

**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:

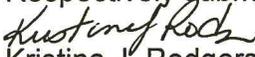
Commissioners Klunk/Goldsmith moved to authorize the manger to advertise a public hearing for February 20, 2012 to consider adopting a cable franchise ordinance. Motion carried unanimously.

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

**MINUTES
BOARD OF COMMISSIONERS' PUBLIC MEETING
FEBRUARY 6, 2012**

CALL TO ORDER - ROLL CALL - DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a special session on Monday, February 6, 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, Prieber, Heilman, Goldsmith and Klunk. Also present were Manager Garvick, Police Chief Rhodes and Fire Chief Cromer.

ANNOUNCEMENTS:

President Felix read the announcement of the executive session held following the Board of Commissioners meeting on January 16, 2012.

PERSONS TO BE HEARD CITIZENS COMMENTS:

Sandy Reindollar, 118 Paul Street, expressed concern over the rising taxes and the inability of some residents to be able to pay because they are on fixed incomes. The Commissioners explained the budget process and the reason why they decided to raise taxes this year. They also explained the difference between the three different property taxes that are paid by residents and the mandates imposed by federal government and state government on the municipality.

Pam Shellman, 535 South High Street, expressed frustration over what she perceives as harassment by her neighbors and a police department unresponsive to her complaints and calls. She cited several incidents where she felt her neighbor was harassing her and several incidents she felt that the police department was also harassing her and not responding to her complaints in an adequate manner. She stated she has obtained the services of an attorney to address the problems with her neighbor. She was advised to go through her attorney for any formal complaints that need to be filed.

FINANCE COMMITTEE: COMMISSIONER HEILMAN:

Commissioners Heilman/Klunk moved to adopt Ordinance No. 736, the amended 2012 budget. Motion carried 4-1 on a roll call vote with Commissioner Prieber casting the dissenting vote.

Commissioners Heilman/Klunk moved to adopt Ordinance No. 737, the property tax rate for 2012. Motion carried 4-1 on a roll call vote with Commissioner Prieber casting the dissenting vote.

Commissioners Heilman/Klunk moved to adopt Resolution No. 781, the issuance of a \$500,000 Tax and Revenue Anticipation Note series 2012. 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/Goldsmith moved for adjournment at approximately 7:04 P.M. Motion unanimously carried.

Respectively submitted,
Kristina J. Rodgers
Kristina J. Rodgers
Township Secretary

**MINUTES
BOARD OF COMMISSIONERS' PUBLIC MEETING
FEBRUARY 20, 2012**

CALL TO ORDER - ROLL CALL - DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, February 20, 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, Prieber, Heilman, and Klunk. Commissioner Goldsmith was absent with notice. Also present were Solicitor Tilley, Manager Garvick, Police Chief Rhodes 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:

Commissioner Felix 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 January 16, 2012 and February 6, 2012 meetings of the Board of Commissioners were approved as submitted.

PERSONS TO BE HEARD CITIZENS COMMENTS:

Michael Rishel, 62 Laurel Drive, expressed concern about his neighbor who gets a dumpster for trash disposal every couple of months. She has the dumpster delivered and fills it up with trash and then has it removed from the site after several weeks. She then brings in another dumpster several months later and repeats the process. Mr. Rishel feels that something should be done about the situation since she is circumventing the Township's trash and recycling program. Mr. Rishel provided a picture showing the full dumpster prior to its removal. He stated that it sat on her property just shy of four weeks. He was informed that the Township does not have any regulations barring this type of activity but the neighbor would have to comply with the Township's recycling requirements. The Board recommended that the issue be discussed at the Health and Sanitation Committee meeting on March 6, 2012. Mr. Rishel is welcome to attend.

PUBLIC HEARING:

Commissioner Felix stated the purpose of this hearing is to seek public comment on the future needs of cable in Penn Township, as well as provide comment on the performance of

Comcast, the Township's current cable provider. Following the hearing at a point further into the meeting, the Commissioners will consider the adoption of a Cable Franchise Ordinance and the renewal of Comcast's Cable Franchise License. At this time Commissioner Felix turned the hearing over to Solicitor Tilley for comments.

Solicitor Tilley explained there is a change in the procedure for granting cable franchises but not a change in the substance of the Ordinance. He explained that that the Ordinance contains the same information that was previously included in the agreements between the township and the cable company. The Ordinance provides a set of rules that all cable companies must abide by to operate in Penn Township. This will prevent one cable company from getting a different or better contract than another. The cable company will abide by the federal standards and those provisions placed on it by the Township. Any cable company that wants to have cable service in Penn Township must have a resolution passed to be able to provide service. There is a five percent franchise fee on all cable television services. Federal regulations do not, however, provide for taxation of Internet services. The Township is ready for cable competition when it comes to the area. The first thing the Township will need to do is adopt the Ordinance. Following the adoption of the Ordinance, the Township will pass a Resolution awarding Comcast a franchise in the Township. Comcast will need to approve the Resolution and they have stated that they will accept the Township's requirements. Solicitor Tilley stated that the award of a franchise is not an exclusive award and the Ordinance will allow for additional cable providers to enter the Township. Any additional provider will have to be approved by Resolution and accept the requirements of the Ordinance.

There was no comment from the Commissioners or the general public. Commissioner Felix adjourned the hearing.

TOWNSHIP REPORTS - STANDING COMMITTEES:

Public Safety Committee - Commissioner Prieber:

Commissioners Prieber/Klunk moved to approve a request dated January 16, 2012 from the Hanover Allied Veterans Council to conduct the Memorial Day parade on Monday, May 28, 2012. Motion carried unanimously.

Commissioners Prieber/Klunk moved to adopt Ordinance No. 739 amending Section 127-25 of the Penn Township Code, parking prohibited at all times. Motion carried 4-0 on a roll call vote.

Personnel Committee - Commissioner Heilman had nothing to report.

Finance Committee – Commissioner Heilman:

Commissioners Heilman/Klunk moved to approve Township warrants in the amount of \$1,599,753.18. Motion carried unanimously.

Commissioners Heilman/Klunk moved to approve a request dated January 16, 2012 from the Hanover Exchange Club for a waiver of the sign permit fees to advertise the Home Builder's and Garden show being held March 7 through March 10. Motion carried unanimously.

Commissioners Heilman/Klunk moved to approve a request dated January 19, 2012 from the South Western High School Bands for waivers of permit fees to conduct a community yard sale on April 21, 2012. Motion carried unanimously.

Commissioners Heilman/Klunk moved to adopt Ordinance No. 738, the Cable Franchise Agreement. Motion carried 4-0 on a roll call vote.

Commissioners Heilman/Klunk moved to adopt Resolution No. 782 awarding a Penn Township Cable Franchise to Comcast of Southeast Pennsylvania, LLC. Motion carried unanimously.

Commissioners Heilman/Klunk moved to adopt Resolution No. 783 authorizing the execution of the grant agreement signature page in conjunction with the Penn Township Community Park Pavilion Renovation Project. Motion carried unanimously.

Public Works Committee – Commissioner Prieber:

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

Planning & Recreation Committee – Commissioner Klunk:

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

The following subdivision and land development plans were formally filed:

- P12-03 - Kenneth A. and Cindy L. Shurock
- P12-04 - Buffalo Wild Wings (Gateway Hanover, Lot 5)
- P12-05 - Hanover Bible Baptist

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

- P12-02 - North Point Plaza - Amended Land Development Plan
- Motion carried.

