

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
JANUARY 7, 2013

The Penn Township Public Safety Committee met on Monday, January 7, 2013 at 7:00 PM. Present were Chairman Prieber and Commissioners Klunk, Felix, Heilman and Goldsmith. Also present were Manager Garvick, Police Chief Laughlin, Fire Chief Cromer, Administrative Assistant Rodgers, WWTP Superintendent Mahone, and Township Engineer Bortner. The following items were discussed:

ANNOUNCEMENTS: Commissioner Prieber announced an executive session was held prior to the meeting to meet with the Township Auditor. This is standard procedure for purposes of compliance with the annual audit. Commissioner Prieber also read the announcement of the executive session held following the December 17, 2012 Board of Commissioners meeting.

APPROVAL OF MINUTES: The minutes of the December 3, 2012 public safety committee meeting were approved as submitted.

CITIZENS COMMENTS: None.

ORAL INTERVIEWS: Chief Laughlin reported that the oral interviews for the position of Lieutenant would be held on January 17, 2013 conducted by Chief's of Police from other departments. The Commissioners will interview the candidates on February 13th at 6:30 p.m.

MED RETURN BOX: Chief Laughlin provided the committee with a letter from the York County Waste and Refuse Authority explaining the launching of a countywide medication take-back box program for police departments. He stated that the box would be located in the police lobby where it could be monitored by camera. Drugs deposited into the box by the general public would be removed once a day and the drugs would be disposed of properly. He would like to further discuss at the next Public Safety meeting.

PUBLIC QUESTIONS FOR THE COMMITTEE: None

The meeting was adjourned at 7:05 p.m.

Respectfully submitted,

Kristina J. Rodgers, Township Secretary

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
FEBRUARY 4, 2013

The Penn Township Public Safety Committee met on Monday, February 4, 2013 at 7:00 PM. Present were Chairman Prieber and Commissioners Klunk, Felix, Heilman and Goldsmith. Also present were Manager Garvick, Police Chief Laughlin, Fire Chief Cromer and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: Commissioner Prieber announced an executive session was held prior to the meeting for personnel issues and another executive session will be held following the Finance Committee meeting to discuss personnel issues. Commissioner Prieber read the announcement of the executive session held following the January 21, 2013 Board of Commissioners meeting.

APPROVAL OF MINUTES: The minutes of the January 7, 2013 public safety committee meeting were approved as submitted.

CITIZENS COMMENTS: None.

MEDICAL CARDS: Chief Cromer reported that the CDL certified drivers that are municipal employees do not require medical cards to drive township-owned equipment. He stated that all the CDL paid firefighters and CDL volunteer firefighters are required to have a medical card if they drive equipment that does not belong to the Township or to drive equipment out of state. He is working on getting all firefighters (paid and volunteer) their medical cards and hopes to have the process completed by June. He has budgeted for the Township to pay for the physicals for the paid firefighters and the emergency services association will pay for the volunteers' physicals.

MEMORIAL DAY PARADE: The committee received a request dated January 14, 2013 from the Allied Veterans Council to hold the annual Memorial Day Parade on May 27, 2013. The route is the same as in previous years. The committee recommended approving the request. Commissioners Felix, Goldsmith and Klunk will be attending the parade to represent the Township.

5K RUN: The Committee received a request dated January 18, 2013 from Christy Hughes to conduct a 5K walk/run in memory of Lori Clegg. The proceeds will go to a scholarship for a needy nursing student at York College. This is a new event scheduled for March 23, 2013 and they will be using the same route as the other 5K events have been using. Chief Laughlin is trying to make contact with Ms. Hughes to let her know that fire police coverage will not be available.

MED RETURN BOX: Chief Laughlin requested that the committee consider having a special box in the police lobby available during business hours for residents to dispose of household and prescription medications. The box would be secured and the lobby is under surveillance at all times. The collection is held in conjunction with the York County Solid Waste and Refuse Authority. Chief Laughlin is anticipating taking the medications to the

incinerator once a month during a routine trip to York. He also stated that the police departments that have implemented this program have not had any problems. The committee approved implementing the program with the condition that if it becomes a problem they will discontinue it.

PUBLIC QUESTIONS FOR THE COMMITTEE: None

The meeting was adjourned at 7:15 p.m.

