

MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
Marc 16, 2026

CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, March 16, 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, Zoning Officer LeFevre, Township 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 March 3, 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. The Easter Egg Hunt is on March 21st at 10:00am for Penn Township residents 10 years and under. This annual event is held at Penn Township Community Park-4601 Grandview Rd.

APPROVAL OF THE MINUTES:

The minutes of February 16, 2026, 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:

Commissioners Heiland/Baile moved to adopt Ordinance No. 886 Authorizing Hanover Area Fire & Rescue Commission to bill insurance for fire services. Motion Carried 5-0 on a roll call vote.

Personnel – Commissioner Heiland: There was none

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/Arnold moved to approve ratifying the Traffic Engineering Proposal from GM Engineering Services in the amount of \$19,000.00. Motion Carried.

Commissioners Baile/Arnold moved to adopt Resolution No. 1072 Sale of Public Works Equipment. Motion Carried.

Planning – Commissioner Arnold:

Commissioners Arnold/Heiland moved to set the bond amount for Benjamin A. Myers Land Investor, LLC – Footer Street to \$23,695.10. Motion Carried.

Commissioners Arnold/Heiland moved to reduce the Improvement Bond for Carter Lumber Company from \$377,402.30 to \$176,446.16. Motion Carried.

Commissioners Arnold/Heiland moved to approve a request dated February 6, 2026, from Hanover Land Services for a waiver to Section 402.S – Preliminary Plan Requirements of the Subdivision and Land Development Ordinance for plan SL26-000001 – 55 Wilmar Avenue. Motion Carried.

Commissioners Arnold/Heiland moved to deny a request dated February 6, 2026, from Hanover Land Services for a waiver request to Section 505.5K.1 & 603 – Sidewalks of the Subdivision and Land Development Ordinance. Motion Carried.

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

Commissioner Baile said the following plans have been submitted for Formal Filing:

- SL26-02 – 770 Frederick Street and Hanover Pike- Homewood Living Ministries
- SL26-03 – 26 Industrial Drive -Pero Farms Hanover Facility, LLC

Commissioners Baile/Heiland moved to approve the following Subdivision and Land Development Plan extension requests to expire June 15, 2026. Motion carried.

- SL225-09 – 127 Hickory Lane – Wellspring Wesleyan Church

Finance – Commissioner Heiland:

Commissioners Heiland/Rice moved to approve Township warrants in the amount of \$1,360,558.18. Motion Carried.

Commissioners Heiland/Rice moved to approve a request dated February 10, 2026, from the Exchange Club of Hanover for a waiver of permit fees for their Evening of Comedy and Magic to be held on April 17, 2026. Motion Carried.

Commissioners Heiland/Rice moved to adopt Resolution 1073, authorizing the disposition of municipal records in accordance with the Historical and Museum Commission Act 428 of 1968. Motion Carried.

Commissioners Heiland/Baile moved to approve the following bid of surplus public works equipment: 2006 Case Wheel Loader – Bid amount of \$47,600.00, Jacob Kline, 30 Grumbine Rd, Myerstown, PA 17067. Motion Carried.

Commissioners Heiland/Rice moved to award the contract for Pre-Mixed Bituminous Concrete for the period of April 1, 2026 to March 31, 2027, to York Materials Group LLC, 950 Smile Way, York PA 17404 at the following bid price as quoted. Motion Carried:

FOB Plant

Pre-mixed Bituminous Stock Pile Material	\$120.00 per ton
9.5 mm Superpave Surface Course	\$ 74.00 per ton
19 mm Superpave Surface Course	\$ 67.25 per ton
25 mm Superpave Base Course	\$ 62.95 per ton

FOB JOB

9.5 mm Superpave Surface Course	\$ 80.60 per ton
25 mm Superpave Base Course	\$ 61.95 per ton

