

**MINUTES
BOARD OF COMMISSIONERS' PUBLIC MEETING
JANUARY 3, 2006**

CALL TO ORDER-ROLL CALL-DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met for the purpose of reorganization on January 3, 2006 at the Penn Township Municipal Building. District Justice James Miner called the meeting to order at 6:30 P.M. Present at the meeting were Commissioners Klunk and Stauffer; Commissioners elect Johnson, Felix, and Heilman. Also present were Manager Garvick, Police Chief Gilbert, Fire Chief Cromer and Engineer Bortner.

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.

ADMINISTRATION OF OATHS OF OFFICE TO COMMISSIONERS:

District Justice Miner administrated the oaths of office to Commissioners elect Johnson, Felix, and Heilman.

ADMINISTRATION OF OATHS OF OFFICE TO TREASURER

District Justice Miner administrated the oath of office to Township Treasurer elect Karen Little.

ELECTION OF OFFICERS:

District Justice Miner called for nominations for the office of President. It was moved by Commissioners Felix/Stauffer to nominate Joseph A. Klunk to the office of President of the Penn Township Board of Commissioners. District Justice Miner, seeing no other nominations for President, closed the nominations. The motion that Joseph A. Klunk be elected President of the Board was approved by voice vote.

District Justice Minor then turned the meeting over to President Joseph A. Klunk. The President called for nominations for the Office of Vice-President. It was moved by Commissioners Stauffer/Heilman to nominate Wendell S. Felix to the Office of Vice-President. There were no other nominations for Vice-president so nominations were closed. Motion was approved by voice vote.

COMMITTEE APPOINTMENTS:

President Klunk announced the appointments to the following committees for 2006-2007:

Finance	Phillip Heilman Michael Johnson	Chairman
Health & Sanitation	Wendell Felix Charles Stauffer	Chairman
Personnel	Phillip Heilman Charles Stauffer	Chairman
Public Safety	Charles A. Stauffer Phillip Heilman	Chairman
Public Works	Michael Johnson Wendell Felix	Chairman
Planning Commission (Public Works)	Michael Johnson Wendell Felix	
South Western Recreation Board Public Works	Michael Johnson Wendell Felix (alternate)	
Hanover Earned Income Tax Bureau (Finance)	Phillip Heilman Michael Johnson (alternate)	
South Western Liaison Committee (President, Vice President)	Joseph Klunk Wendell Felix	
York County Economic Development Corporation	Michael L. Johnson	
Police Pension Board (Finance)	Phillip Heilman Michael Johnson	
Emergency Services Board	Charles Stauffer Phillip Heilman	

APPOINTMENT OF TOWNSHIP OFFICIALS

Commissioners Johnson/Stauffer moved for the appointment of Jeffrey R.

Garvick as Township Manager for a two-year term effective January 1, 2006. Motion carried.

Commissioners Johnson/Stauffer moved for the appointment of Walter A. Tilley, III as Township Solicitor for a two-year term effective January 1, 2006. Motion carried.

Commissioners Johnson/Stauffer moved for the appointment of Eric J. Bortner as Township Engineer for a two-year term effective January 1, 2006. Motion carried.

Commissioners Johnson/Stauffer moved for the appointment of Edward J. O'Donnell, III as Township Broker of Record for a two-year term effective January 1, 2006. Motion carried.

TOWNSHIP REPORTS - STANDING COMMITTEES:

Finance Committee – Commissioner Heilman

Commissioner Heilman had nothing to report.

Public Works Committee – Commissioner Johnson

Commissioner Johnson had nothing to report.

Planning & Recreation – Commissioner Johnson

Commissioner Johnson had nothing to report.

Health & Sanitation – Commissioner Felix

Commissioner Felix had nothing to report.

Personnel Committee

Commissioners Heilman/Stauffer moved for the reappointment of Albert D. Sterner to a one-year term on the Penn Township Vacancy Board. Motion carried.

Commissioners Heilman/Stauffer moved to appoint Stede Mummert to an unexpired term on the Penn Township Planning Commission. Said term to expire May, 2007. Motion carried.

Commissioners Heilman/Stauffer moved to appoint Michael Johnson and Wendell Felix to the Penn Township Planning Commission. Said terms to expire December 31, 2007. Motion carried.

Commissioners Heilman/Stauffer moved to appoint Michael Brown to the Penn

Township Zoning Hearing Board. Said term to expire January, 2011. Motion carried.

Public Safety – Commissioner Stauffer

Commissioner Stauffer had nothing to report.

OLD BUSINESS: None

NEW BUSINESS: None

PERSONS TO BE HEARD/CITIZENS' COMMENTS:

James Howard, 37 Arlene Court, wanted to know why he received a notice about not having his residential light on and how long there had been such an ordinance. The Commissioners informed him that there has been an ordinance for at least fifteen years regarding residential lights. Commissioner Klunk stated that the reason it was enacted is because many of the residential developments do not have streetlights and it was part of the development process that all the homes were required to have a post light that is lit from dusk to dawn. Commissioner Klunk also stated that the Magistrate sets the fine up to a \$1,000.

William and Anita Gates, 30 Arlene Court, who also received a letter, were concerned not with the requirement of having a light but rather the tone of the violation letter. She was concerned about it being sent over the holidays and having only two weeks to correct the problem. They felt that the first letter sent should only be a friendly warning and if nothing is done then the letter stating the fines associated with the infraction should be sent. Mrs. Gates stated that some of her neighbors are elderly people and became extremely concerned that the fine could be as high as \$1,000. Mrs. Gates also wanted to know if a noise ordinance could be adopted because of the neighbor's dogs barking all night.

