

AGENDA
PENN TOWNSHIP BOARD OF COMMISSIONERS
JANUARY 20, 2025
7:00 P.M.

1. CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM
2. PLEDGE OF ALLEGIANCE TO THE FLAG FOLLOWED BY A PERIOD OF SILENT MEDITATION
3. ANNOUNCEMENTS
4. CONSIDER RESIGNATION OF PLANNING COMMISSION
5. CONSIDER NOMINATION TO THE BOARD OF COMMISSIONERS
6. APPROVAL OF THE MINUTES FROM PREVIOUS MONTH
7. PERSONS TO BE HEARD/CITIZEN’S COMMENTS
8. TOWNSHIP REPORTS – STANDING COMMITTEES
 - A. Public Safety – Commissioner Heiland
 - B. Personnel – Commissioner Heiland
 1. Consider Appointment to the Planning Commission
 - C. Public Works & Recreation – Commissioner Baile
 1. Engineer’s Report
 2. MS4
 - D. Planning – Commissioner Baile
 1. Consider setting/reducing Subdivision and Land Development bond amounts
 2. Zoning Officer’s Report
 - a. Subdivision and Land Development Plans for formal filing.

SL24-15 – 60 Radio Road – Joann Neiderer
 - b. Subdivision and Land Development Plans for final approval.
 - c. Subdivision and Land Development Plans to be extended.

E. Finance – Commissioner Heiland

1. Approve Warrants

2. Consider adopting Resolution 1046, Reducing Employee Contributions to the Police Pension Plan for 2025.

9. MANAGER'S REPORT

10. OLD BUSINESS

11. NEW BUSINESS

12. PERSONS TO BE HEARD/CITIZEN'S COMMENTS

13. ADJOURNMENT

AGENDA
PENN TOWNSHIP BOARD OF COMMISSIONERS
FEBRUARY 17, 2025
7:00 P.M.

1. CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM
2. PLEDGE OF ALLEGIANCE TO THE FLAG FOLLOWED BY A PERIOD OF SILENT MEDITATION
3. ANNOUNCEMENTS
4. APPROVAL OF THE MINUTES FROM PREVIOUS MEETING
5. PERSONS TO BE HEARD/CITIZEN’S COMMENTS
6. TOWNSHIP REPORTS – STANDING COMMITTEES
 - A. Public Safety – Commissioner Heiland
 1. Consider a request dated January 20, 2025, from Hanover Allied Veterans to conduct the Annual Memorial Day Parade
 - B. Personnel – Commissioner Heiland
 1. Consider Resolution 1047, appointing and setting the rate of pay for Police Lieutenant
 2. Consider the promotion of Patrol Officer to Sergeant
 3. Consider Vacancy Board appointment
 4. Consider Resolution 1048, confirming Treasurer, Township Secretary and appointing Assistant Secretary
 - C. Public Works & Recreation – Commissioner Baile
 1. Engineer’s report
 2. MS4
 - D. Planning – Commissioner Baile
 1. Consider setting/reducing Subdivision and Land Development bond amounts.
 2. Consider approving a settlement agreement with Homewood at Plum Creek
 3. Zoning Officer’s Report
 - a. Subdivision and Land Development Plans for formal filing
SL25-01 Youngs Road-Rebert Family Farm

- b. Subdivision and Land Development Plans for final approval
SL24-15 Joann Neiderer – 60 Radio Road
- c. Subdivision and Land Development Plans to be extended
SL17-10 Mustang Pointe
SL21-05 Elsner Engineer Works, Inc.
SL22-01 Water Street Four, LLC
SL24-03 Holland Construction-100 Blettner Ave
SL24-13 7 Brew Coffee
SL24-14 Yazoo Mills

E. Finance – Commissioner Arnold

- 1. Approve Warrants
- 2. Consider writing off sewer debt protected under Chapter 7.
- 3. Consider Resolution 1049 to appoint voting delegates for the York County Tax Collection Committee
- 4. Consider a request dated January 20, 2025, from the Exchange Club of Hanover for a waiver of permit fees for the Builders Home and Garden Show held on March 7-9, 2025.
- 5. Consider a request dated January 20, 2025, from the Exchange Club of Hanover for a waiver of permit fees for their Evening of Comedy and Magic to be held on May 16, 2025

F. Health & Sanitation – Commissioner Fanelli

- 1. Consider advertisement of Refuse Bid 2026-2030

- 7. MANAGER'S REPORT
- 8. OLD BUSINESS
- 9. NEW BUSINESS
- 10. PERSONS TO BE HEARD/CITIZEN'S COMMENTS
- 11. ADJOURNMENT

AGENDA
PENN TOWNSHIP BOARD OF COMMISSIONERS
MARCH 17, 2025
7:00 P.M.

1. CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM
2. PLEDGE OF ALLEGIANCE TO THE FLAG FOLLOWED BY A PERIOD OF SILENT MEDITATION
3. ANNOUNCEMENTS
4. APPROVAL OF THE MINUTES FROM PREVIOUS MEETING
5. PERSONS TO BE HEARD/CITIZEN’S COMMENTS
6. TOWNSHIP REPORTS – STANDING COMMITTEES
 - A. Public Safety – Commissioner Heiland
 1. Consider adopting Ordinance 872, amending Section 127-11, prohibiting a left turn from Black Rock Road onto Route 94, Baltimore Street.
 - B. Personnel – Commissioner Heiland
 1. Consider Resignation from the Zoning Hearing Board
 2. Consider authorizing the Civil Service Commission to prepare an eligibility list for the position of Fire Captain.
 - C. Public Works & Recreation – Commissioner Baile
 1. Engineer’s report
 2. MS4
 - D. Planning – Commissioner Baile
 1. Consider setting/reducing Subdivision and Land Development bond amounts.
 2. Consider a request dated February 18, 2025, from James R. Holley & Associates, Inc., requesting a waiver to the SALDO Section 605 and the Stormwater Management Ordinance Section 306.B.3 (slopes) for the Mustang Pointe Preliminary Subdivision Plan.
 3. Zoning Officer’s Report
 - a. Subdivision and Land Development Plans for formal filing.
 - SL25-02 – 1185 Westminster Ave – Highland Views
 - SL25-03 – 595 & 597 Mcallister Street CM Cooper Properties, LLC
 - SL25-04 – 556 Pumping Station Road – James RD Langkam & Russell Langkam

- b. Subdivision and Land Development Plan for final approval.
SL25-01 – Rebert Family Farm
- c. Subdivision and Land Development Plans to be extended.
SL22-10 – 934 Baltimore Street – Cody Bentzel
SL22-11 – Liberty Restoration & Construction, LLC

E. Finance – Commissioner Arnold

- 1. Approve Warrants
- 2. Consider adopting Resolution 1050, authorizing the disposition of municipal records in accordance with the Historical and Museum Commission Act 428 of 1968.
- 3. Consider a request dated February 26, 2025, from the Hanover Lions Club requesting a waiver of fees from their annual Chicken Barbeque to be held on Saturday, May 10, 2025.
- 4. Consider awarding the Joint Bids for the period of April 1, 2025, to March 31, 2026.

F. Health & Sanitation – Commissioner Fanelli

- 7. MANAGER’S REPORT
- 8. OLD BUSINESS
- 9. NEW BUSINESS
- 10. PERSONS TO BE HEARD/CITIZEN’S COMMENTS
- 11. ADJOURNMENT

AGENDA
PENN TOWNSHIP BOARD OF COMMISSIONERS
April 21, 2025
7:00 P.M.

1. CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM
2. PLEDGE OF ALLEGIANCE TO THE FLAG FOLLOWED BY A PERIOD OF SILENT MEDITATION
3. ANNOUNCEMENTS
4. APPROVAL OF THE MINUTES FROM PREVIOUS MEETING
5. PERSONS TO BE HEARD/CITIZEN’S COMMENTS
6. PROCLAMATION – APRIL 2025 RECOGNIZED AS “PA 811 SAFE DIGGING MONTH”
7. TOWNSHIP REPORTS – STANDING COMMITTEES
 - A. Public Safety – Commissioner Heiland
 - B. Personnel – Commissioner Heiland
 1. Consider a Memorandum of Understanding with the American Federation of State, County, and Municipal Employees, AFSCME, Council 13, AFL-CIO, Local 2624
 - C. Public Works & Recreation – Commissioner Baile
 1. Engineer’s report
 2. MS4
 3. Consider Columbia Gas waiver request
 4. Consider Resolution 1051 - authorizing the sale of excess Public Works equipment.
 5. Consider Resolution 1052 - accepting the dedication of certain streets, sanitary sewers and the Pump Station Lot No. U-1 in High Pointe at Rojen Farms Penn South S1, S2 & S3.
 - D. Planning – Commissioner Baile
 1. Consider setting/reducing Subdivision and Land Development bond amounts.
 2. Consider Resolution 1053 – York County UCC Board of Appeals Membership Criteria
 3. Consider 7 Brew Sign Waiver Request

4. Zoning Officer's Report
 - a. Subdivision and Land Development Plans for formal filing.
 - b. Subdivision and Land Development Plan for final approval.
SL24-14 – 37 Industrial Drive – Yazoo Mills
 - c. Subdivision and Land Development Plans to be extended.