Respectfully submitted,

Kristina J. Rodgers, Township Secretary

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
MARCH 4, 2013

The Penn Township Public Safety Committee met on Monday, March 4, 2013 at 7:00 PM. Present were Chairman Prieber and Commissioners Klunk, Felix, Heilman and Goldsmith. Also present were Manager Garvick, Police Chief Laughlin, Fire Chief Cromer and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: Commissioner Prieber announced an executive session will be held following the finance committee meeting. Commissioner Prieber read the announcement of the executive session held following the February 18, 2013 Board of Commissioners meeting.

APPROVAL OF MINUTES: The minutes of the February 4, 2013 public safety committee meeting were approved as submitted.

CITIZENS COMMENTS: None.

HANOVER HERITAGE ASSOCIATION: The Township received a request dated February 12, 2013 from the Hanover Heritage Association to hold the 250th Anniversary of Hanover parade on June 29, 2013 following the same route as the Hanover Halloween parade. Police Chief Laughlin stated that he has not been in contact with anyone from the Association with regards to the parade but will reach out to them to find out their plans. He has heard they are anticipating a large number of horses and that Hanover Borough will be applying for the PennDOT permit to close the necessary state roads.

CIVIL SERVICE REGULATIONS: Chief Laughlin stated that he would like to have the Penn Township Civil Service Regulations amended regarding the promotion of Sergeant. The regulations should require at least three full years as a patrolman, not counting the probationary period, which would result in the officer having four years of experience prior to taking the test for Sergeant. The Committee recommended making the change to five years experience for sergeant promotion. The recommendation will be forwarded to the Civil Service Commission for their consideration.

FIRE DEPARTMENT FUNDS: Chief Cromer stated that the Fire Department has received donated funds which he would like to use for an emergency services provider commendation program to be held on April 25, 2013 at the South Western High School; a hose tray divider for the 2004 Sutphen; and several pairs of boots for some of the fire fighters. The Committee recommended approving the requests.

DCED FACILITATOR: Manager Garvick reported that the Township is receiving a Department of Community and Economic Development (DCED) grant for the sharing of fire chief services with Hanover Borough. In order to secure additional funds, the two municipalities have agreed to form a committee to discuss additional shared services and cooperative measures related to fire and EMS. A Letter of Intent is required to obtain a facilitator to assist the Committee. The Committee recommended approving the request.

PUBLIC QUESTIONS FOR THE COMMITTEE: None

The meeting was adjourned at 7:17 p.m.

Respectfully submitted,

Kristina J. Rodgers, Township Secretary

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
APRIL 1, 2013

The Penn Township Public Safety Committee met on Monday, April 1, 2013 at 7:00 PM. Present were Chairman Prieber and Commissioners Klunk, Felix, Heilman and Goldsmith. Also present were Manager Garvick, Police Chief Laughlin, Fire Chief Cromer and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: Commissioner Felix announced an executive session will be held following the finance committee meeting. Commissioner Prieber read the announcement of the executive session held following the March 18, 2013 Board of Commissioners meeting.

APPROVAL OF MINUTES: The minutes of the March 4, 2013 public safety committee meeting were approved as submitted.

CITIZENS COMMENTS: None.

VNA 5K REQUEST: The Committee received a request dated March 24, 2013 from the Visiting Nurses Association of Hanover & Spring Grove requesting permission to conduct a 5K race on September 7, 2013, following the same route as last year. The Committee recommended approving the request.

PRESCRIPTION DROP OFF: Chief Laughlin reported that the prescription medicine drop off program has been successful. They are receiving more prescription meds than anticipated.

ANNIVERSARY PARADE: Chief Laughlin reported that he attended a meeting with regards to the 250th anniversary parade. They do not have a theme but will be holding a planning meeting this month.

PUBLIC QUESTIONS FOR THE COMMITTEE: None

The meeting was adjourned at 7:05 p.m.

Respectfully submitted,

Kristina J. Rodgers, Township Secretary

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
MAY 6, 2013

The Penn Township Public Safety Committee met on Monday, May 6, 2013 at 7:00 PM. Present were Chairman Prieber and Commissioners Klunk, Felix, Heilman and Goldsmith. Also present were Manager Garvick, Police Chief Laughlin, Fire Chief Cromer and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: Commissioner Prieber announced an executive session will be held following the Finance Committee. Commissioner Prieber read the announcement of the executive session held following the April 15, 2013 Board of Commissioners meeting.

