a request dated January 14, 2008 from the Allied Veterans Council to hold the annual Memorial Day parade on Monday, May 26, 2008. The Committee recommended approving the request.

HARTMAN AVENUE: Chief Gilbert reported that at last month's Board of Commissioners meeting a gentleman from Hartman Avenue requested that something be done about speeding cars using Hartman Avenue as a shortcut between Blettner Avenue and Westminster Road. Chief Gilbert stated that the police department has been doing some selective enforcement in the area. When Hartman Avenue was connected to Blettner Avenue there was never a stop sign installed which makes it easy to use the road as a shortcut. Chief Gilbert conducted a traffic study and it recommends that a stop sign be installed on Hartman Avenue. The Committee recommended installing the stop sign.

RENTAL PROPERTIES: Chief Cromer reported that he approached the Board last August about adopting a rental property registration ordinance so that the fire fighters can inspect rental properties for fire regulation violations. He stated there has been problems on fire calls with rental properties and that about eighty-five percent of them do not have active smoke detectors in addition to many fire code violations. One of the problem areas includes individuals living in attics. Commissioners Johnson and Heilman are aware of the proposed ordinance and Chief Cromer would like to know if can continue to pursue this. He is hoping that once the properties are registered he will be able to have them inspected on an annual basis by him or one of the paid firemen. Manager Garvick reported that an ordinance has been prepared and forwarded to the Solicitor for his review. The new commissioners will be provided a copy of the proposed Ordinance.

FIRE ENGINE REPAIRS: Chief Cromer reported that the fire engine that needs repaired was taken to Lancaster on January 24. He has not heard anything from them but they were not to begin work on it till February 4, 2008. The Borough of Hanover has agreed to let us borrow one of their trucks.

BREEZEWOOD DRIVE: Commissioner Goldsmith stated that he spoke with a lady on Breezewood Drive about cars jumping the bank where the old road transitions into the new one. He asked that a police presence be in the area following the dismissal of school. Chief Gilbert stated that the old yellow centerlines are still on the road and makes it appear that the road goes in that direction. He has spoken with Highway Foreman Mahan and reflectors have been installed and the yellow lines will be grinded off. Chief Gilbert stated that most people are not aware that the road has changed and they have had some officers stationed in the area.

5K RUN: The Committee received a request dated January 31, 2008 from Matthew Staub requesting a permission to hold a 5k-road race on March 15, 2008. Chief Gilbert stated that the department does not normally provide traffic control but does assign a unit to patrol the route during the event. Chief Gilbert would normally send a letter noting that official action is not required by the Board of Commissioners. The Board recommended following this procedure.

The meeting adjourned at 7:29 p.m.

Respectfully submitted,  
Jeffrey R. Garvick, Manager

PENN TOWNSHIP  
PUBLIC SAFETY COMMITTEE  
MARCH 3, 2008

The Penn Township Public Safety Committee met on Monday, March 3, 2008 at 7:00 p.m. at the Penn Township Municipal Building. Present were Chairman Johnson and Commissioners Prieber, Goldsmith, and Rewa. Commissioner Heilman 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 Johnson read the announcement of the executive session held following the Board of Commissioners meeting on February 18, 2008.

APPROVE MINUTES OF PREVIOUS MEETING: The minutes of the February 4, 2008 Public Safety meeting were approved as corrected.

CITIZENS TO BE HEARD: None.

S.W.H.S. TRIATHOLON: The Committee received a request dated February 20, 2008 from the South Western School District requesting permission to block off Bowman road during the morning of May 31, 2008 from the high school tennis court complex parking lot to just past South Western Road. The District will be conducting a triathlon for elementary students at both the high school and middle school. The event will begin at 7:30 AM and conclude at noon. Chief Gilbert stated that roads are not normally blocked off for events but there is very little traffic on the road during those hours. He would prefer that the District utilize the fire police to man the barricades and they will need to contact Fire Chief Cromer. The Committee recommended approving the request.

MAKE-A-WISH: The Committee received a request dated February 22, 2008 from the Make-A-Wish Truck Convoy for Wishes requesting assistance from the police department to get the trucks out of the L & H Terminal for their 7<sup>th</sup> annual Make-A-Wish convoy on Sunday, May 4, 2008. They are also requesting that the police department participate with their Kid's Safety program. Chief Gilbert stated they have not had any problems with past events. The Committee recommended approving the request.

CURFEW ORDINANCE: The Committee received a model curfew ordinance from the Truancy Task Force that is being circulated throughout York County. The Task Force is requesting that all municipalities consider adopting this ordinance. Chief Gilbert suggested that the Township continue to enforce our current curfew ordinance. It is more lenient, by one hour, on weekends and the penalties for violations are monetary fines instead of the county proposal of community service. The Committee recommended that we not amend or modify the Township's curfew ordinance.

POLICE DEPARTMENT: Commissioner Johnson noted that the Police Department received kudos for its response to West Manheim when back up was requested for a recent event. In addition Officer Behrendt will be receiving recognition for his work with the PA Buckle Up Program. Also, Officer Merwede received a letter of commendation from Chief Gilbert for his work on recovering a puppy stolen from a local pet store.

PROMOTIONAL EXAMS: Chief Gilbert reported that the Civil Service Commission conducted the promotional examinations for Sergeant and Lieutenant on Saturday, March 1, 2008. They will probably receive the results by the end of next week. There will be oral test required.

YC RADIO SYSTEM: Chief Cromer stated that fire department will receive their new pagers in April and the radios will be installed in late June. The police department radios should be on the same schedule.