E. Finance – Commissioner Arnold

1. Approve Warrants
2. Consider a request from the Hanover Area Jaycees requesting a waiver of fees for their annual Rock on the Hill to be held on June 7, 2025
3. Consider Solicitor Services for the remainder of 2025

F. Health & Sanitation – Commissioner Fanelli

1. Consider awarding bid for refuse and recycling contract.

8. MANAGER'S REPORT

9. OLD BUSINESS

10. NEW BUSINESS

1. Consider Resolution 1054 - supporting the Pennsylvania Commission and York County Commission for the United States Semi quinentennial, "AMERICA250PA".

11. PERSONS TO BE HEARD/CITIZEN'S COMMENTS

12. ADJOURNMENT

AGENDA
PENN TOWNSHIP BOARD OF COMMISSIONERS
May 19, 2025
7:00 P.M.

1. CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM
2. PLEDGE OF ALLEGIANCE TO THE FLAG FOLLOWED BY A PERIOD OF SILENT MEDITATION
3. ANNOUNCEMENTS
4. APPROVAL OF THE MINUTES FROM PREVIOUS MEETING
5. PERSONS TO BE HEARD/CITIZEN’S COMMENTS
6. PROCLAMATION – May 2025 RECOGNIZED AS “Motorcycle Safety Awareness Month”
7. TOWNSHIP REPORTS – STANDING COMMITTEES
 - A. Public Safety – Commissioner Heiland
 - B. Personnel – Commissioner Heiland
 1. Consider reappointment to the Planning Commission
 - C. Public Works & Recreation – Commissioner Baile
 1. Engineer’s report
 2. MS4
 - D. Planning – Commissioner Baile
 1. Consider setting/reducing Subdivision and Land Development bond amounts.
 2. Consider a request dated April 3, 2025, 115 Onyx Drive, requesting a waiver to allow a fence to be installed in an easement.
 3. Consider a request from 15 Ivy Circle, requesting a waiver to allow a fence to be installed in an easement.
 4. Zoning Officer’s Report
 - a. Subdivision and Land Development Plans for formal filing.
 - b. Subdivision and Land Development Plan for final approval.
 - c. Subdivision and Land Development Plans to be extended.
SL17-10 – Mustang Pointe
SL21-05 – Elsner Engineer Works, Inc.
SL22-01 – Water Street Four, Inc.

SL24-03 – Holland Construction – 100 Blettner Ave
SL24-13 – 7 Brew Coffee

E. Finance – Commissioner Arnold

1. Approve Warrants
2. Consider Resolution No. 1055, amending the fee schedule.
3. Consider a request from the Friends of Codorus State Park requesting a waiver of fees for their Experience Codorus Outdoors event to be held June 7 & 8, 2025.
4. Consider a request dated April 15, 2025, from South Western High School requesting a waiver of fees for the Yard Sale event on Saturday, May 10, 2025.
5. Consider a request dated April 28, 2025, from St. Joseph Catholic Church requesting a waiver of fees for their annual yard sale to be held on June 21, 2025.
6. Consider awarding bids of surplus Public Works equipment.

F. Health & Sanitation – Commissioner Fanelli

8. MANAGER'S REPORT
9. OLD BUSINESS
10. NEW BUSINESS
11. PERSONS TO BE HEARD/CITIZEN'S COMMENTS
12. ADJOURNMENT

AGENDA
PENN TOWNSHIP BOARD OF COMMISSIONERS
June 16, 2025
7:00 P.M.

1. CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM
2. PLEDGE OF ALLEGIANCE TO THE FLAG FOLLOWED BY A PERIOD OF SILENT MEDITATION
3. ANNOUNCEMENTS
4. APPROVAL OF THE MINUTES FROM PREVIOUS MEETING
5. PERSONS TO BE HEARD/CITIZEN’S COMMENTS
6. TOWNSHIP REPORTS – STANDING COMMITTEES
 - A. Public Safety – Commissioner Heiland
 1. Consider appointment of a probational police officer to regular status
 - B. Personnel – Commissioner Heiland
 1. Consider appointment of a probational police officer to regular status
 - C. Public Works & Recreation – Commissioner Baile
 1. Engineer’s report
 2. MS4
 3. Consider Ordinance No. 873, adopting as public roads portions of Beck Mill Road, Cornell Drive, Tyler Drive and Winifred Drive.
 - D. Planning – Commissioner Baile
 1. Consider setting/reducing Subdivision and Land Development bond amounts.
 2. Zoning Officer’s Report
 - a. Subdivision and Land Development Plans for formal filing.
 - b. Subdivision and Land Development Plan for final approval.
 - SL25-02 – Highland Views
 - SL25-03 – CM Cooper Properties, LLC
 - c. Subdivision and Land Development Plans to be extended.
 - SL22-10 – 934 Baltimore Street – Cody Bentzel
 - SL22-11 – Liberty Restoration and Construction LLC
 - SL25-02 – Benjamin A. Myers Land Investor, LLC – Highland View
 - SL25-04 – James R.D. & Russell Langkam –556 Pumping Station Rd

E. Finance – Commissioner Arnold

1. Approve Warrants

F. Health & Sanitation – Commissioner Fanelli

1. Consider Ordinance No. 874, adopting certain sanitary sewer facilities to that portion of Penn Township consisting of High Point at Rojen Farms, Sections 1, 2 and 3.

7. MANAGER'S REPORT

8. OLD BUSINESS

9. NEW BUSINESS

10. PERSONS TO BE HEARD/CITIZEN'S COMMENTS

11. ADJOURNMENT

AGENDA
PENN TOWNSHIP BOARD OF COMMISSIONERS
JULY 21, 2025
7:00 P.M.

1. CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM
2. PLEDGE OF ALLEGIANCE TO THE FLAG FOLLOWED BY A PERIOD OF SILENT MEDITATION
3. ANNOUNCEMENTS
4. APPROVAL OF THE MINUTES FROM PREVIOUS MEETING
5. PERSONS TO BE HEARD/CITIZEN’S COMMENTS
6. PUBLIC HEARING – RENAMING PORTIONS OF BREEZEWOOD DRIVE AND AMENDING THE ZONING MAP OF PENN TOWNSHIP
 - A. Township Staff Review and Comments
 - B. Board of Commissioners
 - C. Public Comments
 - D. Close of Public Hearing
7. BOARD ACTION – Consider Ordinance No. 2025-875, Renaming Certain Portions of Breezewood Drive to Deer Creek Drive and Hall Drive to better Facilitate Emergency and Delivery Services and Amending the Zoning Map of Penn Township
8. TOWNSHIP REPORTS – STANDING COMMITTEES
 - A. Public Safety – Commissioner Heiland
 - B. Personnel – Commissioner Heiland
 1. Consider authorizing the Civil Service Commission to develop a joint Firefighter eligibility list for Hanover Area Fire and Rescue with the Borough of Hanover
 2. Consider appointment to the Planning Commission
 3. Consider appointment of Fire Captain
 - C. Public Works & Recreation – Commissioner Fanelli
 1. Engineer’s report
 2. MS4

- a. Consider Hanover Land Services, Inc. FY2026 MS4 Consulting Services Proposal
- b. Consider Resolution No. 1056, York County Stormwater Consortium Intergovernmental Cooperation Agreement Amendment

D. Planning – Commissioner Arnold

- 1. Consider setting/reducing Subdivision and Land Development bond amounts.
- 2. Zoning Officer's Report
 - a. Subdivision and Land Development Plans for formal filing.
SL25-05 816 McAllister Street – HBH Management Inc.
 - b. Subdivision and Land Development Plan for final approval.
SL17-10 Mustang Pointe
SL25-04 556 Pumping Station Road-James R.D. Langkam and Russell Langkam

E. Finance – Commissioner Arnold

- 1. Approve Warrants
- 2. Consider Resolution No. 1057 – authorizing the sale of excess Zoning equipment.

