

**MINUTES  
BOARD OF COMMISSIONERS PUBLIC MEETING  
JANUARY 3, 2012**

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

The Penn Township Board of Commissioners met for the purpose of reorganization on January 3, 2012 at the Penn Township Municipal Building. District Justice James Miner called the meeting to order at 7:00 P.M. Present at the meeting were Commissioners Heilman and Felix; Commissioners-elect Prieber, Goldsmith, and Klunk. Also present were Manager Garvick, Police Chief Rhodes, Fire Chief Cromer, Engineer Bortner, Highway Foreman Mahan, and Waste Water Treatment Plant Superintendent Mahone.

**ADMINISTRATION OF OATHS OF OFFICE TO COMMISSIONERS:**

District Justice Miner administered the oaths of office to Commissioners-elect Prieber, Goldsmith, and Klunk.

**ELECTION OF OFFICERS:**

District Justice Miner called for nominations for the office of President. It was moved by Commissioners Heilman/Klunk to nominate Wendell S. Felix 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 Wendell S. Felix be elected President of the Board was approved by voice vote.

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

**ANNOUNCEMENTS:**

Commissioner Felix read the announcement of the executive session held following the December 19, 2011 Board of Commissioners meeting.

**COMMITTEE APPOINTMENTS:**

The Committee appointments for 2012-2013 are as follows:

Finance	Phil Heilman Joseph Klunk	Chairman
Health & Sanitation	Joseph Klunk	Chairman

	Craig Prieber	
Personnel	Phil Heilman Wendell Felix	Chairman
Public Safety	Craig Prieber Wendell Felix	Chairman
Public Works	Dan Goldsmith Craig Prieber	Chairman
Planning Commission	Dan Goldsmith Joseph Klunk	
South Western Recreation Board (Public Works)	Dan Goldsmith Craig Prieber	
Hanover Earned Income Tax Bureau	Phil Heilman Craig Prieber (alternate)	
South Western Liaison Committee (President, Vice President)	Wendell Felix Phil Heilman	
York County Economic Development Corporation	Phil Heilman Dan Goldsmith	
Police Pension Board (Finance)	Phil Heilman Joe Klunk	
Emergency Services Board	Dan Goldsmith Craig Prieber	

### **APPOINTMENT OF TOWNSHIP OFFICIALS**

Commissioners Heilman/Klunk moved for the appointment of Jeffrey R. Garvick as Township Manager for a two-year term effective January 1, 2012. Motion carried unanimously.

Commissioners Heilman/Klunk moved for the appointment of Walter A. Tilley, III as Township Solicitor for a two-year term effective January 1, 2012. Motion carried unanimously.

Commissioners Heilman/Klunk moved for the appointment of Eric J. Bortner as Township Engineer for a two-year term effective January 1, 2012. Motion carried unanimously.

Commissioners Heilman/Klunk moved for the appointment of Edward J. O'Donnell, III as Township Broker of Record for a two-year term effective January 1, 2012. Motion carried unanimously.

Commissioners Heilman/Klunk moved to adopt Resolution No. 778 appointing the Secretary, Kristina J. Rodgers and Assistant Township Secretary, Phillip Heilman. Motion carried unanimously.

**TOWNSHIP REPORTS - STANDING COMMITTEES:**

Public Safety – Commissioner Prieber - Nothing to report.

Personnel Committee – Commissioner Heilman

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

Commissioners Heilman/Klunk moved to accept the resignation of Thomas Wheeler from the Civil Service Commission effective January 1, 2012.

Commissioners Heilman/Klunk moved to approve an addendum revising the 2009-2013 collective bargaining agreement between Penn Township and AFSCME. Motion carried unanimously. Commissioner Heilman thanked AFSCME for their cooperation on this agreement.

Commissioners Heilman/Klunk moved to appoint Joseph Klunk and Daniel Goldsmith to the Penn Township Planning Commission. Said terms to expire December 31, 2013. Motion carried unanimously.

Finance Committee – Commissioner Heilman

Commissioners Heilman/Klunk moved to approve Resolution No. 776 authorizing Penn Township to enter into a loan agreement with the Pennsylvania Infrastructure Bank. Motion carried unanimously.

Commissioners Heilman/Klunk moved to approve Resolution No. 777 authorizing the establishment of a Pennsylvania Infrastructure account with PNC Bank. Motion carried unanimously.

Public Works Committee – Commissioner Goldsmith - Nothing to report.

Planning & Recreation – Commissioner Goldsmith - Nothing to report.

Health & Sanitation – Commissioner Klunk - Nothing to report.

**OLD BUSINESS:** None

**NEW BUSINESS:**

Commissioner Heilman voiced concern about the 2012 budget and the inability of the Board to take action to secure revenues for future expenditures. The Township received state funds in 2011 that it will not receive in 2012. The Township has also depleted the reserve accounts in order to balance the budget. He reported that, as Finance Chairman, he has followed very closely the preparation and progress of the 2012 budget and there is simply no room to cut any more expenses. Commissioner Heilman feels that the 2013 budget will also be difficult to prepare due to decreased revenues. It was his opinion that the budget should be reopened and a small property tax increase should be adopted.

Commissioners Heilman/Klunk moved that the 2012 budget be reopened with a mileage rate increase of .15 mills. The budget and tax rate shall be approved at the meeting on January 16, 2012. Motion carried on a 3-2 vote with Commissioners Prieber and Goldsmith casting the dissenting votes.

