

**MINUTES  
BOARD OF COMMISSIONERS PUBLIC MEETING  
JANUARY 6, 2014**

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

The Penn Township Board of Commissioners met for the purpose of reorganization on January 6, 2014 at the Penn Township Municipal Building. Commissioner-Elect Felix called the meeting to order at 7:00 P.M. Present at the meeting were Commissioners-Elect Heilman and Felix; Commissioners Prieber, Goldsmith, and Klunk. Also present were Manager Garvick, Police Chief Laughlin and Fire Chief Cromer.

**PLEDGE OF ALLEGIANCE TO THE FLAG FOLLOWED BY A PERIOD OF SILENT MEDITATION:**

All in attendance stood for the Pledge of Allegiance to the flag, which was followed by a period of silent meditation.

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

District Justice James Miner administered the oaths of office to Commissioners-Elect Wendell Felix and Philip Heilman, Treasurer Jeffrey Garvick and Tax Collector Karen Little.

**ELECTION OF OFFICERS:**

Commissioner Felix called for nominations for the office of President. It was moved by Commissioners Klunk/Prieber to nominate Wendell S. Felix to the office of President of the Penn Township Board of Commissioners. Commissioner Felix, 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.

President Felix called for nominations for the Office of Vice-President. It was moved by Commissioners Prieber/Goldsmith 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 announced that an executive personnel session was held following the December 16, 2013 Board of Commissioners meeting. An executive session will be held following the Finance Committee meeting this evening.

**COMMITTEE APPOINTMENTS:**

The Committee appointments for 2014-2015 are as follows:

Finance	Phil Heilman Joseph Klunk	Chairman
Health & Sanitation	Joseph Klunk Craig Prieber	Chairman
Personnel	Phil Heilman Wendell Felix	Chairman
Public Safety	Craig Prieber Wendell Felix	Chairman
Public Works	Dan Goldsmith Craig Prieber	Chairman
Planning Commission	Joseph Klunk Wendell Felix	
South Western Recreation Board (Public Works)	Dan Goldsmith Craig Prieber	
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 Klunk/Goldsmith moved for the appointment of Jeffrey R. Garvick as Township Manager for a two-year term effective January 1, 2014. Motion carried unanimously.

Commissioners Klunk/Goldsmith moved for the appointment of Walter A. Tilley, III as Township Solicitor for a two-year term effective January 1, 2014. Motion carried unanimously.

Commissioners Klunk/Goldsmith moved for the appointment of Eric J. Bortner, P.E. as Township Engineer for a two-year term effective January 1, 2014. Motion carried unanimously.

Commissioners Klunk/Goldsmith moved for the appointment of Steven Hartlaub as Township Broker of Record for a two-year term effective January 1, 2014. Motion carried unanimously.

Commissioners Klunk/Goldsmith moved to adopt Resolution No. 821 appointing the Township 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/Goldsmith moved for the reappointment of Albert D. Sterner to a one-year term on the Penn Township Vacancy Board. Motion carried unanimously.

Commissioners Heilman/Goldsmith moved to adopt Resolution No. 820 Management and Non Uniformed Salaries and Benefits for 2014. Motion carried unanimously.

Commissioner Heilman/Goldsmith moved to adopt Resolution No. 822 appointing Paul McAndrew to the Penn Township Zoning Hearing Board. Motion carried unanimously.

Commissioners Heilman/Goldsmith moved to appoint Joseph Klunk and Wendell Felix to the Penn Township Planning Commission. Said terms to expire December 31, 2015. Motion carried unanimously.

Finance Committee – Commissioner Heilman - Nothing to report.

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:** None

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

**QUESTIONS FROM THE PRESS FOR THE COMMISSIONERS:** None.

**ADJOURNMENT:**

There being no further business to come before the Board, Commissioners Goldsmith/Klunk entertained a motion for adjournment at approximately 7:10 P.M. Motion carried.

Respectively submitted,



Kristina J. Rodgers  
Township Secretary

**MINUTES  
BOARD OF COMMISSIONERS PUBLIC MEETING  
JANUARY 20, 2014**

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

The Penn Township Board of Commissioners met in a regular session on Monday, January 20, 2014 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, Klunk, Goldsmith and Prieber. Also present were Solicitor Tilley, Township Manager Garvick, Police Chief Laughlin, Zoning Officer Swanner, 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 December 16, 2013 and January 6, 2014 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 had nothing to report

Personnel Committee - Commissioner Heilman

Commissioners Heilman/Goldsmith moved to approve Ordinance No. 757 authorizing intergovernmental cooperation by agreement between Penn Township and Hanover Borough to provide fire chief services. Motion carried 5-0 on a roll call vote.

Finance Committee – Commissioner Heilman:

Commissioners Heilman/Goldsmith moved to approve Township warrants in the amount of \$1,980,686.59. Motion carried unanimously with Commissioner Klunk abstaining from warrants for vendor number 60.

Commissioners Heilman/Goldsmith moved to adopt Resolution No. 824 providing a schedule for fees for permits and services. 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. 823 authorizing the execution of a letter of amendment to the reimbursement agreement for securing additional federal funding for the Center Street project. Motion carried unanimously.

Planning & Recreation Committee – Commissioner Klunk:

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

The following land development plans were formally filed:

P13-17 - Andrew Y. and Sharon L. Brough

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

P13 -16 - Whispering Run Phase 2B - Final Plan  
Motion carried unanimously.

Commissioners Klunk/Goldsmith moved to approve the following extension requests that will expire on April 21, 2014:

P04-25 - South Heights  
P04-26 - Stonewicke  
P06-23 - Brookside Avenue Townhouses  
P07-27 - Sterling Brown  
P08-20 - Park Hills Manor  
P10-12 - York Village Apartments, LCL  
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 Prieber/Goldsmith moved for adjournment at approximately 7:05 P.M. Motion carried unanimously.

Respectively submitted,



Kristina J. Rodgers  
Township Secretary

**MINUTES**  
**BOARD OF COMMISSIONERS PUBLIC MEETING**  
**FEBRUARY 17, 2014**

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

The Penn Township Board of Commissioners met in a regular session on Monday, February 17, 2014 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, Klunk, Goldsmith and Prieber. Also present were Solicitor Tilley, Township Manager Garvick, Police Chief Laughlin, Zoning Officer Swanner, 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 20, 2014 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 a request dated January 15, 2014 from the Hanover Allied Veterans Council to conduct the Memorial Day parade on Monday, May 26, 2014. They further moved that all street closings and public safety considerations be coordinated through the Chief of Police. Motion carried unanimously.

Commissioners Prieber/Goldsmith stated that pursuant to the provision of the Pennsylvania Emergency Management Services Code, they moved to declare a disaster emergency for February 4 and 5, 2014. They further authorized the Manager to make application for state and federal reimbursement of all eligible snow removal expenses associated with the snow storm events occurring on the above referenced dates. 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 \$1,023,821.45. Motion carried unanimously.

