

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
JANUARY 3, 2005

The Penn Township Public Safety Committee met on Monday, January 3, 2005 at 7:00 P.M. at the Penn Township Municipal Building. Present were Chairman Stauffer and Commissioners Rishel, Klunk, Johnson and Felix. Also present were Manager Garvick, Administrative Assistant Rodgers, Police Chief Gilbert and Fire Chief Cromer. The following items were discussed:

ANNOUNCEMENTS: None.

CITIZEN'S COMMENTS: None

FIRE FIGHTER/PUMP OPERATOR INTERVIEWS: The Committee scheduled employment interviews with eight fire fighter pump operator candidates for January 20th and January 25th at 7:00 p.m., four per evening.

UNBIASED POLICING POLICY: Chief Gilbert stated that the York County Police Chiefs Association has prepared a unbiased policing policy to address the concern of racial profiling. It is their feeling that each York County police department should adopt this policy. Chief Gilbert stated that all the provisions in the policy are already incorporated in the Department's general orders. There is going be a formal signing by individual departments in the County next month. Chief Gilbert stated that he plans on signing with the other departments in the County.

BUILDING PROJECT: Chief Gilbert stated that the site manager for the addition/renovation project indicates they will be done this week. Chief Gilbert thinks that it will be the end of next week. The middle wing will have the floor and ceilings installed and should be completed by the end of the week. There are ceiling lights that are not yet installed. They should soon be able to start moving the records from the lower offices so that the Township can better utilize the rooms. The parking lot awning will not be installed until some time in February.

NEW OFFICER: The new patrol officer, Dawn Gartrell, will be sworn in on January 10, 2005 at 4:00 p.m. at District Justice Miner's office.

POLICE MERGER: The Committee was concerned about the ongoing delay by DCED in contacting the Township about the progress of the merger/consolidation study between Penn Township and the Borough of Hanover. The Manager will contact Dean Fernsler at DCED.

HOUSE NUMBERING: The Township is still inspecting and enforcing house numbers.

The meeting adjourned at 7:09 P.M.

Respectfully submitted,

Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
FEBRUARY 7, 2005

The Penn Township Public Safety Committee met on Monday, February 7, 2005 at 7:00 P.M. at the Penn Township Municipal Building. Present were Chairman Stauffer and Commissioners Rishel, Klunk, Johnson and Felix. Also present were Manager Garvick, Administrative Assistant Rodgers, Police Chief Gilbert and Fire Chief Cromer. The following items were discussed:

ANNOUNCEMENTS: None.

CITIZEN'S COMMENTS: None

MEMORIAL DAY PARADE: The Committee received a request dated January 15, 2005 from the Hanover Allied Veterans Council of Hanover to conduct the annual Memorial Day Parade on Monday, May 30, 2005 at 8:30 A.M. The Committee recommended approving the request. Manager Garvick will send a letter to the Veterans Council designating Commissioner Rishel as the Township's representative.

UNMARKED VEHICLES: Chief Gilbert provided the Committee with new state regulations regarding operation of unmarked police vehicles. He stated that the current policies of the department are in compliance with the state regulations. There are three items that impact the use of an unmarked police car: (1) the unmarked is not to be the primary vehicle in a pursuit if a marked vehicle is available, (2) lights and sirens must be used, and (3) the officer must be able to supply some form of valid identification other than his badge and uniform. Chief Gilbert stated that the officers MOPEC certification card is acceptable. The Township is in compliance with the regulations.

MAKE A WISH: The Committee received a request dated January 24, 2005 from Truck Convoy for Wishes for it's 4th Annual Truck Convoy to be held on May 1, 2005. Chief Gilbert stated his department participated in the event last year and may need the help of the fire police to conduct this event. He will speak to the organizers of the event in several weeks to complete all the arrangements. The Police Department will set up tables for crime prevention information and education.

FIRE POLICE: The Committee received a request for the approval of Ricky Fisher as a member of the Penn Township Fire Police. Chief Cromer stated that he is a member of Parkville Fire Company and will need some training before he is able to begin. The criminal background check has been completed.

PENN TOWNSHIP AMBULANCE: Commissioner Klunk stated the Township's ambulance billing is now covered under Medic 46's combined billing.

FIRE REPORT: Commissioner Felix noted the disparity in the number of mutual aid calls received and given by the Township. He felt that this should be looked at since the Township is now paying for twenty four hour coverage five days a week and hopes to have twenty four hour coverage seven days a week by the end of 2005. Commissioner Felix is concerned

because some municipalities do not provide emergency services to their communities. The concern was not with the local municipalities such as Hanover Borough but the outlying municipalities.

VAN: The Township has purchased a new van for recycling and the old one was offered to the fire police. Unfortunately, they are unable to utilize it since it won't fit in their garage. The Township will probably trade the vehicle in unless some other suitable use is found.

POLICE RENOVATION: Police Chief Gilbert stated that most of the renovation and addition have been completed except for the awning, which will arrive at the end of the week. There is some minimal interior work that has to be completed. They have begun moving their equipment and records from the lower level and this should be completed in about three weeks.

ANNOUNCEMENT: An Executive Session will be held immediately following the Finance Committee meeting this evening to discuss police contract negotiations.

The meeting adjourned at 7:11 P.M.

Respectfully submitted,

Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
MARCH 7, 2005

The Penn Township Public Safety Committee met on Monday, February 7, 2005 at 7:00 P.M. at the Penn Township Municipal Building. Present were Chairman Stauffer and Commissioners Klunk, Johnson and Felix. Commissioner Rishel was absent with notice. Also present were Manager Garvick, Administrative Assistant Rodgers, Police Chief Gilbert and Fire Chief Cromer. The following items were discussed:

ANNOUNCEMENTS: None.

CITIZEN'S COMMENTS: None

SERGEANT ELIGIBILITY LIST: Chief Gilbert reported that the sergeant's eligibility written test was conducted on Saturday and the tests have been mailed to McCann Assoc. It usually takes about two weeks for the results to be returned and then three York County Police Chiefs will conduct the oral interviews here at the Township. It will be about six weeks before a list is compiled.

