

**MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
JANUARY 18, 2021**

CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, January 18, 2021, via an online meeting. President Heiland called the meeting to order at 7:10 p.m. with a roll call of members. Present were Commissioners Brown, Cromer, Elksnis, Heiland, and Van de Castle. Also present were Solicitor Hovis, Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, 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 Heiland read a summary of the Video Conferencing Guidelines.

Commissioner Heiland announced that after the public meeting this evening the Board of Commissioners would convene in an executive session with the Solicitor to discuss personnel, and other legal matters involving attorney/client privilege.

APPROVAL OF THE MINUTES:

The minutes of the December 21, 2020 Board of Commissioners meeting were approved as submitted.

PERSONS TO BE HEARD – CITIZEN'S COMMENTS:

Nate Owens, 348 High Rock Road, stated he is interested in becoming active within the community and expressed interest in running for a position within the Township. Commissioner Brown requested Mr. Owens to contact him.

TOWNSHIP REPORTS – STANDING COMMITTEES:

Public Safety – Commissioner Brown:

Commissioners Brown/Van de Castle moved to continue the March 16, 2020 Disaster Declaration due to the COVID-19 pandemic for the period of December 29, 2020 through January 25, 2021, thus ratifying the extension of the original declaration. Motion carried unanimously.

Public Works & Recreation – Commissioner Van de Castle:

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

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

Planning – Commissioner Van de Castle:

Commissioners Van de Castle/Elksnis moved to accept the final inspection for Mustang Heights, thus releasing the Performance Bond. Motion carried unanimously.

Commissioners Van de Castle/Elksnis moved to accept the final inspection for Meadow Springs, thus releasing the Maintenance Bond. Motion carried unanimously.

Commissioners Van de Castle/Brown moved to accept the final inspection for Brookside Heights – Phase I, thus releasing the Maintenance Bond. Motion carried unanimously.

Commissioners Van de Castle/Brown moved to accept the final inspection for Brookside Heights – Phase II, thus releasing the Maintenance Bond. Motion carried unanimously.

Commissioners Van de Castle/Elksnis moved to approve a request dated December 23, 2020, from GHI Engineers and Surveyors on behalf of AquaPhoenix Scientific for a waiver of Sections 404 and 605 of the Penn Township Subdivision and Land Development Ordinance. Motion carried unanimously.

Commissioners Van de Castle/Brown moved to approve a request dated December 23, 2020, from GHI Engineers and Surveyors on behalf of Pero Farms Hanover Facility, LLC for a waiver of Section 404 of the Penn Township Subdivision and Land Development Ordinance. Motion carried unanimously.

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

There were no Subdivision and Land Development plans formally filed.

There were no Subdivision and Land Development plans for approval.

There were no extension requests.

Finance – Commissioner Cromer:

Commissioners Cromer/Brown moved to approve Township warrants in the amount of \$1,642,574.46. Motion carried unanimously.

Personnel – Commissioner Brown:

Commissioners Brown/Van de Castle moved for the appointment of Police Officer David Irvin from probationary patrol officer to regular status. Motion carried unanimously.

Health & Sanitation – Commissioner Elksnis:

Commissioners Elksnis/Van de Castle moved to adopt Resolution 965, Authorizing the condemnation of certain parcels of real estate. Motion carried unanimously.

MANAGER’S REPORT:

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

OLD BUSINESS: None.

NEW BUSINESS:

Commissioners Van de Castle/Elksnis moved for the destruction of the recording of this meeting following the approval of the minutes. Motion carried unanimously.

PERSONS TO BE HEARD/CITIZEN’S COMMENTS: None.

QUESTIONS FROM THE PRESS: None.

ADJOURNMENT:

There being no further business to come before the Board, Commissioners Brown/Van de Castle moved for adjournment at approximately 7:23 p.m. Motion carried unanimously.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary

**MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
FEBRUARY 15, 2021**

CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, February 15, 2021, via an online meeting. President Heiland called the meeting to order at 7:00 p.m. with a roll call of members. Present were Commissioners Brown, Cromer, Elksnis, Heiland, and Van de Castle. Also present were Solicitor Hovis, Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, 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 Heiland read a summary of the Video Conferencing Guidelines.

Commissioner Heiland announced that after the public meeting this evening the Board of Commissioners would convene in an executive session with the Solicitor to discuss personnel, and other legal matters involving attorney/client privilege.

APPROVAL OF THE MINUTES:

The minutes of the January 18, 2021 Board of Commissioners meeting were approved as submitted.

PERSONS TO BE HEARD – CITIZEN’S COMMENTS: None.

TOWNSHIP REPORTS – STANDING COMMITTEES:

Public Safety – Commissioner Brown:

Commissioners Brown/Van de Castle moved to approve a request dated January 15, 2021, from The Allied Veterans Council of Hanover to conduct the annual Memorial Day Parade on Monday, May 31, 2021. They further moved that all street closings and public safety considerations be coordinated through the Chief of Police. Motion carried unanimously.

Commissioners Brown/Van de Castle stated, pursuant to the provisions of the Pennsylvania Emergency Management Services Code, it is moved to declare a disaster emergency for January 31, 2021. They further moved to authorize the Township Manager to make application for state and federal reimbursement of all eligible snow removal expenses associated with the snowstorm events occurring on the above referenced date. Motion carried unanimously.

Commissioners Brown/Van de Castle moved to continue the March 16, 2020 Disaster Declaration due to the COVID-19 pandemic for the period of January 26, 2021 through February 22, 2021, thus ratifying the extension of the original declaration. Motion carried unanimously.

Public Works & Recreation – Commissioner Van de Castle:

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

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

Commissioners Van de Castle/Brown moved to approve an agreement with Met-Ed for the installation of street lights at 200 Bragg Circle, 30, 50, and 80 McClellan Lane, 60 Sheridan Drive, 1691 Taylor Drive, and 1691 Beech Lane. Motion carried unanimously.

Commissioners Van de Castle/Cromer moved to approve an agreement with Mr. Lauren K. Bair for the temporary construction easement for road and bridge improvements on Karen Lane. Motion carried unanimously.

Commissioners Van de Castle/Elksnis moved to adopt Resolution No. 969, authorizing the execution of the Department of Conservation and Natural Resources grant agreement signature page in conjunction with the Penn Township Community Park Creative Playground Project. Motion carried unanimously.

Planning – Commissioner Van de Castle:

Commissioners Van de Castle/Brown moved to set the bond amount for Hanover Foods Freezer Expansion at \$738,977.25. Motion carried unanimously.

Commissioners Van de Castle/Brown moved to set the bond amount for Apple Honda of Hanover at \$27,533.00. Motion carried unanimously.

Commissioners Van de Castle/Cromer moved to approve a request dated January 15, 2021, from Rettew on behalf of the Hanover Foods Freezer expansion for a waiver to Article 4, Section 402 of the Penn Township Subdivision and Land Development Ordinance. Motion carried unanimously.

Commissioners Van de Castle/Elksnis moved to approve a request dated January 27, 2021 from Site Design Concepts on behalf of Apple Honda of Hanover for a waiver to Section 303.1E of the Stormwater Ordinance and Section 505.a and 505.K.1 of the Penn Township Subdivision and Land Development Ordinance. Motion carried unanimously.

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 Van de Castle/Brown moved to approve the following subdivision and land development plan.

SL18-20 Stonewicke V
Motion carried unanimously.

Commissioners Van de Castle/Elksnis moved to approve the following extension requests that will expire on May 17, 2021.

SL17-10 Mustang Pointe
SL18-20 Stonewicke V
Motion carried unanimously.

Finance – Commissioner Cromer:

Commissioners Cromer/Van de Castle moved to approve Township warrants in the amount of \$750,439.08. Motion carried unanimously.

Commissioners Cromer/Van de Castle moved to adopt Resolution No. 966 Authorizing the disposition of municipal records in accordance with the Historical and Museum and Commission Act 428 of 1968. Motion carried unanimously.

Commissioners Cromer/Van de Castle moved to ratify a Memorandum of Understanding between Penn Township and Penn Township Patrolman's Association for the 2021 Change in Healthcare deductible. Motion carried unanimously.