**PERSONS TO BE HEARD/CITIZENS COMMENTS:** None

**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/Goldsmith entertained a motion for adjournment at approximately 7:29 P.M. Motion carried.

Respectively submitted,

Kristina J. Rodgers  
Township Secretary

**MINUTES  
BOARD OF COMMISSIONERS' PUBLIC MEETING  
JANUARY 16, 2012**

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

The Penn Township Board of Commissioners met in a regular session on Monday, January 16, 2012 at the Penn Township Municipal Building. President Felix called the meeting to order at 7:00 P.M. with a roll call of members. Present were Commissioners Felix, Heilman, Prieber, Goldsmith, and Klunk. Also present were Solicitor Tilley, Police Chief Rhodes, Zoning Officer Menges and Township 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.

**ANNOUNCEMENTS:**

President Felix announced an executive session was held prior to this meeting to discuss zoning hearing board personnel and the PTPA contract. He also 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, personnel, and other issues involving attorney/client privilege.

**APPROVAL OF THE MINUTES FROM THE PREVIOUS MEETING:**

The minutes of the December 19, 2011 and January 3, 2012 meeting of the Board of Commissioners were approved as submitted.

**PERSONS TO BE HEARD CITIZENS COMMENTS:**

Blaine Kauffman, 530 South Franklin Street, was present to notify the Commissioners that he would like to rent all four pavilions at Young's Woods for a reunion of classic car show participants on September 14 and 15. He will be renting portable restrooms and placing them near the pavilions. He is anticipating about one hundred cars and about two hundred people at the event. The park will remain open during the event. They will need to follow the rules of the park.

**TOWNSHIP REPORTS - STANDING COMMITTEES:**

**Public Safety Committee - Commissioner Prieber:**

Commissioners Prieber/Goldsmith moved to adopt Ordinance No. 734 amending Section 127-25 parking prohibited at all times. Motion carried 5-0 on a roll call vote.

Personnel Committee - Commissioner Heilman:

Commissioners Heilman/Goldsmith moved to approve an addendum revising the 2011-2013 collective bargaining agreement between Penn Township and the Greater Hanover Firefighters Association Local #2045. Motion carried unanimously.

Commissioners Heilman/Goldsmith moved to accept the resignation of Paul McAndrew from the Penn Township Planning Commission effective immediately. Motion carried unanimously.

Commissioners Heilman/Goldsmith moved to adopt Resolution No. 780 appointing Paul McAndrew to the Penn Township Zoning Hearing Board, said term to expire January 2014. Motion carried unanimously.

Finance Committee – Commissioner Heilman:

Commissioners Heilman/Klunk moved to approve Township warrants in the amount of \$2,221,220.50. Motion carried unanimously with Commissioner Klunk abstaining for all warrants for Vendor #60.

Commissioners Heilman/Klunk moved to adopt Ordinance No. 735 the issuance of a general obligation note, series of 2012, in aggregate principal amount of \$700,000 for the Center Street Improvements. Motion carried 5-0 on a roll call vote.

It was reported that a special meeting will be held on February 6, 2012 to reopen the 2012 budget.

Public Works Committee – Commissioner Goldsmith:

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

Planning & Recreation Committee – Commissioner Goldsmith:

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

The following subdivision and land development plans were formally filed:

P12-01 - Stephen C. & Joan M. Smith

P12-02 - North Point Plaza - Amended Land Development Plan

Commissioners Goldsmith/Klunk moved to approve the following subdivision and land development plans:

P11-07 - Snyder's Lance, Inc. Research and Development Center

P11-13 - Giovanni's Pizza & Italian Restaurant

P11-15 - Jackie A. & Mary L. Hoffman

Motion carried unanimously

Commissioners Goldsmith/Klunk moved to approve the following extension requests that will expire on April 16, 2012:

- P04-25 - South Heights
  - P04-26 - Stonewicke
  - P06-23 - Brookside Avenue Townhouses
  - P07-27 - Sterling Brown
  - P08-14 - National Barn
  - P08-20 - Park Hills Manor
  - P10-12 - York Village Apartments
- Motion carried unanimously.

Health & Sanitation – Commissioner Klunk:

Commissioners Klunk/Prieber moved to adopt Resolution No. 779, revising the official sewage facilities plan by including the Breezewood Drive Subdivision Plan. Motion carried unanimously.

Commissioners Klunk/Prieber moved to approve a request from Rogele Inc. dated January 4, 2012 to extend the contract completion date by sixty days for the Timber Lane Interceptor Project. They further moved that the President of the Board be authorized to execute the appropriate documents. Motion carried unanimously.

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

**OLD BUSINESS:** None.

**NEW BUSINESS:**

Commissioners Klunk/Goldsmith moved to authorize the manger to advertise a public hearing for February 20, 2012 to consider adopting a cable franchise ordinance. Motion carried unanimously.

**CITIZEN’S QUESTIONS TO THE BOARD REGARDING DISCUSSION ITEMS:** None.

**QUESTIONS FROM PRESS:** None.

**ADJOURNMENT:**

There being no further business to come before the Board, Commissioners Klunk/Heilman moved for adjournment at approximately 7:17 P.M. Motion unanimously carried.

Respectively submitted,

Kristina J. Rodgers  
Township Secretary