NATIONAL GYMNASTICS MEET: Chief Gilbert reported that the National Gymnastics meet will be held in Hanover during June of 2006. Hanover hosted a similar event in 1998. There will be about 1400 boys and girls involved in the event. About 200 of the participants will test at the YMCA in the Borough. The remainder will test at South Western High School. Chief Gilbert stated that he recalls there was a lot of time put in by the fire police in 1998 and the police had a large amount of overtime as well. The Chief has not been contacted by anyone about the event but it has been featured in the local papers. In addition, Chief Gilbert feels that any police time put in on the South Western School District campus should be billed to the school district for like we do for other events. The Township's expenses will be incurred with all the extra patrols and the increased traffic. He recalls one event that drew about 4,000 spectators.

POLICE BUILDING UPDATE: Chief Gilbert stated that his building is essentially completed except for some small projects such as the awning and some electrical work. The Open House is scheduled for April 2, 2005. The officers will be rescheduled to have them available at the station for the open house. If they cannot be rescheduled than they will be asked to volunteer their time that day. Officers will be available to answer questions, give tours, and provide child seat inspections. There will be some snacks provided but he does not expect any major expense.

RECYCLING TRUCK: Chief Gilbert stated that the recycling department is in the process of purchasing a new truck and the old truck is a 1998 Ford F150 with 43,000 miles. Chief Gilbert stated that the yearly expense would be about \$1000 for maintenance and insurance. He stated the department already uses the vehicle for certain police activities and would continue to have some use for the truck but not enough to justify the cost of the vehicle. Chief Cromer stated that he could use the

vehicle for his people to conduct fire inspections because it is easier to utilize than a fire truck. If the Township were to sell or trade the truck the money received or the trade in value would have to be returned to the State because it was bought utilizing a recycling grant. Chief Gilbert stated that he would be willing to house the vehicle and share it with the fire department. Commissioner Stauffer stated that even though the new truck is in the recycling budget the Commissioners have not decided if the truck would even be purchased. Chief Gilbert wanted it on the record that they were interested in the vehicle if they Township choose to discontinue using it for recycling purposes.

FIRE FIGHTER: Chief Cromer stated that two of the new firefighters, Kenneth Kuhn and Charles Schriver, started today and will begin attending the fire academy at HACC tomorrow. They spent the first day getting familiar with the stations and procedures. The other two new hires, Mike Bankert and Joe Milliken, will begin on April 11, 2005. They do not have to attend the Academy.

FIRE FIGHTER CIVIL SERVICE LIST: Chief Cromer stated the current fire fighter civil service list will expire in June and the Civil Service Commission wants to know if the Board wants to extend the current list. The Committee recommended extending the list.

HANOVER BOROUGH: The Committee asked for clarification on the action taken by the Borough of Hanover on the first alarm mutual aid that they agreed to provide to the Township at their last meeting. Chief Cromer stated that they wanted to be on record that they would provide first alarm mutual aid to Penn Township at no cost. The Township has always provided first alarm mutual aid to surrounding areas at no cost.

INDUSTRIAL DRIVE: There was some concern about parking on Industrial Drive. Police Chief Gilbert stated that they respond when they are called but have not gone out of their way to provide extra patrols. It is believed that the parking is the result of construction that is taking place.

HOUSE NUMBERING SYSTEM: The first full inspection of the house numbers within the Township has been completed and there are about six residents that the Township will still need to file charges against for ignoring notices to post numbers properly. The Police Department will continue advise the administration department if it spots houses that are not in compliance.

The meeting adjourned at 7:20 P.M.

Respectfully submitted,

Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
APRIL 4, 2005

The Penn Township Public Safety Committee met on Monday, April 4, 2005 at 7:00 P.M. at the Penn Township Municipal Building. Present were Chairman Stauffer and Commissioners Klunk, Johnson, Rishel and Felix. Also present were Administrative Assistant Rodgers, Police Chief Gilbert and Fire Chief Cromer. The following items were discussed:

ANNOUNCEMENTS: Chairman Stauffer read the announcement of the executive session held following the Board of Commissioners meeting on March 21, 2005.

CITIZEN'S COMMENTS: NONE

BURKENTINE & SONS EXONERATION REQUEST: Scott Barnhart, Burkentine & Sons, 330 Dubs Church Road, Hanover, PA represented a request dated March 28, 2005 for a waiver of the warranty period of one year for streetlights prior to the dedication of the street to be waived so that the streets can be dedicated to the Township this year. He stated that Fire Chief Cromer has inspected the lights. Mr. Barnhart stated that Burkentine and Sons would be willing to absorb the costs associated with the lights during the first year but would want the responsibility of the street to belong to the Township. Mr. Barnhart stated that they do not want to have to wait a year for the installation of the streets and dedication to the Township. After some discussion and review of the street light ordinance, the Committee would like Mr. Barnhart to return to the Public Works meeting to discuss this proposal with the Township Engineer and Township Manager.

SERGEANT ELIGIBILITY LIST: Police Chief Gilbert reported that there were two individuals that passed the sergeant's written test. The five officers that failed the test are appealing the results of the test through the Civil Service Commission. The appeal will not affect the oral portion of the examination that is scheduled for next Tuesday by three individuals from outside of the Township and the scores will be forwarded to the Civil Service Commission. The Civil Service Board will then prepare a Sergeant's list for the Commissioners.

FIREFIGHTER: Fire Chief Cromer would like the permanent appoint of William Miller as a firefighter. Chief Cromer stated he is doing a good job, completed all his requirements, and his probation period ended of March 20, 2005. The Committee recommended the permanent appointment.