Commissioners Cromer/Van de Castle moved to award the contract for Pre-Mixed Bituminous Concrete for the period of April 1, 2021 to March 31, 2022 to low bidder, York Materials Group LLC, 950 Smile Way, York PA 17404 under Alternate #1 as well as Alternate #2 at the following bid price as quoted:

<u>FOB Plant – Alternate #1</u>	
Pre-mixed Bituminous Stock Pile Material	\$105.00 per ton
9.5MM Superpave Surface Course	\$ 54.00 per ton
19MM Superpave Surface Course	\$ 49.40 per ton

25MM Superpave Surface Course \$ 46.70 per ton

FOB JOB – Alternate #2

9.5MM Superpave Surface Course \$ 59.90 per ton

25MM Superpave Surface Course \$ 52.60 per ton

Motion carried unanimously.

Commissioners Cromer/Van de Castle moved to award the contract for Crushed Stone for the period of April 1, 2021 to March 31, 2022 to low bidder, Vulcan Construction Materials, LP, 875 Oxford Avenue, Hanover, PA 17331 at the following bid price as quoted:

Delivery only in full truck load quantities to job locations as specified at time of delivery in Penn Township \$ 3.55 per ton

Screenings (AASHTO #10) \$ 12.25 per ton

2A Stone & 2 RC Stone \$ 9.20 per ton

Sand & Crushed Stone Anti-Skid \$ 13.30 per ton

1B Stone & HE6 Stone (AASHTO #8 & #9) \$ 14.20 per ton

2B Stone (AASHTO #57) \$ 13.00 per ton

Rip-Rap (R-5 & R-4) \$ 17.05 per ton

All Other Stone (Including AASHTO #1 & #3) \$ 13.00 per ton

Motion carried unanimously.

Commissioners Cromer/Van de Castle moved to award the contract for Chemical Products for the period of April 1, 2021 to March 31, 2022 to the low bidder, USALCO Baltimore Plant LLC, 2601 Cannery Avenue, Baltimore, MD 21226, for Liquid Polyaluminum Chloride, 36,000 gallons for the bid price of \$36,000.00. Motion carried unanimously.

Commissioners Cromer/Van de Castle moved to award the contract for Petroleum Products for the period of April 1, 2021 to March 31, 2022 to the following low bid price as quoted:

Mid-Atlantic Cooperative Solutions d/b/a Aero Energy, 230 Lincoln Way East, New Oxford, PA 17350

Regular Lead-Free Minimum 87 Octane Gasoline, Exclusive of Tax \$ 1.77080 per gallon

Diesel Oil No. 2, Straight Run \$ 1.92230 per gallon

PPC Lubricants Inc., 305 Micro Drive, Jonestown, PA 17038

#5-20 Motor Oil Universal, Multi-grade

in 55-gallon drums \$ 7.08000 per gallon

#15-40 Motor Oil Universal, Multi-grade
in 55-gallon drums \$ 8.24000 per gallon
#10-20 Hydraulic Oil/Low Foaming Action,
in 55-gallon drums \$ 6.80000 per gallon
Motion carried unanimously.

Commissioners Cromer/Van de Castle moved to award the contract for Snow & Rock Salt for the period of April 1, 2021 to March 31, 2022 to the low bidder, Eastern Salt Co., Inc., 134 Middle Street, Suite 210, Lowell, MA 01852 for Snow & Ice Rock Salt in bulk at the following bid price as quoted:

Delivery before July 01, 2021 \$60.60 per ton
Delivery before October 01, 2021 \$60.90 per ton
Delivery after October 01, 2021 \$60.90 per ton
Motion carried unanimously.

Commissioners Cromer/Van de Castle moved to award the contract for Traffic Line Painting for the period of April 1, 2021 to March 31, 2022 to the low bidder, Alpha Space Control Co., Inc, 1580 Gabler Road, Chambersburg, PA 17201 at the following bid price as follows:

Center Traffic Line Painting –
Two four-inch Yellow Lines \$ 0.1040 per linear foot
Lane Line & Edge Line Painting –
One four-inch White Line Solid or Dashed \$ 0.0528 per linear foot
Motion carried unanimously.

Personnel – Commissioner Brown:

Commissioners Brown/Van de Castle moved to adopt Resolution No. 967, setting the rate of pay for the Public Works Supervisor for the remainder of 2021. Motion carried unanimously.

Commissioners Brown/Van de Castle moved to adopt Resolution No. 968 appointing Troy A. Thomason to the Penn Township Zoning Hearing Board, said term to expire January 2026. Motion carried unanimously.

Health & Sanitation – Commissioner Elksnis:

Commissioners Elksnis had nothing to report.

MANAGER’S REPORT:

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

OLD BUSINESS: None.

NEW BUSINESS:

Commissioners Elksnis/Van de Castle moved for the destruction of the recording of this meeting following the approval of the minutes. Motion carried unanimously.

Commissioner Van de Castle stated that he is moving out of Penn Township, therefore he is submitting his resignation to the Penn Township Board of Commissioners effective February 24, 2021. The Board thanked Commissioner Van de Castle for his many years of service.

PERSONS TO BE HEARD/CITIZEN'S COMMENTS: None.

QUESTIONS FROM THE PRESS: None.

ADJOURNMENT:

There being no further business to come before the Board, Commissioners Brown/Van de Castle moved for adjournment at approximately 7:23 p.m. Motion carried unanimously.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary

**MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
MARCH 15, 2021**

CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, March 15, 2021, via an online meeting. President Heiland called the meeting to order at 7:00 p.m. with a roll call of members. Present were Commissioners Brown, Cromer, Elksnis, and Heiland. Also present were Solicitor Hovis, Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clousher, Township Engineer Bortner, Public Works Supervisor Ortman, 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 Heiland read a summary of the Video Conferencing Guidelines.

Commissioner Heiland announced that after the public meeting this evening the Board of Commissioners would convene in an executive session with the Solicitor to discuss personnel, and other legal matters involving attorney/client privilege.

APPROVAL OF THE MINUTES:

The minutes of the February 15, 2021 Board of Commissioners meeting were approved as submitted.

PERSONS TO BE HEARD – CITIZEN’S COMMENTS: None.

ADMINISTER OATH OF OFFICE TO SUCCESSOR COMMISSIONER:

Commissioners Brown/Cromer moved to appoint Clayton R. Black as a Penn Township Commissioner.

Donna Sweeney, Notary, administered the Oath of Office to Clayton R. Black, officially swearing him in as a Commissioner of the Township of Penn.

TOWNSHIP REPORTS – STANDING COMMITTEES:

Public Safety – Commissioner Brown:

Commissioners Brown/Elksnis moved to continue the March 16, 2020 Disaster Declaration due to the COVID-19 pandemic for the period of February 23, 2021 through March 22, 2021, thus ratifying the extension of the original declaration. Motion carried unanimously.

Public Works & Recreation – Commissioner Cromer:

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

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

Commissioners Cromer/Brown moved to ratify an agreement with JMT for the DCNR Grant Application for the Penn Township Community Park Creative Playground Project. Motion carried unanimously.

Commissioners Cromer/Brown moved to approve an agreement with Republic Services for disposal of the playground materials. Motion carried unanimously.

Commissioners Cromer/Elksnis moved to authorize CS Davidson to advertise the bidding documents for the Karen Lane Superstructure Replacement. Motion carried unanimously.

Planning – Commissioner Elksnis:

Commissioners Elksnis/Brown moved to deny a request dated December 23, 2020, from Group Hanover, Inc., as a representative for Aquaphoenix Scientific, requesting a waiver to Section 303 (Volume controls) of the Stormwater Management Ordinance. Motion to deny carried unanimously.

Commissioners Elksnis/Brown moved to approve a request dated February 22, 2021, from Group Hanover, Inc., as a representative for Aquaphoenix Scientific, requesting a waiver to Section 306.B.3 (Maximum Permitted Side Slopes) of the Stormwater Management Ordinance. Motion carried unanimously.

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

The following Subdivision and Land Development plans were submitted for formal filing:

SL21-01	Stonewicke V
SL21-02	Campbell's Snacks Flouring Receiving project
SL21-03	Yazoo Mills

There were no Subdivision and Land Development plans submitted for approval.

Commissioners Elksnis/Black moved to approve the following extension requests that will expire on June 21, 2021:

SL20-07 Hanover Foods Freezer Expansion
SL20-09 Pero Farms Hanover Facility LLC
SL20-10 AquaPhoenix Scientific Building Addition
Motion carried unanimously.

Commissioners Elksnis/Black moved to approve the following extension request that will expire on July 13, 2021.