FIRE ENGINE REPAIR: Chief Cromer reported that the engine repairs have not yet been completed. He stated that if the repairs are not completed by the end of this week he would visit the business doing the work. The work was estimated to take two weeks and it has already been four weeks.

The meeting adjourned at 7:13 p.m.

Respectfully submitted,  
Jeffrey R. Garvick, Manager

PENN TOWNSHIP  
PUBLIC SAFETY COMMITTEE  
APRIL 7, 2008

The Penn Township Public Safety Committee met on Monday, April 7, 2008 at 7:00 p.m. at the Penn Township Municipal Building. Present were Chairman Johnson and Commissioners Prieber, Heilman, Goldsmith, and Rewa. Also present were Manager Garvick, Police Chief Gilbert, Fire Chief Cromer, and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVE MINUTES OF PREVIOUS MEETING: The minutes of the March 3, 2008 Public Safety meeting were approved as presented.

CITIZENS TO BE HEARD: None.

FIRE & POLICE TRAINING: There is a property owner in the Township who is willing to donate the use of his property for police and fire training prior to the demolition of the properties. The length of time the Township will have to utilize the properties has yet to be determined but both Fire Chief Cromer and Police Chief Gilbert will be provided the contact information for the individual. Chief Cromer stated that he is also working on getting the use of the South Hanover Shopping Center for training purposes prior to its demolition. The Township will not be compensating the property owner directly but will provide the individual with the cost value associated with the training so that an IRS credit may be secured.

339 PARK HEIGHTS BOULEVARD: The Committee received a request from F.V.C. Building and Development for exoneration of the residential street lighting requirements at 339 Park Heights Boulevard. The home will be located behind 345 Park Heights Boulevard with an extended driveway. They are proposing to install two pillar lights that meet the current residential street lighting ordinance. The Committee recommended approving the request.

OUTDOOR WOOD BURNING FURNACES: Chief Cromer discussed with the Commissioners the proposed outdoor wood burning furnace ordinance, which is currently being reviewed by the Township Solicitor. Chief Cromer stated there have been issues with these devices because the chimneys are not high enough off the ground and smoke has caused driving problems along Baltimore Street, as well as citizen complaints. These chimneys on the existing finances are currently about six feet off the ground. These are not recreational fireplaces that can be purchase at the local hardware stores. It was noted that the Environmental Protection Agency has begun regulating the emissions from these furnaces. Chief Cromer noted that there are currently about half of dozen such devices in the Township. The Committee recommended reviewing the ordinance more thoroughly and providing a recommendation in May.

RENTAL PROPERTY ORDINANCE: Chief Cromer discussed with the committee a revised rental property ordinance, which has been reviewed by the Township Solicitor. This ordinance will require landlords to register all their rental properties within the

Township. This will allow for the inspection of the properties on a biannual basis. There is some concern about the increasing number of homes that have more than a single family living in them. The Committee recommended adopting the ordinance at the next Board of Commissioners meeting.

EMS PERSONNEL AND VOLUNTEER FIRE STATION: Chief Cromer stated that the ambulance club at 748 Baltimore Street is now closed. Settlement on the property will occur on Friday. All EMS personnel have been moved to the 955 Baltimore Street station. The new fire station is about two months behind schedule with completion scheduled in August. Chief Cromer reported that the volunteer fire company has received about \$23,000 from residents and \$3,000 from businesses as a result of their capital campaign. Chief Cromer is hoping the fire company will take in about \$150,000 in donations.

COLONIAL DRIVE: Commissioner Goldsmith stated that he attended a community watch program with Officer Carbaugh and he received numerous complaints about the excessive speed of motorists on Colonial Drive in the area of Marie Drive. He stated that the vehicles are speeding during the times when the school buses are traveling the area. Commissioner Goldsmith then suggested that perhaps a study could be performed to see if more stop signs were warranted. It was noted that the Township does enforce speed in that area about eight to ten hours a week. Chief Gilbert stated that a study could be done but does not think that it would result in the need for a stop sign on Colonial Drive. Chief Gilbert stated that they would continue with additional enforcements and lower the exemption rate for offenders. Most of the people that use the streets are residents of the area.

RETIREMENTS: Commissioner Johnson announced that Chief Gilbert and Detective Diane Hugo would be retiring effective May 3, 2008.

LETTERS OF RECOGNITION: Commissioner Johnson noted that Officer Merewede received a letter of recognition from the pet shop where the stolen puppy was recovered. In addition the fire department received a letter of recognition for their response to a call on Park Heights Boulevard.

POLICE CRUISERS: Chief Gilbert reported that the two new police cars have arrived and are being equipped this week with the radios and light bars.

CLOVER LANE: Manager Garvick reported that he has made contact with the owners of the property at Clover Lane and Beck Mill Road and they agreed to have the trees trimmed to help improve the sight distance at the intersection.

The meeting adjourned at 7:32 p.m.

Respectfully submitted,  
Jeffrey R. Garvick, Manager

PENN TOWNSHIP  
PUBLIC SAFETY COMMITTEE  
MAY 5, 2008

The Penn Township Public Safety Committee met on Monday, May 5, 2008 at 7:00 p.m. at the Penn Township Municipal Building. Present were Chairman Johnson and Commissioners Prieber, Heilman, and Rewa. Also present were Manager Garvick, Acting Police Chief Rhodes, Fire Chief Cromer, and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: Chairman Johnson read the announcement of the executive session held following the Board of Commissioners meeting on April 21, 2008. Commissioner Johnson announced that an executive session would be held following the Finance meeting to discuss a police personnel issue.