Commissioners Heiland/Baile moved to award the contract for Crushed Stone for the period of April 1, 2026, to March 31, 2027, to Vulcan Construction Materials, LP, 875 Oxford Avenue, Hanover, PA 17331 at the following bid price as quoted. Motion Carried:

Delivery only in full truck load quantities to job locations as specified at time of delivery in Penn Township \$ 4.45 per ton

Screenings (AASHTO #10)	\$ 17.50 per ton
PA 2A Stone & RC Stone	\$ 12.05 per ton
Sand & Crushed Stone Anti-Skid Type 2	\$ 16.40 per ton
1B Stone (AASHTO #8) & HE6 Stone (AASHTO #9)	\$ 19.50 per ton
2B Stone (AASHTO #57)	\$ 15.60 per ton
All Other Stone Including 4" Ballast (AASHTO #1)	\$ 15.60 per ton
Rip-Rap	\$ 20.75 per ton

Commissioners Heiland/Rice moved to award the contract for Petroleum Products for the period of April 1, 2026, to March 31, 2027, at the following price as quoted. Motion Carried:

Mid-Atlantic Cooperative Solutions d/b/a Aero Energy, 230 Lincoln Way East, New Oxford, PA 17350

Regular Lead-Free Minimum 87 Octane Gasoline, Exclusive of Tax	\$ 2.053 per gallon
Diesel Oil No. 2, Straight Run	\$ 3.133 per gallon

PPC Lubricants Inc., 305 Micro Drive, Jonestown, PA 17038

#5-20 Motor Oil Universal, Multi-grade in 55-gallon drums	\$ 8.12 per gallon
#15-40 Motor Oil Universal, Multi-grade in 55-gallon drums	\$ 9.06 per gallon
#10-20 Hydraulic Oil/Low Foaming Action in 55-gallon drums	\$ 9.36 per gallon

Commissioners Heiland/Arnold moved to award the contract for Traffic Line Painting for the period of April 1, 2026, to March 31, 2027, to D.E. Gemmill, Inc., 10174 Chapel Church Rd, Red Lion, PA, 17356, at the following price as quoted. Motion Carried.

Center Traffic Line Painting -- Two four-inch Yellow Lines	\$ 0.14 per linear foot
Edge Line Painting – One Four-inch White Line Solid or Dashed	\$0.071 per linear foot

Commissioners Heiland/Arnold moved to award the contract for Snow and Ice Rock Salt for the period of April 1, 2026, to March 31, 2027, to Riverside Construction Materials, 355 Newbold Rd, Fairless Hills, PA 19030, in bulk at the following bid price as quoted. Motion Carried:

Delivery before July 01, 2026	\$90.63 per ton
Delivery before October 1, 2026	\$90.63 per ton
Delivery after October 1, 2026	\$90.63 per ton

Commissioners Heiland/Rice moved to award the contract for street milling for the period of April 1, 2026, to March 31, 2027, to Kinsley Construction, LLC, 1100 E. Princess St, York, PA 17403, for the bid price of \$2.50 per square yard. Motion Carried.

Commissioners Heiland/Rice moved to award the contract for Sodium Hypochlorite 12% in drums for the period of April 1, 2026, to March 31, 2027, to Univar Solutions USA, Inc., 200 Dean Sievers Place, Morrisville, PA 19067, for \$.350 per pound.

Commissioners Heiland/Rice moved to award the contract for Liquid Polyaluminum Chloride for the period of April 1, 2026, to March 31, 2027, to USALCO Baltimore Plant, LLC., 2601 Cannery Avenue, Baltimore, MD 21226, for the bid price of \$2.6351 per gallon.

Health & Sanitation – Commissioner Arnold: None

Commissioners Arnold/Baile moved to adopt Resolution no. 1074 to permit commercial and industrial properties to install and utilize deduct meters. Motion Carried.

NEW BUSINESS: There was none

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 7:18 p.m. Motion carried.

Respectfully submitted,

Laura Klinefelter,
Township Secretary