SL20-08 Apple Honda of Hanover Parking Lot Expansion
Motion carried unanimously.

Finance – Commissioner Cromer:

Commissioners Cromer/Brown moved to approve Township warrants in the amount of \$1,050,615.50. Motion carried unanimously.

Commissioners Cromer/Black moved to approve a request dated February 12, 2021, from Hanover Chamber of Commerce for a waiver to the sign permit fees to identify shuttle service locations for the Snack Town Street Fair on Saturday, September 18, 2021. Motion carried unanimously.

Commissioners Cromer/Brown moved to approve a request dated February 19, 2021, from the Hanover Lions Club for a waiver to the pavilion fees and sign permit fees for their annual Chicken Barbeque on May 15, 2021. Motion carried unanimously.

Personnel – Commissioner Brown:

Commissioners Brown/Elksnis moved to authorize the Penn Township Civil Service Commission to develop an eligibility list for fire fighters. Motion carried unanimously.

Health & Sanitation – Commissioner Elksnis:

Commissioners Elksnis/Brown moved to ratify an agreement with Realty Consultants for the appraisal of two parcels of land. Motion carried unanimously.

Commissioners Elksnis/Cromer moved to adopt Resolution 970, authorizing the condemnation of certain parcels of real estate. Motion carried unanimously.

MANAGER’S REPORT:

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

OLD BUSINESS: None.

NEW BUSINESS:

Commissioners Brown/Cromer moved for the destruction of the recording of this meeting following the approval of the minutes. Motion carried unanimously.

Commissioners Elksnis/Brown moved to appoint Clayton Black to the Penn Township Planning Commission, said term to expire December 31, 2021. Motion carried unanimously.

Commissioner Heiland read the reorganization of the following Committee appointments for the remainder of 2021:

Public Works	Clayton Black Jan Cromer	Chairman Vice-Chairman
Health & Sanitation	Mark Elksnis Clayton Black	Chairman Vice-Chairman

PERSONS TO BE HEARD/CITIZEN’S COMMENTS: None.

QUESTIONS FROM THE PRESS: None.

ADJOURNMENT:

There being no further business to come before the Board, Commissioners Elksnis/Brown moved for adjournment at approximately 7:16 p.m. Motion carried unanimously.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary

**MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
APRIL 19, 2021**

CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, April 19, 2021, via an online meeting. President Heiland called the meeting to order at 7:00 p.m. with a roll call of members. Present were Commissioners Black, Brown, Cromer, Elksnis, and Heiland. Also present were Solicitor Hovis, Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, Public Works Supervisor Ortman, 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 Heiland read a summary of the Video Conferencing Guidelines.

Commissioner Heiland announced that there was an executive session held on April 6, 2021 following the Health & Sanitation to discuss personnel and legal matters. Commissioner Heiland further announced that after the public meeting this evening the Board of Commissioners would convene in an executive session with the Solicitor to discuss personnel, and other legal matters involving attorney/client privilege.

Commissioner Heiland announced that the Township meetings will be returning to in person meetings in May.

APPROVAL OF THE MINUTES:

The minutes of the March 15, 2021 Board of Commissioners meeting were approved as submitted.

SPECIAL RECOGNITION:

Commissioner Heiland read the proclamation recognizing the 100th birthday of Irene Braido. "Proclamation, In Recognition of "Mrs. Irene Braido on the occasion of her 100TH birthday, Whereas, on April 20, 1921, Irene was born in Wind Gap, PA then moved to Hanover in 2008 and resides with her daughter and son in law; and Whereas, Irene and her husband Joseph lovingly raised three children to adulthood and her family

is now blessed with two daughters and one son, eight grandchildren, and twenty-four great grandchildren; and Whereas, she is a member of St. Joseph Catholic Church, and Whereas, when she first moved to Hanover she volunteered with the Hanover VNA and Pink Out, Inc., and Whereas, this remarkable lady has been a devout wife, loving mother, grandmother, and great grandmother always putting her family first. Now therefore be it proclaimed, that the Penn Township Board of Commissioners is inspired by her long life and offer her sincere best wishes for continual good health, happiness, and overflowing abundance of love and joy; and be it further proclaimed, that the Board of Commissioners, together with Irene's family and friends and the entire community, hereby joyfully celebrates the April 20, 2021, one-hundredth birthday of Irene Braido. Proclaimed this 19th day of April 2021. Justin J Heiland, President".

PERSONS TO BE HEARD – CITIZEN'S COMMENTS: None.

TOWNSHIP REPORTS – STANDING COMMITTEES:

Public Safety – Commissioner Brown:

Commissioners Brown/Elksnis moved to continue the March 16, 2020 Disaster Declaration due to the COVID-19 pandemic for the period of March 23, 2021 through April 26, 2021, thus ratifying the extension of the original declaration. Motion carried unanimously.

Commissioners Brown/Black moved to approve the Hanover Public School District Memorandum of Understanding. Motion carried unanimously.

Public Works & Recreation – Commissioner Black:

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

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

Commissioners Black/Brown moved to approve an agreement with William Hoekstra and Phyllis S. Hoekstra for the permanent right-of-way and sanitary sewer and stormwater easement for the repair of the Beck Mill Road Culvert replacement. Motion carried unanimously.

Commissioners Black/Brown moved to approve an agreement with Wandalee L. Gerber for the permanent stormwater easement and temporary construction easement for the repair of the Beck Mill Road Culvert replacement. Motion carried unanimously.

Commissioners Black/Elksnis moved to deny a request dated November 6th, 2020, from James R. Holley and Associates, requesting a waiver to Section 506.e (Distance Between Intersections); Section 508 (Blocks); and Section 509.a (Lot Layout

in a Development) of the Subdivision and Land Development Ordinance for Mustang Pointe. Motion carried on a 4-0 vote, with Commissioner Cromer abstaining.

Commissioners Black/Brown moved to deny a request dated November 16th, 2020, from James R. Holley and Associates, requesting a waiver to Section 509.a (Lot Layout in a Development) of the Subdivision and Land Development Ordinance for Mustang Pointe. Motion carried on a 4-0 vote, with Commissioner Cromer abstaining.

Commissioners Black/Brown moved to deny a request dated February 22, 2021, from Group Hanover Inc., for a waiver of Section 303 Volume Controls of the Stormwater Management Ordinance. Motion carried unanimously.

Commissioners Black/Brown moved to approve a request dated April 1, 2021, from Cub Scout Pack 105, requesting use of Young's Woods to hold their Pine Wood Derby. Motion carried unanimously.

Commissioners Black/Elksnis moved to approve an agreement with Hanover Land Services, Inc., for Engineering and Project Management for the Stormwater Program. Motion carried unanimously.

Planning – Commissioner Black:

Commissioners Black/Brown moved to set the bond amount for Campbells Snacks Flour Receiving Building at \$19,946.30. Motion carried unanimously.

Commissioners Black/Elksnis moved to set the bond amount for Stonewicke V at \$741,013.90. Motion carried unanimously.

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

The following Subdivision and Land Development plan was submitted for formal filing:

SL21-04 Jennifer Swartz & Russ Rill

Commissioners Black/Brown moved to approve the following Subdivision and Land Development plans:

SL21-02 Campbells Snacks Flouring Receiving Addition
SL20-08 Apple Honda of Hanover

There were no plan extension requests submitted for approval.

Finance – Commissioner Cromer:

Commissioners Cromer/Black moved to approve Township warrants in the amount of \$901,887.30. Motion carried unanimously.

Commissioners Cromer/Brown moved to deny a request dated March 2, 2021, from Hanover Wesleyan Church requesting a settlement payment for tax debt. Motion carried unanimously.

Health & Sanitation – Commissioner Elksnis:

Commissioners Elksnis/Black moved to approve the Bulk Sewer Agreement with York Water Company. Motion carried unanimously.

MANAGER’S REPORT:

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

OLD BUSINESS: None.

NEW BUSINESS:

Commissioners Brown/Cromer moved for the destruction of the recording of this meeting following the approval of the minutes. Motion carried unanimously.