Commissioners Heilman/Goldsmith moved to approve requests dated January 14, 2014 from St. Joseph's Parish for a waiver of the permit fees associated with their yard sale being held on March 8, 2014. Motion carried unanimously.

Commissioners Heilman/Goldsmith moved to approve a request dated January 31, 2014 from the Hanover Exchange Club for a waiver of the permit fees to advertise the Home Builders Show and a Comedy and Magic Show. Motion carried unanimously.

Commissioners Heilman/Goldsmith moved to approve a request dated January 15, 2014 from the South Western High School Bands for a waiver of the permit fees associated with a spring marketplace community yard sale to be held on April 19, 2014. Motion carried unanimously.

Commissioners Heilman/Goldsmith moved to approve a request from York County Youth Aid Panel for a waiver of the rental fees for the community room for 2014. Motion carried unanimously.

Commissioners Heilman/Goldsmith moved to award the 1993 fire truck bid to the Heidlersburg Fire Department for a bid price of \$25,100. 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 the Construction Agreement with CSX Transportation, Inc. for the Center Street Improvement Project. Motion carried unanimously.

Planning & Recreation Committee – Commissioner Klunk:

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

The following land development plans were formally filed:

P14-01 - Legacy Building Expansion

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

P13-17 - Andrew Y. and Sharon L. Brough  
Motion carried unanimously.

Commissioners Klunk/Goldsmith moved to approve the following extension requests that will expire on May 19, 2014:

P01-28 - High Point @ Rojen Farms  
 P03-30 - Mustang Pointe  
 P13-05 - Aquaphoenix Scientific  
 Motion carried unanimously.

Health & Sanitation - Commissioner Klunk

On Monday, February 3, 2014, the following bids were opened and publicly read aloud by Township Manager Jeffrey Garvick for the Plum Creek Stream bank Restoration Project:

<u>Bidder</u>	<u>Amount</u>
Farhat Excavating	\$67,318.00
Lobar Associates	\$68,209.60
BR Kreider and Sons Inc.	\$76,937.70
Kevin E. Raker Construction LLC	\$83,045.15
Gearhart Brothers Services LLC	\$89,482.70
J.A. Myers Building Development, Inc.	\$94,419.02
MacMor Construction	\$95,837.00
Conewago Enterprises, Inc.	\$103,403.00
Rogele, Inc.	\$107,709.80

Commissioners Klunk/Prieber moved to award the Plum Creek Restoration bid to Farhat Excavating for a bid price of \$67,318. 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 Goldsmith/Klunk 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**  
**MARCH 17, 2014**

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

The Penn Township Board of Commissioners met in a regular session on Monday, March 17, 2014 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, Klunk, Goldsmith and Prieber. Also present were Solicitor Tilley, Township Manager Garvick, Police Chief Laughlin, Zoning Officer Swanner, 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 17, 2014 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/Goldsmith moved to adopt the revised Civil Service Rules and Regulations for police officers. Motion carried unanimously.

**Personnel Committee - Commissioner Heilman:**

Commissioners Heilman/Goldsmith moved for the appointment of Guy Hettinger from probationary Lieutenant to regular status effective February 20, 2014. Motion carried unanimously.

**Finance Committee – Commissioner Heilman:**

Commissioners Heilman/Goldsmith moved to approve Township warrants in the

amount of \$1,330,603.44. Motion carried with Commissioner Klunk abstaining from all warrants for vendor number 60.

Commissioners Heilman/Goldsmith moved to adopt Resolution No. 825 endorsing the Hanover Region Economic Development Plan. Motion carried unanimously.

Commissioners Heilman/Goldsmith moved to authorize the execution of a lease amendment with York County for additional space for District Justice Miner. Motion carried unanimously.

Commissioners Heilman/Goldsmith moved to award the police cruiser bids to John Pontician for a bid price of \$5,000 and to Rich Troppoli for a bid price of \$5,400. Motion carried unanimously. These were used police cruisers that were sold through public auction on Municipi Bid.

Public Works Committee – Commissioner Goldsmith:

There were no additions or changes to the Engineer's Report. Commissioners Goldsmith/Prieber moved to approve an agreement with C. S. Davidson Inc. for bridge inspections. Motion carried unanimously.

Commissioners Goldsmith/Prieber moved to adopt Ordinance No. 758 laying out and adopting as public road Joshua Court. Motion carried 5-0 on a roll call vote.

Planning & Recreation Committee – Commissioner Klunk:

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

There were no subdivision and land development plans submitted for formal filing or for approval.

Commissioners Klunk/Goldsmith moved to approve the following extension requests that will expire on June 16, 2014:

- P09-10 - American Home Contractors, LLC
  - P12-12 - Breezewood Drive
  - P13-09 - Amish Markets at Hanover
- Motion carried unanimously.

Health & Sanitation - Commissioner Klunk:

Commissioners Klunk/Prieber moved to adopt Ordinance No. 759 approving the plan of construction of sanitary collection sewers for Joshua Court. Motion carried 5-0 on a roll call vote.

**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 7:07 P.M. Motion carried unanimously.

Respectively submitted,



Kristina J. Rodgers  
Township Secretary

**MINUTES  
BOARD OF COMMISSIONERS PUBLIC MEETING  
APRIL 21, 2014**

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

The Penn Township Board of Commissioners met in a regular session on Monday, April 21, 2014 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, Klunk, and Prieber. Commissioner Goldsmith was absent with notice. Also present were Solicitor Tilley, Township Manager Garvick, Police Chief Laughlin, Zoning Officer Swanner, 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 a personnel session was held following the Finance Committee meeting on April 7, 2014. 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 March 17, 2014 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 adopt Ordinance No. 760 amending section 127-25 parking prohibited at all times along portions of Barnhart Drive. Motion carried 4-0 on a roll call vote.

Commissioners Prieber/Klunk moved to appoint Shay Stremmel as a student intern for the police department for the summer of 2014. Motion carried unanimously.

Personnel Committee - Commissioner Heilman:

Commissioners Heilman/Klunk moved to reappoint Ray Van de Castle and David

Baker to the Penn Township Planning Commission, said terms to expire May, 2018.  
Motion carried unanimously.

Finance Committee – Commissioner Heilman:

Commissioners Heilman/Klunk moved to approve Township warrants in the amount of \$1,181,259.38. Motion carried with Commissioner Klunk abstaining from all warrants for vendor number 60.

Commissioners Heilman/Klunk moved to adopt Resolution No. 827 providing for disposition of municipal records. Motion carried unanimously.

Commissioners Heilman/Klunk moved to approve a request dated March 11, 2014 from the Fraternal Order of Eagles for a waiver of the sign permit fees for their annual Family Fun Day. Motion carried unanimously.

Commissioners Heilman/Klunk moved to approve a request dated March 24, 2014 from the Jefferson Carnival for a waiver of the sign permit fee to advertise their annual carnival. Motion carried unanimously.

