

MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
November 18, 2024

CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, November 18, 2024. President Elksnis called the meeting to order at 7:00 p.m. with a roll call of members. Present were Commissioners Baile, Brown, Fanelli, Heiland, and Elksnis. Also present were Solicitor Sabol, Police Chief Merwede, WWTP Superintendent Lank, Manager Sweeney, Zoning Officer LeFevre, and Township Secretary Klinefelter.

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 there was an executive session held Wednesday, November 13, 2024, following the Finance Budget meeting to discuss personnel matters. Additionally, there will be an executive session this evening following the meeting to discuss personnel matters.

APPROVAL OF THE MINUTES:

The minutes of October 21, 2024, and November 4, 2024, the Board of Commissioners meetings were approved as submitted.

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

TOWNSHIP REPORTS – STANDING COMMITTEES:

Public Safety – Commissioner Heiland:

Commissioners Heiland/Brown moved to adopt Ordinance number 868- Amending Section 300-200 Closing of Certain Highways to Certain Vehicles, Youngs Road. Roll Call Vote. Motion Carried.

Commissioners Heiland/Brown moved to approve the 2025 York County SPCA Agreement. Motion carried.

Commissioners Heiland/Brown moved to approve the Hanover Area Fire and Rescue Commission Budget for 2025 with a contribution from Penn Township not to exceed \$91,646 for the budget and \$5,000 for the EMA contribution. Motion Carried.

Personnel – Commissioner Heiland:

Commissioners Heiland/Brown moved to appoint Thomas Wheeler as alternate to the Civil Service Commission, said term to expire December 2030. 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.

Planning – Commissioner Baile:

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

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

SL24-33 1160 Carlisle Street – 7 Brew Coffee

SL24-13 37 Industrial Drive – Yazoo Mills

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

SL24-11 630 Westminster Ave – Maitland Investment Corporation

SL24-12 450 Fame Ave and 15 Industrial Drive – Sheridan Press

Motion Carried

Commissioners Baile/Brown moved to approve the following extension requests due to expire February 17, 2025:

SL17-10 – Mustang Pointe

SL21-05 – Elsner Engineering Works

SL22-01 – Water Street Four, LLC

SL24-03 – Holland Construction – 100 Blettner Ave

Motion Carried

Finance – Commissioner Brown:

Commissioners Brown/Heiland moved to approve Township warrants in the amount of \$1,260,861.18. Motion carried.

Commissioner Brown presented the first reading of the 2025 budget. He reported that the General Fund is balanced, with \$18,123,077 in both revenue and expenditures. The Highway Aid Fund also maintains balance, with \$1,267,000 in revenue and expenditures. Similarly, the Sewer Fund is balanced, showing \$8,472,000 in both revenue and expenditures. The budget is scheduled for public display on December 2, 2024

Commissioners Brown/Heiland moved to approve a request received on September 30, 2024, from Saint Joseph Parish seeking a waiver of permit fees for their annual holiday bazaar that was held on November 9, 2024. Motion Carried.

Commissioners Brown/Heiland moved to approve a request received on October 3, 2024, from Anthony's Way Foundation for a waiver of 2023 and 2024 Penn Township Taxes. Motion Carried.

Commissioners Brown/Heiland moved to adopt Resolution No. 1040- Authorizing the advertisement for the public sale of excess public works equipment. Motion Carried.

Health & Sanitation – Commissioner Fanelli:

OLD BUSINESS: There was none.

NEW BUSINESS: There was none.

PERSONS TO BE HEARD/CITIZEN'S COMMENTS:

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 7:10 p.m. Motion carried.

Respectfully submitted,

Laura Klinefelter,
Township Secretary