PERSONS TO BE HEARD/CITIZEN’S COMMENTS: Mr. John Rolar, 4 Scott Street, was in attendance to request leniency of the Board for the recent condemnation of his property. Mr. Rolar stated that he has health issues and has been in and out of the hospital for some time, and has been trying his best to obtain help to clean up the property. He added that he is trying to get medical help for his hoarding disease. Commissioner Elksnis stated that the township has been trying to work with him and offer help for four years. There are large rats running around the property and for the health and safety of the surrounding residents, the township will proceed with the condemnation process. Commissioner Brown added that Mr. Rolar has resisted, and obstructed all warnings in the last four years. Commissioner Heiland thanked Mr. Rolar for his comments, and stated the Board is unwilling to change their decision and encouraged Mr. Rolar to continue to clean up the property.

QUESTIONS FROM THE PRESS: None.

ADJOURNMENT:

There being no further business to come before the Board, Commissioners Elksnis/Brown moved for adjournment at approximately 7:29 p.m. Motion carried unanimously.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary

**MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
MAY 17, 2021**

CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, May 17, 2021. President Heiland called the meeting to order at 7:00 p.m. with a roll call of members. Present were Commissioners Black, Cromer, Elksnis, and Heiland. Commissioner Brown was present via cell phone. Also present were Solicitor Hovis, Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, 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 Heiland announced that after the public meeting this evening the Board of Commissioners would convene in an executive session with the Solicitor to discuss personnel, and other legal matters involving attorney/client privilege.

APPROVAL OF THE MINUTES:

The minutes of the April 19, 2021 Board of Commissioners meeting were approved as submitted.

PERSONS TO BE HEARD – CITIZEN’S COMMENTS: None.

TOWNSHIP REPORTS – STANDING COMMITTEES:

Public Safety – Commissioner Elksnis:

Commissioners Elksnis/Black moved to continue the March 16, 2020 Disaster Declaration due to the COVID-19 pandemic for the period of April 27, 2021 through May 24, 2021, thus ratifying the extension of the original declaration. Motion carried unanimously.

Commissioners Elksnis/Cromer moved to approve a request dated April 21, 2021, from Southwestern School District requesting a modification to the bond requirement for a fireworks permit. Motion carried unanimously.

Public Works & Recreation – Commissioner Black:

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

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

Commissioners Black/Elksnis move to authorize C.S. Davidson, Inc. to advertise the bidding documents for the Beck Mill Road Culvert Replacement. Motion carried unanimously.

On Friday, April 16, 2021 the following bids were received electronically by PennBid and opened publicly by C.S. Davidson, Inc.:

<u>COMPANY</u>	<u>BASE BID</u>
CriLon Corp.	\$434,333.64
JVI Group, Inc.	\$437,635.75
Lobar Site Development Corp.	\$484,571.53
Kinsley Construction, Inc.	\$538,630.55
JPS Construction Co.	\$599,000.00
Doli Construction Corp.	\$782,243.00

Commissioners Black/Elksnis moved to award the contract for the Karen Lane Superstructure Replacement to CriLon Corporation, 279 Industrial Park Road, Somerset, PA 15501, for the bid base price of \$434,333.64. Motion carried unanimously.

Planning – Commissioner Black:

Commissioners Black/Cromer moved to set the bond amount for Pero Farms Hanover Facility, LLC at \$60,054.50. Motion carried unanimously.

Commissioners Black/Elksnis moved to set the bond amount for Yazoo Mills, Inc. 800 Gitts Run Road at \$66,046.75. Motion carried unanimously.

Commissioners Black/Elksnis moved to reduce the Improvement Bond amount for High Pointe North from \$148,439.50 to \$26,408.25. Motion carried unanimously.

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

The following Subdivision and Land Development plan was submitted for formal filing:

SL21-05	Elsner Engineering
SL21-06	High Pointe LLC

Commissioners Black/Cromer moved to approve the following Subdivision and Land Development plans:

SL21-03 Yazoo Mill, Inc. 800 Gitts Run Road
SL20-07 Hanover Foods Freezer Expansion
Motion carried unanimously.

Commissioners Black/Elksnis moved to approve the following extension request to expire August 16, 2021:

SL17-10 Mustang Pointe
Motion carried unanimously.

Finance – Commissioner Cromer:

Commissioners Cromer/Black moved to approve Township warrants in the amount of \$669,891.80. Motion carried unanimously.

Commissioners Cromer/Black moved to approve a request dated April 21, 2021, from the FOCUS Services Foundation for a waiver of permit fees for their yard sale. Motion carried unanimously.

Commissioners Cromer/Black moved to approve a request dated May 7, 2021, from the Hanover Lions Club for a waiver of fees for their chicken barbeque fundraiser. Motion carried unanimously.

Personnel – Commissioner Heiland:

Commissioner Heiland had nothing to report.

Health & Sanitation – Commissioner Elksnis:

Commissioners Elksnis/Cromer moved to approve the agreement with Community Aid Thrift Store & Donation Center. Motion carried unanimously.

MANAGER’S REPORT:

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

OLD BUSINESS: None.

NEW BUSINESS: None.

PERSONS TO BE HEARD/CITIZEN’S COMMENTS: None.

QUESTIONS FROM THE PRESS: None.

ADJOURNMENT:

There being no further business to come before the Board, Commissioners Elksnis/Brown moved for adjournment at approximately 7:10 p.m. Motion carried unanimously.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary

**MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
JUNE 21, 2021**

CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, June 21, 2021. President Heiland called the meeting to order at 7:00 p.m. with a roll call of members. Present were Commissioners Black, Brown, Cromer, Elksnis, and Heiland. Also present were Solicitor Hovis, Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, 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 Heiland announced that after the public meeting this evening the Board of Commissioners would convene in an executive session with the Solicitor to discuss personnel, and other legal matters involving attorney/client privilege.

APPROVAL OF THE MINUTES:

The minutes of the May 17, 2021 Board of Commissioners meeting were approved as submitted.

PERSONS TO BE HEARD – CITIZEN’S COMMENTS: There were several residents in attendance to comment on certain residential properties in the township. Those who made comments were: Will Miller, 110 Moore Drive; Karl & Villette Maynor, 134 Moore Drive; Rachel Dahms, 122 Moore Drive; Donna Boone, 204 Jasmine Drive; James Young, 15 Magnolia Lane; and John & Patricia Ewald, 133 Timber Lane. Commissioner Heiland thanked the residents for their comments, and asked Zoning Officer Smith to look into the concerns. Commissioner Heiland recommend adding the issues to the Public Works agenda and invited the residents to attend the committee meeting on July 6, 2021.

TOWNSHIP REPORTS – STANDING COMMITTEES:

Public Safety – Commissioner Brown:

Commissioners Brown/Elksnis moved to continue the March 16, 2020 Disaster Declaration due to the COVID-19 pandemic for the period of May 25, 2021 through

June 14, 2021, thus ratifying the extension and ending the declaration. Motion carried unanimously.

Commissioners Brown/Cromer moved to approve a request dated May 17, 2021, from the Hanover Area Jaycees to conduct the annual Halloween Parade on Thursday, October 28, 2021. Motion carried unanimously.

Commissioners Brown/Elksnis moved to set Trick or Treat night for Tuesday, October 26, 2021, from 6:00 p.m. to 8:00 p.m. Motion carried unanimously.

Commissioners Brown/Black moved to approve a request dated May 31, 2021, from Bixler Pyrotechnics requesting a modification to the bond requirement for a firework permit. Motion carried unanimously.

Public Works & Recreation – Commissioner Black:

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

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

On Friday, June 18, 2021 the following bids were received electronically by PennBid and opened publicly by C.S. Davidson, Inc.:

<u>COMPANY</u>	<u>BASE BID</u>
Monarch Products	\$84,438.00
CriLon Corp.	\$118,488.70
Your Quality Solutions, Inc.	\$130,728.00

Commissioners Black/Brown moved to award the contract for the Beck Mill Road Culvert Replacement to Monarch Products Co. Inc., 385 Sipe Road, York Haven, PA 17370, for the bid base price of \$84,438.00. Motion carried unanimously.

Commissioners Black/Elksnis moved to adopt Resolution No. 973, accepting the dedication of certain streets throughout Whispering Run, Phases 2A, 2B, and 2C. Motion carried unanimously.

Planning – Commissioner Black:

Commissioners Black/Elksnis moved to set the maintenance bond amount for Whispering Run Phase 2A at \$45,590.00. Motion carried unanimously.

Commissioners Black/Brown moved to set the maintenance bond amount for Whispering Run Phase 2B at \$128,728.95. Motion carried unanimously.

Commissioners Black/Brown moved to set the maintenance bond amount for Whispering Run Phase 2C at \$83,401.30. Motion carried unanimously.