5K WALK/RUN: The Committee received a request dated April 1, 2005 from Erik Wittmer requesting the use of Penn Township Police Officers to create roadblocks along a 5K-walk/run route that will be held on April 30, 2005 around the Park Hills Elementary School. Chairman Stauffer stated that he is concerned because we do not have enough policemen and/or fire police to cover this type of event in a residential district. Police Chief Gilbert stated that he has not driven the course but looking at the description all but two of the

twelve intersections are within Penn Township. There is no way that we would have enough fire police to control all the intersections. Chief Gilbert stated that the Township does not have the power to tell them they cannot conduct the race because joggers use that route all the time. The problem is with providing ambulance coverage and traffic control. There is no way the department can provide the services they are requesting and he suggests that the Board state that Penn Township will not be responsible for providing you with traffic control, barricades, and fire police. They could have the individual contact Dale Crabbs, the Fire Police Captain, and see if he would be willing to have the fire police cover an intersection. Police Chief Gilbert stated that most of these letters are courtesy letters letting us know that the race/walk is going to be conducted but the Township cannot say they race cannot be held. The problem arises when they ask the Township to provide services for the events. There was concern because this is the initial event so there is no indication of how many individuals will be participating in the walk. Chief Gilbert stated that if the participants are crossing at the crosswalks they have the right of way and are within the law and can cause the intersection to be blocked and there is nothing that can be done. Chief Gilbert stated that the problem is that they are requesting traffic control and to block certain streets. There will be routine patrol through the race route. Commissioner Stauffer stated there should also probably be ambulance coverage which they would have to pay for like the showcase of bands does. The Committee recommended a letter be sent to Mr. Wittmer that the Township is not sanctioning the event that traffic control will be their responsibility. They will have to contact the fire police or find other qualified people to help control the intersections. He stated that the letter should also include that they must obey the rules of the road. Chief Gilbert will write the letter to Mr. Wittmer.

YORK COUNTY EMERGENCY SERVICES: Commissioner Stauffer stated that they have received a copy of a letter sent to the Hanover Borough from the York County Department of Emergency Services regarding the update of the D.E.S. project. Manager Garvick is concerned because the Township did not receive a letter directly from the County but received it second hand from the Borough. The Committee recommended that a letter be sent to York County informing them that Penn Township is located in the County and expressing concern because we did not receive an update about the project.

FIREFIGHTER BOYCE: Fire Chief Cromer reported that several weeks ago in the Borough of Carlisle a rescue was made in which two lives were saved but one live was lost. One of the rescuers in the event was the volunteer Chief of the Borough, Matthew Boyce, who is also a career firefighter for the Township. Mr. Boyce will be receiving the Medal of Honor from Carlisle Borough on April 14, 2005.

JOINT CIVIL SERVICE TEST: Commissioner Klunk stated that on March 14 several municipalities advertised a joint Civil Service exam for the police officers. Administrative Assistant Rodgers noted that Manchester and Springettsbury also conducted a joint fire civil service list but there is a slight problem in that Manchester has a residency requirement for the firefighters and Springettsbury does not. Commissioner Klunk stated that it may be something to consider in the future. Commissioner Stauffer stated he would not be in favor of this because of having to deal with Borough Code and the First Class Township Code.

CODE BOOKS: Administrative Assistant Rodgers stated that she has the updates for the codes and if they brought their books in she would update their codebooks.

TRAFFIC SIGNAL LIGHTS: Commissioner Johnson questioned if there are any other traffic signals that could fail similar to the situation that we had at Wirt and Baltimore several weeks ago. Police Chief Gilbert stated that the only other one he was concerned about was at 216 and Grandview but that was taken out by lighting about a year ago so it was replaced. He feels the lights are in good shape.

RESOLUTION 60: Commissioner Stauffer stated that Committee received a packet of information from Fire Chief Cromer about Resolution Number 60 to review. The Committee felt some of things it was trying to accomplish were a good idea so a letter should be sent to Representative Nichol and Senator Waugh supporting the resolution.

OPEN HOUSE: Commissioner Stauffer thanked Chief Gilbert for the fine open house that he had on Saturday for the new police facility and he appreciated the Chief's hard work. He stated that it was well organized and that we even received a thank you note from a citizen.

The meeting adjourned at 7:33 P.M.

Respectfully submitted,

Kristina Rodgers, Administrative Assistant

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
MAY 2, 2005

The Penn Township Public Safety Committee met on Monday, May 2, 2005 at 7:00 P.M. at the Penn Township Municipal Building. Present were Chairman Stauffer and Commissioners Klunk, Johnson and Felix. Commissioner Rishel was absent with notice. Also present were Manager Garvick, Administrative Assistant Rodgers, Police Chief Gilbert and Fire Chief Cromer. The following items were discussed:

ANNOUNCEMENTS: Chairman Stauffer read the announcement of the executive session held following the Board of Commissioners meeting on April 18, 2005.

CITIZEN'S COMMENTS: None

YORK COUNTY RADIO SYSTEM: Chief Cromer stated that he and Chief Gilbert attended a meeting regarding the status of the York County D.E.S. project. The YC Commissioners have yet to decide between two vendors both of which provided presentations on their product. The County is projecting to have the equipment purchased by the first quarter of 2007 and will be expecting payment from the municipalities by the following quarter. A lending rate of 4% over three years will be imposed on those municipalities that choose to finance the project through the County. Chief Cromer stated he is still concerned about the digital pagers they are proposing because the County has not provided a demonstration of the equipment. Jan is still of the opinion that voice paging would be much better. Chief Cromer is expecting that within the next eight months the Township will have to decide how many radios it intends to purchase. There was some discussion about Adams County, who is also in the process of upgrading their system and will probably be completed before York County. At this time, YC will provide frequencies for all municipal services including police, fire, fire police, and administration services. The Committee suggested that all the departments get together and discuss what the Township needs to update to adapt to the County system.

INTERN 2005: Police Chief Gilbert stated that he has one applicant, Brent Hockensmith, interested in the police intern position for this summer. The department did not have an intern last year. Mr. Hockensmith is a senior at York College and lives in the Hanover area. Chief Gilbert has contacted the college and processed all the appropriate background checks for the applicant. He stated that they get some work out of the interns and while they are here they evaluate the department as a whole as an outsider as well as evaluating the college program. The Committee recommended continuing the program and offering this student an unpaid internship.

