

**MINUTES  
BOARD OF COMMISSIONERS PUBLIC MEETING  
JANUARY 19, 2026**

**CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:**

The Penn Township Board of Commissioners met in a regular session on Monday, January 19, 2026. President Elksnis called the meeting to order at 7:00 p.m., with a roll call of members. Present were Commissioners Arnold, Baile, Heiland, Elksnis, and Rice. Also present were Solicitor Jason Sabol, Police Chief Merwede, WWTP Superintendent Lank, Township Engineer Bortner, Manager Sweeney, and Assistant Township Manager 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 on Tuesday January 6, 2026, following the Health and Sanitation Committee meeting to discuss personnel matters. There will be an executive session this evening following the Board of Commissioners' meeting to discuss personnel matters.

**APPROVAL OF THE MINUTES:**

The minutes of the December 15, 2025, Board of Commissioners meeting were approved as submitted.

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

**TOWNSHIP REPORTS – STANDING COMMITTEES:**

Public Safety – Commissioner Heiland: None

Personnel – Commissioner Heiland:

Commissioners Heiland/Arnold moved to table the appointment of the Penn Township Planning Commission member. 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.

Commissioners Baile/Heiland moved to adopt Resolution No. 1070 for the Eisenhower Drive Extension Project reimbursement agreement. Motion Carried.

Commissioners Baile/Heiland moved to approve an agreement dated December 18, 2025, with Herbert, Rowland & Grubic, Inc. for Small Span Bridge Inspections for \$5,500.00. Motion Carried.

Planning – Commissioner Arnold:

Commissioners Arnold/Rice moved to reduce the following Performance Bonds for High Pointe at ROJEN Farms- Penn South Phase S2,3, and 4 as follows. Motion Carried.

- Phase 2 – from \$82,217.03 to \$66,808.50
- Phase 3 – from \$190,646.50 to \$137,681.50
- Phase 4 – from \$222,810.50 to \$155,842.50

Commissioners Arnold/Rice moved to release the WAWA Food Market and Fueling Station performance bond in the amount of \$129,498.62. Motion Carried.

Commissioners Arnold/Heiland moved to reduce the Standby Letter of Credit for The Sheridan Press, Inc. from \$304,621.20 to \$58,951.30. Motion Carried.

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

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

- SL25-10 – 540 Westminster Avenue
- SL26-01 – 55 Wilmar Avenue

Commissioners Baile/Heiland moved to approve the following Subdivision and Land Development Plan extension requests to expire April 20, 2026.

- SL25-07 – 299 Wirt Avenue, Blanca Barajas

Finance – Commissioner Heiland:

Commissioners Heiland/Arnold moved to approve Township warrants in the amount of \$1,807,703.81. Motion carried.

Health & Sanitation – Commissioner Arnold: None

**NEW BUSINESS:**

**PERSONS TO BE HEARD/CITIZEN'S COMMENTS:** There were 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 7:07 p.m. Motion carried.

Respectfully submitted,

Laura Klinefelter,  
Township Secretary