APPROVAL OF MINUTES: The minutes of the April 1, 2013 public safety committee meeting were approved as submitted.

CITIZENS COMMENTS: None.

SEATBELT ENFORCEMENT WAVE: Chief Laughlin reported that the Police Department would be participating in a seat belt enforcement wave during the period from May 20 to June 9, 2013. There will be signs announcing the event.

DRUG TASK FORCE UPDATE: Chief Laughlin stated that he participated on a committee for the York County Drug Task Force with several other area police chiefs to update the Memorandum of Understanding (MOU) for area police forces participating with the task force. Each department will receive an updated MOU for execution.

TACTICAL WELLNESS DAY - POLICE/FIRE: Chief Laughlin reported that Wellspan will be providing a tactical wellness day at the fire station for police officers and firefighters. The event is free for the employees but is not mandatory for the police officers. The event will provide valuable information for the employees on how to function safely with their equipment. Testing and screening will also be provided. There are several other emergency services organizations participating in the event.

PUBLIC QUESTIONS FOR THE COMMITTEE: None

The meeting was adjourned at 7:07 p.m.

Respectfully submitted,

Kristina J. Rodgers, Township Secretary

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
JUNE 3, 2013

The Penn Township Public Safety Committee met on Monday, June 3, 2013 at 7:00 PM. Present were Chairman Prieber and Commissioners Klunk, Felix, Heilman and Goldsmith. Also present were Manager Garvick, Police Chief Laughlin, Fire Chief Cromer and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: Commissioner Prieber read the announcement of the executive session held following the May 20, 2013 Board of Commissioners meeting.

APPROVAL OF MINUTES: The minutes of the May 6, 2013 public safety committee meeting were approved as submitted.

CITIZENS COMMENTS: Helen Henry, 529 South Franklin Street, requested that the Commissioners enact a pooper-scooper law because of the problems she has been having with her neighbor and his dogs. Chief Laughlin stated that he would have an officer speak with Mrs. Henry about the situation. Commissioner Heilman stated that the newsletter and the web site should contain information reminding residents to clean up after their pets.

CROP WALK: The Committee received a request dated May 21, 2013 from the Hanover Area Council of Churches requesting permission to conduct the annual Crop Walk on October 20, 2013. Chief Laughlin stated he does not have a problem with the walk. Chief Cromer stated that the fire police would not be providing coverage. The committee recommended approving the request with the Township notifying the Council of Churches that no fire police coverage will be available.

MDA: The committee received a request dated May 11, 2013 from William Shanbarger representing the Muscular Dystrophy Association requesting permission to conduct a 5K walk/run on Saturday, October 5, 2013. The Committee recommended approving the request with the stipulation that they be notified that no fire police coverage will be available.

SUMMER INTERN: Chief Laughlin stated that Matthew Lynd would be serving as an intern for the summer in the police department. He is attending York College and will graduate next year. Mr. Lynd is also a member of the Penn Township Volunteer Emergency Services.

2013 YORK COUNTY HAZARD MITIGATION PLAN: Manager Garvick reported that he has provided the committee with a resolution for the adoption of the York County Hazard Mitigation Plan. The Township previously adopted the plan 5 years ago and this update is required in order to be considered for grant funds as a result of emergencies such as floods, tornadoes, hurricanes and other disasters. Jeremy Sparks, the Township's Emergency Management Coordinator, has also reviewed the document. The committee recommended approving the plan by adopting the resolution.

FRATERNAL ORDER OF EAGLES: Chief Laughlin noted that the Hanover Eagles made a substantial donation to the Penn Township Police Department following their family fun day in April. Chief Cromer noted that the Eagles also made a donation to the Penn Township Volunteer Emergency Services. Both groups were involved in the Family Fun Day by providing equipment and manpower.

NEW POLICE OFFICER: Chief Laughlin introduced Travis Berwager, a new probationary police officer who will start training at the police academy on July 8, 2013.

HAITI BIBLE MISSION: The committee received a request dated May 30, 2013 from the Haiti Bible Mission requesting permission to conduct a 5k walk on September 28, 2013. The committee recommended approving the request with the stipulation that they be notified that no fire police coverage will be available.