Commissioners Klunk/Prieber moved to approve the following extension requests that will expire on May 21, 2012:

- P01-28 - High Point @ Rojen Farms
 - P03-30 - Mustang Pointe
- Motion carried.

Health & Sanitation – Commissioner Klunk had nothing to report.

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

OLD BUSINESS: None.

NEW BUSINESS: None.

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/Prieber moved for adjournment at approximately 7:25 P.M. Motion unanimously carried.

Respectively submitted,
Kristina J. Rodgers
Kristina J. Rodgers
Township Secretary

**MINUTES
BOARD OF COMMISSIONERS' PUBLIC MEETING
MARCH 19, 2012**

CALL TO ORDER - ROLL CALL - DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, March 19, 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, Prieber, Heilman, 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:

Commissioner Felix 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 February 20, 2012 meeting of the Board of Commissioners were approved as submitted.

PERSONS TO BE HEARD CITIZENS COMMENTS: None.

PRESENTATION OF DONATION FROM FRATERNAL ORDER OF EAGLES #1406:

On behalf of the Penn Township Board of Commissioners, Public Safety Chairman Prieber and Police Chief Rhodes accepted a \$5,130 donation from Nevin Baumgardner, representing the Hanover Eagles Aerie 1406, to purchase a Shield 12 speed display system. Mr. Baumgardner also presented a check from the Hanover Eagles in the amount of \$6,180.49 for the Child Abuse Prevention program. Public Safety Chairman Prieber also accepted a \$1,000 donation from Mark Bauer representing the Eagle Riders of Hanover and Penn Township to be used for child abuse prevention.

TOWNSHIP REPORTS - STANDING COMMITTEES:

Public Safety Committee - Commissioner Prieber:

Commissioners Prieber/Goldsmith moved to approve an agreement with York County Department of Emergency Services for mobile data computers. Motion carried unanimously.

Personnel Committee - Commissioner Heilman:

Commissioners Heilman/Klunk moved to appoint Stephen Roth to an unexpired term on the Penn Township Planning Commission, said term to expire May 2015. Motion carried unanimously.

Finance Committee – Commissioner Heilman:

Commissioners Heilman/Klunk moved to approve Township warrants in the amount of \$1,201,817.94. Motion carried with Commissioner Klunk abstaining for warrants for vendor number 60.

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: None.

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

P12-01 - Stephen C. and Joan M. Smith
P12-03 - Kenneth A. and Cindy L. Shurock
P12-04 - Buffalo Wild Wings (Gateway Hanover, Lot 5)
Motion carried.

Commissioners Goldsmith/Klunk moved to approve the following extension requests that will expire on June 18, 2012:

P09-10 - American Home Contractors, LLC
Motion carried.

Health & Sanitation – Commissioner Klunk:

Commissioners Klunk/Goldsmith moved to approve requests dated February 24, 2012 from Wickersham Construction and Engineering Inc. to increase the contract amount by \$37,047 and the substantial completion date by 104 days; from PSI Pumping Solutions to increase the contract amount by \$14,944.84 and the substantial completion date by 149 days; and Heisey Mechanical LTD to increase the substantial completion date by 134 days. Motion carried unanimously.

Commissioners Klunk/Goldsmith moved to approve the Substantial Completion

Minutes

Certification for contract number one and number three for the wastewater treatment facility improvements. Motion carried unanimously.

Commissioners Klunk/Goldsmith moved to approve the Substantial Completion Certification for the Timber Lane Sewer Project. Motion carried unanimously.

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

OLD BUSINESS: None.

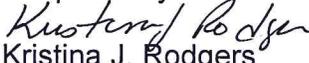
NEW BUSINESS: None.

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/Prieber moved for adjournment at approximately 7:11 P.M. Motion unanimously carried.

Respectively submitted,

Kristina J. Rodgers
Township Secretary

MINUTES
BOARD OF COMMISSIONERS' PUBLIC MEETING
APRIL 16, 2012

CALL TO ORDER - ROLL CALL - DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, April 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, Prieber, Heilman, and Klunk. Commissioner Goldsmith was absent with notice. Also present were Solicitor Tilley, Township Manager Garvick, 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:

Commissioner Felix read the announcement of the executive session held following the Board of Commissioners meeting on March 19, 2012. Commissioner Felix 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. The Board of Commissioners is accepting applications for vacancies on the Planning Commission and the Civil Service Commission.

APPROVAL OF THE MINUTES FROM THE PREVIOUS MEETING:

The minutes of the March 19, 2012 meeting of the Board of Commissioners were approved as submitted.

POLICE AWARD PRESENTATION:

Chief Rhodes, Deputy Chief Laughlin, and Public Safety Chairman Prieber presented the Police Department's 2011 awards.

Safe Driving awards were presented to Officers Joel Nonemaker, Brian Smith, Michael Gessner, and Travis Shearer for five years without an accident

Officer Bryant McCusker received the Traffic Safety Achievement award.

Officer Nathaneal Behrendt and Detective Jeffrey Sneeringer received the Department Award for Achievement.

Officer Nathaneal Behrendt was presented the Officer of the Year award for 2011, which

is voted on by the members of the department.

PERSONS TO BE HEARD CITIZENS COMMENTS: None.

YORK COUNTY ECONOMIC ALLIANCE:

Katie Knepp, York County Economic Alliance, introduced herself to the Board as the new Penn Township/Hanover Borough liaison to what was formerly the York County Economic Development Corporation. She reviewed what the Alliance plans to be doing for Penn Township and the Hanover Area.

TOWNSHIP REPORTS - STANDING COMMITTEES:

Public Safety Committee - Commissioner Prieber:

Commissioners Prieber/Klunk moved to approve a request dated March 26, 2012 from South Western School District to temporarily close a portion of Breezewood Dive to conduct a mini triathlon on May 5, 2012. Motion carried unanimously.

Personnel Committee - Commissioner Heilman: Nothing to report.

Finance Committee – Commissioner Heilman:

Commissioners Heilman/Klunk moved to approve Township warrants in the amount of \$732,089.66. Motion carried with Commissioner Klunk abstaining for warrants for vendor #60.

Commissioners Heilman/Klunk moved to approve a request from the Jefferson Carnival Committee for a waiver of the sign permit fee to advertise the Jefferson Carnival from July 16 to July 21, 2012. Motion carried unanimously.

Commissioners Heilman/Klunk moved to approve a request dated March 28, 2012 from the Hanover Lions Club for a waiver of sign permit fee to advertise a chicken barbeque on May 19, 2012. Motion carried unanimously.

Commissioners Heilman/Klunk moved to adopt Resolution No. 784 authorizing continued participation in the PA DCED shared municipal services program. Motion carried unanimously.

Public Works Committee – Commissioner Prieber:

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

Planning & Recreation Committee – Commissioner Klunk:

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

The following subdivision and land development plans were formally filed: None.

There were no plans submitted for approval.

Commissioners Klunk/Prieber moved to approve the following extension requests that will expire on July 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.

Health & Sanitation – Commissioner Klunk: Nothing to report.

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

OLD BUSINESS: None.

NEW BUSINESS:

Commissioners Klunk/Prieber moved to adopt Resolution No. 785 authorizing the execution of a Supplemental Reimbursement Agreement with PennDOT for the purpose of securing additional federal funding for the Center Street Upgrade. Motion carried unanimously.

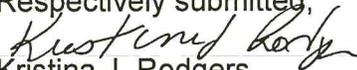
CITIZEN'S QUESTIONS TO THE BOARD REGARDING DISCUSSION ITEMS: None.

QUESTIONS FROM PRESS: None.