SERGEANT ELIGIBILITY LIST: The sergeant eligibility list has been finalized and contains the names of two individuals. The Committee set up the interviews for Monday, May 9, 2005 at 7:00 p.m.

ORDINANCE NO. #629: The Committee recommended adopting Ordinance No. #629 which will set the speed limits as posted on the state roads by PENNDOT within Penn Township.

PENSION BOARD: Commissioner Stauffer reported that the police pension board meeting was held last week and the meeting went well. R. J. Hall reported that the 2005 state aid is below the amount needed for the minimum municipal obligation for both the uniformed and non-uniformed plans. The police plan in 2004 experienced a 10% return.

BATTLE OF HANOVER REENACTMENT: Chief Gilbert noted that this weekend there will be students from the Hanover Middle School conducting a Civil War camp and reenactment. This will require the department to do several extra patrols around the area.

The meeting adjourned at 7:26 P.M.

Respectfully submitted,

Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
JUNE 6, 2005

The Penn Township Public Safety Committee met on Monday, June 6, 2005 at 7:00 P.M. at the Penn Township Municipal Building. Present were Chairman Stauffer and Commissioners Klunk, Johnson, Rishel and Felix. Also present were Manager Garvick, Administrative Assistant Rodgers, Police Chief Gilbert and Fire Chief Cromer. The following items were discussed:

ANNOUNCEMENTS: Chairman Stauffer read the announcement of the executive session held following the Board of Commissioners meeting on May 16, 2005.

CITIZEN'S COMMENTS: None

POLICE CARS: Chief Gilbert reported that he has received two of the three new police cars and the third one should arrive by the end of the week. They are preparing the cars for street use and hope they will be in service within the next couple of weeks. There was some discussion about the quality of the paint job. Chief Gilbert reported that the surface of the plastic portions of the vehicle will be prepared differently than they have been before, which should result in a better appearance.

UNDERAGE DRINKING ORDINANCE: Chief Gilbert suggested that the Township might want to consider an underage drinking ordinance. He stated that the officer currently can charge under the PA State Crimes Code Section 6308 but that does not provide the officer with adequate options to charge individuals who may simply be at the wrong place at the wrong time. A conviction of possession of alcohol requires suspension of the individual's driver's license. Chief Gilbert stated that, in some instances, an officer's discretion regarding charges is too subjective when it comes to issuing citations for underage drinking. The officers are currently utilizing disorderly conduct for underage possession but the courts have begun throwing out those charges. There are several other municipalities that have underage drinking ordinances, and this may give the officers more options on charging violators. Chief Gilbert will provide the Committee with sample ordinances at the next meeting.

SAFER GRANT: Chief Cromer stated that he may be able to get a grant for the hiring of an additional firefighter. The first four years of the grant provide a progressively declining percentage of funding and the fifth year requires full payment by the Township. He stated that an additional firefighter would help with offsetting the increased overtime required for vacations and personnel days. The Committee recommended applying for the grant and, depending on the outcome, the Committee will consider hiring an additional firefighter for 2006. Grant application deadline is June 28, 2005.

FIRE FIGHTERS: Chief Cromer reported that Ken Kuhn and Charles Shriver, the first cadets from Penn Township, graduated from the HACC Fire Academy on May 27, 2005. Charles Shriver received an award for tops in physical training. Randy Angel and Kevin Adams have also completed their probationary periods.

NOISE ORDINANCE: Commissioner Johnson discussed the possibility of a noise ordinance in the Township. It was noted that a noise (or nuisance) ordinance is very complicated to enforce. The Township has looked into one several times over the years and each time has abandoned the idea.

SEAT BELT WAVE: Chief Gilbert reported that the seat belt enforcement wave was just about completed. The effort resulted in the following: seat belt citations –77, speeding violations – 164, other moving violations – 9, driving w/o valid license –2, non-moving violations –27, and warrant service – 2.

MAKE A WISH: Commissioner Rishel commented that he hoped that the bad publicity that the Make-A-Wish truck convoy is receiving would not affect next year's event. Chief Gilbert stated that he was aware there were some individuals that were not happy with the impediment to the traffic but most seemed fine with it. He is not aware of any conflict with next year's event.

POLICE INTERN: Chief Gilbert introduced Brent Hockensmith, who is the police department's summer intern.

JULY COMMITTEE MEETING: It was the consensus of the committee that the Public Safety Committee meeting in July will be held on Tuesday, July 5th at 7:00 PM.

The meeting adjourned at 7:19 P.M.

Respectfully submitted,

Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
JULY 5, 2005

The Penn Township Public Safety Committee met on Tuesday, July 5, 2005 at 7:00 P.M. at the Penn Township Municipal Building. Present were Chairman Stauffer and Commissioners Klunk, Johnson, Rishel and Felix. Also present were Manager Garvick, Administrative Assistant Rodgers, Police Lieutenant Rhodes, Fire Chief Cromer and Highway Foreman Mahan. The following items were discussed:

ANNOUNCEMENTS: Chairman Stauffer read the announcement of the executive session held following the Board of Commissioners meeting on June 20, 2005.

CITIZEN'S COMMENTS: None

CAVALCADE OF BANDS: The Committee received a request dated June 13, 2005 from the South Western Band Boosters requesting the use of barricades and fire police for the Cavalcade of Bands on Saturday, October 29, 2005. The Band Boosters make a donation to the fire police for the time they provide to this event. The Committee approved the request and the coordination of the fire police will be conducted through Fire Chief Cromer.

LOCUST STREET: Lieutenant Rhodes stated that a request was received to make Locust Street "no truck traffic" from York Street to the Hanover Borough Line. A traffic study was completed and the study showed that the road should be posted the same as Hanover Borough. This will help eliminate some of the current traffic problems with trucks not being able to exit Locust Street once they have turned from York Street. The Committee recommended preparing an ordinance to adopt the study and amend the Township Code.

LIQUOR LAW ORDINANCE: Lieutenant Rhodes stated that the department is still working on researching an ordinance that deals with underage drinking. Most of the sample ordinances that they obtained, however, are for public drunkenness. It was noted that York City has a liquor ordinance that deals with college students and alcohol consumption.