Commissioners Heilman/Klunk moved to approve a proposal dated April 2, 2014 from PNC to borrow up to two million dollars. They further moved to authorize the manager and bond counsel to prepare and advertise the appropriate ordinance and notices. Motion carried unanimously.

Commissioners Heilman/Klunk moved to adopt Resolution No. 826 eliminating contributions by the Township to the Firefighter's Pension Plan. 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 Officer's Report.

The following land development plans were formally filed:

P14-03 - St. Joseph's Catholic Church Cemetery  
P14-04 - Grandview Plaza - Unit 16

There were no subdivision and land development plans for approval.

Commissioners Klunk/Prieber moved to approve the following extension requests that will expire on July 21, 2014:

P04-25 - South Heights

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

Commissioners Klunk/Prieber moved to approve a request dated March 11, 2014 from Jack Powell for a waiver of the land development requirements for the Carroll County Christian Center. Motion carried unanimously.

Commissioners Klunk/Prieber moved to approve a request dated April 4, 2014 from J. A. Myers for an extension of the recording time for Whispering Run Phase 2b. The extension begins on April 19, 2014 and expires ninety days after. Motion carried.

Health & Sanitation - Commissioner Klunk:

Commissioners Klunk/Prieber moved to award the recycling facility bid to the following: contract no. 1 general construction, Americ Construction, for a bid price of \$375,000; contract no. 2 electric construction, Heflin Electric for a bid price of \$21,925; contract no. 3 HVAC construction, W. C. Eshenaur and Son, for a bid price of \$8,800; and contract no. 4 plumbing construction, W. C. Eshenaur and Son, for a bid price of \$11,500. The total bid price of the project is \$417,225. Motion carried unanimously.

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

**OLD BUSINESS:** None.

**NEW BUSINESS:**

Commissioner Felix announced that he and Commissioner Klunk would represent the Board in the annual Memorial Day parade.

**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 7:12 P.M. Motion carried unanimously.

Respectively submitted,



Kristina J. Rodgers  
Township Secretary

**MINUTES  
BOARD OF COMMISSIONERS PUBLIC MEETING  
MAY 19, 2014**

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

The Penn Township Board of Commissioners met in a regular session on Monday, May 19, 2014 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, Klunk, Prieber and Goldsmith. Also present were Solicitor Tilley, Township Manager Garvick, Police Chief Laughlin, Zoning Officer Swanner, 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 April 21, 2014 meeting of the Board of Commissioners were approved as submitted.

**PERSONS TO BE HEARD - CITIZENS COMMENTS:** None.

**POLICE AWARD PRESENTATION:**

Public Safety Chairman Craig Prieber and Police Chief Laughlin presented the Officer of the Year award for 2013, which is voted on by all the members of the department. Commissioner Prieber read the certificate that will be presented to Patrolmen Travis Shearer. Sergeant Jedadiah Shearer accepted the award on behalf of Patrolmen Shearer.

**TOWNSHIP REPORTS - STANDING COMMITTEES:**

Public Safety Committee - Commissioner Prieber had nothing to report.

Personnel Committee - Commissioner Heilman:

With regret, Commissioners Heilman/Klunk moved to accept the resignation of EMA Coordinator Jeremy Sparks effective June 1, 2014. Motion carried unanimously.

Finance Committee – Commissioner Heilman:

Commissioners Heilman/Goldsmith moved to approve Township warrants in the amount of \$1,012,222.10. Motion carried with Commissioner Klunk abstaining from all warrants for vendor number 60.

Commissioners Heilman/Goldsmith moved to adopt Resolution No. 828 supporting municipal pension reform for municipal police and fire personnel. Motion carried on a 4-1 vote with Commissioner Heilman casting the dissenting vote.

Commissioners Heilman/Goldsmith moved to adopt Resolution No. 829 supporting amendments to Act 111 of 1968, the Policemen and Firemen Collective Bargaining Act. Motion carried on a 4-1 vote with Commissioner Heilman casting the dissenting vote.

Commissioners Heilman/Goldsmith moved to adopt Resolution No. 830 setting the rate of pay for the engineering department summer employee. Motion carried unanimously.

Commissioners Heilman/Goldsmith moved to approve a request dated May 5, 2014 from the Penn Township Lions Club for a waiver of the sign permit fee to advertise a chicken barbeque on June 14, 2014. 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 Officer's Report.

Commissioners Klunk/Prieber moved to approve a request dated March 19, 2014 from HRG, Inc. on behalf of J. A. Myers Building and Development for a waiver of the subdivision and land development ordinance specifically, sections 506.e and 306.b.3. Motion carried unanimously.

The following land development plans were formally filed:

P14-02 - Mustang Heights

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

P14-03 - St. Joseph's Catholic Church Cemetery

Motion carried unanimously.

Commissioners Klunk/Prieber moved to approve the following extension requests that will expire on August 18, 2014:

P01-28 - High Point @ Rojen Farm  
P03-30 - Mustang Pointe  
P13-05 - Aquaphoenix Scientific  
P14-01 - Legacy Building Expansion  
Motion carried unanimously.

Health & Sanitation - Commissioner Klunk:

Commissioners Klunk/Goldsmith moved to adopt Resolution No. 831, revising the Township's official Sewage Facilities Plan by including the Aquaphoenix Scientific Land Development Plan. Motion carried unanimously.

On Monday, May 5, 2014, the following bids were opened and publicly read aloud by Township Manager Jeffrey Garvick for blower building roof replacement:

Bidder	Bid Amount
Daniel F. Smith Roofing Inc. 911 York Street Hanover, PA 17331	\$24,550

Commissioners Klunk/Goldsmith moved to award the blower building roof bid to Daniel F. Smith Roofing, Inc., Hanover, PA for a bid price of \$24,550. 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/Heilman moved for adjournment at approximately 7:10 P.M. Motion carried unanimously.

Respectively submitted,

*Kristina J. Rodgers*  
Kristina J. Rodgers  
Township Secretary

**MINUTES  
BOARD OF COMMISSIONERS' PUBLIC MEETING  
JUNE 2, 2014**

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

The Penn Township Board of Commissioners met in a special session on Monday, June 2, 2014 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 Manager Garvick, Police Chief Laughlin and Fire Chief Cromer.

**ANNOUNCEMENTS:**

Commissioner Prieber read the announcement of the executive session held following the Board of Commissioners meeting on May 19, 2014.

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

**TOWNSHIP REPORTS AND STANDING COMMITTEES:**

Commissioners Heilman/Klunk moved to adopt Ordinance No. 761, authorizing the incurrence of nonelectoral debt by the issuance of General Obligation Note Series of 2014 in the amount of \$2,000,000 for the purpose of acquiring, constructing, improving or renovating the building, facilities, or other physical plant, purchasing or obtaining equipment and/or otherwise acquiring capital items. Motion carried 5-0 on roll call vote.