Commissioners Black/Elksnis moved to reduce the bond for The Trone Family Trust from \$131,069.40 to \$26,584.25. Motion carried unanimously.

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

The following Subdivision and Land Development plans were submitted for formal filing:

SL21-07	Stonewicke – Phase III
SL21-08	Campbell Snacks Hanover Plant-Locker Room Expansion

There were no Subdivision and Land development plans submitted for final approval.

Commissioners Black/Brown moved to approve the following extension request to expire August 16, 2021:

SL21-01	Clover Lane Development (Stonewicke V)
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Motion carried unanimously.

Commissioners Black/Cromer moved to approve the following extension requests to expire September 20, 2021:

SL20-09	Pero Farms Hanover Facility, LLC
SL20-10	AquaPhoenix Scientific Building Addition

Motion carried unanimously.

Finance – Commissioner Cromer:

Commissioners Cromer/Brown moved to approve Township warrants in the amount of \$670,098.71. Motion carried unanimously.

Personnel – Commissioner Brown:

Commissioners Brown/Black moved to appoint Thomas Allison to a term on the Penn Township Planning Commission, said term to expire May, 2025. Motion carried unanimously.

Health & Sanitation – Commissioner Elksnis:

Commissioners Elksnis/Cromer moved to adopt Resolution 971, authorizing the condemnation of certain parcels of real estate. Motion carried on a 4-0 vote, with Commissioner Brown abstaining.

Commissioners Elksnis/Black moved to adopt Resolution No. 972, accepting the dedication of certain sanitary sewers, outfalls and easements within and to that portion of Penn Township consisting of Whispering Run, Phases 2A, 2B, and 2C. Motion approved unanimously.

MANAGER'S REPORT:

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

OLD BUSINESS: None.

NEW BUSINESS: None.

PERSONS TO BE HEARD/CITIZEN'S COMMENTS: Mrs. Patricia Ewald inquired if the Fire Department was going to check into the fire pit located on the Penn Township right of way behind her property. Fire Chief Clouser stated that he would.

QUESTIONS FROM THE PRESS: None.

ADJOURNMENT:

There being no further business to come before the Board, Commissioners Elksnis/Brown moved for adjournment at approximately 7:47 p.m. Motion carried unanimously.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary

**MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
JULY 19, 2021**

CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, July 19, 2021. President Heiland called the meeting to order at 7:00 p.m. with a roll call of members. Present were Commissioners Black, Brown, Cromer, Elksnis, and Heiland. Also present were Solicitor Hovis, Township Manager Rodgers, Police Lieutenant Merwede, Fire Chief Clousher, Township Engineer Bortner, 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 Heiland announced that an executive session was held on Tuesday, July 6, 2021 after the Health & Sanitation Committee meeting to discuss personnel matters. Commissioner Heiland also announced that after the public meeting this evening the Board of Commissioners would convene in an executive session with the Solicitor to discuss personnel, and other legal matters involving attorney/client privilege.

APPROVAL OF THE MINUTES:

The minutes of the June 21, 2021 Board of Commissioners meeting were approved as submitted.

PERSONS TO BE HEARD – CITIZEN’S COMMENTS:

Richard Druck, 23 Scott Street, inquired what the next steps that will be taken for 4 Scott Street. Zoning Officer Smith stated that the property has been cleaned out. Attorney Hovis further explained that the Township had gone to the Court of Common Pleas in order to get a court order allowing the township to go in and clean, and then a lien will be placed on the property for the cost of mediation. The order also allows the property owner to return once property has been cleaned. Commissioner Brown stated that the Township has been working through the court system on this situation for over four years.

Tyler Keach, 77 Gardenia Drive, He wanted to make the Board aware that he is in the process of repairing the retention pond and the sink holes located at 77 Gardenia Drive.

He has been in contact with Zoning Officer Smith, as well as surveyors, engineers and has also reached out to the York County Conservation District. He has also contracted a service for bi-weekly lawn mowing service for the property.

Joe Farley, 5 Scott Street, expressed concern with the resident at 4 Scott Street, stating that hording is a mental disease, and is worried the property owner will return to his hording practices. He inquired if the resident will be receiving mental help. Commissioner Heiland stated that help was offered many times, but the resident declined.

Villette Maynor, 134 Moore Drive, expressed concern in regards to the parcel between her property and 174 Moore Drive. She stated that the property was mowed regularly last year, however this year the edge has been mowed, but the middle of the property is overgrown. She asked if this could be taken care of. Commissioner Heiland stated that ownership of the property is still in question, but should be resolved shortly.

Donna Boone, 204 Jasmine Drive, expressed concern regarding the wetlands by her property. She stated that someone has been dumping yard waste, and grass clippings which has piled up and the area is also overgrown. Commissioner Heiland requested Zoning Officer Smith to inspect the area.

TOWNSHIP REPORTS – STANDING COMMITTEES:

Public Safety – Commissioner Brown:

Commissioners Brown/Cromer moved to approve the Southwestern School District Memorandum of Understanding. Motion carried unanimously.

Public Works & Recreation – Commissioner Black:

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

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

Commissioners Black/Elksnis moved to adopt Ordinance No. 840, adopting as public roads portions of Red Rock Run, Ripple Drive, Pearl Drive, Whispering Lane (East), Whispering Lane (West), and Bair Road. Motion carried on a 5-0 roll call vote.

Commissioners Black/Brown in accordance with Resolution 939, resolved and enacted on August 19, 2019, by the Board of Commissioners of Penn Township moved to support Plan 5C of the Eisenhower Extension and requested York County Planning Commission to support Plan 5C as an alternate to the TSM. Motion carried unanimously.

Commissioners Black/Elksnis moved to approve an agreement with Michael G. & Jean M. Trone for the permanent right-of-way and temporary construction easement for road improvements for the Bankert Road Bridge Replacement Project. Motion carried unanimously.

Commissioners Black/Cromer moved to approve an agreement with JMT for the redevelopment of the Creative Playground at the Penn Township Community Park. Motion carried unanimously.

Planning – Commissioner Black:

Commissioners Black/Brown moved to reduce the bond amount for Whispering Run – Phase 2A from \$64,204.00 to \$5,995.00. Motion carried unanimously.

Commissioners Black/Elksnis moved to reduce the bond amount for Whispering Run - Phase 2B from \$228,866.00 to \$53,674.50. Motion carried unanimously.

Commissioners Black/Brown moved to reduce the bond amount for Whispering Run - Phase 2C from \$118,179.82 to \$10,250.24. Motion carried unanimously.

Commissioners Black/Cromer moved to set the bond amount for High Pointe at ROJEN Farms South – Phase S2 at \$2,753,301.65. Motion carried unanimously.

Commissioners Black/Elksnis moved to deny a request dated May 27, 2021, from Entech Engineering on behalf of Campbell Snack's requesting a waiver to Section 405 (Sheet Size) of the Subdivision and Land development Ordinance and Section 303.B (Volume Controls) of the Stormwater Management Ordinance. Motion carried unanimously.

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 Black/Elksnis moved to approve the following Subdivision and Land development plan:

SL21-04 Jennifer Swartz & Russ Rill, 4655 Grandview Road.
Motion carried unanimously.

There were no Subdivision and Land Development Plans to be extended.

Finance – Commissioner Cromer:

Commissioners Cromer/Brown moved to approve Township warrants in the amount of \$882,468.81. Motion carried unanimously.

Commissioners Cromer/Brown moved to approve a request dated June 11, 2021, from St. Joseph Parish requesting a waiver of permit fees to hold their annual yard sale fundraiser. Motion carried unanimously.

Personnel – Commissioner Brown:

Commissioners Brown reported that Police Chief Hettinger and Township Manager Rodgers have selected a candidate for the vacant Police Officer position.

Health & Sanitation – Commissioner Elksnis:

Commissioners Elksnis/Black moved to adopt Ordinance No. 841, approving the plan of construction of sanitary sewers within and to that portion of Penn Township consisting of Bair Road, Whispering Lane, Pearl Drive, Ripple Drive and Red Rock Run. Motion carried on a 5-0 roll call vote.

MANAGER’S REPORT:

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

OLD BUSINESS: None.

NEW BUSINESS: None.

PERSONS TO BE HEARD/CITIZEN’S COMMENTS: None.

QUESTIONS FROM THE PRESS: None.