PLEASANT HILL CARNIVAL: The Committee received a request from West Manheim Township for the use of our fire police for Pleasant Hill's Carnival the week of July 25 thru July 30, 2005. The Committee recommended that the Fire Chief handle these requests unless there is an unusual situation that requires Board intervention.

CIVIL SERVICE RULES AND REGULATIONS: Manager Garvick stated that the revised Civil Service Rules and Regulations have been reviewed by the Civil Service Commission and they have noted their concerns or changes in a memo dated June 14, 2005. These changes include a new set of regulations for the firefighters plus some minor changes in the regulations for police officers. The Committee would like to review the amendments before making a recommendation for adoption.

The meeting adjourned at 7:11 P.M.

Respectfully submitted,

Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
AUGUST 1, 2005

The Penn Township Public Safety Committee met on Monday, August 1, 2005 at 7:00 P.M. at the Penn Township Municipal Building. Present were Chairman Stauffer and Commissioners Klunk, Johnson, Rishel and Felix. Also present were Manager Garvick, Police Chief Gilbert, and Fire Chief Cromer. The following items were discussed:

ANNOUNCEMENTS: Chairman Stauffer read the announcement of the executive session held following the Board of Commissioners meeting on July 18, 2005. There will be an executive session following the meetings this evening to discuss a personnel issue.

CITIZEN'S COMMENTS: None

CROP WALK: The Committee received a request dated July 15, 2005 from the Hanover Council of Churches requesting approval to conduct their annual CROP Walk on Sunday, October 16, 2005 from 1:00 p.m. to 5:00 p.m. The Committee recommended approving this request.

HEMLER ANIMAL CONTROL AGREEMENT: The Committee received the 2006 contract renewal for dog law enforcement and animal control from Hemler/ACS Animal Control Service. Chief Gilbert stated that he is very satisfied with the service that he receives from Hemler and that the fees are reasonable for the services provided. There are minimal increases in the fees associated with the services for 2006. The Committee recommended approving the agreement.

PENN TOWNSHIP CIVIL SERVICE REGULATIONS: Manager Garvick stated that the proposed Fire Civil Service Rules and Regulations and changes to the Police Civil Service Rules and Regulations were provided to the Commissioners and the Civil Service Board. There were no regulations previously for the firefighters. There are a few differences in the two regulations based upon qualifications and requirements for testing and the rank of the positions in the two departments. There is the rank of Captain included in the Fire Regulations for future expansion of the department. Chief Cromer explained the difference between the ranks of the Fire Departments and explained who falls under the rules of the Civil Service. The Committee recommended approving the regulations.

FIRE COVERAGE: Fire Chief Cromer reported that starting today the department has gone to twenty four hours/seven days per week coverage at each of the fire stations.

OUTSTANDING YOUNG PERSON: Commissioner Klunk stated that on Saturday, August 6, 2005 Kevin Adams would be receiving the Outstanding Young Persons award at the Yorktown Hotel from the Jaycees.

SEPTEMBER MEETING: Because of the Labor Day holiday, the September Public Safety and Finance committee meetings will be held on Tuesday, September 6 followed by the Public Works committee meeting.

WENDY SIMMONS: The Committee received a letter dated July 15, 2005 from Wendy Simmons regarding a sight problem at the intersection of Maple Lane onto Clover Lane. Chief Gilbert stated that he has contacted Engineer Bortner and believed the problem with the trees and shrubs is within the right of way but the homeowner has been contacted. The homeowner stated they will take care of the problem but if nothing is done then the Township will have to take action.

The meeting adjourned at 7:17 p.m.

Respectfully submitted,

Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
SEPTEMBER 6, 2005

The Penn Township Public Safety Committee met on Tuesday, September 6, 2005 at 7:00 P.M. at the Penn Township Municipal Building. Present were Chairman Stauffer and Commissioners Klunk, Johnson, Rishel and Felix. Also present were Manager Garvick, Police Chief Gilbert, Fire Chief Cromer, Administrative Assistant Rodgers, Engineer Bortner, and Highway Forman Mahan. The following items were discussed:

ANNOUNCEMENTS: Chairman Stauffer read the announcement of the executive session held following the Board of Commissioners meeting on August 15, 2005. He also announced that there will be an executive session following this evening's meetings to discuss personnel issues.

CITIZEN'S COMMENTS: The committee was addressed by a contingent of residents from Little Knoll Estates that came to express their concern because the storm water ponds located in the development have not been maintained for the past three years. Those residents expressing concerns about snakes, mice, and groundhogs were Dan Goldsmith, 51 Little Knoll; Joan Mullen, 17 South Vail Drive; Tim Scott, 11 South Vail Drive; and Jim Wetzel, 5 South Vail Drive. The group provided pictures of the current condition of the storm water facility. It was indicated that the area is becoming a woodland area rather than a retention pond. They would like someone to maintain the property and bring it back up to code. Commissioner Klunk explained that there is an active lawsuit affecting the ponds and Joseph A. Myers is still the owner of record of the property. The Township cannot do anything with the property until such time as the lawsuit is settled and the Township takes ownership of the property. The residents stated that they would continue to contact Mr. Myers about the situation.

JULIE ABELL REQUEST: The Committee received a letter dated August 15, 2005 from Julie Abell requesting the use of public roads, sidewalks, and community parks in Penn Township to conduct outdoor fitness classes. Chief Gilbert stated that, from a public safety perspective, she is not breaking any laws so long as she does not interfere with vehicle traffic and pedestrians. Chief Gilbert was concerned about her operating in the park since she will be conducting a business and charging individuals. If the Board does not act on the request then she may assume that they are approving the use. The Committee recommended that the Manager notify her that she will not be allowed to operate her business on Township property.

SOUTH WESTERN SCHOOL DISTRICT: The Committee received a request dated August 30, 2005 from South Western School District regarding a change in the time schedules for the flashing school zone signs. The Committee recommended approving the changes on the Township roads and Chief Gilbert will contact PENNDOT about the change for those on state roads.

OPERATION NIGHT LIGHT: Chief Gilbert stated that he would like to participate in Operation Night Light which allows probation and parole officer to accompany a police officer within a municipality for the purpose of apprehending their clients if they are engaged in a parole violation, such as being in a bar. The probation/parole officers can perform functions that are

not regularly performed by police officers such as nabbing parole violators. The program has been functioning well in York City. There is a grant available that will reimburse overtime expended up to seventy five percent. The Committee recommended approving the Township's participation.

TRICK OR TREAT NIGHT: The Committee set Trick or Treat night for Tuesday, October 25, 2005 from 6:00 pm to 8:00 pm.

SWEET PEA LANE: The Committee received a request dated September 1, 2005 from Homewood Retirement Centers for a street name change on their approved plan. They are requesting that Honeysuckle Lane be changed to Sweet Pea Lane effective immediately. This change was due to a request from the United States Postal Service. The Committee has no problem with the change.

INDUSTRIAL PARK: The Committee received a request dated July 6, 2005 from Warren Debnam of Green Glen Produce requesting business identification signs at both ends of Barnhart Drive. Chief Gilbert stated that Barnhart Drive and Industrial Drive are properly marked and that Mr. Debnam is looking for signs listing the businesses, similar to the sign at the intersection of Wilson Avenue and Route 116. Manager Garvick stated that he spoke with the Hanover director of the York County Economic Development Corporation to see if they would be willing to help pay for such a sign, but it appears that are not. It was suggested that the businesses within the park might want to get together and construct and install their own sign.

HEMLER (GRANGER STREET): The Committee received a request dated June 9, 2005 from Robert Hemler for a waiver of the residential street lighting requirements and a waiver of the sidewalk requirement along Hammond Avenue for his new house under construction at 124 West Granger Street. The Committee recommended denying the lamppost waiver and will further review the sidewalk request. The Public Works committee will look at whether or nor sidewalks should be required for all the properties along Hammond Avenue south of West Granger.

HOLLAND PROPERTIES: The Committee received a request date August 10, 2005 from Holland Properties requesting a waiver of fire lane requirements along the front of the new Issac's Restaurant. Chief Cromer had no problem with this and the Committee recommended approval.

CONDEMNATION PROCEEDINGS: Commissioner Rishel was concerned about how the Township would proceed with condemning buildings similar to what happened during the tornado. Manager Garvick stated that the Township's building inspector would be responsible for condemning a home or building under the new Uniform Construction Code.

The meeting adjourned at 7:31 p.m.

Respectfully submitted,
Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
OCTOBER 4, 2005

The Penn Township Public Safety Committee met on Monday, October 4, 2005 at 7:00 P.M. at the Penn Township Municipal Building. Present were Chairman Stauffer and Commissioners Klunk, Johnson, Rishel and Felix. Also present were Manager Garvick, Police Chief Gilbert, Fire Chief Cromer, and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: Chairman Stauffer read the announcement of the executive session held following the Board of Commissioners meeting on September 19, 2005. In addition, the Board of Commissioners meet with the Penn Township Patrolmen's Association in executive session on Wednesday, September 21, 2005 at 7:00 p.m. for the purpose of conducting a step three hearing regarding a grievance filed by PTPA on September 7, 2005. There will also be an executive session following the Finance Committee meeting this evening to discuss a police personnel issue.

CITIZEN'S COMMENTS: None

SUSQUEHANNA STRAY ANIMAL SHELTER AGREEMENT: The Committee received the 2006 service agreement from Susquehanna Stray Animal Shelter. This organization was previously known as the Animal Control and Rescue League and will continue to provide the same services they have in the past. They are requesting \$800 annually from the Township. Chief Gilbert reported that we have been using their shelter for years and they are very good. The cost is the same as last year. The Committee recommended approving the agreement.

FINCH SERVICES: The Committee received a request dated September 1, 2005 from Finch Services to place a "no parking" in front of the former W. L. Sterner store because allowing parking is creating a safety hazard. Chief Gilbert stated that Finch Services has purchased W. L. Sterner and the police have previously tried to get Sterner's to make it "no parking" but they opposed it because they felt it made it easier for their customers. Chief Gilbert stated that Finch's had approached him and would like the no parking to be extended an additional seventy-five feet from Westminster Ave. to cover the area in front of the store. Chief Gilbert stated an accident analysis was completed several days ago and the "no parking" is justified and he recommends the change. The Committee also recommended favorably.

PROBATIONARY PATROLMAN ELIGIBILITY LIST: Chief Gilbert stated that the current probationary patrolman eligibility list expired in August and so there is now no list. Hanover Borough is also in the process of preparing a list. When the Township prepared their list about a year ago there was very little response. The Borough experienced a worst response than we had. They are down to five or six individuals and have not yet conducted oral interviews or background checks. The Borough spent over \$3,000 in advertising. Chief Gilbert stated that we need to start a new list and he wanted the Board's

input on preparing a joint list with the Borough. This would have to be agreed upon by both municipalities and would allow a split in the advertising costs but would also present several problems, including who would have the first pick. Penn's Civil Service Commission has no problems legally with a joint list. The Committee recommended staying with compiling our own list at this time but future consideration would be given to a combined list after the results of this list are reviewed. The biggest problem, according to Chief Gilbert, is the regional departments picking the officers right out of the academy.

SOUTH HILLS GOLF CLUB: Chief Gilbert reported that he was approached by Township Engineer Bortner who was approached by someone at the South Hills Golf Course that they would like to put a golf cart crossing on Westminster Road near Little Bridge Road. There used to be a crossing at this location but the signs and road markings have since disappeared. Chief Gilbert reported that he could not find any record that the Board approved a crossing. He contacted South Hills and they confirmed that they wanted one. Chief Gilbert contacted Donald Bupp, York County Traffic Engineer, who stated that a traffic study had to be completed for the markings. The golf course will be responsible for the cost of the study and the installation of the signs and markings. PENNDOT has no involvement with the signage. The Committee recommended that South Hills be contacted for a formal request and then the information will be passed on to South Hills about the costs associated with the request.

E.M.S. STRIKE FORCE TEAM: Chief Cromer received a request from the Penn Township Ambulance Club to join the Regional Task Force Group. This group provides response to other areas of Pennsylvania should the need arise. Chief Cromer stated that there is a lot of money available from FEMA for strike force teams because they are encouraging the establishment of them. This particular region is comprised of York, Dauphin, Perry and Lancaster counties. This would be one team and there are four or five others within the State. PEMA pays the expenses if the organizations are called. The Township would be responsible for the insurance coverage for its employees who participate. There was concern that there was no letter attached from the ambulance club stating they could handle this type of commitment. There was also some concern about how far the group will be required to travel, especially beyond Pennsylvania. There was concern about who will make the final decision if the ambulance crew is able to respond if they are alerted. Chief Cromer stated there are state teams that will be used to go out of the state. Mostly the regional teams do not leave the state. Some of the Committee felt this was a good thing because at some future time the Township may need these services. There are five ems services considering joining the force. The Task Force is requesting help from those companies that have more than one ambulance. The Committee recommended studying the situation further and contacting PEMA and our insurance broker about the costs and the risks.

PA URBAN SEARCH & RESCUE TASK FORCE: Chief Cromer received a request from Fireman Randy Angel to respond with the Pennsylvania Urban Search and Rescue Task Force. According to Chief Cromer, PEMA pays the wages for the responder and reimburses for the backfilled position, including overtime. Workman's Compensation premiums for the responder will be reimbursed as long as the responder is deployed within

the boundaries of PA. The call up is for between seven and fourteen days. Chief Cromer will have to research the answers to several questions and concerns brought up by the Committee. There was concern about whether the Chief would be able to cover with personnel if someone was gone on an assignment. The Committee recommended that Chief Cromer look into this matter farther.

CARDINAL DRIVE: The Township received a request dated September 8, 2005 from Bill and Jane Biss for consideration to be given to prohibiting engine retarders within the Township. Chief Gilbert stated that this type of ordinance is difficult to enforce. It was noted that this is the only complaint that we have received about the noise. Chief Gilbert stated that if an officer observes a truck using the "jake" brake he could testify as an expert witness. A resident would not make as good a witness and the citation would probably be dismissed. The Committee recommended not doing anything at this time. The request also asked for something to be done about the noise from the mechanical sweeper used to clean the parking lot at the Grandview Plaza on Sunday mornings. Manger Garvick will contact Roger Holland about this issue.

PENN MEADOWS: The Committee received a traffic study report from York County Traffic Engineer Donald Bubb regarding traffic movement and the installation of stop bars on S. Center St. in the Penn Meadows development. Mr. Burkentine will be responsible for any modifications to the road because the Township will not be accepting the development streets this year.

DARE FUNDING: The Township will be continuing with the D.A.R. E. program at the South Western School District. Manheim Township has been overpaying for several years so they will not be contributing in the upcoming year.

The meeting adjourned at 7:49 p.m.

Respectfully submitted,

Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
NOVEMBER 7, 2005

The Penn Township Public Safety Committee met on Monday, November 7, 2005 at 7:00 P.M. at the Penn Township Municipal Building. Present were Chairman Stauffer and Commissioners Klunk, Rishel and Felix. Commissioner Johnson was absent with notice. Also present were Manager Garvick, Police Chief Gilbert, Fire Chief Cromer, and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: None

CITIZEN'S COMMENTS: None

ELIGIBILITY LIST PROBATIONARY PATROLMAN: Chief Gilbert requested that a probationary patrolman list be compiled in January so that the successful applicants are ready for the academy in July. He feels that there will probably be no Act 120 certified applicants on this list. He stated that he will probably need to hire two patrolmen but the Township will be reimbursed by the State for their academy wages.

PREPAREDNESS EXERCISE: Chief Cromer stated that there were 130 participants in the emergency preparedness exercise that was held on November 5, 2005. Also involved in the exercise were volunteers and personnel from Hanover Hospital and the Borough of Hanover. The drill ran from 8:00 AM till noon. Following the exercise the participants went to Friendship Fire Company to critique the incident. Chief Cromer stated that the exercise exposed several deficiencies, but that was the purpose of the incident. One of the issues was that the police department was not made aware of the terrorist incident on the school bus so no one responded to it. Chief Cromer was also concerned because the 911 Center chose not to dispatch the calls during the drill because they stated they did not have enough personnel. Instead they brought over a mobile communications van that was stationed at the Wellness Center. Chief Cromer stated there were problems because the responders could not hear each other and stated that he could have used his vehicle because it has the same communication equipment. It was suggested that Chief Cromer contact Hanover Borough and Hanover Hospital about how they felt about the lack of participation by the YC911 and then inform Manager Garvick so that a letter can be sent to the YC Commissioners. The event was sponsored by Hanover Hospital who received a grant for the project and will reimburse the Township for costs associated with participation.

RADIOS AND REPEATERS: Chief Cromer reported that Hanover Borough and Penn Township, along with Hanover Hospital, have been working on a project to improve the radio transmissions to YC911. Hanover Hospital agreed to install a repeater on top of their building in the maintenance room which now allows our emergency responders to communicate with YC911 anywhere in the Township. Chief Cromer stated that new radios were purchased and maybe only one or two more may be needed. Chief Cromer asked that a letter be sent to Joe Bellino at Hanover Hospital thanking them for their support.

2006 BUDGET: The Committee reviewed the 2006 proposed police and fire budgets. There were questions about the number of police clerks (two full time and one part time), the purchase of two light bars for the police cruisers, and the two proposed new officers and overtime for patrolmen and sergeants. Chief Gilbert reported that the light bar he is going to replace is eleven years old and was purchased when they bought the cars from Warnock. The projected overtime for the police department this year will be \$38,000. The new officer's wages are included for July through the end of 2006. There was some concern about the amount of funds in the labor issues category because of the two pending arbitration hearings. It was noted that they would not come out of this account. It is projected that a multi year contract will be a result of the current arbitration process. There was a question about a security bench. Chief Gilbert stated that they are using the old one but the problem is that it is too close to the wall and some of the prisoners beat their heads on the walls. The Committee made no cuts to the budget at this time. The Committee then reviewed the fire budget. Chief Cromer reported that it includes one additional fireman because the Township did not receive a Safer grant from the Federal Government. The department will consist of eleven firefighters and the chief. He is requesting a new light bar for his vehicle because the used one he has was donated by the police department and he has repaired it twice this year. The budget also includes the purchase of SCBA units that will be funded partially by a grant with the Emergency Services Board paying the rest. The grant also contains funds for physicals and cardiovascular equipment. The Fire Chief also included funds for the purchase of an AED (Automated Electronic Defibrillator) for his vehicle that was included in this year's budget but was not purchased because he ran out of funds. There was concern about the new fire hydrants for areas such as Melbourne Manor. Manager Garvick reported that they are included in the costs when the streets are adopted. There were no streets adopted this year by the Commissioners. There was some concern about the cost and condition of the SCBA's the Township has. Chief Cromer stated that the shelf life of an SCBA is dependent on the manufacture of the equipment but the maximum is fifteen years. The current ones have become an upkeep nightmare for the fire departments. There was discussion regarding the contribution amount being given to the fire departments. Chief Cromer stated he reduced the contribution because of the increase in electricity costs that both departments have been experiencing. The electricity account in the budget has been increased to reflect this. The Committee will keep the ambulance contribution at 2005 levels. There was no request from the emergency management coordinator for any funds. The Emergency Services Board budget includes revenue for equipment drivers. Chief Cromer explained that on occasion when his firemen take time off for vacation some of the volunteer members who are career firefighters for other municipalities agree to take their shifts and the Emergency Services Board pays them the wage that used to be paid to the weekend drivers. The Committee will review the budget further at next months meeting.

The meeting adjourned at 7:42 p.m.

Respectfully submitted,
Jeffrey R. Garvick, Manager

PENN TOWNSHIP
PUBLIC SAFETY COMMITTEE
DECEMBER 5, 2005

The Penn Township Public Safety Committee met on Monday, December 5, 2005 at 7:00 P.M. at the Penn Township Municipal Building. Present were Chairman Stauffer and Commissioners Klunk, Rishel, Felix and Johnson. Also present were Manager Garvick, Police Chief Gilbert, Fire Chief Cromer, and Administrative Assistant Rodgers. The following items were discussed:

ANNOUNCEMENTS: Chairman Stauffer read the announcement of the executive session held following the Board of Commissioners meeting on November 21, 2005. There will also be an executive session following the Finance Committee meeting this evening to discuss personnel issues.

CITIZEN'S COMMENTS: None

INCENTIVES FOR ACT 120 APPLICANTS: Chief Gilbert proposed an incentive benefit for new police hires if they are Act120 certified when hired by the Township. This could result in more qualified applicants for the eligibility list. The Committee will discuss this in personnel session following the meeting.

FIRE FIGHTERS PERMANENT STATUS: Chief Cromer requested that fire fighters Ken Kuhn and Charles Schriver be appointed to permanent status because they have satisfactorily completed their probation on November 26, 2005. The Board will make the permanent appointments at its next meeting.

REGIONAL TASK FORCE: Chief Cromer stated that he has received an opinion letter from the Township's insurance carrier regarding the ambulance club's participation in a regional EMS task force. The ambulance club members would be covered if the Commissioners approved for the club to be part of the force and if their assignments are approved prior to deployment. Chief Cromer stated he would review all deployment requests and make the determination if the club would be allowed to go. The Board will approve the request at their next meeting with that stipulation.

REGIONAL RESCUE AND SEARCH TEAM: Chief Cromer also requested that Firefighter Randy Angel be allowed to participate in the regional search and rescue team. The Township's broker of record provided an opinion letter stating that the employee would be covered by the Township's insurance if the Commissioners approved the assignment. The team only participates in emergencies in Pennsylvania. The Commissioners will approve the request at the next meeting.

FEE FOR POLICE SERVICES: Commissioner Klunk provided a copy of an article printed in the Evening Sun on November 25, 2005 regarding McDonald, PA, which has been requiring convicted criminals to reimburse the city for the cost of criminal investigations. The law went into effect in 2001. Staff will track down the ordinance for review.

EMERGENCY PLAN: Manager Garvick stated he has a copy of the Township's revised Emergency Response Plan that needs to be adopted by the Township every two years. He does not have the maps that show the revised evacuation plan. The plan could be adopted at the next Board of Commissioners meeting if everything is in order.

GOLF CART CROSSING: Ordinance No. 634 has been prepared for adoption at the next Board of Commissioners for the golf cart crossing on Westminster Road at the South Hills Golf Course. A formal request from South Hill Golf Course has been received for the sign and the traffic study has been completed.

SCBA'S: Manager Garvick reported that Chief Cromer has prepared specifications for the SCBA's that will be ordered in 2005 but purchased in 2006. The proposal will be for about thirty units. The units are to be purchased through the state contract.

COUNTY RADIOS: Chief Cromer reported that bids have been received by York County for the emergency radio system. The bids came in between 21.8 million and 35 million dollars. York County representatives have been meeting with the vendors but nothing has been finalized.

VANESSA YANTEVITCH: Commissioner Stauffer noted that he saw in the paper that a volunteer ambulance club member was receiving recognition for her work with the club. Adam Harris reported that Vanessa Yantevitch applied for several scholarships and one of the company's that gave her the scholarship was impressed that she was going to school for fire service and emergency medical services management. They came to her home and did a story on her. Mr. Harris reported that the ambulance club has a copy of the tape that aired on local television. The Commissioners will review the tape and make a decision about acknowledging her at a future meeting.

The meeting adjourned at 7:18 p.m.

Respectfully submitted,
Jeffrey R. Garvick, Manager