ADJOURNMENT:

There being no further business to come before the Board, Commissioners Prieber/Klunk moved for adjournment at approximately 7:19 P.M. Motion carried unanimously.

Respectively submitted,


 Kristina J. Rodgers
 Township Secretary

**MINUTES
BOARD OF COMMISSIONERS' PUBLIC MEETING
MAY 21, 2012**

CALL TO ORDER - ROLL CALL - DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, May 21, 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, Prieber, Heilman, and Klunk. Commissioner Goldsmith was absent with notice. Also present were Solicitor Tilley, Township Manager Garvick, Deputy Police Chief Laughlin, 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:

Commissioner Felix 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. Commissioner Felix announced a personnel meeting was held following the Finance Committee meeting on May 7, 2012.

APPROVAL OF THE MINUTES FROM THE PREVIOUS MEETING:

The minutes of the April 16, 2012 meeting of the Board of Commissioners were approved as submitted.

AWARDS PRESENTATION:

Commissioner Klunk presented Fred L. Marsh with a resolution of appreciation that read:

WHEREAS, the Board of Commissioners of Penn Township, York County, Pennsylvania, acknowledges the expiration of the term of FRED L. MARSH as a member of the Penn Township Planning Commission; and

WHEREAS, FRED L. MARSH has faithfully served as a member of the Planning Commission since February 19, 2001; and

WHEREAS, the Board of Commissioners has benefitted from his experience and dedication resulting in the growth and betterment of Penn Township; and

WHEREAS, on this occasion the Board of Commissioners deem it appropriate and fitting

that Mr. Marsh be publicly recognized for his dedication and perseverance in the planning of the future of Penn Township.

NOW THEREFORE, Be it Resolved, that the members of the Board of Commissioners express unanimously to Mr. Marsh their tribute to his committed service; and

BE IT FURTHER RESOLVED, that a copy of this Resolution be attached to and become a part of the minutes of this meeting as a permanent document which will reflect in the history of Penn Township.

RESOLVED, this 21st day of May 2012.

Mr. Marsh thanked the Board of Commissioners for the resolution and the opportunity to serve on the Planning Commission.

Commissioner Prieber and Deputy Chief Laughlin presented Retired Chief Russell Rhodes with his retired chief's badge along with his service weapon.

PERSONS TO BE HEARD CITIZENS COMMENTS: None.

TOWNSHIP REPORTS - STANDING COMMITTEES:

Public Safety Committee - Commissioner Prieber:

Commissioners Prieber/Klunk moved to approve Ordinance No. 740 amending the 2009 edition of the International Fire Code. Motion carried 4-0 on a roll call vote.

Commissioner Prieber and Deputy Chief Laughlin thanked Snyder's of Hanover for a monetary donation, which was used to purchase a trek bicycle for the police department.

Personnel Committee - Commissioner Heilman:

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

Commissioners Heilman/Klunk moved to ratify a collective bargaining agreement between Penn Township and the Penn Township Patrolmen's Association for the period 2012 through 2014. Motion carried unanimously. Commissioner Heilman expressed his appreciation to the officers for agreeing to a wage freeze for 2012.

Finance Committee – Commissioner Heilman:

Commissioners Heilman/Klunk moved to approve Township warrants in the amount of \$1,366,290.31. Motion carried unanimously.

Commissioners Heilman/Klunk moved to approve Resolution No. 786, urging the Pennsylvania General Assembly to eliminate or amend the state Prevailing Wage Act. Motion

carried unanimously.

Commissioners Heilman/Klunk moved to approve Resolution No. 787 appointing Rager, Lehman and Houck P.C. as township auditor and setting the compensation for services rendered. Motion carried unanimously.

Commissioners Heilman/Klunk moved to approve a request dated April 13, 2012 from the Penn Township Lions Club for a waiver of the sign permit fee to advertise a chicken barbeque. Motion carried unanimously.

Public Works Committee – Commissioner Prieber:

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

Planning & Recreation Committee – Commissioner Klunk:

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

The following subdivision and land development plans were formally filed:

- P12-06 - Lots 3,7,8,9,10 at Gateway Hanover
- P12-07 - MEM Automotive
- P12-08 - McClarin Plastics - Office and Parking Addition

There were no plans submitted for approval.

Commissioners Klunk/Prieber moved to approve the following extension requests that will expire on August 20, 2012:

- P01-28 - High Point @ Rojen Farms
 - P03-30 - Mustang Pointe
 - P12-05 - Hanover Bible Baptist
- Motion carried.

Health & Sanitation – Commissioner Klunk:

On Tuesday, May 15, 2012, the following bids were opened and publicly read aloud by Township Manager Jeffrey Garvick for refuse units:

<u>Bidder</u>	<u>Bid Amount</u>
Central Poly Corporation 2400 Bedle Place P.O. Box 4097 Linden, NJ 07036	Option 1 - 1000 units -\$249 Option 2 - 1000 units -\$217
Interboro Packaging Corporation 114 Bracken Road	1a 1000 units - \$308.20 1b 1000 units - \$258.80*

Montgomery, NY 12549-2600
* did not meet spec

1c 1000 units - \$204.80*

Uni Pak
P.O. Box 300027
Brooklyn, NY 11230

No Bid

Dyna Pak Corporation
112 Helton Drive
Lawrenceburg, TN 38464

Option 1 - 1000 units - \$266

Option 2 - 1000 units - \$237.90

Camden Bag & Paper Company
114 Gaither Drive
Mount Laurel, NJ 08054-1702
*bid error

Option 1 - 1000 units - \$33.20*

Option 2 - 1000 units - \$27.89*

Commissioners Klunk/Prieber moved to award the refuse unit bid to Central Poly Corporation, Linden, NJ for a bid price of \$217 per 1000 units. Motion carried unanimously.

Commissioners Klunk/Prieber moved to approve a change order request dated April 24, 2012 from PSI Pumping Solutions, Inc. to increase the contract amount by \$6,997.16, and to extend the substantial completion date by thirty days for the wastewater treatment facility improvements. Motion carried unanimously.

Commissioners Klunk/Prieber moved to approve the substantial completion certification for contract number two, PSI Pumping Solutions, Inc. for the wastewater treatment facility improvements. Motion carried unanimously.

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

OLD BUSINESS: None.

NEW BUSINESS: None.

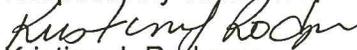
CITIZEN'S QUESTIONS TO THE BOARD REGARDING DISCUSSION ITEMS: None.

QUESTIONS FROM PRESS: None.

ADJOURNMENT:

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

Respectively submitted,


Kristina J. Rodgers
Township Secretary



RESOLUTION OF APPRECIATION

WHEREAS, the Board of Commissioners of Penn Township, York County, Pennsylvania, acknowledges the expiration of the term of FRED L. MARSH as a member of the Penn Township Planning Commission; and

WHEREAS, FRED L. MARSH has faithfully served as a member of the Planning Commission since February 19, 2001; and

WHEREAS, the Board of Commissioners has benefitted from his experience and dedication resulting in the growth and betterment of Penn Township; and

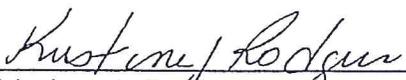
WHEREAS, on this occasion the Board of Commissioners deem it appropriate and fitting that Mr. Marsh be publicly recognized for his dedication and perseverance in the planning of the future of Penn Township.

NOW THEREFORE, Be it Resolved, that the members of the Board of Commissioners express unanimously to Mr. Marsh their tribute to his committed service; and

BE IT FURTHER RESOLVED, that a copy of this Resolution be attached to and become a part of the minutes of this meeting as a permanent document which will reflect in the history of Penn Township.