APPROVE MINUTES OF PREVIOUS MEETING: The minutes of the April 7, 2008 Public Safety Committee meeting were approved as presented.

CITIZENS TO BE HEARD: Jodi Myrdal, 210 Morningstar Court, requested that a no outlet sign be placed along Breezewood Drive due to the number of tractor-trailers and other vehicles that turn down the street looking for an outlet. She stated that on Saturday a neighbor had to help a tractor trailer drive get out of Morningstar Court. Chief Rhodes stated he would look into the situation.

MDA 5K RUN WALK: The Committee received a request dated April 21, 2008 on behalf of the Hillside Medical Center to conduct its 6<sup>th</sup> Annual 5k Run/Walk for MDA on September 20, 2008 at 9:00 a.m. The Committee recommended approving the request.

GLAXOSMITHKLINE: The Committee received a request dated April 24, 2008 from GlaxoSmithKline requesting pedestrian crosswalk signage directly on Barnhart Drive. Chief Rhodes stated what is there now is an approved crosswalk midblock that was installed based upon a traffic safety study conducted by HRG in 2004. It is signed according to the traffic study. He stated that there is adequate visibility and the speed limit is thirty-five miles per hour. The majority of the traffic comes from within the industrial zone. He is opposed to placing any signage in the cartway but will work with Glaxo on other options to improve the situation such as parking restrictions and markings on the roadway. Greg McCauley, Kenco General Manager, stated that some of the problems are related to nighttime conditions and trucks parking along the roadway. He was informed that there are legal restrictions governing the placement of pedestrian crosswalk signage. Commissioner Johnson stated that when he inspected the site he did not notice a problem. Mr. McCauley stated that most of the problems occur during shift changes. Chief Rhodes will work with Mr. McCauley to see if a suitable compromise can be reached.

OUTDOOR WOOD FURNACES: Chief Cromer presented an outdoor wood furnace ordinance for review by the Committee. The Committee recommended that the ordinance not be adopted but would review it in the future.

FIRE ELIGIBILITY LIST: Commissioner Johnson stated that the current firefighter eligibility list will expire in May. It was noted that applicants for the position of firefighter pay an fee

when they apply to the Township which helps cover the cost of the test. Chief Cromer stated that the Township had about twenty-five applicants last time the list was created. He helped administer a test in York County where they started with sixty applicants and ended up with fifty-five when the agility test was completed. After some discussion, it was recommended to inform the Civil Service Commission to renew the list for one year.

NEW FIRE ENGINE: Chief Cromer stated that the new fire truck is on the assembly line and is scheduled for delivery in July. Manager Garvick stated that he would look into some financing options for the truck.

NEW FIRE STATION: Chief Cromer stated that he has sent out an email regarding the presentation of a donation by M & T to the fire company for the new building. The event will be held May 15, 2008 and both current and past board members are invited.

LETTER OF THANKS: Commissioner Johnson noted that a letter of thanks was received from South Western Regional Police Department for officers responding to a call they had on March 31.

The meeting adjourned at 7:20 p.m.

Respectfully submitted,  
Jeffrey R. Garvick, Manager

PENN TOWNSHIP  
PUBLIC SAFETY COMMITTEE  
JUNE 2, 2008

The Penn Township Public Safety Committee met on Monday, June 2, 2008 at 7:00 p.m. at the Penn Township Municipal Building. Present were Chairman Johnson and Commissioners Prieber, Goldsmith, Heilman, and Rewa. Also present were Manager Garvick, Acting Police Chief Rhodes, Fire Chief Cromer and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: Chairman Johnson read the announcement of the executive session held following the Board of Commissioners meeting on May 19, 2008.

APPROVE MINUTES OF PREVIOUS MEETING: The minutes of the May 5, 2008 Public Safety Committee meeting were approved as presented.

CITIZENS TO BE HEARD: John and Holly Hayslette, 411 Park Heights Boulevard, had sent a letter about the poor visibility when pulling out of their driveway. They provided pictures of the situation and explained the problems they have accessing the street. There were trees removed by the Township along the R-O-W several years ago which temporarily helped the situation, but everything is growing back again. Commissioner Johnson stated that they would discuss the situation with the Township Engineer and the Hayslettes were welcomed to attend the Public Works meeting on Tuesday.

PLEASANT HILL CARNIVAL: The Committee received a request dated May 5, 2008 from the West Manheim Township Supervisors requesting the assistance of the Penn Township Fire Police for the Pleasant Hill Fireman's Carnival, July 21, 2008 thru July 26, 2008. The Committee recommended approving the request.

GLAXOSMITHKLINE: Chief Rhodes reported that he is working with Glaxosmithkline for additional signage at their pedestrian crossings. The Township provided cost estimates to Mr. Greg McCauley for additional pavement markings and signage for pedestrian crossings, as well as "no parking". The previous traffic study allowed for the additional signage. These would be enhancements to the existing markings and signage. Mr. McCauley is contacting his superiors and will get back with Chief Rhodes when he gets their approval.

BREEZEWOOD DRIVE: Chief Rhodes reported that the Township has installed a "no outlet" sign on Breezewood Drive as requested by the residents.

RENTAL UNIT INSPECTION ORDINANCE: Commissioner Johnson opened the floor for discussion on the rental unit inspection ordinance. The following residents expressed concerns about the ordinance that was adopted in April.

James Cashdollar	2210 Oak Hills Circle	Phyllis Miller	333 W. Granger Street
Mary Butt	210 John Street	Mary Thomas	902 York Street
Ken Klinedinst	418 McCosh Street	Glenn Bange	1281 Honda Road
Dean Zartman	1024 Marietta Avenue	Mike Gouker	833 Hershey Heights Rd
Mike Stevenson	Westminster, MD	Robert Myers	Abbottstown

Shearod Bechtel	Brodbecks, PA	Ed Bortner	1739 Oakwood Drive
David Myers	250 Diller Road	Dan Moul	45 Sandy Court
Woody Wilkins	1460 Baer Avenue	Ken Bartosh	45 Hillside Road
Bill Halter	817 York Street		

Many of these individuals expressed concern about why the Township chose to inspect rental properties over all residential buildings, why the initial and inspection fees are so high and what is the Township inspecting for?

During the discussion, Chief Cromer and Manager Garvick explained that the smoke detectors and other requirements for residential buildings are found in the International Fire Code and, previously, the BOCA (Building Officials and Code Administration) code. These codes are adopted by ordinance by the Township. Chief Cromer explained some of the things they would be inspecting for including, but not limited to, smoke detectors, faulty wiring, egress, and safety in common areas. Chief Cromer has noted that there have been seven fire deaths and many other close calls in rental units over the last thirty years. Chief Cromer also stated that he has been asked to inspect homes when contacted by the Department of Aging or Children Youth Services. The paid fire fighters who are code certified will conduct the inspections. It was noted that this ordinance has been discussed at six public meetings since February 2007. Chief Cromer noted that courtesy inspections were conducted and the tenants had right of refusal of entry. It was suggested that inspections could be conducted when new tenants take over a property. Most of the landlords expressed a concern about the \$50 fee. Many referred to it as a "tax". Commissioner Johnson stated that the Board would review all the information that was provided and further discuss the ordinance at the next Public Safety meeting on July 7, 2008.

4<sup>TH</sup> OF JULY: The Committee received a request date June 2, 2008 from the Hanover Fire Department for assistance from the Fire Police, Ambulance and Brush truck for the activities being held by the Borough on Independence Day. There will be coordination between the Police and Fire Departments of both municipalities. The send off point for the fireworks display will be in Penn Township this year. The Committee recommended approving the request.

The meeting adjourned at 8:30 p.m.

Respectfully submitted,  
Jeffrey R. Garvick, Manager

PENN TOWNSHIP  
PUBLIC SAFETY COMMITTEE  
JULY 7, 2008

The Penn Township Public Safety Committee met on Monday, July 7, 2008 at 7:00 p.m. at the Penn Township Municipal Building. Present were Chairman Johnson and Commissioners Prieber, Goldsmith, Heilman, and Rewa. Also present were Manager Garvick, Acting Police Chief Rhodes and Fire Chief Cromer. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVE MINUTES OF PREVIOUS MEETING: The minutes of the June 2, 2008 Public Safety Committee meeting were approved as presented.

CITIZENS TO BE HEARD: None

POLYGRAPH MACHINE: Chief Rhodes provided the Committee with a draft of an intermunicipal agreement between the Police Departments of Penn and West Manheim for the purchase and operation of a portable polygraph machine. He stated that they would both share the costs and benefits. The cost would be \$7,145.50 for the equipment and software. The training costs could be covered by a grant, with the exception of the officer's salary, and would occur at Fort Indiantown Gap. It is proposed that each municipality would share the maintenance costs and each would have one officer trained in the operation of the unit. Chief Rhodes believes that if the officer takes the training class in January the unit would be available for use by April. Chief Rhodes stated that there is money in the Bear Buddies and Child Abuse Prevention accounts that could be used for the purchase of the equipment. The Fraternal Order of Eagles stated that they support the purchase of the polygraph machine with the \$1,600 they donated this year. Chief Rhodes stated that one of the needs of child abuse investigation is a polygraph machine so he saw no problem using those funds. He is proposing to use fifty percent of the necessary funds from each account. The equipment, which includes a laptop computer with the appropriate software and electrodes, can be located in either municipality. With both departments having a trained officer, either department would be able to utilize both officers. Currently, any use of a polygraph has to be scheduled with the attorney general's office and or the Borough of Hanover. The complete training takes twelve weeks. Initial setup would cost the Township \$3,600. It was suggested the video arraignment room be used because it is the most sound proof room but Chief Rhodes is not sure how much it would cost to make it totally sound proof. There was some concern about the cost of software and hardware updates. The Committee recommended pursuing the purchase of the polygraph machine and the training of the officer.

POLICE OFFICER RESIGNATION: The Committee received a letter of resignation from Officer Denise Pratt effective July 5, 2008. She has accepted a position with the CSX railroad. The department is down to nineteen sworn police officers with the Civil Service Board working on a patrolmen eligibility list. Officer Jay Patel is now attending the police academy with graduation anticipated by the end of November.

POLICE CAR #15: Chief Rhodes provided the Committee with a proposal for the replacement of Unit 15, a 2006 marked Crown Victoria, which was totaled as a result of an accident on June 10, 2008. The car had 88,000 miles on it and was due to be replaced in 2009. The township will receive \$9,604.46 from the insurance carrier. Chief Rhodes reported that on the last competitive bid the purchase price for a new vehicle, including trade in, was \$26,218. He provided three options that included (1) purchasing a vehicle (either a 2008 Dodge Charger or Ford Crown Victoria) through the Government Cooperative Purchasing Program; (2) purchasing a non-police package previously owned vehicle; or (3) delaying the purchase of a new vehicle until 2009. There could be some problems with waiting until 2009 because of unforeseen mechanical or accident problems with the rest of the fleet. Chief Rhodes noted that he has test driven a Dodge and was impressed with its performance. His proposal includes an in-depth discussion of option one along with pictures of a Dodge police vehicle and a 2008 Los Angeles County Sheriff study of several police vehicles. He discussed the fuel consumption of the vehicles. There was some discussion about purchasing a Ford Mustang as an unmarked vehicle, which would be used for traffic detail and administrative duties. The Committee recommended waiting until next month to make a decision to give Chief Rhodes time to provide some more comparisons between the Dodge and Ford police vehicles.