F. Health & Sanitation – Commissioner Fanelli

9. MANAGER'S REPORT

10. OLD BUSINESS

11. NEW BUSINESS

- A. Consider letter of support for the Borough of Hanover for a Multimodal Transportation Fund Grant to repair and pave High Street from Maple Street to Eisenhower Drive

12. PERSONS TO BE HEARD/CITIZEN'S COMMENTS

13. ADJOURNMENT

AGENDA
PENN TOWNSHIP BOARD OF COMMISSIONERS
August 18, 2025
7:00 P.M.

1. CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM
2. PLEDGE OF ALLEGIANCE TO THE FLAG FOLLOWED BY A PERIOD OF SILENT MEDITATION
3. ANNOUNCEMENTS
4. APPROVAL OF THE MINUTES FROM PREVIOUS MEETING
5. PERSONS TO BE HEARD/CITIZEN’S COMMENTS
6. TOWNSHIP REPORTS – STANDING COMMITTEES
 - A. Public Safety – Commissioner Heiland
 1. Consider approving the Hanover Public School District Homecoming Parade
 2. Consider setting a date for Trick-or-Treat
 - B. Personnel – Commissioner Heiland
 - C. Public Works & Recreation – Commissioner Baile
 1. Engineer’s report
 2. MS4
 3. Consider Resolution No. 1058 – Accepting Deed of Dedication for Tracts of Land for High Pointe South Phase IV
 4. Consider adopting Ordinance No. 876, adopting public roads portions of Kortney Drive, Winifred Drive, and Garden Lane within High Pointe at Rojen Farms, Section IV
 - D. Planning – Commissioner Baile
 1. Consider setting/reducing Subdivision and Land Development bond amounts.
 2. Zoning Officer’s Report
 - a. Subdivision and Land Development Plans for formal filing.
SL25-06 – 700 Wilson Avenue - Luckenbaugh
 - b. Subdivision and Land Development Plan for final approval.
 - c. Subdivision and Land Development Plans to be extended.
SL21-05 – Elsner Engineer Works, Inc.
SL22-01 – Water Street Four, LLC.

SL24-03 – Holland Construction – 100 Blettner Ave
SL24-13 – 7 Brew Coffee

E. Finance – Commissioner Arnold

1. Approve Warrants
2. Consider Resolution No. 1059 – LSA Category 4 Grant Request
3. Consider Resolution No. 1060 – LSA State Wide Grant Request
4. Consider 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.
5. Consider a request dated July 18, 2025, from Hanover Logistics requesting a waiver of sewer permit fees.
6. Consider awarding bids of excess Zoning/Police equipment.

F. Health & Sanitation – Commissioner Fanelli

1. Consider adopting Ordinance No. 877, adopting sewer facilities to that portion of Penn Township consisting of High Pointe at Rojen Farms, Section IV

7. MANAGER'S REPORT
8. OLD BUSINESS
9. NEW BUSINESS
10. PERSONS TO BE HEARD/CITIZEN'S COMMENTS
11. ADJOURNMENT

AGENDA
PENN TOWNSHIP BOARD OF COMMISSIONERS
SEPTEMBER 15, 2025
7:00 P.M.

1. CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM
2. PLEDGE OF ALLEGIANCE TO THE FLAG FOLLOWED BY A PERIOD OF SILENT MEDITATION
3. ANNOUNCEMENTS
4. APPROVAL OF THE MINUTES FROM PREVIOUS MEETING
5. PERSONS TO BE HEARD/CITIZEN’S COMMENTS
6. TOWNSHIP REPORTS – STANDING COMMITTEES
 - A. Public Safety – Commissioner Heiland
 1. Consider approving the 2026 Klugh Animal Control Agreement
 2. Consider approving the Hanover Jaycees Halloween Parade
 - B. Personnel – Commissioner Heiland
 - C. Public Works & Recreation – Commissioner Baile
 1. Engineer’s report
 2. MS4
 - D. Planning – Commissioner Baile
 1. Zoning Officer’s Report
 - a. Subdivision and Land Development Plans for formal filing.
 - b. Subdivision and Land Development Plans for final approval.
 - c. Subdivision and Land Development Plans to be extended.
SL22-10 – 934 Baltimore Street – Cody Bentzel
SL22-11 – Liberty Restoration & Construction LLC
 - E. Finance – Commissioner Arnold
 1. Approve Warrants
 2. Consider adopting the 2026 Minimum Municipal Obligations for the Township’s three pension funds.
 3. Consider approving Request for Proposal for Legal Services

4. Consider approving agreement with Enterprise Fleet Management Inc.

F. Health & Sanitation – Commissioner Fanelli

1. Consider action on a fiscal item
2. Consider approving the Synagro extension contract

7. MANAGER’S REPORT

8. OLD BUSINESS

9. NEW BUSINESS

10. PERSONS TO BE HEARD/CITIZEN’S COMMENTS

11. ADJOURNMENT

AGENDA
PENN TOWNSHIP BOARD OF COMMISSIONERS
October 20, 2025
7:00 P.M.

1. CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM
2. PLEDGE OF ALLEGIANCE TO THE FLAG FOLLOWED BY A PERIOD OF SILENT MEDITATION
3. ANNOUNCEMENTS
4. APPROVAL OF THE MINUTES FROM PREVIOUS MEETING
5. PERSONS TO BE HEARD/CITIZEN’S COMMENTS
6. PROCLAMATION – RECOGNIZING KINDNESS WEEK WORLDWIDE
7. TOWNSHIP REPORTS – STANDING COMMITTEES
 - A. Public Safety – Commissioner Heiland
 1. Consider adopting Ordinance No. 878, Amending Section 300-29 Parking Prohibited (Bragg Street)
 2. Consider adopting Ordinance No. 879, Establishing Regulations for Mobile Food Vending
 3. 2026 YCSPCA Agreement
 - B. Personnel – Commissioner Heiland
 - C. Public Works & Recreation – Commissioner Baile
 1. Engineer’s report
 2. MS4
 - D. Planning – Commissioner Baile
 1. Consider a request dated August 8, 2025, from GHI on behalf of Steven D. Jr. & Melissa L. Luckenbaugh for waivers for their land development plan
 2. Consider a request dated August 8, 2025, from GHI on behalf of Steven D. Jr & Melissa L. Luckenbaugh for a waiver to the Stormwater Management Ordinance.
 3. Consider a request dated September 16, 2025, from GHI on behalf of Steven D. Jr, & Melissa L. Luckenbaugh for a waiver to their land development plan.

4. Zoning Officer's Report
 - a. Subdivision and Land Development Plans for formal filing.
SL25-07 – 299 Wirt Avenue – Blanca Barajas
 - b. Subdivision and Land Development Plans for final approval.
SL25-05 – 816 McAllister Street – HBH Management Inc.

E. Finance – Commissioner Arnold

1. Approve Warrants
2. Consider adopting the 2025 Amended Police and 2026 Amended Police and Fire Minimum Municipal Obligations.
3. Consider a request dated September 17, 2025, from St. Joseph Catholic Church for a waiver of permit fees for their Annual Holiday Bazaar to be held on Saturday, November 8, 2025.
4. Consider authorization to utilize the services of Enterprise Fleet Management Inc.

F. Health & Sanitation – Commissioner Fanelli

8. MANAGER'S REPORT
9. OLD BUSINESS
10. NEW BUSINESS
11. PERSONS TO BE HEARD/CITIZEN'S COMMENTS
12. ADJOURNMENT

AGENDA
PENN TOWNSHIP BOARD OF COMMISSIONERS
NOVEMBER 17, 2025
7:00 P.M.

1. CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM
2. PLEDGE OF ALLEGIANCE TO THE FLAG FOLLOWED BY A PERIOD OF SILENT MEDITATION
3. ANNOUNCEMENTS
4. APPROVAL OF THE MINUTES FROM PREVIOUS MEETING
5. PERSONS TO BE HEARD/CITIZEN’S COMMENTS
6. PUBLIC HEARING – AMENDING THE PENN TOWNSHIP ZONING ORDINANCE, ZONING MAP, AND ORDINANCE OF DEFINITIONS.
 - A. Township Staff Review and Comments
 - B. Board of Commissioners
 - C. Public Comments
 - D. Close of Public Hearing
7. BOARD ACTION
 - A. Consider Ordinance No. 880-Adopting the Zoning Ordinance and Zoning Map.
 - B. Consider Ordinance No. 881-Adopting the Ordinance of Definitions
8. TOWNSHIP REPORTS – STANDING COMMITTEES
 - A. Public Safety – Commissioner Heiland
 1. Consider a letter to the Penn Township Patrolman’s Association showing support for the Shop with a Cop event.
 2. Consider the Hanover Area Fire and Rescue Commission Budget for 2026
 - B. Personnel – Commissioner Heiland
 1. Consider Resolution No. 1061, Authorizing the participation with other Political Subdivisions as a member of the Intergovernmental Insurance Cooperative (IIC).

