

MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
August 18, 2025

CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, August 18, 2025. President Elksnis called the meeting to order at 7:00 p.m., with a roll call of members. Present were Commissioners Fanelli, Heiland, Arnold, and Elksnis, and Baile. Also present were Solicitor Sabol, Police Chief Merwede, WWTP Superintendent Lank, Township Engineer Bortner, Manager Sweeney, Assistant Township Manager Klinefelter, and Zoning Officer LeFevre.

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 Monday, August 4, 2025, following the Health & Sanitation Committee meeting to discuss personnel matters. He also noted there will be an executive session this evening following the meeting to discuss personnel matters.

APPROVAL OF THE MINUTES:

The minutes for July 21, 2025, from the Board of Commissioners meetings were approved as submitted.

PERSONS TO BE HEARD/CITIZEN'S COMMENTS:

TOWNSHIP REPORTS – STANDING COMMITTEES:

Public Safety – Commissioner Heiland:

Commissioners Heiland/Arnold moved to approve the Hanover Public School District Homecoming Parade to be held on Friday, October 10, 2025. Motion Carried.

Commissioners Heiland/Arnold moved to approve setting the date for trick-or-treat for Tuesday, October 28, 2025, from 6pm to 8pm. Motion Carried.

Personnel – Commissioner Heiland:

Commissioners 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.

Commissioners Baile/Fanelli moved to adopt Resolution No. 1058 accepting the Deed of Dedication of Tracts of Land for High Pointe South Phase IV. Motion Carried.

Commissioners Baile/Heiland moved to adopt Ordinance No. 876 adopting public roads portions of Kortney Drive, Winifred Drive, and Garden Lane within High Pointe at Rojen Farms, Section IV. Motion carried 5-0 on a roll call vote.

Planning – Commissioner Baile:

Commissioners Baile/Fanelli moved to set the maintenance bond for High Pointe at ROJEN Farms-Penn South Phase S4 in the amount of \$139,930.90. Motion Carried.

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

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

SL25-06 – 700 Wilson Ave - Luckenbaugh

There were no Subdivision and Land Development Plans for final approval.

Commissioners Baile/Fanelli moved to approve the following Subdivision and Land Development Plan extension requests to expire November 17, 2025. Motion Carried.

SL21-05 – Elsner Engineer Works, Inc.

SL22-01 – Water Street Four, LLC.

SL24-03 – Holland Construction – 100 Blettner Ave

SL24-13 – 7 Brew Coffee

Finance – Commissioner Arnold:

Commissioners Arnold/Heiland moved to approve Township warrants in the amount of \$1,404,652.53. Motion carried.

Commissioners Arnold/Heiland moved to adopt Resolution No. 1059 – LSA Category 4 Grant Request. Motion Carried.

Commissioners Arnold/Heiland moved to adopt Resolution No. 1060 – LSA State Wide Grant Request. Motion Carried.

Commissioners Arnold/Heiland moved to approve a request dated July 15, 2025, from the Exchange Club of Hanover for a waiver of permit fees for their Annual Chili Cook Off to be held on Sunday, August 31, 2025. Motion Carried.

Commissioners Arnold/Heiland moved to deny a request dated July 18, 2025, from Hanover Logistics requesting a waiver of sewer permit fees. Motion Carried.

Commissioners Arnold/Heiland moved to approve the following bids of surplus Zoning/Police equipment. Motion Carried:

- a. 2013 Ford F150 Truck – Bid Amount of \$8,100.00, Stuart Witkowski, 117 Covered Bridge, Elizabethtown, PA 17022
- b. 2013 Ford Taurus – Bid amount of \$6,501.01, LeeAnn Price, 215 Hickory Hollow Lane, Port Matilda, PA 16870
- c. 2014 Ford Explorer – Bid amount of \$ 2,250.00, Jeremy Canestri, 9 Greyledge Road, Clinton, CT 064313

Health & Sanitation – Commissioner Fanelli:

Commissioners Fanelli/Heiland moved to adopt Ordinance No. 877 adopting certain sewer facilities as public sewer facilities to that portion of Penn Township consisting of High Pointe at Rojen Farms. Motion Carried 5-0 with a roll-call vote.

OLD BUSINESS: There was none.

NEW BUSINESS: There was none.

PERSONS TO BE HEARD/CITIZEN’S COMMENTS: *Sharon Narushoff, 11 Willow Ct:* Ms. Narushoff asked the Commissioners if in the remaining board meetings will the Solicitor be present. The Commissioners said the Solicitor is at every Board of Commissioners meeting.

QUESTIONS FROM THE PRESS: There were none.

ADJOURNMENT:

There being no further business to come before the Board, Commissioners Elksnis/Heiland moved for adjournment at approximately 7:11 p.m. Motion carried.

Respectfully submitted,

Laura Klinefelter,
Township Secretary