Shirley Howard, 37 Arlene Court, was also concerned about how the notice process works. Commissioner Klunk stated that if she received a notice and has a difficulty getting the problem corrected she can contact the code enforcement officer and they will work with her until the problem is fixed.

The Commissioners stated they would take their concerns under advisement and direct them to the appropriate committees.

QUESTIONS FROM THE PRESS FOR THE COMMISSIONERS:

Questions from the press were received and answered.

ADJOURNMENT:

There being no further business to come before the Board, Commissioners Heilman/Stauffer entertained a motion for adjournment at approximately 6:50 P.M. Motion carried.

Respectively submitted,

Kristina J. Rodgers
Township Secretary

**MINUTES
BOARD OF COMMISSIONERS' PUBLIC MEETING
JANUARY 16, 2006**

CALL TO ORDER - ROLL CALL - DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, January 16, 2006 at the Penn Township Municipal Building. President Klunk called the meeting to order at 7:00 P.M., with a roll call of members. Present were Commissioners Klunk, Felix, Stauffer, Johnson and Heilman. Also present were Solicitor Tilley, Manager Garvick, Police Chief Gilbert, Engineer Bortner, and Zoning Officer Menges.

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:

President Klunk announced that following the public meeting this evening, the Board of Commissioners would convene in an executive session with the Solicitor for the purpose of discussing legal and/or personnel issues.

PERSONS TO BE HEARD/CITIZENS COMMENTS:

Chris Venarchick, RGS Associates, requested that the Commissioners look favorably on his waiver requests for the Thornbury Hunt Subdivision plan, especially the waiver request to Section 507 b access drives.

APPROVAL OF THE MINUTES FROM THE PREVIOUS MEETINGS:

The minutes of the December 19, 2005, December 29, 2005 and January 3, 2006 meetings of the Board of Commissioners were approved as submitted.

TOWNSHIP REPORTS - STANDING COMMITTEES:

Finance Committee - Commissioner Heilman

Commissioners Heilman/Stauffer moved to approve township warrants in the amount of \$485,332.90. Motion carried.

Personnel Committee - Commissioner Heilman

Commissioners Heilman/Stauffer moved for the appointment of Officer Dawn Gartrell from probationary patrol officer to regular status. Motion carried.

Commissioners Heilman/Stauffer moved to adopt Resolution No. 626, making an

appointment to the position of Assistant Township Secretary. Motion carried on a 4-1 vote.

Public Works Committee - Commissioner Johnson

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

Planning & Recreation Committee – Commissioner Johnson

There were no additions or changes to the Zoning Officers report.

The following subdivision and land development plans were formally filed:

P06-01 – Burkentine South

Commissioners Johnson/Felix moved to approve the following subdivision and land development plans:

P04 – 20 – South Western School District

P05 – 24 – Grandview Plaza – Unit 9

Motion carried.

Commissioners Johnson/Felix moved to approve the following extension requests that will expire on April 17, 2006:

P03 – 03 – Bowman Tract Apartments

P03 – 15 – Pine Brook Development

P03 – 23 – John & Martha Halter

P03 – 29 – Bon Ton Builders

P04 – 04 – Dave Humbert & Jack Cook

P04 – 25 – South Heights

P04 – 26 – Stonewicke

P05 – 12 – Baxter Investment Group, Inc.

P05 – 21 – Hillside Medical Center

Motion Carried.

Commissioners Johnson/Felix moved to approve the following extension request that will expire on February 20, 2006:

P03 – 21 – Columbia Cottage

Motion carried.

Commissioners Johnson/Felix moved to withdrawal subdivision plan P03 – 07 – Miriam M. Runkle, at the request of the developer. Motion carried.

Commissioners Johnson/Felix moved to deny a request dated October 14, 2005 from Worley Surveying for a waiver of the one-foot freeboard requirement regarding a proposed stormwater pond for the proposed Pinebrooke Development. Motion carried.

Commissioners Johnson/Felix moved to approve a request dated November 10, 2005 from RGS Associates for a wavier to Section 505g curves, 507b access drives, and Section 508 blocks of the Subdivision and Land Development Ordinance for the Thornbury Subdivision. Motion carried.

Health & Sanitation – Commissioner Felix

Commissioners Felix/Stauffer moved to approve a sanitary sewage construction, reimbursement and capacity reservation agreement with Joint Venture having terms and conditions acceptable to the Township Solicitor and Township Manager. They further moved to authorize the Township Manger and the Township Secretary to execute the necessary documents. Motion carried.

Public Safety Committee - Commissioner Stauffer

Commissioners Stauffer/Heilman moved to approve the participation of the Penn Township Police Department in the South Central Regional Counter Terrorism Task Force. Motion carried on a 4-1 vote.

MANAGERS REPORT: There were no additions/corrections to his report.

OLD BUSINESS: None

NEW BUSINESS: None

PERSONS TO BE HEARD/CITIZENS COMMENTS: None.

QUESTIONS FROM THE PRESS FOR THE COMMISSIONERS: None.

SOLICITOR’S REPORT:

Solicitor Tilley requested that Resolution No. 626 be amended to include the appointment of Kristina Rodgers as Township Secretary. Commissioners Heilman/Stauffer moved that Resolution No 626 be amended to include the appointment. Motion carried.

ADJOURNMENT:

There being no further business to come before the Board, Commissioners Stauffer/Johnson moved for adjournment at approximately 7:12 P.M. Motion carried.

Respectively submitted,

Kristina J. Rodgers
Township Secretary