PUBLIC QUESTIONS FOR THE COMMITTEE: None

The meeting was adjourned at 7:22 p.m.

Respectfully submitted,

Kristina J. Rodgers, Township Secretary

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
JULY 1, 2013

The Penn Township Public Safety Committee met on Monday, July 1, 2013 at 7:00 PM. Present were Chairman Prieber and Commissioners Klunk, Felix, Heilman and Goldsmith. Also present were Manager Garvick, Police Lieutenant Hettinger and Fire Chief Cromer. The following items were discussed:

ANNOUNCEMENTS: Commissioner Prieber read the announcement of the executive session held following the June 17, 2013 Board of Commissioners meeting. Commissioner Felix announced a personnel session would be held following the Finance Committee meeting.

APPROVAL OF MINUTES: The minutes of the June 3, 2013 public safety committee meeting were approved as submitted.

CITIZENS COMMENTS: None

PROVIDENCE COMMUNITY CHURCH: The Committee received a request dated June 25, 2013 from the Providence Community requesting permission to conduct a 5k race on Saturday, August 24, 2013 at 8:00 a.m. The Committee recommended approving the request.

TRAVIS BERWAGER: Lieutenant Hettinger reported that probationary patrolmen Travis Berwager would be sworn in on Friday, July 5 at 9:00 a.m.

HANOVER PARADE: Lieutenant Hettinger reported that the 250th anniversary celebration parade was held on June 29, 2013 with minimal problems. The participants departed the formation area in about thirty three minutes.

PUBLIC QUESTIONS FOR THE COMMITTEE: None

The meeting was adjourned at 7:02 p.m.

Respectfully submitted,

Kristina J. Rodgers, Township Secretary

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
AUGUST 5, 2013

The Penn Township Public Safety Committee met on Monday, August 5, 2013 at 7:00 PM. Present were Chairman Prieber and Commissioners Klunk, Felix, Heilman and Goldsmith. Also present were Manager Garvick, Police Chief Laughlin, Fire Captain Miller and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: Commissioner Prieber read the announcement of the executive session held following the July 15, 2013 Board of Commissioners meeting.

APPROVAL OF MINUTES: The minutes of the July 1, 2013 public safety committee meeting were approved as submitted.

CITIZENS COMMENTS: None

FIRE PREVENTION ACCOUNT: Fire Captain Miller stated that he had a memo from Fire Chief Cromer who would like to purchase rubber flooring and a cardiovascular exercise bike from the fire prevention fund. The existing floor was installed when the building was constructed but it can not be cleaned. The rubber flooring would be more maintainable than the existing flooring. The room that the flooring is in is used mostly by the career firefighters. There is approximately \$5,100 in the Fire Prevention account. The committee recommended approving the expenditures.

HALLOWEEN PARADE: The Committee received a request dated July 25, 2013 from the Hanover Area Jaycees to conduct the annual Halloween Parade on October 31, 2013 from 7:30 p.m. to approximately 10:00 p.m. The rain date is November 4, 2013. The route will be the same as in the past. The committee recommended approving the parade.

TRICK OR TREAT: The committee recommended setting Trick or Treat for Tuesday, October 29, 2013 from 6:00 p.m. to 8:00 p.m.

SOUTH WESTERN 5K: The Committee received a request dated July 26, 2013 from South Western School District to conduct a 5k run on October 5, 2013. They are requesting to close Bowman Road from 7:30 a.m. to 11:00 a.m. The committee recommended approving the request. Chief Laughlin stated that he would monitor the closure and reopen the road when the event has concluded. The committee recommended that the school be reminded that they will need to contact the fire police for their services as the Township does not control the fire police's activities.

2014 ANIMAL CONTROL OFFICER: Manager Garvick reported that the owner of Hemler's animal control service will be retiring at the end of the year. The Township has received one contract from an individual who is interested in supplying animal control service to the Township. The reviews the Township has received with regards to this person have not been favorable. Staff will continue to review what options are available and make a recommendation at a future date.

SW BAND BOOSTERS: The committee received a request dated August 1, 2013 from the South Western Band Boosters to conduct band competitions on September 28 and October 26. Manager Garvick reported that South Western School District does have liability insurance coverage to cover an incident if it occurs. The band boosters are requesting the fire police for two events and it was recommended to approve the events, but the band boosters will need to contact the fire police directly to secure their services.