Commissioners Heilman/Klunk moved to authorize the Manager to execute the Consent to Settlement Agreement for Scottsdale Insurance Company regarding the Cheryl Church litigation. Motion carried unanimously.

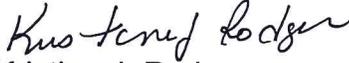
**CITIZEN'S QUESTIONS TO THE BOARD REGARDING DISCUSSION ITEMS:** None.

**QUESTIONS FROM PRESS:** None.

**ADJOURNMENT:**

There being no further business to come before the Board, Commissioners Klunk/Heilman moved for adjournment at approximately 7:05 P.M. Motion unanimously carried.

Respectively submitted,

  
Kristina J. Rodgers  
Township Secretary

**MINUTES  
BOARD OF COMMISSIONERS PUBLIC MEETING  
JUNE 16, 2014**

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

The Penn Township Board of Commissioners met in a regular session on Monday, June 16, 2014 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, Klunk, Prieber and Goldsmith. Also present were Solicitor Tilley, Township Manager Garvick, Police Chief Laughlin, Zoning Officer Swanner, 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 May 19, 2014 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/Heilman moved to approve a request dated June 9, 2014 from the Hanover Fire Department for use of the Penn Township fire police and ambulance for the Liberty Day festivities. Motion carried unanimously.

Commissioners Prieber/Goldsmith moved to adopt Ordinance No. 762 amending the 2009 Edition of the International Fire Code. Motion carried 5-0 on a roll call vote.

**Personnel Committee - Commissioner Heilman:**

Commissioners Heilman/Klunk with regret moved to accept the resignation of Jeffrey R. Garvick, Township Manager, effective February 27, 2015. Motion carried unanimously

Commissioner Felix announced that the new manger will be Kristina J. Rodgers.

Commissioners Heilman/Klunk moved to approve the settlement agreement between Scottsdale Insurance Company and Cheryl Church. They further authorized the Manager to execute any necessary documentation. Motion carried unanimously.

Finance Committee – Commissioner Heilman:

Commissioners Heilman/Klunk moved to approve Township warrants in the amount of \$888,744.49. Motion carried with Commissioner Klunk abstaining from all warrants for vendor #60.

Commissioners Heilman/Klunk moved to approve a request dated June 1, 2014 from Grace United Methodist Church for a waiver of the sign permit fee to advertise an event being held August 6, 7, 8 and 9, 2014. Motion carried unanimously.

Commissioners Heilman/Klunk moved to adopt the Fire Inspection Policy. Motion carried unanimously.

Commissioners Heilman/Klunk moved to adopt Resolution No. 832, amending the fee schedule for permits and services provide by Penn Township. 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 Officer's Report.

Commissioners Klunk/Goldsmith moved to approve a request dated April 17, 2014 from First Capital Engineering requesting a waiver of the land development requirements for APIO, Inc. for the installation of a parking lot. Motion carried unanimously.

Commissioners Klunk/Goldsmith moved to authorize an application for a grant with the Borough of Hanover for a joint zoning ordinance. Motion carried unanimously.

The following land development plan was formally filed:

P14-05 - Verizon Wireless Route 216

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

P14-05 - Verizon Wireless Route 216

Motion carried unanimously.

Commissioners Klunk/Goldsmith moved to approve the following extension requests that will expire on September 15, 2014:

- P09-10 - American Home Contractors LLC
  - P12-12 - Breezewood Drive
  - P13-09 - Amish Markets at Hanover
- Motion carried unanimously.

Health & Sanitation - Commissioner Klunk:

Commissioners Klunk/Goldsmith moved to approve a request dated May 12, 2014 from Abel Recon for a 30-day extension for the sewer lining project. Motion carried unanimously.

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

**OLD BUSINESS:** None.

**NEW BUSINESS:**

Commissioner Felix announced the Township is accepting applications for the Penn Township Planning Commission. The York County Planning Commission is taking applications for a representative from this area. The Township has an opening for an Emergency Management Coordinator.

**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 Heilman/Klunk moved for adjournment at approximately 7:11 P.M. Motion carried unanimously.

Respectively submitted,

Jeffrey R. Garvick  
Township Manager

**MINUTES  
BOARD OF COMMISSIONERS PUBLIC MEETING  
JULY 21, 2014**

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

The Penn Township Board of Commissioners met in a regular session on Monday, July 21, 2014 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, Klunk, Prieber and Goldsmith. Also present were Solicitor Christopher Ryder, Township Manager Garvick, Police Chief Laughlin, Zoning Officer Swanner, 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 June 16, 2014 meeting of the Board of Commissioners were approved as submitted.

**PERSONS TO BE HEARD - CITIZENS COMMENTS:**

Dan & Mitzi Clapper, 7 Rebecca Lane, were present to request reconsideration of the use of the soccer fields at the Community Park by the Hanover Soccer Club for the fall season. Mr. Clapper explained that the Hanover Soccer Club fields are not ready for the fall season and he is requesting the use of the Township field from the end of August to the end of October, three to five nights a week. After some discussion the Commissioners confirmed that they would not rent the field to the Soccer Club for the requested time period in order to make sure that the field is available for use by the public. The net installed by the soccer club will be removed in August.

**TOWNSHIP REPORTS - STANDING COMMITTEES:**

**Public Safety Committee - Commissioner Prieber**

Commissioners Prieber/Goldsmith moved to approve a request dated June 6, 2014 from the Hanover Area Council of Churches to conduct the annual Crop Walk on Sunday, October 19, 2014. Motion carried unanimously.

Personnel Committee - Commissioner Heilman:

Commissioners Heilman/Goldsmith moved to appoint William Flannery from Post and Schell as the Township's arbitrator for police contract negotiations. Motion carried unanimously.

Finance Committee – Commissioner Heilman:

Commissioners Heilman/Goldsmith moved to approve Township warrants in the amount of \$1,921,170.56. Motion carried with Commissioner Klunk abstaining from all warrants for vendor #60.

Commissioners Heilman/Goldsmith moved to approve a request dated June 10, 2014 from St. Joseph's Catholic Church for a waiver of the permit fee for a yard sale being held on August 23, 2014. 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 Officer's Report.

The following land development plans were formally filed:

- P14-06 - Rebecca E. Goodermuth
- P14-07 - Michael Burkentine
- P14-08 - Brookside Heights - Phase 2
- P14-09 - Janet P. Rice & Allen M. & Amy V. Smith
- P14-10 - Whispering Run Phase - 2C

There were no plans submitted for approval.

Commissioners Klunk/Goldsmith moved to approve the following extension requests that will expire on October 20, 2014:

- P04-25 - South Heights
  - P04-26 - Stonewicke
  - P06-23 - Brookside Avenue Townhouses
  - P07-27 - Sterling Brown
  - P08-20 - Park Hills Manor
  - P10-12 - York Village Apartments
  - P14-04 - Grandview Plaza - Unit 16
- Motion carried unanimously.