RESOLVED, this 21st day of May 2012.

By: 
Wendell S. Felix, President

Attest: 
Kristina J. Rodgers, Secretary

**MINUTES
BOARD OF COMMISSIONERS' PUBLIC MEETING
JUNE 18, 2012**

CALL TO ORDER - ROLL CALL - DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, June 18, 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, Goldsmith, Heilman, and Klunk. Commissioner Prieber was absent with notice. Also present were Solicitor Tilley, Township Manager Garvick, Deputy Police Chief Laughlin, Zoning Officer Menges, Township Engineer Bortner and Assistant to the Engineer Matt Swanner.

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 Felix 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 May 21, 2012 meeting of the Board of Commissioners were approved as submitted.

PERSONS TO BE HEARD CITIZENS COMMENTS: None.

PUBLIC HEARING FOR LIQUOR LICENSE TRANSFER:

Commissioner Felix convened a public hearing to solicit input regarding the transfer of a restaurant liquor license owned by Santo Joe, Inc. from York City to Blazin Wings, Inc. d.b.a. Buffalo Wild Wings Grill and Bar in the Township of Penn located at the Gateway Shopping Center.

Manager Garvick stated the Township received a request dated May 23, 2012 from Emily Decker, Vice President, Blazin Wings, Inc. d/b/a Buffalo Wild Wings Grill and Bar. The restaurant is currently under construction at 81 Wilson Avenue in the Gateway Hanover Shopping Center. Completion is scheduled for October of this year. The facility will be located in the Township's Shopping Commercial Zone, which allows the type of use requested by the applicant.

Buffalo Wild Wings is seeking to secure a restaurant liquor license. There are no licenses available at this time within Penn Township.

Licenses are provided to municipalities by the PLCB according to a quota system based upon population. If no licenses are currently available, then a license could be transferred from another municipality within York County. The license being requested for transfer in this case is in the name of Santo Joe, Inc., d/b/a/ Spataro's Restaurant in the City of York. Penn Township currently has a total of 14 liquor licenses: Restaurants (9); Clubs (2); Distributors (2); and Special Interest (1).

Before a license can be transferred from one municipality to another, the PA Liquor Code requires that the receiving municipality seek public input by conducting a hearing and adopting a Resolution approving the transfer. This evening's hearing has been publicly advertised in the Hanover Evening Sun in accordance with the parameters of the PA Liquor Code.

Act 141 requires that the receiving municipality render a decision within 45 days of the request. Upon completion of the public hearing, should the Board of Commissioners decide favorably on the request, we have prepared a Resolution, No. 788, authorizing the transfer.

Attorney Larry Heim, and Regional Manager Peter Helfrich, were present representing Blazin Wings, Inc. They provided menus for the new Buffalo Wild Wings facility. They have close to 1000 restaurants and their employees must successfully complete alcohol training. They are a sports bar and restaurant and there are many televisions within the bar where customers can request a television be set to certain programming. They are a family oriented restaurant and provide interactive video games and trivia for the children at the tables. Each Buffalo Wild Wings restaurant is required to do fundraising and support local charities within the community. They are required to do \$3,500 worth of fundraising each month which results in \$350 a month going back to the community.

Ray Millhimes, 555 Locust Street, stated that his granddaughter worked at a Buffalo Wild Wings in a college town in Montana and they treated her very well. He stated the restaurants are family oriented and the Board should seriously consider approving the request.

Commissioners Klunk/Goldsmith moved adopt Resolution No. 788, approving a transfer of a restaurant liquor license into the Township of Penn from the City of York. Motion carried unanimously.

TOWNSHIP REPORTS - STANDING COMMITTEES:

Public Safety Committee - Commissioner Heilman:

Commissioners Heilman/Goldsmith moved to approve a request dated May 15, 2012 from the West Manheim Township Supervisors for the use of Penn Township's Fire police for the Pleasant Hill Carnival. Motion carried unanimously.

Commissioners Heilman/Goldsmith moved to approve a request dated May 15, 2012 from the Hanover Council of Churches to conduct the annual Crop Walk on October 21, 2012. Motion carried unanimously.

Commissioners Heilman/Goldsmith moved to appoint Jake Hockensmith as a student

intern for the police department for the summer of 2012. Motion carried unanimously.

Commissioners Heilman/Goldsmith moved to approve a request dated May 29, 2012 from the Hanover Fire Department for the use of the Penn Township fire police and ambulance for the Liberty Day festivities. Motion carried unanimously.

Commissioners Heilman/Goldsmith moved to approve a request from the VNA to conduct a memorial walk/run on September 8, 2012. Motion carried unanimously.

Personnel Committee - Commissioner Heilman:

Commissioners Heilman/Goldsmith moved to approve a Memo of Understanding with the York County District Attorney's office and the York County Commissioners regarding the York County Drug Task Force. Motion carried unanimously.

Commissioners Heilman/Goldsmith moved to appoint Wendell Felix to the Penn Township Planning Commission, said term to expire December 31, 2013. They further moved to appoint David Baker to the Penn Township Planning Commission, said term to expire May 2014. Motion carried 3-0 with Commissioner Felix abstaining.

Commissioner Heilman stated they would defer action on Ordinance No. 741 until the Public Safety Chairman is available to further discuss.

Finance Committee – Commissioner Heilman:

Commissioners Heilman/Goldsmith moved to approve Township warrants in the amount of \$913,894.54. Motion carried 3-0 with Commissioner Klunk abstaining for warrants for vendor #60.

Commissioners Heilman/Goldsmith moved to approve Resolution No. 789, authorizing the disposition of municipal records. Motion carried unanimously.

Public Works Committee – Commissioner Goldsmith:

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

Planning & Recreation Committee – Commissioner Klunk:

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

The following subdivision and land development plans were formally filed:

- P12-09 - James D. Strauss, Jr. & Jean M. Strauss
- P12-10 - The Marital Trust for the Benefit of Rita M. Neiderer

There were no plans submitted for approval.

Commissioners Klunk/Goldsmith moved to approve the following extension requests that

will expire on September 17, 2012:

P09-10 - American Home Contractors LLC
Motion carried unanimously.

Health & Sanitation - Commissioner Klunk had nothing to report.

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

OLD BUSINESS: None.

NEW BUSINESS:

Commissioners Klunk/Goldsmith moved to adopt a Resolution of Recognition for Eagle Scout recipient Dale G. Wagner. 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/Goldsmith moved for adjournment at approximately 7:21 P.M. Motion carried unanimously.

Respectively submitted,

Jeffrey R. Garvick
Township Manager



RESOLUTION OF RECOGNITION



WHEREAS, the Board of Commissioners of Penn Township, York County, Pennsylvania, congratulates **Dale G. Wagner** upon the special occasion of receiving the distinguished rank of Eagle Scout, the most prestigious of Scouting honors, on March 20, 2012; and

WHEREAS, because of his diligence and rigorous efforts, **Dale G. Wagner** will be duly recognized at the Eagle Scout Court of Honor on Saturday, June 23, 2012 at the First United Methodist Church in Hanover; and

WHEREAS, **Dale G. Wagner** is a member of Boy Scouts of America Troop 110; and

WHEREAS, The Boy Scouts of America and its members are dedicated to the development of character and leadership in the youth of this nation, and

WHEREAS, The highest achievement of leadership in Scouting, earned by only five percent of all Boy Scouts, is the distinguished rank of Eagle Scout; and

WHEREAS, This outstanding young man has been involved in Scouting since 2001, has lived up to Scouting's ideals and has attained all of the necessary achievements, including completion of his community service project, which was successfully planned, developed and executed; and

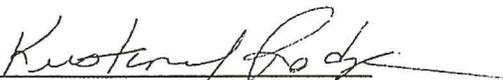
WHEREAS, This new Eagle Scout is a credit to his family, his school, his community, his state and his nation, and no doubt his future will be filled with accomplishments of equal importance.

