

**MINUTES  
BOARD OF COMMISSIONERS PUBLIC MEETING  
JANUARY 6, 2020**

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

The Penn Township Board of Commissioners met for the purpose of reorganization on January 6, 2020 at the Penn Township Municipal Building. Commissioner Heiland called the meeting to order at 7:00 P.M. Present at the meeting were Commissioners-Elect Brown and Elksnis; Commissioners Felix and Heiland. Also present were Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Engineer Bortner, Zoning Officer Smith, and Township Secretary Sweeney.

**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 Jeffrey Sneeringer administered the oaths of office to Commissioners-Elect Brown and Elksnis, and Tax Collector-Elect Hoke.

**ELECTION OF OFFICERS:**

Commissioners Felix/Brown moved to nominate Justin Heiland for the office of President of the Penn Township Board of Commissioners. The motion carried unanimously

Commissioners Felix/Elksnis moved to nominate Michael G. Brown for the office of Vice-President of the Penn Township Board of Commissioners. The motion carried unanimously.

**ANNOUNCEMENTS:**

Commissioner Heiland read the announcement of executive session that was held following the December 16, 2019, Board of Commissioners' meeting. Commissioner Heiland announced that after the Public Works meeting this evening The Board of Commissioners would convene in an executive session to discuss personnel matters.

**COMMITTEE APPOINTMENTS:**

Commissioner Heiland read the Committee appointments for 2020-2021 as follows:

Finance	Michael Brown Wendell Felix	Chairman Co-Chairman
Health & Sanitation	Justin Heiland Mark Elksnis	Chairman Co-Chairman
Personnel	Justin Heiland Michael Brown	Chairman Co-Chairman
Public Safety	Wendell Felix Mark Elksnis	Chairman Co-Chairman
Public Works	Mark Elksnis Wendell Felix	Chairman Co-Chairman
South Western Recreation Commission	Justin Heiland Michael Brown	Representative Alternate
South Western Liaison Committee (President, Vice-President)	Justin Heiland Michael Brown	Representative Alternate
Hanover Area Regional Economic Development Committee (President, Vice-President)	Michael Brown Justin Heiland	Representative Alternate
Police & Fire Pension Boards (Finance)	Michael Brown Wendell Felix	
Hanover Area Fire & Rescue Commission	Michael Brown Wendell Felix Justin Heiland	Representative Representative Alternate

### **APPOINTMENT OF TOWNSHIP OFFICIALS:**

Commissioners Felix/Elksnis moved for the appointment of Kristina J. Rodgers as Township Manager for a two-year term effective January 1, 2020. Motion carried unanimously.

Commissioners Felix/Brown moved for the appointment of Steven M. Hovis, Esquire, as Township Solicitor for a two-year term effective January 1, 2020. Motion carried unanimously.

Commissioners Felix/Brown moved for the appointment of Eric J. Bortner as Township Engineer for a two-year term effective January 1, 2020. Motion carried unanimously.

Commissioners Felix/Brown moved for the appointment of Steven Hartlaub as Township Broker of Record for a two-year term effective January 1, 2020. Motion carried unanimously.

Commissioners Felix/Elksnis moved to adopt Resolution No. 952 appointing Kristina J. Rodgers as Township Treasurer, Donna M. Sweeney as Township Secretary and Michael G. Brown as Assistant Township Secretary. Motion carried unanimously.

**TOWNSHIP REPORTS – STANDING COMMITTEES:**

Public Safety – Commissioner Felix: None

Personnel – Commissioner Heiland:

Commissioners Heiland/Brown moved to appoint Charles Stauffer to a one-year term on the Penn Township Vacancy Board. Motion carried unanimously.

Commissioners Heiland/Felix moved to appoint Michael Brown and Mark Elksnis to the Penn Township Planning Commission, said term to expire December 31, 2021. Motion carried unanimously.

Finance – Commissioner Brown:

Commissioners Brown/Felix moved to adopt Resolution No. 953 appointing Kristina J. Rodgers as the voting delegate and Donna M. Sweeney as the alternate delegate to represent Penn Township on the York County Tax Collection Committee. Motion carried unanimously.

Public Works – Commissioner Elksnis: None

Planning and Recreation – Commissioner Brown: None

Health & Sanitation – Commissioner Heiland: None

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**PERSONS TO BE HEARD/CITIZEN’S COMMENTS:** None

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

**ADJOURNMENT:**

There being no further business to come before the Board, Commissioners Felix/Brown moved for adjournment at approximately 7:13 P.M. Motion carried unanimously.

Respectfully Submitted,

Donna M. Sweeney  
Township Secretary