

MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
September 15, 2025

CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, September 15, 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 happy one year anniversary to the numerous management members present. There was an executive session held Tuesday, September 2, 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 August 18, 2025, from the Board of Commissioners meetings were approved as submitted.

PERSONS TO BE HEARD/CITIZEN'S COMMENTS: *There was none*

TOWNSHIP REPORTS – STANDING COMMITTEES:

Public Safety – Commissioner Heiland:

Commissioners Heiland/Arnold moved to approve the 2026 Klugh Animal Control Contract Agreement. Motion Carried.

Commissioners Heiland/Arnold moved to approve the Hanover Jaycees Halloween Parade for Thursday, October 30, 2025. 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.

Planning – Commissioner Baile:

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 for final approval.

Commissioners Baile/Fanelli moved to approve the following Subdivision and Land Development Plan extension requests to expire December 15, 2025. Motion Carried.

SL22-10 – 934 Baltimore Street – Cody Bentzel

SL22-11 – Liberty Restoration & Construction LLC

Finance – Commissioner Arnold:

Commissioners Arnold/Heiland moved to approve Township warrants in the amount of \$1,390,819.95. Motion carried.

Commissioners Arnold/Heiland moved to adopt the 2026 Minimum Municipal Obligations for the Penn Township's Non-Uniform Pension Plan in the amount of \$230,602.67, the Township's Firefighter's Pension Plan in the amount of \$226,395.03, and the Penn Township's Police Pension Plan in the amount of \$278,611.43. Motion Carried.

Commissioners Arnold/Heiland moved to approve the advertisement of the Request for Proposal for Legal Services. Motion Carried.

Commissioners Arnold/Heiland moved to approve participation in the Enterprise Fleet Management program. Discussion was opened. Motion failed 0-5.

Dalton Haymaker from Enterprise Fleet Management was in attendance to answer any questions. The Commissioners asked at what level they must participate. Can the Township change the number of vehicles each year. Dalton said Enterprise will recommend a certain number of vehicles each year to help get the most equity, but it is completely up to the Township how they would like to proceed. It was explained that there is a portal for

management to use and input information for each vehicle. There is another service that can be purchased separately that tracks vehicles and harsh driving.

Commissioner Arnold/Heiland moved to table the participation in the Enterprise Fleet Management Program. Motion Carried.

Health & Sanitation – Commissioner Fanelli:

Commissioners Fanelli/Baile moved to approve a utility refund in the amount of \$1,456 for the property located at 986 Baltimore Street, due to a billing error. Motion Carried.

Commissioners Fanelli/Baile moved to approve the Synagro 3-year extension contract for Sludge disposal. Motion Carried.

OLD BUSINESS: There was none.

NEW BUSINESS: There was none.

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

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 7:17 p.m. Motion carried.

Respectfully submitted,

Laura Klinefelter,
Township Secretary