NOW THEREFORE, Be It Resolved, that the Penn Township Board of Commissioners recognize the significance of this meritorious achievement, and congratulates and honors **Dale G. Wagner** on achieving the rank of Eagle Scout; and

BE IT FURTHER RESOLVED, that a copy of this Resolution be attached to and become a part of the minutes of this meeting as a permanent document which will reflect in the history of Penn Township.

RESOLVED, this 18th day of June 2012.

By: 
Wendell S. Felix, President

Attest: 
Kristina J. Rodgers, Secretary

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

CALL TO ORDER - ROLL CALL - DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, July 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, Prieber, Goldsmith, Heilman, and Klunk. Also present were Solicitor Tilley, Township Manager Garvick, Deputy Police Chief Laughlin, Zoning Officer Menges, Township Engineer Bortner and Engineer Assistant Matt Swanner.

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 Felix announced that an executive session was held following the Committee meetings on July 2, 2012 to discuss personnel issues. 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 June 18, 2012 meeting of the Board of Commissioners were approved as submitted.

PERSONS TO BE HEARD CITIZENS COMMENTS:

Brady Gonzales from Boy Scout Troop 110 was present.

Terri Guy, 9 Violet Drive, requested that trees be planted at the Arbor Lane recreation park. Commissioner Felix advised Ms. Guy that the Board would discuss the request at the next Public Works committee meeting.

Deputy Police Chief Laughlin introduced Jake Hockensmith, who is interning with the police department over the summer.

TOWNSHIP REPORTS - STANDING COMMITTEES:

Public Safety Committee - Commissioner Prieber had nothing to report.

Personnel Committee - Commissioner Heilman had nothing to report.

Finance Committee – Commissioner Heilman:

Commissioners Heilman/Goldsmith moved to approve Township warrants in the amount of \$1,459,107.68. Motion carried unanimously.

Commissioners Heilman/Goldsmith moved to approve a request dated July 16, 2012 from the Hanover Eagles Auxiliary for a waiver of the permit fee for a yard sale to be held on July 21, 2012. Motion carried unanimously.

Public Works Committee – Commissioner Goldsmith:

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

Commissioners Goldsmith/Klunk moved to adopt Resolution No. 790, adopting street lights at the intersection of Timber Lane and Breezewood Drive. Motion carried unanimously.

Planning & Recreation Committee – Commissioner Klunk:

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

Commissioners Klunk/Goldsmith moved to approve a request dated May 3, 2012 from GHI Engineers and Surveyors for a waiver of the environmental impact study for the McClarin Plastics Land Development Plan. Motion carried unanimously.

The following subdivision and land development plans were formally filed: None.

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

- P12-06 - Lots 3, 7, 8, 9 & 10 at Gateway Hanover
 - P12-08 - McClarin Plastics, Inc. - Office & Parking Addition
 - P12-09 - James D. Strauss, Jr. & Jean M. Strauss
- Motion carried unanimously.

Commissioners Klunk/Goldsmith moved to approve the following extension requests that will expire on October 15, 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 approve change order request number five, dated June 15, 2012, from Wickersham Construction and Engineering, Inc. The change order increased the contract amount by \$35,944 for the waste water treatment facility improvements. Motion carried unanimously.

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

OLD BUSINESS: None.

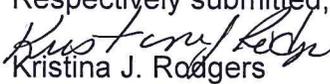
NEW BUSINESS: None.

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 Prieber/Goldsmith moved for adjournment at approximately 7:08 P.M. Motion carried unanimously.

Respectively submitted,

Kristina J. Rodgers
Township Secretary

**MINUTES
BOARD OF COMMISSIONERS' PUBLIC MEETING
AUGUST 20, 2012**

CALL TO ORDER - ROLL CALL - DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, August 20, 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, Prieber, Goldsmith, Heilman, and Klunk. Also present were Solicitor Tilley, Township Manager Garvick, Deputy Police Chief Laughlin, Zoning Officer Menges, Township Engineer Bortner and Assistant to the Engineer Matt Swanner.

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 Felix announced an executive session was held prior to the Board of Commissioners meeting to discuss a personnel issue. Commissioner Felix 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 July 16, 2012 meeting of the Board of Commissioners were approved as submitted.

PERSONS TO BE HEARD CITIZENS COMMENTS: None

TOWNSHIP REPORTS - STANDING COMMITTEES:

Public Safety Committee - Commissioner Prieber

Commissioners Prieber/Klunk moved to approve a request dated August 1, 2012 from the Hanover Area Jaycees requesting permission to hold the annual Halloween parade on October 25, 2012, with a rain date of Monday, October 29, 2012. Motion carried unanimously.

Commissioners Prieber/Klunk moved to set trick or treat night for Tuesday, October 23, 2012 from 6:00 p.m. to 8:00 p.m. Motion carried unanimously.

Commissioners Prieber/Klunk moved to amend the Penn Township Civil Service Rules and Regulations for firefighters as specified in the memo from the Civil Service Commission dated August 16, 2012. Motion carried unanimously.

Commissioners Prieber/Klunk moved to adopt Ordinance No. 742 amending the organizational structure of the police department. Motion carried 5-0 on a roll call vote.

Personnel Committee - Commissioner Heilman

Commissioners Heilman/Goldsmith moved to appoint James W. Laughlin to the position of Chief of Police of Penn Township effective September 1, 2012. They further moved to adopt Resolution No. 791 setting the rate of pay for the Chief of Police. Motion carried unanimously.

Commissioners Heilman/Goldsmith moved to appoint Gary Mummert to a term on the Penn Township Civil Service Commission, said term to expire August 2018. Motion carried unanimously.

Finance Committee – Commissioner Heilman:

Commissioners Heilman/Goldsmith moved to approve Township warrants in the amount of \$ 911,768.23. Motion carried unanimously with Commissioner Klunk abstaining from warrants for vendor number 60.

Commissioners Heilman/Goldsmith moved to adopt Ordinance No. 743 amending Ordinance No. 691, the Firefighters Pension Plan Ordinance. Motion carried 5-0 on a roll call vote.

Commissioners Heilman/Goldsmith moved to approve a request dated August 2, 2012 from the Hanover Area Jaycees for a waiver of the sign permit fee to place five temporary signs advertising the Halloween parade. Motion carried unanimously.

Commissioners Heilman/Goldsmith moved to approve a request dated July 7, 2012 from Snyder's – Lance for a waiver to the yard sale permit requirements. They further moved that Snyder's-Lance would be required to obtain one yard sale permit for their multi vendor yard sale. Motion carried unanimously.

Public Works Committee – Commissioner Goldsmith:

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

Planning & Recreation Committee – Commissioner Klunk:

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

The following subdivision and land development plans were formally filed:

P12-11 - Harold G. & Anna M. Shaffer Subdivision

There were no subdivision and/or land development plans submitted to be approved.

Commissioners Klunk/Prieber moved to approve the following extension requests that will

expire on November 19, 2012:

P01-28 - High Point @ Rojen Farms
 P03-30 - Mustang Pointe
 P12-05 - Hanover Bible Baptist
 P12-07 - MEM Automotive
 Motion carried unanimously.

