

MINUTES  
PUBLIC SAFETY COMMITTEE  
SEPTEMBER 6, 2016

The Penn Township Public Safety Committee convened on Tuesday, September 6, 2016 at 7:00 P.M. Present were Chairman Felix and Commissioners Brown, Heilman, and Van de Castle. Commissioner Klunk was absent with notice. Also present were Township Manager Rodgers, Police Lieutenant Hettinger, Fire Chief Cromer, Engineer Bortner, WWTP Superintendent Mahone, Zoning Officer Swanner, Assistant to the Engineer Garrett, and Township Secretary Hallett. The following items were discussed:

ANNOUNCEMENTS: Commissioner Felix announced that there will be four committee meetings held this evening due to the Labor Day holiday. He asked that those present to discuss the street lights wait until the Public Works Committee meeting, which will follow the Public Safety and Finance Committee meetings.

Commissioner Felix read the announcement of the executive session held following the Board of Commissioners meeting on August 15, 2016

APPROVAL OF THE MINUTES: The minutes of the August 1, 2016 Public Safety Committee meeting were approved as submitted.

CITIZEN'S COMMENTS: Ray Millhimes, 555 Locust Street, said he has been a resident and tax payer in Penn Township for forty years. He wanted to know why street lights were being removed. Commissioner Felix asked Mr. Millhimes to wait until the Public Works Committee meeting to discuss the street lights.

HALLOWEEN PARADE: Police Lt. Hettinger read a letter dated August 2, 2016 from Hanover Area Jaycees requesting to hold the annual Halloween Parade on October 27, 2016 with a rain date of October 31, 2016. The parade will begin at 7:30 P.M. and last until approximately 10:00 P.M. The Committee recommended approving the parade.

TRICK OR TREAT: The Committee recommended setting Trick or Treat for Tuesday, October 25, 2016 from 6:00 p.m. to 8:00 p.m.

2017 NIGHT OUT EVENT: Lt. Hettinger reported that Gary LeFevre, Conewago Contractors, and Rachel Rembecki, Target, are both willing to host the 2017 Night Out event at their facilities. This will provide ample parking for the event and room for all of the displays. Lt. Hettinger spoke with Chief Chad Martin, Hanover Borough, and they are supplying an officer, Kelly Brubaker, to sit on the Committee. Penn Township is also providing an officer for the committee and they will meet in early October.

HEALING FIELD REQUEST FOR AERIAL TRUCK: Fire Chief Cromer reported that there will be a Healing Field program at West Manheim Elementary School for the fifteenth anniversary of 9/11. They are requesting to fly an American flag off of the Penn Township aerial truck. They will alternate between Penn Township's aerial truck and Hanover Borough's aerial truck. The event will run from September 9<sup>th</sup> to September 11<sup>th</sup>, 2016. They understand that the truck will be required for any emergencies.

SOUTH WESTERN REQUEST FOR CROSSING GUARDS: Manager Rodgers read a letter dated August 9, 2016 from South Western School District requesting Penn Township pay half the wages of the crossing guards. This will be for the 2016-2017 school year. Manager Rodgers said they are also asking the Board to pass an ordinance ratifying the District's employment of the crossing guards. Commissioner Felix asked if South Western reimbursed the Township for wages only when the Township employed the crossing guards. Manager Rodgers said we received reimbursement for wages only. Commissioner Felix believes the letter from South Western is requesting half of all expenses, not just the wages. He is in favor of paying half of wages only. Commissioner Brown does not believe that the Board should pass an ordinance for this matter. Commissioner Heilman said Solicitor Tilley stated that the Township does not need to pass an ordinance. He asked if the Township is still training the crossing guards. Lt. Hettinger said the police department trained the crossing guards for the current school year. The classroom portion of the training took approximately forty minutes and twenty minutes of practical exercises on the street.

Commissioner Brown asked what the wages would cost. Manager Rodgers said last year it cost about \$13,500. She recommended giving the school a lump sum amount for five crossing guards. After discussion the Committee recommended paying half the salary for the crossing guards. An estimate was requested to be obtained.

OTHER MATTERS: Lt. Hettinger reported that part of the police hiring process involves sending candidates to Harrisburg Area Community College (HACC) to pass a physical test. This test has to be passed before a conditional offer can be made. HACC only offers this test every other Saturday during certain months. There is a school at the Allentown Police Academy October 17<sup>th</sup> – October 21<sup>st</sup>, 2016 to certify an officer as a fitness instructor. This will allow the physical testing to be done onsite when it is convenient. The cost of the school is \$400 plus lodging. Commissioner Felix said the cost would come out of the training budget. Manger Rodgers said the estimated cost including lodging is about \$2500. The Committee recommended proceeding with the training.

SOUTH WESTERN 5K: Lt. Hettinger read a letter dated August 30, 2016 from South Western School District requesting to hold a 5K on October 15, 2016. They are requesting to close Bowman road from 7:30 A.M. until 11:00 A.M. for safety. In the past the Township has supplied barricades and road closing signs for the event. Lt. Hettinger will send a letter to South Western.

CITIZEN'S COMMENTS: None.

The meeting was adjourned at 7:11 P.M.

Respectfully submitted,

Angela M. Hallett  
Township Secretary