C. Public Works & Recreation – Commissioner Baile

1. Engineer's report
2. MS4
3. Consider Resolution No. 1062, Utility Reimbursement Agreement with PennDOT.

D. Planning – Commissioner Baile

1. Zoning Officer's Report
 - a. Subdivision and Land Development Plans for formal filing.
 - b. Subdivision and Land Development Plans for final approval.
 - c. Subdivision and Land Development Plans to be extended.
 - SL21-05 – Elsner Engineer Works, Inc
 - SL22-01 – Water Street Four, LLC.
 - SL24-03 – Holland Construction – 100 Blettner Ave
 - SL24-13 – 7 Brew Coffee
 - SL25-06 – 700 Wilson Ave – Steven and Melissa Luckenbaugh

E. Finance – Commissioner Arnold

1. Approve Warrants
2. Consider a request dated October 17, 2025, from the Knights of Columbus requesting a waiver of permit fees for their Christmas Banner.
3. First Reading of 2026 Budget

E. Health & Sanitation – Commissioner Fanelli

1. Consider a Donation Partnership Agreement with the Community Aid Foundation.

9. MANAGER'S REPORT

10. OLD BUSINESS

11. NEW BUSINESS

12. PERSONS TO BE HEARD/CITIZEN'S COMMENTS

13. ADJOURNMENT

AGENDA
PENN TOWNSHIP BOARD OF COMMISSIONERS
DECEMBER 15, 2025
7:00 P.M.

1. CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM
2. PLEDGE OF ALLEGIANCE TO THE FLAG FOLLOWED BY A PERIOD OF SILENT MEDITATION
3. ANNOUNCEMENTS
4. APPROVAL OF THE MINUTES FROM PREVIOUS MEETING
5. PERSONS TO BE HEARD/CITIZEN’S COMMENTS
6. PUBLIC HEARING – 2026 BUDGET – ORDINANCE NO. 882
 - A. Board of Commissioners
 - B. Public Comments
 - C. Close of Public Hearing
 - D. Consider adopting Ordinance No. 882 - 2026 Budget
7. SET REAL ESTATE TAX RATE FOR 2026
 - A. Consider adopting Ordinance No. 883- Setting Real Estate Tax Rate for 2026
8. BALANCE OF 2025 FUNDS
9. TOWNSHIP REPORTS – STANDING COMMITTEES
 - A. Public Safety – Commissioner Heiland
 - B. Personnel – Commissioner Heiland
 1. Consider adopting Resolution 1062 appointing member to the Zoning Hearing Board
 2. Consider appointment of a probational police officer to regular status
 3. Consider appointment of a probational Sergeant to regular status
 4. Accept Resignation for Planning Commission member
 - C. Public Works & Recreation – Commissioner Baile
 1. Engineer’s Report
 2. MS4

D. Planning – Commissioner Baile

1. Consider setting/reducing Subdivision and Land Development bond amounts
2. Zoning Officer's Report
 - a. Subdivision and Land Development Plans for formal filing.
SL25-09 – 127 Hickory Lane – Wellspring Wesleyan Church
 - b. Subdivision and Land Development Plans for final approval.
SL25-09 – 700 Wilson Avenue – Steven & Melissa Luckenbaugh
 - c. Subdivision and Land Development Plans to be extended.
SL22-10 – 934 Baltimore Street – Cody Bentzel
SL22-11 – Liberty Restoration & Construction LLC

E. Finance – Commissioner Arnold

1. Approve Warrants
2. Consider adopting Resolution No. 1063, setting the rates of pay and various benefits for management and non-uniformed employees of Penn Township for 2026.
3. Consider adopting Resolution No. 1064, setting Fees for Permits and Provided Services for 2026.
4. Consider adopting Resolution No. 1065, reducing the Fireman's pension contribution for 2026.
5. Consider adopting Resolution No. 1066, reducing the Police pension contribution for 2026.

F. Health & Sanitation – Commissioner Fanelli

1. Consider approving writing off two sewer utility accounts due to bankruptcy filing.

10. MANAGER'S REPORT

11. OLD BUSINESS

12. NEW BUSINESS

- A. Consider adopting Ordinance No. 884, establishing the time and place of regular meetings of the Board of Commissioners.
- B. Designate the Township Solicitor

13. PERSONS TO BE HEARD/CITIZEN'S COMMENTS

14. ADJOURNMENT