

**MINUTES  
BOARD OF COMMISSIONERS PUBLIC MEETING  
JUNE 17, 2024**

**CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:**

The Penn Township Board of Commissioners met in a regular session on Monday, June 17, 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, 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 June 4, 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.

**APPROVAL OF THE MINUTES:**

The minutes of the May 20, 2024, Board of Commissioners meeting were approved as submitted.

**PERSONS TO BE HEARD/CITIZEN'S COMMENTS:**

Donna Boone, a resident of 204 Jasmine Drive, raised concerns about ongoing issues with the retention pond on Jasmine Drive. She mentioned discussing the matter with Zoning Officer Smith and Hanover Land Services, Inc., which provided her with information. She requested updates from the Committee.

Carl Maynard of 134 Moore Drive also addressed similar issues, noting that the property had been sold multiple times without proper listings and expressed frustration over the lack of consequences for unpaid fines related to stormwater management. He stated his intention to seek legal recourse due to ongoing expenses. The Committee acknowledged the issues and noted that this matter would be better addressed at a Public Works meeting. They promised to investigate further and provide updates. It was clarified that the Township issues citations rather than fines, with the Magistrate is responsible for determining guilt and imposing penalties. Zoning Officer Smith stated he will notify them of any court hearings related to these issues if requested.

**TOWNSHIP REPORTS – STANDING COMMITTEES:**

**Public Safety – Commissioner Heiland:**

Commissioners Heiland/Berlingo moved to approve the agreement with TC Energy for a temporary easement at 204 Clover Lane. Motion carried.

**Personnel – Commissioner Heiland:**

Commissioners Heiland/Berlingo moved to formally accept the resignation of Tammi Ledley from her position as Township Manager effective June 5, 2024. Motion carried.

Commissioners Heiland/Berlingo moved for the appointment of Donna Sweeney as Township Treasurer. Motion carried.

Commissioners Heiland/Berlingo moved for the appointment of Clayton Black to a one-year term on the Penn Township Vacancy Board. Motion carried.

**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.

Commissioners Baile/Brown moved to adopt Resolution No. 1032, accepting the dedication of certain streets and sanitary sewers throughout Stonewicke. Motion carried.

**Planning – Commissioner Baile:**

Commissioners Baile/Brown moved to reduce the bond amount for the Markets of Hanover Land Development Plan from \$728,805.00 to \$65,450.00. Motion carried.

Commissioners Baile/Brown moved to approve a request dated April 15, 2024, from DC Gohn Associates on behalf of Sheridan Press for a waiver to Section 405 (Plan Scale), Section 306.B.2 (Embankment Top Width) and Section 306.B.3 (Side Slopes) of the Penn Township Subdivision and Land Development Ordinance and Stormwater Management Ordinance. Motion carried.

Commissioners Baile/Brown moved to approve a request dated May 21, 2024, from Hanover Land Services, Inc., on behalf of Snyder’s-Lance for a waiver to Section 505.k (Curbs) and 603 (Curbs, Gutters and Sidewalks) of the Penn Township Subdivision and Land Development Ordinance. Motion carried.

Commissioners Baile/Heiland moved to approve a request dated June 6, from RGS Associates on behalf of LCBC Church, Hanover for a waiver to Section 605 (Bufferyard Along Arterial Street) (request amended) and Section 268-15.B(4)(a) (Additional Stormwater Management Design Standards) (request amended) of the Penn Township Subdivision and Land Development Ordinance and Stormwater Management Ordinance. Motion carried.

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

There were no Subdivision and Land Development Plans submitted for formal filing.

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

SL24-06 Snyder's-Lance, Inc.  
Motion carried.

Commissioners Baile/Brown moved to approve the following extension requests due to expire September 16, 2024:

SL22-10 934 Baltimore Street – Cody Bentzel  
SL22-11 Liberty Restoration & Construction LLC  
Motion carried.

Finance – Commissioner Brown:

Commissioners Brown/Heiland moved to approve Township warrants in the amount of \$1,184,954.26. Motion carried.

The Board reviewed a letter from HLS Engineering on behalf of Snyder Lance, requesting a refund of \$21,403.75 from the \$23,250 fee paid for land development submission.

Attorney Charlie from Stevens and Lee presented their case, stating that the fee should reflect the actual work done, which was minimal, and primarily involved a simple lot subdivision with no development plans. Discussion ensued regarding the standard fee schedule based on total acreage. Township Engineer Bortner and Zoning Officer Smith confirmed that fees are uniformly applied per acre, regardless of development status.

Commissioners Brown/Berlingo moved to deny a request dated March 25, 2024, from Hanover Land Services Inc., on behalf of Snyder's-Lance, Inc., requesting a reduction of the Subdivision and Land Development Plan fee submission requirement. Motion carried.

Health & Sanitation – Commissioner Berlingo:

Commissioner Berlingo had nothing to 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 7:24 p.m. Motion carried.

Respectfully submitted,

Donna M. Sweeney,  
Township Secretary