HAITI BIBLE MISSION: The committee received a request dated July 30, 2013 from the Haiti Bible Mission to change their previously approved route for a 5k run to Hershey Heights Road. They were denied permission by the Hanover Borough to conduct the event as previously proposed. Due to the lack of road shoulder and the narrowness of Hershey Heights, the committee recommended unfavorably to the proposed route.

Grandview/Blooming Grove: Commissioner Felix stated that the signalized intersection at Grandview and Blooming Grove has become a problem because additional lanes are needed. Manager Garvick reported that the Township had previously approached Representative Tallman who contacted PennDOT but they stated that improvements to the signal were not on their twelve-year transportation improvement plan. It was suggested that Chief Laughlin provide a list of accidents at the location to Manager Garvick to be included in a letter to PennDOT's District Engineer.

COMMUNICATION: Commissioner Felix asked what the contingencies were to communicate among the departments if the Verizon cell towers go down like they did several weeks ago. It was noted that the Township Engineer and Highway Foreman use a portable radio that can communicate with police and fire. The public works vehicles, the wastewater plant and the municipal office all still utilize the lower band township frequency and cannot contact YC911, the police, or fire, except for a few of the older police units that still have the Kenwood radio's capable of monitoring the township frequency. It was suggested that staff investigate this and come with recommendations.

TRAINING: Chief Laughlin reported that two trainings will be held this month between the Township's police department and adjoining police forces for active shooter training.

PUBLIC QUESTIONS FOR THE COMMITTEE: None

The meeting was adjourned at 7:28 p.m.

Respectfully submitted,

Kristina J. Rodgers, Township Secretary

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
SEPTEMBER 3, 2013

The Penn Township Public Safety Committee met on Tuesday, September 3, 2013 at 7:00 PM. Present were Chairman Prieber and Commissioners Klunk, Felix, Heilman and Goldsmith. Also present were Manager Garvick, Police Chief Laughlin, Fire Chief Cromer, Administrative Assistant Rodgers and Township Engineer Bortner. The following items were discussed:

ANNOUNCEMENTS: Commissioner Felix announced an executive session was held following the finance committee meeting on August 28, 2013. He also announced that an executive session will be held following the health & sanitation committee meeting.

APPROVAL OF MINUTES: The minutes of the August 5, 2013 public safety committee meeting were approved as submitted.

CITIZENS COMMENTS: None

COMPUTER AIDED DISPATCH SYSTEM: Fire Chief Cromer announced that York County 911 has purchased a new CAD system for dispatching police and fire personnel. Chief Cromer provided a resource list on how the vehicles would be dispatched based upon the level of the call. First alarm calls and second alarm calls would follow recommended dispatch from the Fire Chief. Any third alarm calls or higher would have York County 911 dispatching by proximity to the call to surrounding fire stations even if it means all the equipment will be depleted from one station. The anticipated implementation date is the end of October.

Prior alarm boxes had to be approved by a municipal official but now York County 911 will be dictating dispatch and will be seeking municipal approval later. York County 911 will not be utilizing the service for EMS. Chief Cromer is concerned the system will not work because it is designed for a countywide fire response system. Chief Cromer stated that he would be sending a letter to York County 911 and the York County Commissioners with regards to his concerns over the deficiencies with the system. He stated that several other fire chief's would be sending letters as well. Police Chief Laughlin stated that the police system was recently updated. Chief Cromer stated that we are still having problems with the radio system installed by York County 911 several years ago. Chief Laughlin stated that the police department is having the same problems with their radios. The police department does not have a car charger for the radios but the fire truck has a gang charger that is used by both the police and fire departments when they are on call. The batteries in the radios are only staying charged for fifteen minutes, which is unacceptable to Chief Cromer.

HANOVER SCHOOL DISTRICT HOMECOMING PARADE: The committee received a request dated August 22, 2013 from the Hanover School District requesting permission to conduct the Hanover homecoming parade on October 4, 2013 on McAllister Street. They want to close the street for about fifteen minutes from 6:00 p.m. to 6:15 p.m. They have

done this for the last several years. The committee recommended approving the request.