Commissioners Klunk/Goldsmith moved to approve a request dated July 30, 2012 from Pepper Hamilton, representing Schindler Elevator Corp., for a waiver of a traffic study for 21 Industrial Drive. Motion carried unanimously.

Commissioners Klunk/Goldsmith moved to adopt Ordinance No. 741 amending the 2009 Edition of the International Property Maintenance Code. Motion carried 5-0 on a roll call vote.

Commissioners Klunk/Goldsmith moved to adopt Ordinance No. 744 amending Ordinance No. 662 regulating the use of public recreation parks maintained and owned/leased by the Township of Penn. Motion carried 5-0 on a roll call vote.

Commissioners Klunk/Goldsmith moved to approve a request dated May 2, 2012 from Hanover Land Services Inc. for a waiver of the landscaping and bufferyard requirements for the Matt Dietrich land development plan with the condition that a Use and Occupancy certificate not be issued until all approved improvements to the site are completed. Motion carried unanimously.

Health & Sanitation - Commissioner Klunk had nothing to report.

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

OLD BUSINESS: None.

NEW BUSINESS:

Solicitor Tilley requested a motion from the floor to allow the Township Manager and Solicitor to prepare and execute an agreement with Schindler Elevator for them to reserve sewer capacity at the Waste Water Treatment Plant. They are requesting 10 EDU's for 21 Industrial Drive. Schindler Elevator has an "Agreement of Sale" for 21 Industrial Drive and would like this to be in place prior to settlement.

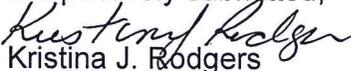
Commissioners Klunk/Goldsmith moved to authorize the Township Manager and the Township Solicitor to prepare and execute an agreement with Schindler Elevator Corporation for the reservation of ten EDU's at the cost established by the Township for the purchase of EDU's providing that the ten EDU's shall be reserved for and assigned to the Schindler Elevator Corporation upon the payment of the purchase price. 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 Prieber/Klunk moved for adjournment at approximately 7:13 P.M. Motion carried unanimously.

Respectively submitted,

Kristina J. Rodgers
Township Secretary

**MINUTES
BOARD OF COMMISSIONERS' PUBLIC MEETING
SEPTEMBER 17, 2012**

CALL TO ORDER - ROLL CALL - DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, September 17, 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, Prieber, Goldsmith, Heilman, and Klunk. Also present were Solicitor Tilley, Township Manager Garvick, Police Chief Laughlin, Zoning Officer Menges, Township Engineer Bortner and Assistant to the Engineer Matt Swanner.

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 Felix announced that an executive session was held on September 4, 2012 to discuss personnel issues. He also announced that an executive session was held prior to this meeting to discuss the York Street interceptor and the acquisition of land. Commissioner Felix 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 August 20, 2012 meeting of the Board of Commissioners were approved as submitted.

PERSONS TO BE HEARD CITIZENS COMMENTS: None

TOWNSHIP REPORTS - STANDING COMMITTEES:

Public Safety Committee - Commissioner Prieber had nothing to report

Personnel Committee - Commissioner Heilman had nothing to report.

Finance Committee – Commissioner Heilman:

Commissioners Heilman/Goldsmith moved to approve Township warrants in the amount of \$996,489.95. Motion carried unanimously with Commissioner Klunk abstaining from warrants for vendor #60.

Commissioners Heilman/Goldsmith moved to approve a request dated August 16, 2012 from Golden Visions Senior Center for a waiver of the yard sale permit fee. Motion carried unanimously.

Minutes

Commissioners Heilman/Goldsmith moved to approve a request dated August 10, 2012 from the Penn Township Lions Club for a waiver of the sign permit fee to advertise a chicken barbeque. Motion carried unanimously.

Commissioners Heilman/Goldsmith moved to approve the 2013 minimum municipal obligations for the Fire Fighter's, Uniformed and Non-Uniformed Pension plans. Motion carried unanimously.

Public Works Committee – Commissioner Goldsmith:

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

Commissioners Goldsmith/Prieber moved to approve a request received August 22, 2012 from Johnston and Associates for a modification of the placement of sidewalk construction for the Breezewood Drive Project by providing a 4' pedestrian easement along front property lines on lots 1 through 12 only. Motion carried unanimously.

Planning & Recreation Committee – Commissioner Klunk:

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

The following subdivision and land development plans were formally filed:

P12-12 Breezewood Drive

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

P12-11 Harold G. & Anna M. Shaffer Subdivision
Motion carried.

Commissioners Klunk/Goldsmith moved to accept a request dated September 17, 2012 from GHI Inc. to withdraw plan P12-05 Hanover Bible Baptist. Motion carried unanimously.

Commissioners Klunk/Goldsmith moved to approve the following extension requests that will expire on December 17, 2012:

P09 -10 - American Home Contractors LLC
P12 -10 - The Marital Trust for the Benefit of Rita M. Neiderer
Motion carried unanimously.

Commissioners Klunk/ Goldsmith moved to accept the withdraw of a sign waiver request originally submitted July 30, 2011 by Nikolause & Hohenadel, LLP on behalf of MedExpress. Motion carried unanimously.

Health & Sanitation - Commissioner Klunk

Commissioners Klunk/Prieber moved to approve a change order request dated June 19, 2012 from Rogele Inc. to decrease the contract amount by \$39,667.55 for the Timber Lane Sewer Interceptor Project. Motion carried unanimously.

Minutes

Commissioners Klunk/Prieber moved to adopt Resolution No. 792, revising the official sewage facilities plan by including the Matthew S. Dietrich Land Development plan. Motion carried unanimously.

Commissioners Klunk/Prieber moved to adopt Resolution No. 793, revising the official sewage facilities plan by including the Rita M. Neiderer Subdivision Plan. Motion carried unanimously.

Commissioners Klunk/Prieber moved that Penn Township settle its dispute with Marks Contracting on the Main Interceptor Replacement Project under the following terms:

1. The contract between Penn Township and Marks Contracting, Inc. for the Main Interceptor Replacement Project shall be terminated for convenience.
2. The Township will pay Marks the sum of \$296,853.67, consisting of the amounts in Applications for Payments 6 and 7, the retainage, and the amount of fabricated manholes, pipe and other materials for the project supplied by Marks Contracting. This payment will be accepted by Marks as full payment for all amounts due. The payment may be disbursed upon execution of the Settlement Agreement and Release.
3. Marks will permit all uninstalled materials to remain at the site. Marks will deliver any materials purchased in the foregoing payment to the site if they have not yet been delivered. The Township project engineer or his designee will inventory the materials to assure receipt by the Township of all materials.
4. Penn Township and Marks Contracting, Inc. will execute a Settlement Agreement and General Mutual Release of the other and of Liberty Mutual, which shall include general releases of the other parties from all further liability except for liability to perform under the Settlement Agreement. The president and secretary of the Board of Commissioners are authorized to sign the Settlement Agreement and General Mutual Release on behalf of the Township. Marks Contracting, Inc. shall supply to the Township a certified copy of the corporate authorization of the settlement and the authorization of the parties signing the Settlement Agreement and Release on behalf of the company.
5. The president of the Board of Commissioners and the secretary are hereby authorized to sign on behalf of the Township such other documents as are necessary and appropriate for this settlement.
6. The Township Manager and the Township Solicitor are authorized to negotiate on behalf of the Township and to develop the terms of the Settlement Agreement and Release, such terms to be consistent with the terms set forth in this Motion.
7. The Township Manager, other members of the Township staff, and the project engineer are authorized to prepare the bid documents necessary for the completion of the construction and installation of the Main Interceptor replacement in accordance with the design and construction standards set forth in the prior bid documents for this project, with such amendments as are necessary to reflect changes in the scope, design and nature of the work resulting from the construction performed to date and materials already supplied for the project.