Commissioners Klunk/Goldsmith moved to approve a request dated June 17, 2014 from Hanover Land services for a waiver of the preliminary plan requirements and the lot to depth ratio requirements for the Michael Burkentine subdivision on West Middle Street. Motion carried unanimously.

Commissioners Klunk/Goldsmith moved to approve Ordinance No. 763 amending the 2009 International Property Maintenance Code. Motion carried 5-0 on a roll call vote.

Commissioners Klunk/Goldsmith moved to approve a request from HBH Management for a waiver of the sign requirements for the property at 555 Centennial Avenue. Motion carried unanimously.

Health & Sanitation - Commissioner Klunk:

Commissioners Klunk/Goldsmith moved to approve change order #2, a negative change order in the amount of \$94,690.57 for Wexcon, Inc. for the main sewer interceptor project. Motion carried unanimously.

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

**OLD BUSINESS:** None.

**NEW BUSINESS:**

The Commissioners approved ordering the new computer equipment per the quote submitted by Digital Sunrise. The computer equipment had been discussed under the five-year plan and the borrowing issue that was settled on June 24, 2014.

Commissioner Felix thanked all the police members that participated in the CanAm games held recently in York and congratulated the award winners.

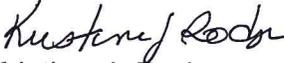
**CITIZEN'S QUESTIONS TO THE BOARD REGARDING DISCUSSION ITEMS:** None.

**QUESTIONS FROM PRESS:** None.

**ADJOURNMENT:**

There being no further business to come before the Board, Commissioners Heilman/Klunk moved for adjournment at approximately 7:25 P.M. Motion carried unanimously.

Respectively submitted,

  
Kristina J. Rodgers  
Township Secretary

**MINUTES**  
**BOARD OF COMMISSIONERS PUBLIC MEETING**  
**AUGUST 18, 2014**

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

The Penn Township Board of Commissioners met in a regular session on Monday, August 18, 2014 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, Klunk, Prieber and Goldsmith. Also present were Solicitor Tilley, Township Manager Garvick, Police Chief Laughlin, Zoning Officer Swanner, 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 Health and Sanitation meeting on August 5, 2014 an executive session was held to discuss personnel issues.

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 21, 2014 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/Goldsmith moved to approve a request dated July 17, 2014 from the South Western Band Boosters for the use of the fire police and barricades for two band competitions being held on September 27, 2014 and October 25, 2014. Motion carried unanimously.

**Personnel Committee - Commissioner Heilman:**

Commissioners Heilman/Goldsmith moved to reappoint Jeffrey Spielman to the Penn Township Civil Service Commission, said term to expire August 2020. Motion carried unanimously.

Finance Committee – Commissioner Heilman:

Commissioners Heilman/Goldsmith moved to approve Township warrants in the amount of \$628,435.32. Motion carried unanimously.

Commissioners Heilman/Goldsmith moved to adopt Resolution No. 833 appointing and setting the rate of pay for the Assistant Township Manager and the Administrative Assistant. Motion carried unanimously.

Public Works Committee – Commissioner Goldsmith:

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

Commissioners Goldsmith /Heilman moved to adopt Resolution No. 834 electing to opt into the intergovernmental agreement regarding the York County Regional Chesapeake Bay Pollutant Reduction Plan. Motion carried unanimously.

Planning & Recreation Committee – Commissioner Klunk:

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

Commissioners Klunk/Prieber moved to approve a request dated July 23, 2014 from Hanover Land Services for a waiver of the residential lighting requirements for the Michael Burkentine subdivision plan with the stipulation that residential lights will be installed in the front for units one and six and in the rear for units two through five. Motion carried unanimously.

The following land development plans were formally filed: None

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

- P14-06 - Rebecca E. Goodermuth
  - P14-07 - Michael Burkentine
  - P14-09 - Jane P. Rice & Allen M. & Amy V. Smith
- Motion carried unanimously.

Commissioners Klunk/Goldsmith moved to approve the following extension requests that will expire on November 17, 2014:

- P01-28 - High Point @ Rojen Farms
  - P03-30 - Mustang Pointe
  - P13-05 - Aquaphoenix Scientific
  - P14-01 - Legacy Building Expansion
  - P14-02 - Mustang Heights
- Motion carried unanimously.

Commissioners Klunk/Goldsmith moved to accept the withdrawal of plan P14-10 Whispering Run Phase - 2C, as requested by the developer. Motion carried unanimously.

Health & Sanitation - Commissioner Klunk:

On Monday, August 4, 2014, the following bids were opened and publicly read aloud by Township Manager Jeffrey Garvick for refuse units:

<u>Bidder</u>	<u>Amount</u>
All American Poly 40 Turner Place Piscataway, NJ 08854	\$23.48 per 100
Dynapak Corporation 112 Helton Drive Lawrenceburg, TN 38464	\$24.96 per 100
Interboro Packaging Corporation 114 Bracken Road Montgomery, NY 12549	\$16.84 per 100 \$18.82 per 100 \$21.32 per 100 \$27.84 per 100
Central Poly Corporation 2400 Bedle Place P.O. Box 4097 Linden, NJ 07036	\$20.90 per 100

Commissioners Klunk/Prieber moved to award the refuse unit bid to Central Poly Corp., Linden, NJ for a bid price of \$20.90 per one hundred units. Motion carried unanimously.

On Tuesday, August 12, 2014, the following bids were opened and publicly read aloud by Township Secretary Kristina Rodgers for refuse collection:

<u>Bidder</u>	<u>Bid Amount</u>
Penn Waste 1770 East Market Street York, PA 17402	Option 1    2015 \$2.85 2016 \$2.95 2017 \$3.05
	Option 2    2015 \$2.85 2016 \$2.95 2017 \$3.05
Republic Services, Inc. 3730 Sandhurst Drive York, PA 17406	Option 1    2015 \$2.20 2016 \$2.25 2017 \$2.30

Option 2	2015	\$2.18
	2016	\$2.23
	2017	\$2.28

Commissioners Klunk/Prieber moved to award the refuse collection bid to Republic Services, York, PA, for option number one for a bid price of \$2.20 for 2015, \$2.25 for 2016 and \$2.30 for 2017. Motion carried unanimously.

Commissioner Klunk expressed concern because the Township has not yet received the maps for the Comprehensive Plan update that we have been working on with Gannett Fleming. The hearing was held in May and the maps still have not been made available. Ray Van de Castle, chairman of the Planning Commission, expressed the same concerns. The Commissioners suggested that Gannett Fleming be contacted about a schedule for adoption.

**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 Heilman/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 15, 2014**

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

The Penn Township Board of Commissioners met in a regular session on Monday, September 15, 2014 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, Klunk, Prieber and Goldsmith. Also present were Solicitor Tilley, Township Manager Garvick, Assistant Township Manager Rodgers, Administrative Assistant Miller, Police Chief Laughlin, Zoning Officer Swanner, 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:**

Attorney Tilley read the announcement of the executive session held following the Board of Commissioners meeting on August 18, 2014.