HAWK HUSTLE 5K: The committee received a request dated August 20, 2013 from the Hanover Athletic Booster Club to conduct the third annual hawk hustle 5k on Saturday, November 16, 2013. They will follow a slightly different route than as in previous years. The police department will not be providing any personnel for traffic or pedestrian control. The committee recommended approving the request.

Rx TAKE BACK EVENT: Chief Laughlin reported that Giant Foods would be holding a prescription medicine take back event on October 26, 2013. The Township will assist the state police with this event as in prior years. Chief Laughlin reported that we have seen great success with our take back program and it has resulted in a total of 280 pounds of material delivered for disposal.

ROUTE 216 WIDENING: Manager Garvick reported that he had corresponded with PennDOT regarding the widening of 216 at 116 and their response is that it is not on their current list for improvement.

RENTAL INSPECTION: Commissioner Felix stated that the Public Safety Chairman and Vice Chairman should meet with Fire Chief Cromer and Manager Garvick with regards to fire inspections and the policy regarding the timing of the inspections and the payment of the fees.

PUBLIC QUESTIONS FOR THE COMMITTEE: None

The meeting was adjourned at 7:16 p.m.

Respectfully submitted,

Kristina J. Rodgers, Township Secretary

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
OCTOBER 7, 2013

The Penn Township Public Safety Committee met on Monday, October 7, 2013 at 7:00 PM. Present were Chairman Prieber and Commissioners Klunk, Felix, and Heilman. Commissioner Goldsmith was absent with notice. Also present were Manager Garvick, Police Chief Laughlin, Fire Chief Cromer, Administrative Assistant Rodgers and Township Engineer Bortner. The following items were discussed:

ANNOUNCEMENTS: None.

APPROVAL OF MINUTES: The minutes of the September 3, 2013 public safety committee meeting were approved as submitted.

CITIZENS COMMENTS: None

COMPREHENSIVE PLAN UPDATE: Michelle Brummer, Gannett Fleming, presented an update on the Joint Comprehensive Plan. She explained the process Hanover Borough and Penn Township have implemented to address the issues and opportunities for updating the plan. She reviewed the economic issues, downtown, traffic and circulation, the transportation plan, the growth management plan, utilities, the community facilities, and parks and recreation. There will be a public input session early next year. She stated that she will be back after the first of year with a draft plan.

OFFICER OF THE YEAR: Chief Laughlin stated that the police department awards were previously presented but he would like to have the Officer of the Year award presented by the Board of Commissioners. The Committee recommended presenting the award at the November meeting.

SERGEANT INTERVIEWS: Chief Laughlin stated that the oral interview for the sergeant's position will be held October 8, 2013. There is only one applicant that is eligible to proceed with the interview portion of the test. The Civil Service Commission will need to certify the test before the list is posted. The committee recommended appointing the new sergeant at the next Board of Commissioners meeting following the certification of the list.

MICU SERVICE: Chief Cromer stated that the Penn Township Volunteer Emergency Services will be modifying emergency medical coverage for Penn Township and Hanover Borough effective January 1, 2014. Currently, the hospital provides a paramedic which responds on ambulance calls. In return, the Township pays the hospital 50% of the call. Since the service is no longer being shared, all the revenue will stay with the Penn Township Volunteer Emergency Services. This is being done since other parts of the county are losing the paramedic coverage provided by the hospital and are scrambling to find alternatives.

FIRE/EMERGENCY SERVICE COOPERATIVE PARTNERSHIP: Township Manager reported that each commissioner was provided with a fact finding report from DCED with regards to partnering fire services with Hanover Borough. The committee recommended reconvening the steering committee with Hanover Borough to discuss the recommendations. Commissioners Felix and Prieber will continue to represent the Board.

FBI DIRECTIVE: Chief Laughlin reported that any person who accesses the police department without being accompanied by a police officer will need to be fingerprinted. This is required by the FBI for any department that uses CLEAN or JNET. This will include all employees, vendors, and visitors and general public.

2014 BUDGET: Chief Laughlin and Chief Cromer went through the purchases they are requesting in the 2014 budget. It was noted that our insurance broker has notified us that our workmen's compensation insurance is being dropped due to Act 46, the Firemen's Cancer Presumption Act. The broker is exploring other options for the Township. It was also noted that the medical insurance costs along with other insurance costs have not been received but show slight increases in the 2014 budget.