ADJOURNMENT:

There being no further business to come before the Board, Commissioners Elksnis/Brown moved for adjournment at approximately 7:31 p.m. Motion carried unanimously.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary

**MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
AUGUST 16, 2021**

CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, August 16, 2021. President Heiland called the meeting to order at 7:00 p.m. with a roll call of members. Present were Commissioners Black, Brown, Cromer, Elksnis, and Heiland. Also present were Solicitor Hovis, Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, 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 Heiland announced that an executive session was held on Monday, August 2, 2021, after the Health & Sanitation Committee meeting to discuss personnel matters. Commissioner Heiland also announced that after the public meeting this evening the Board of Commissioners would convene in an executive session with the Solicitor to discuss personnel, and other legal matters involving attorney/client privilege.

APPROVAL OF THE MINUTES:

The minutes of the July 19, 2021 Board of Commissioners meeting were approved as submitted.

POLICE ACCREDITATION PRESENTATION:

Police Chief Hettinger introduced, Mr. Jim Adams, of the PA Law Enforcement Accreditation Commission. Mr. Adams explained what it means to be an accredited agency and stated Penn Township is one of hundred thirty-one agencies that are accredited out of approximately eleven hundred in the Commonwealth of Pennsylvania and Penn Township was one of the first departments to be accredited in 2003. Mr. Adams presented Police Chief Hettinger, on behalf of the Board of Commissioners and the Penn Township Police Department the Certificate of Recognition for Accreditation from the Pennsylvania Chiefs of Police Association. Mr. Adams also presented an award of recognition for being a Premier Agency. He explained to become a Premier Agency an agency must achieve five consecutive re-accreditations containing no

provisions or extensions, he added Penn Township is one of seventeen agencies within the Commonwealth to achieve this status.

PERSONS TO BE HEARD – CITIZEN’S COMMENTS:

Tyler Keach, 77 Gardenia Drive, updated the Board on the steps being made to repair the retention pond and the sink holes located at 77 Gardenia Drive. He stated he is working with Hanover Land Services on plans for the repair. The trees and brush have been cleared on the Jasmine side, and is currently working on the Gardenia side of the ponds. He will continue to update Zoning Officer Smith on the progress.

TOWNSHIP REPORTS – STANDING COMMITTEES:

Public Safety – Commissioner Brown:

Commissioners Brown/Elksnis moved to approve a request dated July 21, 2021, from Hanover Area High School for their Homecoming Parade on October 1, 2021. Motion carried unanimously.

Public Works & Recreation – Commissioner Black:

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

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

Commissioners Black/Elksnis moved to adopt Ordinance No. 842, Repealing Ordinance Nos. 155 & 530, and creating an Ordinance regulating street openings, excavations and pavement cuts, and providing penalties and appropriate fees. Motion carried on a 5-0 on a roll call vote.

Commissioners Black/Brown moved to adopt Resolution No. 974, accepting the dedication of a tract of land within Hall Estates. Motion carried unanimously.

Planning – Commissioner Black:

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

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

There were no Subdivision and Land Development plans submitted for final approval.

Commissioners Black/Elksnis moved to approve the following extension requests to expire on November 15, 2021:

SL17-10 Mustang Pointe
SL21-01 Clover Lane Development (Stonewicke V)
SL21-05 Elsner Engineering Works
SL21-06 High Pointe LLC
Motion carried unanimously.

Commissioners Black/Heiland moved to approve a request dated August 12, 2021, from Barley Snyder on behalf of J.A. Myers, for waivers of Section 506.e, Section 508, and Section 509.a of the Penn Township Subdivision and Land Development Ordinance for SL17-10 Mustang Pointe. Motion did not carry as the vote was 2-2, with Commissioners Brown and Elksnis casting the dissenting votes, and Commissioner Cromer abstaining.

Finance – Commissioner Cromer:

Commissioners Cromer/Brown moved to approve Township warrants in the amount of \$874,011.69. Motion carried unanimously.

Commissioners Cromer/Black moved to approve a request dated July 22, 2021, from Wellspring Wesleyan Church requesting a reimbursement of yard sale permit fees for a fundraiser held June 11 and 12, 2021. Motion carried unanimously.

Commissioners Cromer/Brown moved to approve a request dated July 28, 2021, from Grace Church for a waiver of the sign permit fees for their Christmas Bazaar on November 20, 2021. Motion carried unanimously.

Commissioners Cromer/Black moved to approve a contribution of \$50,000.00 to the Guthrie Memorial Library. Motion carried unanimously.

Commissioners Cromer/Elksnis moved to approve the moving of the current 457 Plan to a different custodian. Motion carried unanimously.

Personnel – Commissioner Brown:

Commissioner Brown had nothing to report.

Health & Sanitation – Commissioner Elksnis:

Commissioners Elksnis/Cromer moved to adopt Resolution No. 975, authorizing the condemnation of certain parcels of real estate. Motion carried 4-0 with Commissioner Brown abstaining.

Commissioners Elksnis/Black moved to authorize the one-year extension on the Penn Waste Contract. Motion carried unanimously.

Commissioners Elksnis/Black moved to approve an agreement with GHD for permitting services for the Public Works Facility Fill Site. Motion carried 4-0 with Commissioner Brown abstaining.

MANAGER'S REPORT:

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

Manager Rodgers thanked Police Chief Hettinger, and Officer Berwager for all of their hard work on the accreditation submission.

OLD BUSINESS: None.

NEW BUSINESS:

President Heiland thanked Police Chief Hettinger and Detective Gebhart for all of their hard work for National Night Out.

PERSONS TO BE HEARD/CITIZEN'S COMMENTS: None.

QUESTIONS FROM THE PRESS: None.

ADJOURNMENT:

There being no further business to come before the Board, Commissioners Elksnis/Brown moved for adjournment at approximately 7:30 p.m. Motion carried unanimously.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary

**MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
SEPTEMBER 20, 2021**

CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, September 20, 2021. President Heiland called the meeting to order at 7:00 p.m. with a roll call of members. Present were Commissioners Black, Brown, Cromer, Elksnis, and Heiland. Also present were Solicitor Hovis, Township Manager Rodgers, Police Lieutenant Merwede, Fire Chief Clousher, Township Engineer Bortner, 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 Heiland announced that an executive session was held on Tuesday, September 7, 2021, after the Health & Sanitation Committee meeting to discuss personnel matters. Commissioner Heiland also announced that after the public meeting this evening the Board of Commissioners would convene in an executive session with the Solicitor to discuss personnel, and other legal matters involving attorney/client privilege.

APPROVAL OF THE MINUTES:

The minutes of the August 16, 2021 Board of Commissioners meeting were approved as submitted.

PERSONS TO BE HEARD – CITIZEN’S COMMENTS: None.

TOWNSHIP REPORTS – STANDING COMMITTEES:

Public Safety – Commissioner Brown:

Commissioners Brown/Black moved to approve the Annual SPCA Agreement for 2022. Motion carried unanimously.

Commissioners Brown/Cromer moved to approve an agreement with American Security Cabinets, Inc. for the monitoring system for the drug take back drop box. Motion carried unanimously.

Public Works & Recreation – Commissioner Black:

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

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

Commissioners Black/Brown moved to approve two agreements dated August 16, 2021, with C.S. Davidson for the Park Heights Boulevard Culvert Replacement and Realignment project. Motion approved unanimously.

Planning – Commissioner Black:

Commissioners Black/Elksnis moved to reduce the site bond amount for Brookside Heights – Phase 4 from \$580,286.41 to \$125,228.70. Motion carried unanimously.

Commissioners Black/Brown moved to reduce the surety bond for High Pointe South Phase S-1 from \$1,531,583.52 to \$455,724.72. Motion carried unanimously.

Commissioners Black/Elksnis moved to reduce the performance bond for Lancaster County Bible Church from \$73,829.80 to \$3,401.48. Motion carried unanimously.

Commissioners Black/Elksnis moved to reduce the maintenance bond for Pinebrook – Phase II from \$22,920.30 to \$0, thus releasing the bond. Motion carried unanimously.

Commissioners Black/Elksnis moved to deny a request dated August 12, 2021, from Sharrah Design Group, Inc. for a waiver of Section 306.B.4 of the Township’s Stormwater Ordinance for High Pointe at Rojen Farms South as submitted. Upon consideration Commissioners Black/Elksnis moved to approve the waiver on the condition the fence utilized is a black aluminum pool-type fence. Motions carried unanimously.