POLICE AWARDS: Chief Rhodes provided the Committee with an outline for an Awards policy being proposed to improve department moral. The purpose would be to recognize outstanding performance by a police officer and provide specific awards for various types of service or valor. This is. The policy includes a procedure for selection and the different types of awards. It proposes participation by the Board of Commissioners through the selection process and the award ceremony being held at the March meeting of the Board of Commissioners. The proposed awards include medal of valor, special merit, wounded in combat, Chief's commendation, special achievement, live saving, traffic safety achievement, and officer of the year. There was some discussion about combining the fire fighters awards with the police officer awards. Chief Rhodes stated that previous accomplishments by officers should be considered for the first year's awards. There was discussion about the time frame for retroactively choosing these commendable acts. Chief Rhodes stated that some of the retired officers have performed admirable acts that were not recognized and he did not have a problem recognizing their past contributions to the department. It was noted that there are between six and seven retirees. It was also noted that about half of the current officers have minimal number of years of service and it would be good for them to realize the contributions made by their predecessors. The Committee recommended approving the request and recognizing retired officer who may qualify for the awards.

TRAINING OPPORTUNITIES: The Committee discussed using 823 York Street, the former Heston property purchased by the Township, for training purposes. It was suggested that some cross training between the emergency services departments be conducted. There may have to be some traffic control considered for any training activity that may occur. The Committee approved that both the Fire and Police Departments could use the property for training purposes prior to the demolition of the building.

NEW FIRE ENGINE: Chief Cromer noted that the new fire engine that was ordered ten months ago is about completed. He stated he would be leaving for Ohio on Wednesday for final inspection of the equipment. He will return on Thursday. The delivery of the

vehicle will be shortly thereafter.

RENTAL ORDINANCE: Chief Cromer stated that the Rental Unit Inspection Ordinance was discussed at last months Public Safety meeting with the Committee stating they would make a recommendation in July. There are several Pennsylvania municipalities that are currently using a similar ordinance. Manager Garvick stated that most of the administration of the ordinance would be done by the fire department. It will require some coordination between the administration and fire departments until a rental property list is established. Chief Cromer reported on the few inspections that he has conducted prior to the suspension of the Ordinance. Most of the landlords have notified Chief Cromer that they have repaired those problems that he identified. Chief Cromer stated that in most cases he gives the landlord thirty days to repair the problems. Manager Garvick noted that he was provided several court cases in which warrant less searches were not allowed. Chief Cromer asks for access to the property prior to entry and there is a procedure for obtaining a warrant, if necessary. Certain portions of ordinances have been shot down because of access issues. Chief Cromer stated that he is proposing that inspections be done by sector. It was noted that Chief Cromer has the right at any time to inspect a business without warning and that renting properties is a business. However, the Township will be informing property owners prior to access by the FD. Commissioner Heilman noted that his concern is not so much about the inspections but the fees associated with them. The Committee recommended continuing with the ordinance but not assessing fees.

SOUTH WESTERN BAND BOOSTERS: The Committee received a request dated June 13, 2008 from the South Western Band Boosters requesting the use of barricades and fire police at their Cavalcade of Bands competition to be held on Saturday, October 25, 2008 at 6:00 p.m. at South Western Athletic field. The Committee recommended approving the request.

CROP WALK: The Committee received a request dated June 27, 2008 from the Hanover Area Council of Churches for approval to conduct their annual Crop Walk on Sunday, October 19, 2008. The Committee recommended approving the request.

YORK ADAMS PAIN SPECIALISTS: The Committee received a letter from York Adams Pain Specialist commending the fire department for their help with fire extinguisher training.

The meeting adjourned at 8:25 p.m.

Respectfully submitted,

Jeffrey R. Garvick, Manager

PENN TOWNSHIP  
PUBLIC SAFETY COMMITTEE  
AUGUST 4, 2008

The Penn Township Public Safety Committee met on Monday, August 4, 2008 at 7:00 p.m. at the Penn Township Municipal Building. Present were Chairman Johnson and Commissioners Prieber, Goldsmith, Heilman, and Rewa. Also present were Manager Garvick, Acting Police Chief Rhodes, Fire Chief Cromer and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: Chairman Johnson read the announcement of the executive session held following the Board of Commissioners meeting on July 21, 2008.

APPROVE MINUTES OF PREVIOUS MEETING: The minutes of the July 7, 2008 Public Safety Committee meeting were approved as presented.

CITIZENS TO BE HEARD: Erika Johnson, 17 Garden Lane, requested the Township review and reconsider its skateboarding ordinance, which prohibits skateboarders from using the streets. She stated that there aren't any designated areas for skateboarding within the Township. Commissioner Johnson explained how Maryland insurance policies differ from those in Pennsylvania. This is why municipalities in Maryland can merge resources in order to provide skate parks for their residents. The three closest are in Hampstead, Manchester and Westminster. The Hanover Area YMCA did have a skateboard facility but it was removed due to lack of use. Chief Rhodes explained how the department enforces the Township's skateboard ordinance and in most cases they do not cite an individual for the first violation. It was suggested that Solicitor Tilley review the Ordinance and current case law with regards to skateboarding and Township liability. It was noted that there are not a lot of available recreational activities for our younger residents.

Andy Boyer, 1280 Brad Drive, wanted clarification as to why a bicycle could travel on the street while a skateboard could not. Chief Rhodes stated that the state vehicle code provides for pedestrian and bicycle traffic on and along roadways. If anyone violates the code they could be cited.

CIVIL SERVICE TEST: Chief Rhodes stated that the Civil Service Commission is preparing an eligibility list for probationary patrolmen and received 122 applications. The written test is scheduled for August 16, 2008.

NEW FIRE ENGINE: Chief Cromer stated that the new fire engine was delivered last Tuesday. The engine is being housed at the Frederick Street station. They did some training with it last Wednesday and Thursday. Some paperwork and licensing need to be completed and it is hoped that the apparatus will be in service by late September.

FIREFIGHTER CAPTAINS: Chief Cromer reported that Matthew Boyce, Geoff William Miller, and Kevin Adams have completed their one-year probationary period and all the requirements for firefighter captains. He would like them appointed as permanent firefighter captains. The Committee recommended approving the appointments.

POLICE CRUISER: Chief Rhodes stated that he has placed an order with Warnock for a 2008 police cruiser to replace the one that was recently damaged beyond repair. The vehicle will be purchased using the state contract pricing on July 28, 2008. Delivery is projected to be four to six weeks.

The meeting adjourned at 7:20 p.m.

Respectfully submitted,

Jeffrey R. Garvick, Manager

PENN TOWNSHIP  
PUBLIC SAFETY COMMITTEE  
SEPTEMBER 2, 2008

The Penn Township Public Safety Committee met on Tuesday, September 2, 2008 at 7:01 p.m. following a special meeting of the Board of Commissioners, at the Penn Township Municipal Building. Present were Chairman Johnson and Commissioners Prieber, Goldsmith, Heilman, and Rewa. Also present were Manager Garvick, Acting Police Chief Rhodes, Fire Chief Cromer, Administrative Assistant Rodgers, Township Engineer Bortner, Wastewater Superintendent Mahone, and Environmental Director Hejmanowski. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVE MINUTES OF PREVIOUS MEETING: The minutes of the August 4, 2008 Public Safety Committee meeting were approved as presented.

CITIZENS TO BE HEARD: None.

TRICK OR TREAT: The Committee recommended setting community Trick or Treat night for Tuesday, October 28, 2008 from 6:00 p.m. to 8:00 p.m. Commissioner Johnson noted that both the police and fire departments were highly visible during last year's event and he received many compliments on their presence.

HANOVER HALLOWEEN PARADE: The Committee received a request dated August 19, 2008 from the Hanover Area Jaycees requesting permission to hold the annual Halloween Parade on Thursday, October 30, 2008 from 7:30 p.m. to approximately 10:00 p.m. The rain date is Monday, November 3, 2008. There have been no changes to the parade route or formation area. The Committee recommended approving the request.

CIVIL SERVICE TESTING: Chief Rhodes reported that scoring of the written test for the patrolmen eligibility list has been completed. Of the seventy-six applicants who reported for the test forty-six had passing scores. Notifications of the scoring results have been sent to every applicant who participated. The physical agility test is scheduled for September 27, 2008 at South Western School District. It was noted that we had more applicants pass the test this time than we even had apply for the last test.

735 FREDERICK STREET: The Committee received a request dated August 14, 2008 from Bon Ton Builders for a waiver of the residential street lighting requirements at 735 Frederick Street. Bon Ton would like to install two mercury vapor lights instead of the required four at these new townhouses. If the Township requires four, they would like to only install standard bulbs rather than the mercury vapor bulbs. The Planning Commission will be reviewing the request at their next meeting.

WHISPERING RUN DEVELOPMENT: The Committee received a request dated August 7, 2008 from J. A. Myers Homes, Inc. for a waiver of the residential lighting requirements to

install two driveway entrance columns at lot 102 in the Whispering Run subdivision. The proposed column is a total of five feet in height with three feet being the column and two feet being the base and light fixture. Manager Garvick noted that he is concerned about Township snowplows and debris from the plows damaging the lights and columns. There is not a lot of room between the columns and the road. It was noted that a similar request was made from Dr. Samuel D'Agata on Youngs Road several years ago. The Planning Commission will be reviewing the request at its next meeting on Thursday.

CLEARVIEW FIRE STATION: Chief Cromer presented a rough draft of a proposal to place one of the Township's fire engines at Hanover Borough's Clearview Station. This would allow easier access to the northern end of the Township without having to pass through the Borough. There would be no cost to the Township to house the truck and operator at the facility. The Township would also use the truck to respond to Hanover Borough calls when needed. Chief Cromer has always had concerns about the safety and efficiency of bringing a fire truck through the Borough to answer a Township call on the north side. There has been some discussion about building a future satellite station somewhere north of the Borough and this would be a reasonable solution until that occurs. Chief Cromer explained how the current process works for responding to a call and how it would work if the engine were placed in the Borough. The Township would be responsible for the maintenance of its equipment and the firefighter assigned to the engine would help the Borough with the house duties the same as he would if he were at our station. Every employee would be rotated to the Clearview Station except the Captains. The insurance coverage with the equipment being located outside of the Township would have to be evaluated. Chief Cromer stated that the response time would be reduced by about half. Commissioner Johnson noted that the Public Works facility along Wilson Avenue was built to accommodate the Township's fire trucks. Chief Cromer stated that he is exploring options of also having one of the ambulance's located at the Clearview Station about ten hours a day but that would be at the discretion of the volunteers who own the ambulance.