Commissioner Felix welcomed Melissa Miller as the new Administrative Assistant to the Township Manager and Assistant Manager.

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

The minutes of the August 18, 2014 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/Goldsmith moved to approve a request dated August 12, 2014 from the Hanover Area Jaycees requesting permission to hold the annual Halloween Parade on Thursday, October 30, 2014, with a rain date of Monday, November 3, 2014. Motion carried unanimously.

Commissioners Prieber/Goldsmith moved to set Trick or Treat night for Tuesday, October 28, 2014 from 6:00 p.m. to 8:00 p.m. Motion carried unanimously.

Commissioners Prieber/Goldsmith moved to ratify and approve the amended Mobile Data Computer Upgrade agreement signed on September 2, 2014 with York

County, authorizing the purchase and installation of one wireless modem, antenna and installation kit. Additional units may be purchased at some future date if authorized by the Board of Commissioners. Motion carried unanimously.

Personnel Committee - Commissioner Heilman: No report.

Finance Committee – Commissioner Heilman:

Commissioners Heilman/Goldsmith moved to approve Township warrants in the amount of \$1,428,083.77. Motion carried unanimously, with Commissioner Klunk abstaining from warrants for vendor number 60.

Commissioners Heilman/Goldsmith moved to adopt the 2015 Minimum Municipal Obligations for the Penn Township Non-Uniformed Pension Fund in the amount of \$182,534.75 which is \$5,070 per person; the Penn Township Firefighter's Pension Fund in the amount of \$145,875.22 which is \$9,725 per person; and the Penn Township Police Pension Fund in the amount of \$654,965.68 which is \$29,771 per person, for a total of \$983,375.65. Motion carried unanimously.

Commissioners Heilman/Goldsmith moved to award the Chevrolet Blazer bid to Valerie Ellsworth of Mays Landing, NJ for \$1,050.00. Motion carried unanimously.

Public Works Committee – Commissioner Goldsmith:

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

Commissioners Goldsmith /Heilman moved to adopt Ordinance No. 764 an Intergovernmental Cooperation Agreement for the Chesapeake Bay Pollutant Reduction Plan. Motion carried 5-0 on a roll call vote.

Planning & Recreation Committee – Commissioner Klunk:

There was an address correction to the Zoning Officer's Report. P12-12 Breezewood Drive, Crosswinds Associates Development Co. is located in Lancaster, PA.

The following land development plans were formally filed: None

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

P13-05 - Aquaphoenix Scientific  
Motion carried unanimously.

Commissioners Klunk/Goldsmith moved to approve the following extension requests that will expire on December 15, 2014:

P09-10 - American Home Contractors LLC  
P12-12 - Breezewood Drive

P13-09 - Amish Markets at Hanover  
Motion carried unanimously.

Health & Sanitation - Commissioner Klunk: No report.

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

**OLD BUSINESS:** None.

**NEW BUSINESS:**

Commissioners Heilman/Goldsmith moved to approve the request dated September 4, 2014 from South Western School District to close a portion of Bowman Road for the district's 5K run. Motion carried unanimously.

Commissioners Klunk/Heilman moved to approve the request received by the Penn Township Police Department from the Hanover School District to close McAllister Street for their Homecoming Parade. 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 Heilman/Klunk moved for adjournment at approximately 7:12 P.M. Motion carried unanimously.

Respectively submitted,



Melissa Miller  
Administrative Assistant

**MINUTES  
BOARD OF COMMISSIONERS PUBLIC MEETING  
OCTOBER 20, 2014**

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

The Penn Township Board of Commissioners met in a regular session on Monday, October 20, 2014 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, Klunk, Prieber and Goldsmith. Also present were Solicitor Tilley, Township Manager Garvick, Assistant Township Manager Rodgers, Administrative Assistant Miller, Police Chief Laughlin, Zoning Officer Swanner, 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:**

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

The minutes of the September 15, 2014 meeting of the Board of Commissioners were approved as submitted.

**PERSONS TO BE HEARD - CITIZENS COMMENTS:**

D.J. Hart, attorney for Hickory Falls Entertainment Center and Jack N. Powell, PE, Inc., were present to discuss the waiver of the land development requirements requested by Hickory Falls Entertainment Center. Attorney Hart reviewed the center's plans to add additional space to their kitchen to accommodate a walk-in freezer, enclosing and covering the existing entrance creating a foyer that is more energy efficient. He referred to a submitted history spreadsheet indicating how the center has grown and changed over the last several years to provide for additional entertainment opportunities. He noted the center was advised by the Township's Zoning Officer to apply for the waiver and also received a favorable recommendation from the Township's Planning Commission.

**TOWNSHIP REPORTS - STANDING COMMITTEES:**

**Public Safety Committee - Commissioner Prieber:**

On Friday, September 5, 2014 the following bids were opened and publicly read aloud by Assistant Township Manager Rodgers for the access control system:

<u>Bidder</u>	<u>Amount</u>
Alwine Security	\$68, 722

Select Security	\$50,319
Vector Security	\$75,175
Channell's Locksmith/ Law Security	\$81,913

Commissioners Prieber/Goldsmith moved to award the access control system bid to Select Security of Lancaster, PA for a bid price of \$50,319.00. Motion carried unanimously.

Commissioners Prieber/Goldsmith moved to approve the York County SPCA Animal Care and Housing Agreement for 2015. Motion carried unanimously.

Commissioners Prieber/Goldsmith moved to approve the Klugh Animal Control Agreement for 2015. Motion carried unanimously.

Commissioners Prieber/Goldsmith moved to adopt Resolution No. 836 Authorizing Participation in the PA DCED Shared Municipal Services Program. Motion carried unanimously.

Personnel Committee - Commissioner Heilman:

Commissioners Heilman/Goldsmith moved to appoint Sergeant Dawn Gartrell from probationary sergeant to sergeant effective October 21, 2014. Motion carried unanimously.

Commissioners Heilman/Goldsmith moved to appoint William Flannery from Post & Schell, Attorneys at Law as the Township's arbitrator for the Act III contract arbitration. Motion carried unanimously.

Commissioners Heilman/Goldsmith moved to authorize the Township Manager to advertise for the position of a Joint Deputy Fire Chief in cooperation with the Hanover Borough. Motion carried unanimously.

Finance Committee – Commissioner Heilman:

Commissioners Heilman/Prieber moved to approve Township warrants in the amount of \$2,142,037.12. Motion carried unanimously, with Commissioner Klunk abstaining from warrants for vendor number 60.

Commissioners Heilman/Goldsmith moved to approve a request dated September 8, 2014 from the Hanover Area Jaycees for a waiver of the permit fees for the Halloween Parade being held on October 30, 2014. Motion carried unanimously.

Commissioners Heilman/Prieber moved to approve a request dated September 8, 2014 from St. Joseph's Parish for a waiver of the permit fees to advertise their Christmas Bazaar being held on November 8, 2014. Motion carried unanimously.

Commissioners Heilman/Prieber moved to approve a request dated September 17, 2014 from the West Manheim Township Lions Club for a waiver of the permit fees to advertise their annual Christmas Tree Sale. Motion carried unanimously.

Commissioners Heilman/Prieber moved to approve a request dated September 20, 2014 from Grace United Methodist Church for a waiver of the permit fees to advertise their Christmas Bazaar being held on November 22, 2014. Motion carried unanimously.

Commissioners Heilman/Prieber moved to adopt Resolution No. 835 appointing Rager, Lehman & Houck, P.C., as Township Auditor and setting of compensation (\$25,200.00) for services rendered. Motion carried unanimously.

Public Works Committee – Commissioner Goldsmith:

**PUBLIC HEARING – VACATING PORTION OF GRANDVIEW ROAD**

Township Manager Garvick stated that on March 19, 2007 the Township approved a subdivision for High Pointe @ Rojen Farms North submitted by Woodhaven Building & Development. The approved plan called for a diminimus horizontal adjustment to a 400' section of Grandview Road, comprising a total of 6,038 sq. ft., between Tyler Drive and Windsor Court directly adjacent to 4373 & 4379 Grandview Road.

The horizontal realignment pushes Grandview Road slightly to the north infringing upon the properties at 4373 & 4379 Grandview Road. The realignment provides a consistent 60' right-of-way through the area of vacation. The realigned section of the roadway has already been constructed and will be dedicated to the Township along with future dedication of the other streets in the development.

In return for the road right-of-way on the north side, the Township should agree to vacate an equivalent area on the south side to be attached and made part of lots 129, 130, 131 and 132 of the High Pointe development.

Ordinance 765 authorizing the public hearing and vacation of this portion of Grandview Road has been legally advertised, allowing the commissioners to take action this evening should this be their intent.

There were no Penn Township residents at the meeting who wished to comment on vacating a portion of Grandview Road and the public hearing was closed.

Commissioners Goldsmith/Prieber moved to adopt Ordinance 765 Vacating a Portion of a Township Road known as Grandview Road. Motion carried 5-0 on a roll call vote.

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 Officer's Report.

The following land development plans were formally filed:

- P14-11 – 877 York Street LLC
- P14-12 – Whispering Run Phase 2C

There were no subdivision and land development plans to approve/disapprove.

Commissioners Klunk/Goldsmith moved to approve the following extension requests that will expire on January 19, 2015:

- P04-25 – South Heights
- P04-26 – Stonewicke
- P06-23 – Brookside Avenue Townhouses
- P07-27 – Sterling Brown
- P08-20 – Park Hills Manor
- P10-12 – York Village Apartments, LCL
- P14-04 – Grandview Plaza-Unit 16
- P14-08 – Brookside Heights-Phase 2

Motion carried unanimously.

Commissioners Klunk/Prieber moved to approve a request dated September 15, 2014 from Jack N. Powell, PE, Inc. for a waiver of the land development requirements for the Hickory Falls Entertainment Center. Motion carried unanimously.

Health & Sanitation - Commissioner Klunk:

Commissioners Klunk/Prieber moved to approve Change Order No. One, a negative change order in the amount of \$16,453.39 for Abel Recon for the main and manhole lining 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:**

D.J. Hart commended the Board of Commissioners for joining with Hanover Borough to create a combined Comprehensive Plan.

**QUESTIONS FROM PRESS:** None.

**ADJOURNMENT:**

There being no further business to come before the Board, Commissioners Prieber/Klunk moved for adjournment at approximately 7:18 P.M. Motion carried unanimously.

Respectively submitted,



Melissa Miller  
Administrative Assistant

**MINUTES**  
**BOARD OF COMMISSIONERS PUBLIC MEETING**  
**NOVEMBER 17, 2014**

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

The Penn Township Board of Commissioners met in a regular session on Monday, November 17, 2014 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, Klunk and Prieber. Commissioner Goldsmith was absent with notice. Also present were Solicitor Tilley, Township Manager Garvick, Assistant Township Manager Rodgers, Administrative Assistant Miller, Police Chief Laughlin, Zoning Officer Swanner, 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 October 20, 2014 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: No report.

Personnel Committee - Commissioner Heilman:

Commissioners Heilman/Klunk moved to appoint Officer Travis Berwager from probationary patrolman to patrolman effective November 21, 2014. Motion carried unanimously.

Commissioners Heilman/Klunk moved to accept with regret the resignation of David Quinn from the Planning Commission effective December 31, 2014. Motion carried unanimously.

Finance Committee – Commissioner Heilman:

Commissioners Heilman/Klunk moved to approve Township warrants in the amount of \$1,433,951.13. Motion carried unanimously, with Commissioner Klunk abstaining from warrants for vendor number 60.

Commissioner Heilman gave the first reading of the 2015 budget. He reported that the Highway Aid Fund is balanced with \$673,218 in revenues and expenditures and the Sewer Revenue Fund is balanced with \$7,175,677 in revenues and expenditures. He stated the projected General Fund revenue is \$9,832,250 with projected expenses being \$11,159,206. The Commissioners are looking to slightly increase the tax revenue. He reported the Finance Committee is meeting on November 25, 2014 to review the 2015 General Fund budget and requested all department heads re-review their 2015 budget proposals.

Public Works Committee – Commissioner Prieber:

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

On Friday, November 14, 2014 the following bids were opened and publicly read aloud by Joel Kostelac from GHD for the Moore Drive culvert replacement:

<u>Bidder</u>	<u>Amount</u>
Clearwater Construction, Inc.	\$139,590.00
DOLI Construction Corporation	\$117,186.00
Farhat Excavating	\$146,200.00
J.A. Myers Building Development, Inc.	\$154,664.00
York County Paving	\$132,400.70
Kinsley Construction, Inc.	\$107,325.82

Commissioners Prieber/Heilman moved to award the Moore Drive culvert replacement bid to Kinsley Construction, Inc. of York, PA for a bid price of \$107,325.82. Motion carried unanimously.

Commissioners Prieber/Heilman moved to adopt Resolution No. 839 Adopting Street Lights at the intersection of Grandview Road and Tyler Drive and along Tyler Drive within High Pointe North at Rojen Farms Development. Motion carried unanimously.

Planning & Recreation Committee – Commissioner Klunk:

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

The following land development plan was formally filed:

P14-13 – Thornbury Hunt

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

P12-12 – Breezewood Drive  
P14-01 – Legacy Building Expansion  
P14-04 – Grandview Plaza-Unit 16  
P14-11 – York Street, LLC  
P14-12 – Whispering Run Phase 2C  
Motion carried unanimously.

Commissioners Klunk/Prieber moved to approve the following extension requests that will expire on February 16, 2015:

P01-28 – High Pointe @ Rojen Farms  
P03-30 – Mustang Pointe  
P14-02 – Mustang Heights  
Motion carried unanimously.