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

The following Subdivision and Land Development plans were submitted for formal filing:

SL21-09	Porter and Warehime Property, BPR LLC
SL21-10	Conewago North Ridge Partners L.P.
SL21-11	Brookside, LLC & Meadow Springs, LLC

Commissioners Black/Brown moved to approve the following Subdivision and Land Development plans:

SL21-06 High Pointe LLC
SL21-08 Campbell Snacks Hanover Plant- Locker Room Expansion
Motion approved unanimously.

Commissioners Black/Brown moved to approve the following extension requests to expire on December 20, 2021:

SL20-09 Pero Farms Hanover Facility LLC
SL20-10 Aquaphonenix Scientific Building Addition
SL21-07 Stonewicke-Phase III
Motion carried unanimously.

Finance – Commissioner Cromer:

Commissioners Cromer/Brown moved to approve Township warrants in the amount of \$718,503.88. Motion carried unanimously.

Commissioners Cromer/Brown moved to adopt the 2022 Minimum Municipal Obligations for the Penn Township Non-Uniform Pension Plan in the amount of \$202,215.69, the Penn Township Firefighter’s Pension Plan in the amount of \$202,566.49, and the Penn Township Police Pension Plan in the amount of \$284,883.95. Motion approved unanimously.

Commissioners Cromer/Elksnis moved to execute a judgement on a court order to list 4 Scott Street for Sheriff’s sale. Motion approved unanimously.

Personnel – Commissioner Brown:

Commissioner Brown had nothing to report.

Health & Sanitation – Commissioner Elksnis:

Commissioner Elksnis had nothing to report.

MANAGER’S REPORT:

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

OLD BUSINESS: None.

NEW BUSINESS: None.

PERSONS TO BE HEARD/CITIZEN'S COMMENTS:

Karl Maynor, 134 Moore Drive, reported that the one retention property off of Moore Drive has been mowed several times, and the other retention area behind Moore Drive and Gardenia Drive has been mowed once and is not being maintained. Zoning Officer Smith stated that the property owners have been notified, fined and will be in court later this week.

Lisa Runk, 211 High Street, asked the board to explain premium pay to her in regards to the ARPA funds. Solicitor Hovis explained that this is one of the options but the use is not mandated. Commissioner Heiland added that the use of the funds has not been decided as of yet, and once the Township is ready for discussion, the topic will be added to the Finance Committee Agenda.

QUESTIONS FROM THE PRESS: None.

ADJOURNMENT:

There being no further business to come before the Board, Commissioners Elksnis/Brown moved for adjournment at approximately 7:15 p.m. Motion carried unanimously.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary

**MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
OCTOBER 18, 2021**

CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, October 18, 2021. President Heiland called the meeting to order at 7:00 p.m. with a roll call of members. Present were Commissioners Black, Brown, Cromer, Elksnis, and Heiland. Also present were Solicitor Hovis, Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, 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 Heiland announced that an executive session was held on Tuesday, October 5, 2021, after the Health & Sanitation Committee meeting to discuss personnel matters. Commissioner Heiland also announced that after the public meeting this evening the Board of Commissioners would convene in an executive session with the Solicitor to discuss personnel, and other legal matters involving attorney/client privilege.

APPROVAL OF THE MINUTES:

The minutes of the September 20, 2021 Board of Commissioners meeting were approved as submitted.

PERSONS TO BE HEARD – CITIZEN’S COMMENTS: None.

TOWNSHIP REPORTS – STANDING COMMITTEES:

Public Safety – Commissioner Brown:

Commissioners Brown/Cromer moved to approve the Cooperation Agreement with Wellspan Philhaven, and the York/Adams MH-IDD Programs for the Co-Responder Program. Motion carried unanimously.

Commissioners Brown/Elksnis moved to adopt the revised Civil Service Rules and Regulations for the Police. Motion carried unanimously.

Public Works & Recreation – Commissioner Black:

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

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

Commissioners Black/Elksnis moved to approve the Karen Lane Bridge Superstructure Replacement Change Order No. 1. Motion carried unanimously.

Commissioners Black/Elksnis moved to authorize C.S. Davidson to advertise the bidding documents for Ridge Avenue and/or Wilson Avenue bridge guide rail project. Motion carried unanimously.

Planning – Commissioner Black:

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 Black/Cromer moved to approve the following Subdivision and Land Development plan:

SL21-10 Conewago North Ridge Partners L.P.
Motion approved unanimously.

There were no Subdivision and Land Development Plans to be extended.

Finance – Commissioner Cromer:

Commissioners Cromer/Brown moved to approve Township warrants in the amount of \$1,995,099.16. Motion carried unanimously.

Commissioners Cromer/Brown moved to adopt Resolution No. 976, authorizing a 457 plan for Public Safety Employees. Motion carried unanimously.

Commissioners Cromer/Elksnis moved to approve a request dated September 1, 2021 from HRG on behalf of Conewago Contractors for a modification to the Subdivision and Land Development Filing Fee. Motion carried unanimously.

Personnel – Commissioner Brown:

Commissioner Brown had nothing to report.

Health & Sanitation – Commissioner Elksnis:

Commissioners Elksnis/Black moved to authorize GHD to advertise the bidding documents for the Oak Hill/Hershey Heights Sewer Project. Motion carried unanimously.

Commissioners Elksnis/Black moved to authorize the Township Manager to execute right of way agreements for the Janet Street Pumping Station Project. Motion carried unanimously.

MANAGER'S REPORT:

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

OLD BUSINESS: Commissioner Heiland commended Engineer Bortner and the Public Works department for their help with the Kid's Kingdom picket pick-up.

NEW BUSINESS: None.

PERSONS TO BE HEARD/CITIZEN'S COMMENTS: None.

QUESTIONS FROM THE PRESS: None.

ADJOURNMENT:

There being no further business to come before the Board, Commissioners Elksnis/Brown moved for adjournment at approximately 7:08 p.m. Motion carried unanimously.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary

**MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
NOVEMBER 15, 2021**

CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, November 15, 2021. President Heiland called the meeting to order at 7:00 p.m. with a roll call of members. Present were Commissioners Black, Brown, Cromer, Elksnis, and Heiland. Also present were Solicitor Hovis, Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, 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 Heiland announced after the public meeting this evening the Board of Commissioners would convene in an executive session with the Solicitor to discuss personnel, and other legal matters involving attorney/client privilege.

APPROVAL OF THE MINUTES:

The minutes of the October 18, 2021, Board of Commissioners meeting were approved as submitted.

PERSONS TO BE HEARD – CITIZEN’S COMMENTS: None.

TOWNSHIP REPORTS – STANDING COMMITTEES:

Public Safety – Commissioner Brown:

Commissioners Brown/Black moved to approve the 2022 Klugh Animal Control Agreement. Motion carried unanimously.

Commissioners Brown/Elksnis moved to approve the York County Safety Collaborative Agreement. Motion carried unanimously.

Commissioners Brown/Cromer moved to approve the Hanover Area Fire and Rescue Commission Budget for 2022 with a contribution from Penn Township not to exceed \$750,388.00 for the budget and \$5,000 for the EMA contribution. Motion carried unanimously.

Public Works & Recreation – Commissioner Black:

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 Black/Brown moved to award a request for proposal for the Creative Playground, dated October 7, 2021, to George Ely Associates, Inc. Motion carried unanimously.

Planning – Commissioner Black:

Commissioners Black/Elksnis moved to set the bond amount for Stonewicke-Phase III at \$1,375,360.75. Motion carried unanimously.

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

The following Subdivision and Land Development plan was submitted for formal filing:

SL21-12 Above & Beyond Christian Child Care Center

There were no Subdivision and Land Development plans submitted for approval.

Commissioners Black/Brown moved to approve the following extension requests to expire on February 21, 2022:

SL17-10 Mustang Pointe
SL21-01 Clover Lane Development, LP
SL21-05 Elsner Engineering Works, Inc.
Motion carried unanimously.

Finance – Commissioner Cromer:

Commissioners Cromer/Brown moved to approve Township warrants in the amount of \$1,083,207.37. Motion carried unanimously.

Commissioners Cromer/Brown moved to approve a request dated October 11, 2021, from St. Joseph’s Parish for a waiver of the sign permit fees for their Christmas Bazaar. Motion carried unanimously.