PUBLIC QUESTIONS FOR THE COMMITTEE: None

The meeting was adjourned at 8:00p.m.

Respectfully submitted,

Kristina J. Rodgers, Township Secretary

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
NOVEMBER 4, 2013

The Penn Township Public Safety Committee met on Monday, November 4, 2013 at 7:00 PM. Present were Chairman Prieber and Commissioners Klunk, Felix, Goldsmith and Heilman. Also present were Manager Garvick, Police Chief Laughlin, Fire Chief Cromer and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: Commissioner Prieber read the announcement of the executive session held following the October 21, 2013 Board of Commissioners meeting.

APPROVAL OF MINUTES: The minutes of the October 7, 2013 public safety committee meeting were approved as submitted.

CITIZENS COMMENTS: None

OFFICER OF THE YEAR: Chief Laughlin reminded the committee that the officer of the year award for 2012 is going to be presented at the November Board of Commissioners meeting.

CIVIL SERVICE REGULATIONS: Chief Laughlin requested that the committee consider changes to the civil service regulations regarding the promotion of a patrolman to sergeant. He is requesting that the patrolmen be required to have had five years of Act 120 experience as a patrolman prior to being eligible for promotion to sergeant. The committee will make the recommendation to the civil service board.

FIRE CHIEF AGREEMENT: Manager Garvick reported that the current agreement with Hanover Borough for shared fire chief services would expire at the end of the year. He has prepared a new agreement for another three years with the provision that the agreement will automatically be renewed for another calendar year at expiration unless notice is give by either party 180 days prior to the termination of the agreement. The committee recommended approving the agreement.

SPCA AGREEMENT: Manager Garvick reported that the SPCA agreement has been received and he recommended approving the agreement at the next Board of Commissioners meeting. There are no changes in the agreement with regards to conditions or fees. The committee recommended approving the agreement.

PUBLIC QUESTIONS FOR THE COMMITTEE: None

The meeting was adjourned at 7:20 p.m.

Respectfully submitted,

Kristina J. Rodgers, Township Secretary

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
DECEMBER 2, 2013

The Penn Township Public Safety Committee met on Monday, December 2, 2013 at 7:00 PM. Present were Chairman Prieber and Commissioners Klunk, Felix, Goldsmith and Heilman. Also present were Manager Garvick, Police Lieutenant Hettinger and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: Commissioner Prieber read the announcement of the executive session held following the November 18, 2013 Board of Commissioners meeting.

APPROVAL OF MINUTES: The minutes of the November 4, 2013 public safety committee meeting were approved as submitted.

CITIZENS COMMENTS: None

CIVIL SERVICE REGULATIONS: Lieutenant Hettinger reported on the proposed changes that have been made to the Civil Service Regulations, to include the procedures for hiring police officers through a consortium. The regulations also retain the procedures for hiring officers exclusive from the consortium. The regulations have been amended to specify that a patrolmen needs to have five years of Act 120 certification with the Township prior to being eligible for promotion to Sergeant. The current regulations require the officer to have three years with the Township.

GITTS RUN ROAD: Lieutenant Hettinger reported that a traffic study was conducted for Gitts Run Road, as the speed limit for the Township's portion of the road is posted twenty-five miles per hour while the Heidelberg Township portion is posted thirty-five miles per hour. Lt. Hettinger stated the study reflected that Penn Township's portion of Gitts Run Road between Industrial Drive and Moulstown Road should be increased to thirty-five miles per hour. The Committee recommended making the change and an ordinance would be prepared for adoption.

ANIMAL CONTROL OFFICER: Township Manager Garvick reported that Hemler Animal Control Service would no longer be providing animal control services after December 31, 2013. The Township has interviewed three applicants and feels that Michelle Klugh should be hired as the animal control officer for 2014. She will be purchasing Hemler's Animal Control Service and will work with Mrs. Hemler during the transition. She has been working with the Hemler's Animal Control Service and is familiar with the Township and its call history. The contract provided by Ms. Klugh is the same as was approved in 2013 with Hemler's Animal Control Service. The Committee recommended appointing Michelle Klugh as the animal control officer.

PUBLIC QUESTIONS FOR THE COMMITTEE:

None

The meeting was adjourned at 7:06 p.m.

Respectfully submitted,

Kristina J. Rodgers, Township Secretary