Health & Sanitation - Commissioner Klunk:

Commissioners Klunk/Prieber moved to adopt Resolution No. 837 revising the Official Sewage Facilities Plan by including the replacement of the Center Street Sanitary Sewer. Motion carried unanimously.

Commissioners Klunk/Prieber moved to adopt Resolution No. 838 revising the Official Sewage Facilities Plan by including the installation of a new force main in Colonial Hills. 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 7:10 P.M. Motion carried

unanimously.

Respectively submitted,

*Melissa A. Miller*

Melissa Miller  
Administrative Assistant

**MINUTES**  
**BOARD OF COMMISSIONERS PUBLIC MEETING**  
**DECEMBER 15, 2014**

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

The Penn Township Board of Commissioners met in a regular session on Monday, December 15, 2014 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, Klunk and Prieber. Also present were Solicitor Tilley, Township Manager Garvick, Assistant Township Manager Rodgers, Administrative Assistant Miller, Police Chief Laughlin, Zoning Officer Swanner, 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 November 17, 2014 meeting of the Board of Commissioners were approved as submitted.

**PERSONS TO BE HEARD - CITIZENS COMMENTS:** None.

**PUBLIC HEARING – 2015 BUDGET**

Commissioner Felix stated that the 2015 budget has a proposed tax increase of .2 mills. Commissioner Klunk pointed out the proposed 2015 contingency has increased since the last Finance Committee meeting. However, in general the contingency has been decreasing over the last several years. Commissioner Felix noted the transfer to the fire rescue reserve was completed, the paperwork is received quarterly. Assistant Manager Rodgers noted there are no public safety raises included in the proposed budget.

There were no Penn Township residents at the meeting who wished to comment on the 2015 budget and the public hearing was closed.

Commissioners Heilman/Klunk moved to adopt Ordinance No. 766, the 2015 budget. Motion carried 5-0 on a roll call vote.

Commissioners Heilman/Klunk moved to adopt Ordinance No. 767, setting the real estate tax rate for 2015 at 3.85 mills which is a .2 mill increase. Motion carried 5-0 on a roll call vote.

Commissioners Heilman/Klunk moved that the Township Manager be authorized to balance all 2014 funds by transferring surplus funds to those accounts showing deficits. Motion carried unanimously.

**TOWNSHIP REPORTS - STANDING COMMITTEES:**

Public Safety Committee - Commissioner Prieber: No report.

Personnel Committee - Commissioner Heilman:

Commissioners Heilman/Klunk moved to appoint William Woodward to an unexpired term on the Penn Township Planning Commission, said term to expire May 2017. Motion carried unanimously.

Commissioners Heilman/Klunk moved to adopt Resolution No. 840 appointing Gary LeFevre to the Penn Township Zoning Hearing Board. Motion carried unanimously.

Commissioners Heilman/Klunk 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. Motion carried unanimously.

Finance Committee – Commissioner Heilman:

Commissioners Heilman/Prieber moved to approve Township warrants in the amount of \$1,091,815.66. Motion carried unanimously, with Commissioner Klunk abstaining from warrants for vendor number 60.

Commissioner Heilman/Klunk moved to approve the Nell's Inc. Bankruptcy 503 (b)(9) assignment of claim for unpaid invoices. 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 Officer's Report.

Commissioners Klunk/Prieber moved to approve a request dated December 7, 2014 from Harold and Darthea Dusman for a temporary waiver of the sidewalk requirements at 1036 and 1050 Beck Mill Road with the stipulation that the Penn Township Board of Commissioners

may require that sidewalks be installed at some future date. Motion carried unanimously.

Commissioners Klunk/Prieber moved to approve a request dated November 19, 2014 from HRG for a waiver of lot depths, double frontage lots and fencing for the Mustang Heights Subdivision. Motion carried unanimously.

The following land development plans were formally filed: None.

There were no subdivision and land development plans to approve/disapprove.

Commissioners Klunk/Prieber moved to approve the following extension requests that will expire on March 16, 2015:

P09-10 – American Home Contractors LLC  
P13-09 – Amish Markets at Hanover  
Motion carried unanimously.

Health & Sanitation - Commissioner Klunk: No report.

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

**OLD BUSINESS:** None.

**NEW BUSINESS:**

Commissioners Klunk/Prieber moved to adopt Ordinance No. 768 establishing the time and place of the regular meetings of the Board of Commissioners. Motion carried 5-0 on a roll call vote.

Commissioners Klunk/Prieber moved to advertise a special meeting to be held by the Board of Commissioners on December 29, 2014 at 4:00 p.m. Motion carried unanimously.

Commissioner Felix reminded everyone of the joint hearing with Hanover Borough on December 17, 2014 to review the final draft of the Joint Comprehensive Plan.

On behalf of the Board of Commissioners, Commissioner Felix wished everyone a safe and happy holiday.

**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 7:15 P.M. Motion carried unanimously.

Respectively submitted,

*Melissa Q. Miller*

Melissa Miller

Administrative Assistant

**MINUTES**  
**BOARD OF COMMISSIONERS PUBLIC MEETING**  
**DECEMBER 29, 2014**

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

The Penn Township Board of Commissioners met in a special session on Monday, December 29, 2014 at the Penn Township Municipal Building. President Felix called the meeting to order at 4:00 P.M. with a roll call of members. Present were Commissioners Felix, Heilman, and Klunk. Commissioner Prieber was present via teleconference. Commissioner Goldsmith was absent. Also present were Township Manager Garvick, Assistant Township Manager Rodgers, and Administrative Assistant Miller.

**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 December 15, 2014. Commissioner Felix also announced that following the public meeting this evening, the Board of Commissioners would convene in an executive session to discuss personnel issues. Commissioner Felix announced an executive session was held to discuss personnel issues on December 26, 2014.

**PERSONS TO BE HEARD - CITIZENS COMMENTS:** None.

**TOWNSHIP REPORTS - STANDING COMMITTEES:**

Public Safety Committee - Commissioner Prieber: No report.

Personnel Committee - Commissioner Heilman:

Commissioners Heilman/Klunk moved to adopt Resolution No. 841 – Management and Non-Uniformed Salaries & Benefits for 2015. Motion carried unanimously.

Finance Committee – Commissioner Heilman:

Commissioners Heilman/Klunk moved to appoint Conrad Siegel Actuaries as the Township's benefit consulting services firm for the police and firefighter arbitrations. Motion carried unanimously.

Public Works Committee – Commissioner Goldsmith: No report.

Planning & Recreation Committee – Commissioner Klunk:

Commissioners Klunk/Heilman moved to approve the preliminary subdivision & land development plan P14-02 Mustang Heights. Motion carried unanimously.

Health & Sanitation - Commissioner Klunk: No report.

**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 4:07 P.M. Motion carried unanimously.

Respectively submitted,

*Melissa A. Miller*  
Melissa Miller  
Administrative Assistant