FIRE HOUSE SIGNS: Chief Cromer would like to see firehouse warning signs on either side of the new facility located along Clover Lane. The Committee was fine with this.

EMA COORDINATOR: Chief Cromer stated that he has had problems with the current EMA Coordinator for the Township, Phillip Stegos. Mr. Stegos has not attended required meetings at the County level for several years and the Township's emergency plan has not been updated in accordance with state regulations. Chief Cromer stated it is hard to get volunteers for this position because there is a lot of training and knowledge required. He indicated that he has spoken to two individuals who may be interested in the position. The Coordinator will need a computer that can be supplied by the fire company. There are many classes that need to be attended and they make ask for mileage reimbursement. Manager Garvick stated that he had problems during the last update of the Emergency Response Plan getting Mr. Stegos to submit information. Chief Cromer stated that one of the individuals has reviewed our current plan and has made numerous comments and suggestions about the plan. Chief Cromer stated that the Commissioners only make a recommendation to the State for the EMA Coordinator appointment. The Committee recommended that position be open and applications be taken for a four year appointment.

NEW FIRE STATION: Chief Cromer stated that the volunteers would start to move into the new station next week with the final move being the week of September 15th. Commissioner Goldsmith commended the firefighters for the individual work they have done on the facility to cut costs. It was noted that they should be recognized at the next Board of Commissioners meeting. The open house has been scheduled for Sunday, October 26, 2008.

EDWARD JENKINS: Commissioner Johnson noted that the Committee received a request from Edward Jenkins to interview several township employees about the confrontation that occurred at Young's Woods. Commissioner Johnson suggested that no one speak with Mr. Jenkins because it has now become a legal issue since charges have been filed against Mr. Jenkins by the police department.

The meeting adjourned at 7:41 p.m.

Respectfully submitted,

Jeffrey R. Garvick, Manager

PENN TOWNSHIP  
PUBLIC SAFETY COMMITTEE  
OCTOBER 6, 2008

The Penn Township Public Safety Committee met on Monday, October 6, 2008 at 7:00 PM, at the Penn Township Municipal Building. Present were Chairman Johnson and Commissioners Prieber, Goldsmith, Heilman, and Rewa. Also present were Manager Garvick, Acting Police Chief Rhodes, Fire Chief Cromer, and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: Commissioner Johnson read the announcement of the executive session held following the meeting of the Penn Township Board of Commissioners on September 15, 2008.

APPROVE MINUTES OF PREVIOUS MEETING: The minutes of the September 2, 2008 Public Safety Committee meeting were approved as corrected.

CITIZENS TO BE HEARD: None.

SPCA AGREEMENT: The Township received the proposed SPCA agreement for 2009. The SPCA is charging fifty cents per resident based upon the 2000 census figures. The Township's previous shelter, the Susquehanna Stray Animal Shelter, stopped doing business at the end of 2007, at which time the Township contracted with the York County SPCA. The fee they are asking for in 2009 is \$7,296, which is a three-fold increase over the 2008 rate. Manager Garvick reported that he has contacted other agencies about taking the Township's stray animals but has been unable to find anyone to accept them. The Adams County SPCA is too small to accept our animals. The Committee suggested that the Township contact the Carroll County SPCA.

HEMLER/ACS CONTRACT: Chief Rhodes reported that Animal Control Officer Terry Hemler has submitted his proposed contract for 2009. The contract includes increases to the service charge and the mileage rate. Most of these increases are due to inflation and fuel cost increases. Chief Rhodes stated that the department is very pleased with Mr. Hemler's service. The Township does receive the Return to Owner fees, which helps offset some of the costs incurred by the Township. Mr. Hemler has also pursued several citations and investigations, which have resulted in convictions for dog law violations. The Township does receive the fines for the violations. Chief Rhodes stated that he recommends continuing with Mr. Hemler.

CIVIL SERVICE: Chief Rhodes reported that the Civil Service Commission has completed the Patrolman physical agility testing for the civil service exam and will conduct the oral interviews with the twenty remaining candidates by the end of October. There are three candidates that are ACT 120 certified. There are about six applicants who will receive higher marks for military preference.

FIRE DEPARTMENT FACILITY: Chief Cromer reported that the fire department has moved into the new fire station along Clover Lane. There are still a few problems that need to be repaired. They have scheduled an Open House for October 26, 2008 at 3:00 PM. It was noted that the polling station at the Parkville Fire Station along Baltimore Street would be moved to the new fire station on Clover Lane for the November 4, 2008 election. Chief Cromer reported that York County has posted at least twenty signs throughout the voting district informing voters that the polling place has changed.

RECREATION AREAS: It was noted that police patrols have been increased during the early evening hours at the Township's recreation areas due to several incidents of vandalism.

The meeting adjourned at 7:12 p.m.

Respectfully submitted,

Jeffrey R. Garvick, Manager

PENN TOWNSHIP  
PUBLIC SAFETY COMMITTEE  
NOVEMBER 3, 2008

The Penn Township Public Safety Committee met on Monday, November 3, 2008 at 7:00 PM, at the Penn Township Municipal Building. Present were Chairman Johnson and Commissioners Prieber, Goldsmith, and Rewa. Commissioner Heilman was absent with notice. Also present were Manager Garvick, Acting Police Chief Rhodes, Fire Chief Cromer, Administrative Assistant Rodgers, Township Engineer Bortner, Highway Foreman Mahan, WWTP Superintendent Mahone, and Environmental Director Hejmanowski. The following items were discussed:

ANNOUNCEMENTS: Commissioner Johnson read the announcement of the executive session held following the meeting of the Penn Township Board of Commissioners on October 20, 2008. Commissioner Johnson announced an executive session would be held following the Health & Sanitation meeting to discuss a police personnel issue.

APPROVE MINUTES OF PREVIOUS MEETING: The minutes of the October 6, 2008 Public Safety Committee meeting were approved as submitted.

CITIZENS TO BE HEARD: John Andrews, 220 Hall Drive, requested the use of the Community Room for a U.S. Naval Sea Cadet program one weekend a month without cost. The cadets would be between 13 and 17 years of age. They would wear Navy enlisted uniforms with unique insignias. The requirements for the program include U.S. Citizenship, drug-free, married, and full time students with at least a C average. Mr. Andrews also provided literature on the program. Mr. Andrews would like to start a unit in Hanover similar to one already in Harrisburg. There would be a requirement of one training exercise a month with additional training in the summer. Mr. Andrews then introduced a Chief Petty Officer and an advisor, both of whom will be active with the program. The Committee had a positive reaction to the request but some details need to be worked out including an Agreement. Some issues to be taken into consideration are the residency of the cadets (how many are from Penn Township?); effect on other organizations renting the community room; waiver of room rental fees; potential liability to the township from allowing the cadets to march, drill and exercise on the driveway and parking areas. Manager Garvick will check with the insurance carrier about any potential problems.

POLICE ELIGIBILITY: Chief Rhodes stated that oral interviews for the patrolmen's eligibility list are completed and he is conducting background checks on the top six candidates. He hopes that the final list can be presented to the commissioners within the next several weeks.

NEW FIRE ENGINE: Chief Cromer stated that he hoped to have the new fire engine in service this week but there is a major glitch and the manufacturer has been notified. If the problem is fixed the unit will go in service next week.

CLEARVIEW ENGINE/AMBULANCE: Chief Cromer reported that he has just about

completed the transition of having an ambulance and fire engine stationed at the Clearview Station in the Hanover Borough. The ambulance will be on duty, effective December 1<sup>st</sup>, from 8:00 AM to 11:00 PM until such time that responses require additional hours. The engine will be placed in duty on or around January 1<sup>st</sup>. The Chief has met with the Hanover Borough Fire Commissioner and the Township's Captains and has worked out most of the details regarding personnel. Our career firefighter will be stationed at Clearview for a month before rotating back to the Township. There will be no cost to the Township. The problem right now is restructuring the response boxes. Commissioner Johnson suggested that Public Safety officials from both municipalities meet and formalize the arrangement.

ANIMAL CONTROL ISSUES: The Committee again reviewed the proposed agreements with the York County SPCA and Terry Hemler, Animal Control Officer. Manager Garvick has been attempting to obtain access to another shelter but nothing is currently available. The Committee recommended approving the agreements for 2009 but suggested seeing if the SPCA would accept payments quarterly.

STRUCTURE TRAINING: Chief Rhodes stated that about half of the Police Department has trained in the 923 York Street property and the other half will be training shortly. Along with the Fire Department they would like to do additional training but it would need to be near the demolition of property because they may damage the integrity of the building. There are several steps that need to be completed prior to the demolition of the building. The fire department and police department will be notified about when demolition is scheduled.

SOUTH WESTERN REGIONAL: Commissioner Johnson read a thank you letter to the Police Department from Chief Bean of South Western Regional Police Department for their assistance during the funeral of Officer Tome of Northern Regional.

EXCHANGE CLUB AWARDS: Commissioner Johnson congratulated Fire Fighter Of The Year Erik Brown and Police Officer Of The Year John Carbaugh for the awards they received from the Hanover Exchange Club. The awards reflect the exemplary work they did in their respective departments this year.

NEW FIRE STATION: Commissioner Johnson thanked Chief Cromer for all the work he did and the assistance he provided on the new Clover Lane fire station.

The meeting adjourned at 7:29 p.m.

Respectfully submitted,

Jeffrey R. Garvick, Manager

PENN TOWNSHIP  
PUBLIC SAFETY COMMITTEE  
DECEMBER 1, 2008

The Penn Township Public Safety Committee met on Monday, December 1, 2008 at 7:00 PM, at the Penn Township Municipal Building. Present were Vice Chairman Prieber and Commissioners Heilman, Goldsmith, and Rewa. Commissioner Johnson was absent with notice. Also present were Manager Garvick, Deputy Police Chief Laughlin and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: Commissioner Prieber read the announcement of the executive session held following the meeting of the Penn Township Board of Commissioners on November 17, 2008.

APPROVE MINUTES OF PREVIOUS MEETING: The minutes of the November 3, 2008 Public Safety Committee meeting were approved as submitted.

CITIZENS TO BE HEARD: None.

POLICE ELIGIBILITY LIST: Deputy Chief Laughlin stated that the oral interviews would be held on Monday, December 8, 2008 at 6:00 p.m. for the top five candidates on the patrolman's eligibility list. The psychological exams have been scheduled when probationary patrolman are selected. One of the applicants may withdraw from the interview process if another department hires her.

POLICE CRUISERS: Chief Laughlin stated that car eighteen is sitting in the parking lot because a deer struck it. The car has about 95,000 miles on it. The car as it sits is worth about \$1500 and if it were repaired it would be worth about \$4,000. The Township is considering bidding the cars for 2009 with the Borough of Hanover. There is a car currently sitting with 70,000 miles so that the miles are not increased and it can be traded in 2009.

The meeting adjourned at 7:10 p.m.

Respectfully submitted,

Jeffrey R. Garvick, Manager