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

OLD BUSINESS: None.

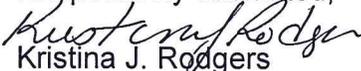
NEW BUSINESS: None.

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 Prieber/Klunk moved for adjournment at approximately 7:14 P.M. Motion carried unanimously.

Respectively submitted,

Kristina J. Rodgers
Township Secretary

**MINUTES
BOARD OF COMMISSIONERS' PUBLIC MEETING
OCTOBER 2, 2012**

CALL TO ORDER - ROLL CALL - DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a special session on Tuesday, October 2, 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, Prieber, Heilman, Goldsmith and Klunk. Also present were Manager Garvick, Township Engineer Bortner, WWTP Superintendent Mahone, and Highway Foreman Mahan.

ANNOUNCEMENTS:

President Felix announced that an executive session was held prior to this meeting to interview candidates for the Civil Service Commission.

PERSONS TO BE HEARD CITIZENS COMMENTS: None.

TOWNSHIP REPORTS AND STANDING COMMITTEES:

Commissioners Goldsmith/Klunk moved to adopt Resolution No. 794, a resolution authorizing the widening of Center Street. Motion carried unanimously.

Commissioners Prieber/Klunk moved to adopt Resolution No, 795, establishing the position of police lieutenant. Motion carried unanimously.

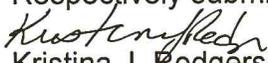
Commissioners Prieber/Klunk moved to appoint Jeffrey A. Spielman to an unexpired term on the Penn Township Civil Service Commission. Said term to expire August 2014. Motion carried unanimously.

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 7:02 P.M. Motion unanimously carried.

Respectively submitted,

Kristina J. Rodgers
Township Secretary

**MINUTES
BOARD OF COMMISSIONERS' PUBLIC MEETING
OCTOBER 15, 2012**

CALL TO ORDER - ROLL CALL - DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, October 15, 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, Prieber, Goldsmith, Heilman, and Klunk. Also present were Solicitor Tilley, Township Manager Garvick, Police Chief Laughlin, Zoning Officer Menges, Township Engineer Bortner and Assistant to the Engineer Matt Swanner.

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 Felix congratulated Detective Jeffrey Sneeringer for receiving an "Officer of the Year" award from the Hanover Exchange Club.

Commissioner Felix read a note of thanks from Blain Kauffman for the help he received for his reunion car show.

Commissioner Felix announced that applications are still being accepted for a vacancy on the planning commission.

Commissioner Felix announced a personnel session was held following the finance committee meeting on October 10, 2012.

Commissioner Felix 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 September 17, 2012 and October 2, 2012 meeting of the Board of Commissioners were approved as submitted.

PERSONS TO BE HEARD CITIZENS COMMENTS:

Jay Thigpen, R200 Oliver Street, asked about planting pachysandra vegetation in his yard instead of grass. He was told that it was permissible as long as he did not allow a weed infestation among the planting. He also wanted to know what he could do about his noisy neighbor. He expressed concern that the neighbor has constructed a tent and plays loud music from the tent. Commissioner Felix stated that Mr. Thigpen should call the police if the noise is too loud. Mr. Thigpen stated that the police have told him that there is nothing they could do because there is no noise ordinance. Police Chief Laughlin stated that if it is after nine or ten in

the evening they do address the complaints with the offending party.

TOWNSHIP REPORTS - STANDING COMMITTEES:

Public Safety Committee - Commissioner Prieber

Commissioners Prieber/Goldsmith moved to approve a request dated September 19, 2012 from the Hanover Public School District to conduct the Hanover Homecoming Parade on October 12, 2012. Motion carried unanimously.

Commissioners Prieber/Goldsmith moved to approve a request dated September 5, 2012 from the South Western Band Boosters for the use of barricades and fire police at the Cavalcade of Bands competition on Saturday, October 27, 2012. Motion carried unanimously.

Commissioners Prieber/Goldsmith moved to execute a maintenance agreement with B. Moyer Radio Communications for the police radios for the remainder of 2012. Motion carried unanimously.

Commissioners Prieber/Goldsmith moved to approve the Hemler/ACS agreement for 2013. Motion carried unanimously.

Commissioners Prieber/Goldsmith moved to adopt the revised Civil Service Rules and Regulations for police officers. Motion carried unanimously.

Personnel Committee - Commissioner Heilman had nothing to report.

Finance Committee – Commissioner Heilman:

Commissioners Heilman/Prieber moved to approve Township warrants in the amount of \$1,598,177.51. Motion carried unanimously with Commissioner Klunk abstaining from warrants for vendor number sixty.

Commissioners Heilman/Prieber moved to approve a revised lease agreement with the South Western School District for the Steed’s classroom. Motion carried unanimously.

Public Works Committee – Commissioner Goldsmith:

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

Commissioners Goldsmith/Heilman moved to approve Resolution No. 796, authorizing Met-Ed to construct street lights at the intersections of Charles Avenue and South Center Street and Charles Avenue and Brookside. Motion carried unanimously.

Planning & Recreation Committee – Commissioner Klunk:

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

The following subdivision and land development plans were formally filed:

- P12 - 13 - High Pointe at Rojen Farms
- P12 - 14 - Hanover Bible Baptist

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

P12 -13 - High Pointe at Rojen Farms
Motion carried.

Commissioners Klunk/Goldsmith moved to approve the following extension requests that will expire on January 21, 2013:

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, LCL
Motion carried unanimously.

Health & Sanitation - Commissioner Klunk

Commissioner Klunk reported that he attended the Public Utility Commission's meeting regarding Hanover Borough's proposed water rate increase for non-Borough residents. He stated he had the prepared statement from the Borough explaining why they needed the increase and he will make it available to the Commissioners. There was very little public comment during the meeting.

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

OLD BUSINESS: None.

NEW BUSINESS: None.

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 Prieber/Goldsmith moved for adjournment at approximately 7:22 P.M. Motion carried unanimously.

Respectively submitted,


Kristina J. Rodgers
Township Secretary

**MINUTES
BOARD OF COMMISSIONERS' PUBLIC MEETING
NOVEMBER 6, 2012**

CALL TO ORDER - ROLL CALL - DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a special session on Tuesday, November 6, 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, Prieber, Heilman, Goldsmith and Klunk. Also present were Manager Garvick, Township Engineer Bortner, WWTP Superintendent Mahone, and Highway Foreman Mahan.

ANNOUNCEMENTS: None

PERSONS TO BE HEARD CITIZENS COMMENTS: None.

TOWNSHIP REPORTS AND STANDING COMMITTEES:

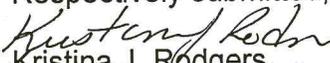
Commissioners Goldsmith/Heilman moved to award the main interceptor replacement project, Ridge Avenue Crossing, to H & H General Excavating, Spring Grove, PA for a bid price of \$145,750. Motion carried unanimously.

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 Prieber/Heilman moved for adjournment at approximately 7:01 P.M. Motion unanimously carried.

Respectively submitted,

Kristina J. Rodgers
Township Secretary

**MINUTES
BOARD OF COMMISSIONERS' PUBLIC MEETING
NOVEMBER 19, 2012**

CALL TO ORDER - ROLL CALL - DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, November 19, 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, Prieber, Goldsmith, Heilman, and Klunk. Also present were Solicitor Tilley, Township Manager Garvick, Police Chief Laughlin, Zoning Officer Menges, Township Engineer Bortner and Assistant to the Engineer Matt Swanner.

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 Felix 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 October 15, 2012 and the November 6, 2012 meetings of the Board of Commissioners were approved as submitted.

PERSONS TO BE HEARD CITIZENS COMMENTS: None.

TOWNSHIP REPORTS - STANDING COMMITTEES:

Public Safety Committee - Commissioner Prieber

Commissioners Prieber/Goldsmith moved to approve the York County SPCA municipal contract for 2013. Motion carried unanimously.

Personnel Committee - Commissioner Heilman had nothing to report.

Finance Committee – Commissioner Heilman:

Commissioners Heilman/Goldsmith moved to approve Township warrants in the amount of \$1,770,054.04. Motion carried unanimously.

Commissioners Heilman/Goldsmith moved to adopt Resolution No. 797, authorizing the disposition of police records. Motion carried unanimously.

Commissioners Heilman/Goldsmith moved to approve a request dated October 23, 2012 from the Exchange Club of Hanover for a waiver of permit fees to advertise an event at the Eichelberger Performing Arts Center. Motion carried unanimously.

Commissioners Heilman/Goldsmith moved to approve a request dated October 24, 2012 from the South Western Band Boosters for a waiver of the permit fees to conduct a Holiday Marketplace Craft Show on December 15, 2012. Motion carried unanimously.

Commissioner Heilman gave the first reading of the 2013 budget. He stated that projected General Fund revenue is \$9,423,680 with projected expenses being \$9,591,214. Commissioner Heilman reported that Highway Aid Fund is balanced with \$544,181 in revenues and expenditures and the Sewer Revenue Fund is balanced with \$6,965,339 in revenues and expenditures. There will be budget meeting on November 26, 2012 at 6:30 p.m. The budget will be presented for public display on December 5, 2012.

Public Works Committee – Commissioner Goldsmith:

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

Planning & Recreation Committee – Commissioner Klunk:

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

Commissioners Klunk/Prieber moved to approve a request dated October 10, 2012 from Conewago Contractors for a waiver of the land development requirements to construct a 6' x 10' concrete slab for a guard shack for 401 Moulstown Road. Motion carried unanimously.

The following subdivision and land development plans were formally filed: None

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

P12 - 14 - Hanover Bible Baptist
Motion carried.

Commissioners Klunk/Goldsmith moved to approve the following extension requests that will expire on February 18, 2013:

P01 - 28 - High Point @ Rojen Farms
P03 - 30 - Mustang Pointe
P12 - 07 - MEM Automotive
Motion carried unanimously.

Health & Sanitation - Commissioner Klunk had nothing to report.

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

OLD BUSINESS: None.

NEW BUSINESS: None.

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/Prieber moved for adjournment at approximately 7:09 P.M. Motion carried unanimously.

Respectively submitted,


Kristina J. Rodgers
Township Secretary

**MINUTES
BOARD OF COMMISSIONERS' PUBLIC MEETING
DECEMBER 17, 2012**

CALL TO ORDER - ROLL CALL - DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, December 17, 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, Prieber, Goldsmith, Heilman, and Klunk. Also present were Solicitor Tilley, Township Manager Garvick, Police Chief Laughlin, Zoning Officer Menges, Township Engineer Bortner and Assistant to the Engineer Matt Swanner.

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 Felix 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 November 19, 2012 meeting of the Board of Commissioners were approved as submitted.

PERSONS TO BE HEARD CITIZENS COMMENTS: None.

PUBLIC HEARING – 2013 BUDGET

Commissioner Heilman stated that the Commissioners worked hard on the budget and it has been on display for several weeks. The Township is in a better financial situation than last year but we still have some work to do. The 2013 budget does include a small tax increase.

There were no Penn Township residents at the meeting who wished to comment on the 2013 Budget and the public hearing was closed.

Commissioners Heilman/Klunk moved to adopt Ordinance No. 745, the 2013 budget. Motion carried 5-0 on a roll call vote.

Commissioners Heilman/Klunk moved to adopt Ordinance No. 746, setting the real estate tax rate for 2013 at 3.5 mills. Motion carried 5-0 on a roll call vote.

Commissioners Heilman/Klunk moved that the Manager be authorized to balance all

2012 funds by transferring surplus funds to those accounts showing deficits. Motion carried unanimously.

TOWNSHIP REPORTS - STANDING COMMITTEES:

Public Safety Committee - Commissioner Prieber

Commissioners Prieber/Goldsmith moved to appoint Zack Koontz as a student intern for the police department for the winter of 2012. Motion carried unanimously.

Commissioners Prieber/Goldsmith moved to approve participation in Metropolitan York Police Consortium for the testing of future police officers and preparation of eligibility lists. Motion carried unanimously.

Personnel Committee - Commissioner Heilman

Commissioners Heilman/Goldsmith moved to appoint Douglas Stambaugh, GHI Inc., as the Township's sewage enforcement officer. They further moved that Douglas Barmoy and Reginald Baugher, Hanover Land Services, be appointed as the Township's alternate sewage enforcement officers.

Commissioners Heilman/Goldsmith moved to adopt Resolution No. 799 appointing David Colgan to the Zoning Hearing Board for a five-year term. Motion carried unanimously.

Finance Committee – Commissioner Heilman:

Commissioners Heilman/Goldsmith moved to approve Township warrants in the amount of \$876,591.68. Motion carried with Commissioner Klunk abstaining from warrants for vendor #60.

Commissioners Heilman/Goldsmith moved to adopt Resolution No. 798 setting rates of pay and benefits for 2013. Motion carried unanimously.

Public Works Committee – Commissioner Goldsmith:

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

Planning & Recreation Committee – Commissioner Klunk:

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

The following subdivision and land development plans were formally filed: None

The following subdivision and land development plans were approved: None

Commissioners Klunk/Goldsmith moved to approve the following extension requests that will expire on March 18, 2013:

P09-10 - American Home Contractors, LLC
 P12-10 - The Marital Trust for the Benefit of Rita M. Neiderer
 P12-12 - Breezewood Drive
 Motion carried unanimously.

Health & Sanitation - Commissioner Klunk

On Tuesday, December 4, 2012, the following bids were opened and publicly read aloud for the main interceptor replacement project:

Bidder	Bid Amount
Doli Construction	\$3,777,764.00
J. A. Myers Homes	\$1,999,207.45
Joao Bradley Construction Co.	\$2,880,330.50
Pact Construction	\$3,660,805.00
Parkside Utility Construction Corp.	\$2,834,526.78
Wexcon, Inc.	\$2,262,725.00

The Township received a letter of withdrawal from J. A. Myers Homes on December 6, 2012.

Commissioners Klunk/Heilman moved to award the sewer main interceptor replacement project bid to Wexcon, Inc. for a bid price of \$2,262,725. Commissioner Klunk noted that even with all the problems on the project the Township is still expected to pay less for the project than the engineer's estimates.

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

OLD BUSINESS: None.

NEW BUSINESS:

Commissioners Heilman/Goldsmith moved to adopt Ordinance No. 747 establishing the time and place of the regular meeting of the Board of Commissioners. Motion carried 5-0 on a roll call vote.

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/Goldsmith moved for adjournment at approximately 7:15 P.M. Motion carried unanimously.

Respectively submitted,



Kristina J. Rodgers
Township Secretary