Commissioners Cromer/Black moved to approve a request dated October 19, 2021, from the Knights of Columbus for a waiver to the sign permit fees for a Christmas banner. Motion carried unanimously.

Commissioners Cromer/Brown moved to adopt Resolution No. 977, appointing the township auditor and setting the compensation for services rendered. Motion carried unanimously.

Commissioners Cromer/Black moved to authorize writing off a sewer debt in the amount of \$852.70, protected under Chapter 11, for Wendy's. Motion carried unanimously.

Commissioner Cromer and Township Manager Rodgers presented the first reading of the 2022 budget. Manager Rodgers reported the General Fund is balanced with \$15,597,670 in revenue and expenditures. She reported the Highway Aid Fund is balanced with \$1,187,422 in revenue and expenditures, and the Sewer Fund is balanced with \$11,374,235 in revenue and expenditures. The budget will be presented for public display on December 1, 2021.

Personnel – Commissioner Brown:

Commissioner Brown had nothing to report.

Health & Sanitation – Commissioner Elksnis:

Commissioners Elksnis/Black moved to approve the agreement between Penn Township and Hanover Foods Corporation for the sale of fifty-six phosphorus credits for the price of \$168.00, they further moved to authorize the Township Manager and Township Secretary to execute the agreement on behalf of the Township. Motion carried unanimously.

MANAGER'S REPORT:

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

OLD BUSINESS: None.

NEW BUSINESS: Commissioner Black announced he has a meeting with the Hanover Trolley Trail Operating Committee Friday, November 19, at 8:00 a.m.

PERSONS TO BE HEARD/CITIZEN'S COMMENTS:

Mr. Karl Maynor, 134 Moore Drive, asked the Board if they are aware the property containing the two retention ponds at 77 Gardenia is listed for sale. Zoning Officer Smith stated that he is aware and has been receiving calls inquiring what can be placed on the non-buildable parcel. He reported that the ponds have not been repaired, and that a citation for violations has been filed against the current owners. He is waiting to hear from the Magistrate.

Mr. Maynor also asked the Board for guidance regarding his shed that is on the Township's property. He was interested in applying for a variance, but was informed he could not request because he does not own the property. He stated the shed cannot be moved, the only other option would be placing it in a flood zone. Mr. Maynor stated he applied for a permit for the shed fifteen years ago, and was told by the inspector the placement was the perfect location. Commissioner Heiland requested Zoning Officer Smith look into the permit and place on the agenda for discussion at the next Public Works Committee meeting.

Ms. Ann Kehr, 173 Bowman Road, stated that she has a water well, and is having an issue with water runoff from the football fields. She has resided at this address for forty plus years, and did not have an issue until Southwestern School District renovated the athletic field with AstroTurf. She stated their engineers had told her they would construct a small swale and run the water towards Bowman Road to avoid any issues. The runoff from the two fields connect down from her front door, and she currently has three feet of water in the well house. She has had a plumber out on several occasions to help pump the water out. Attorney Hovis suggested she may want to seek legal counsel and contact the School District as this is a private cause of action.

Mr. Henry Fendelander, 932 West College Avenue, York, PA, reported he had asked the project representative if a Stormwater Management Survey was completed, he did not receive a reply. Mr. Fendelander asked if a variance would have been issued. Zoning Officer Smith stated that would have been issued by York County Conservation District.

Mr. Fendelander requested to speak with Zoning Officer Smith after the meeting to get the contact information for the York County Conservation District.

QUESTIONS FROM THE PRESS: None.

ADJOURNMENT:

There being no further business to come before the Board, Commissioners Elksnis/Brown moved for adjournment at approximately 7:27 p.m. Motion carried unanimously.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary

**MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
DECEMBER 20, 2021**

CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, December 20, 2021. President Heiland called the meeting to order at 7:00 p.m. with a roll call of members. Present were Commissioners Black, Cromer, Elksnis, and Heiland. Commissioner Brown was present via cell phone. Also present were Solicitor Hovis, Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, 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 Heiland announced that after the public meeting this evening the Board of Commissioners would convene in an executive session with the Solicitor to discuss personnel, and other legal matters involving attorney/client privilege.

APPROVAL OF THE MINUTES:

The minutes of the November 15, 2021 Board of Commissioners meetings were approved as submitted.

PERSONS TO BE HEARD – CITIZEN'S COMMENTS:

Ms. Shanna Hollick, Guthrie Memorial Library, newly appointed Library Director, introduced herself, and stated she is looking forward to working with the community to learn how the library can best serve the needs of the residents.

PUBLIC HEARING – 2022 BUDGET:

Commissioner Heiland announced that the budget is balanced with no tax increase for 2022. The Commissioners commended Manager Rodgers, Department Heads and all involved for their hard work.

Commissioners Cromer/Black moved to adopt Ordinance No. 844, the 2022 budget. Motion carried on a 5-0 roll call vote.

Commissioners Cromer/Elksnis moved to adopt Ordinance No. 845, setting the real estate tax rate for 2022 at 4.40 mills. Motion carried on a 5-0 roll call vote.

Commissioners Cromer/Black moved to authorize the Township Manager to balance all 2021 funds by transferring surplus funds to those accounts showing deficits. Motion carried unanimously.

TOWNSHIP REPORTS – STANDING COMMITTEES:

Public Safety – Commissioner Elksnis:

Commissioner Elksnis had nothing to report.

Public Works & Recreation – Commissioner Black:

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

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

Commissioners Black/Elksnis moved to adopt Ordinance No. 843, Amending Section 306(B) of the Stormwater Management Ordinance of 2011, prohibiting the use of retaining walls within a retention or detention basin. Motion carried on a 5-0 roll call vote.

Commissioners Black/Cromer moved to award the Ridge Avenue and Wilson Avenue Bridge Guide Rail Project to William Orr and Sons, Inc., 2845 State Route 72, Jonestown, Pa 17038, for the base bid price of \$39,955.00. Motion carried unanimously.

Planning – Commissioner Black:

Commissioners Black/Elksnis moved to rescind the motion passed at the February 17, 2020, Board of Commissioners Meeting to reduce the bond amount for Phase 3 of the Brookside Heights Land Development Plan from \$1,170,250.68 to \$233,685.43, thus reinstating the bond amount to \$328,825.53. Motion carried unanimously.

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 Black/Elksnis moved to approve the following Subdivision and Land Development plans for approval.

SL21-07 Stonewicke Phase III
SL21-11 Brookside, LLC & Meadow Springs, LLC
Motion approved unanimously.

Commissioners Black/Cromer moved to approve the following extension requests that will expire on March 21, 2022:

SL20-09 Pero Farms Hanover Facility LLC
SL20-10 AquaPhoenix Scientific Building Addition
SL21-09 Porter and Warehime Property, BPR, LLC
Motion carried unanimously.

Finance – Commissioner Cromer:

Commissioners Cromer/Elksnis moved to approve Township warrants in the amount of \$1,581,406.66. Motion carried unanimously.

Commissioners Cromer/Black moved to adopt Resolution No. 978, fixing the rates of pay and various benefits for management and non-uniformed employees of Penn Township for 2022. Motion carried unanimously.

Commissioners Cromer/Elksnis moved to adopt Resolution No. 979 setting fees for permits and services for 2022. Motion carried unanimously.

Personnel – Commissioner Elksnis:

Commissioners Elksnis/Black moved to reappoint Douglas Stambaugh, GHI Inc., as the Township Sewage Enforcement Officer. They further moved that Reginald Baugher, and Brandon Bishard, Hanover Land Services, be appointed as the Township Alternate Sewage Enforcement Officers. Motion carried unanimously.

Health & Sanitation – Commissioner Elksnis:

Commissioner Elksnis had nothing to report.

MANAGER’S REPORT:

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

OLD BUSINESS:

None.

NEW BUSINESS:

Commissioners Heiland/Black moved to adopt Ordinance No. 846 establishing the time and place of regular meetings of the Board of Commissioners. Motion carried on a 5-0 roll call vote.

Commissioner Heiland thanked Commissioners Clayton Black, and Jan Cromer for their service and knowledge that they brought to the Board of Commissioners for Penn Township.

PERSONS TO BE HEARD/CITIZEN'S COMMENTS: None.

QUESTIONS FROM THE PRESS: None.

ADJOURNMENT:

There being no further business to come before the Board, Commissioners Heiland/Elksnis moved for adjournment at approximately 7:15 p.m. Motion carried unanimously.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary