

**MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
MAY 20, 2024**

CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, May 20, 2024. President Elksnis called the meeting to order at 7:00 p.m. with a roll call of members. Present were Commissioners Baile, Berlingo, Brown, Heiland, and Elksnis. Also present were Solicitor Hovis, Manager Ledley, Police Chief Hettinger, Township Engineer Bortner, WWTP Superintendent Lank, Zoning Officer Smith, and Township Secretary Sweeney.

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

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

ANNOUNCEMENTS:

Commissioner Elksnis announced that an executive session was held on May 7, 2024, following the Health and Sanitation Committee meeting to discuss personnel matters. Additionally, another executive session will be held this evening following the public meeting to consult with the solicitor on personnel and other legal matters.

He also announced that the public meeting previously scheduled for June 4, 2024, at 7 p.m. will now begin at 6 p.m. This meeting will start with the Health and Sanitation Committee meeting, followed by the Finance Committee meeting.

Furthermore, he announced the passing of Charles Stauffer, who served as a Penn Township Commissioner from 1992 through 2007.

APPROVAL OF THE MINUTES:

The minutes of the April 15, 2024, Board of Commissioners meeting were approved as submitted.

PERSONS TO BE HEARD/CITIZEN'S COMMENTS:

Mr. Lenoard Rice, 125 Hirtland Avenue, asked the Board if the Township provides funding for the Guthrie Memorial Library and the Gitt Memorial Library. The Board informed him the Township budgeted \$50,000 for the Guthrie Memorial Library to be expended around August. No funding is provided for the Gitt Memorial Library.

Ms. Julie Shadle, 36 Northview Drive, expressed her concerns regarding the damaged to her driveway and sinkholes on her property due to stormwater surface runoff and the deterioration of storm drains. She explained that for the past five years, she has contacted Township, and feels her concerns have not been adequately addressed. Ms. Shadle provided

photos and videos of the running water during rainstorms. She mentioned that runoff from Grandview to Northview is causing significant issues, including sinkholes on her property. Mr. Larry Wilson, Glenville, stated that he suspects a broken or deteriorated underground pipe is likely the cause. He reported that water runoff from Albright Drive and Grandview is affecting Shadle's driveway.

The Board acknowledged Ms. Shadle's concerns and suggested that she attend the next public works meeting on June 3rd. The Board requested that Ms. Shadle leave a copy of an email from Campbell's contractor that she received and assured her that they would investigate the matter and provide an update at the next meeting.

TOWNSHIP REPORTS – STANDING COMMITTEES:

Public Safety – Commissioner Heiland:

Commissioners Heiland/Brown moved to adopt the Penn Township Video System Policy. Motion carried.

Personnel – Commissioner Heiland:

Commissioner Heiland had nothing to report.

Public Works & Recreation – Commissioner Baile:

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

The MS4/Stormwater Inspector is available Monday through Friday from 7:00 a.m. to 3:30 p.m. to answer any questions.

Planning – Commissioner Baile:

Commissioners Baile/Brown moved to set the bond amount for South Heights Manor, LP Land Development Plan at \$34,870.00. Motion carried.

Commissioners Baile/Brown moved to set the maintenance bond amount for Stonewicke Phase I at \$264,544.63 and Stonewicke Phase II at \$111,958.05. Motion carried.

Commissioners Baile/Brown moved to approve a request dated March 15, 2024, from RGS Associates on behalf of LCBC Church for waivers to Section 405-Final Plan Scale, Sections 505.C and 505.K.(1)-Existing Road Frontage and Sidewalk, and Section 505.K-Curbs. They denied a waiver request for Section 605-Bufferyard along Arterial Street of the Subdivision and Land Development Ordinance. They further moved to approve a waiver request to Section 268-12-Volume Controls and Section 268-15.B(3)-Side Slopes and denied a waiver to Section 268-15.B(4)(a)-Fences of the Stormwater Management Ordinance. Motion carried.

Commissioners Baile/Brown moved to approve a request dated March 29, 2024, from Hanover Land Services, Inc. for a waiver to Section 509(a)-Lots and Lot Sizes for the South Heights Manor, LP Final Subdivision Plan. Motion carried.

Commissioners Baile/Brown moved to approve a request dated April 8, 2024, from DC Gohn Associates for a waiver to Section 306.B.3-Side Slopes of the Stormwater Management Ordinance for the Yazoo Mills Land Development Plan. Motion carried.

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

The following Subdivision and Land development Plan was submitted for formal filing:

SL24-07 450 Fame Avenue, LLC

Commissioners Baile/Heiland moved to approve the following Subdivision and Land Development Plan:

SL24-04 South Heights Manor, LP
Motion carried.

Commissioners Baile/Brown moved to approve the following extension requests due to expire August 18, 2024:

SL17-10 Mustang Pointe
SL21-05 Elsner Engineer Works, Inc.
SL22-01 Water Street Four, LLC
SL24-02 37 Industrial Drive
SL24-03 Holland Construction-10 Blettner Ave
Motion carried.

Finance – Commissioner Brown:

Commissioners Brown/Heiland moved to approve Township warrants in the amount of \$1,432,436.90. Motion carried.

Commissioners Brown/Heiland moved to approve a request dated April 11, 2024, from the Friends of Codorus State Park requesting a waiver of sign permit fees for the Experience Codorus Outdoors event to be held June 8 & 9, 2024. Motion carried.

Health & Sanitation – Commissioner Berlingo:

Commissioner Berlingo had nothing to report.

MANAGER'S REPORT:

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

OLD BUSINESS: There was none.

NEW BUSINESS: There was none.

PERSONS TO BE HEARD/CITIZEN'S COMMENTS: There were none.

QUESTIONS FROM THE PRESS: There were none.

ADJOURNMENT:

There being no further business to come before the Board, Commissioners Elksnis/Brown moved for adjournment at approximately 7:28 p.m. Motion carried.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary