

**MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
JUNE 19, 2017**

CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on June 19, 2017 at the Penn Township Municipal Building. Vice President Klunk called the meeting to order at 7:00 p.m. with a roll call of members. Present were Commissioners Brown, Felix, Klunk, and Van de Castle. Commissioner Heilman was absent with notice. Also present were Solicitor Tilley, Police Chief Laughlin, Township Engineer Bortner, Interim Zoning Officer Garrett, and Township Secretary Hallett.

PLEDGE OF ALLEGIANCE:

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

ANNOUNCEMENTS:

Commissioner Klunk announced that after 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 matters involving attorney/client privilege.

APPROVAL OF THE MINUTES:

The minutes of the May 15, 2017 Board of Commissioners meeting were approved as submitted.

PERSONS TO BE HEARD/CITIZEN'S COMMENTS: None.

TOWNSHIP REPORTS – STANDING COMMITTEES:

Health & Sanitation – Commissioner Van de Castle:

Commissioners Van de Castle/Brown moved to accept a professional engineering services proposal, dated May 25, 2017 from GHD, for headworks analysis. They further moved to authorize the Township Manager to execute the documents. Motion carried unanimously.

Commissioners Van de Castle/Felix moved to accept a professional engineering services proposal, dated May 25, 2017 from GHD, for ultraviolet disinfection system upgrade design. They further moved to authorize the Township Manager to execute the documents. Motion carried unanimously.

Commissioners Van de Castle/Felix moved to approve Change Order No. 3 from 4-M Construction, in the amount of \$3,000, for the Mullertown pumping station upgrade project. They further moved to authorize the Township Manger to execute the documents. Motion carried unanimously.

Public Safety – Commissioner Felix:

Commissioners Felix/Brown moved to appoint Amanda Lancaster as a member of the Penn Township Fire Police. Motion carried unanimously.

Commissioners Felix/Brown moved to appoint Hollis Harrell, Jr. as a member of the Penn Township Fire Police. Motion carried unanimously.

Commissioners Felix/Brown moved to approve a request dated June 2, 2017 from the Borough of Hanover for use of the Penn Township Fire Police during the annual fireworks display to be held July 4, 2017. Motion carried unanimously.

Finance – Commissioner Brown:

Commissioners Brown/Van de Castle moved to approve Township warrants in the amount of \$1,050,633.45. Motion carried unanimously.

Commissioners Brown/Van de Castle moved to approve Resolution No. 894, appointing Smith Elliott Kearns & Company, LLC as the Township auditor for audit year ending in 2017. Motion carried unanimously.

Commissioners Brown/Van de Castle moved to approve a request dated May 23, 2017 from South Western High School Bands for a waiver of all permit fees for their mattress sale, to be held June 24, 2017. Motion carried unanimously.

Personnel – Commissioner Brown:

Commissioners Brown/Van de Castle moved to appoint Michael Brown as an alternate representative to the Hanover Area Fire & Rescue Commission. Motion carried unanimously.

Commissioners Brown/Van de Castle moved to ratify the appointment of Tony Clouser to the position of Fire Chief of the Hanover Area Fire & Rescue Commission for Hanover Borough and Penn Township. Motion carried unanimously.

Commissioners Brown/Van de Castle moved to extend Resolution No. 891, setting the rate of pay for the Interim Zoning Officer. Motion carried unanimously.

Commissioners Brown/Van de Castle moved to approve sexual harassment training for all Township employees, scheduled for July 12, 2017. Motion carried unanimously.

Commissioners Brown/Van de Castle moved for the appointment of Paul Mullin as legal counsel for intermunicipal sewer agreements with West Manheim Township. They further authorized the Township Manager to execute the documents. Motion carried unanimously.

Public Works - Commissioner Van de Castle:

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

Planning & Recreation – Commissioner Van de Castle:

Commissioners Van de Castle/Brown moved to set the bond amount for South Western School District & York Adams Tennis Association at \$42,000. Motion carried unanimously.

Commissioners Van de Castle/Brown moved to accept the final inspection of the South Hanover Automotive improvements, thus reducing the bond amount to \$0. Motion carried unanimously.

Commissioners Van de Castle/Brown moved to accept the final inspection of the Saint Joseph Catholic Church improvements, thus reducing the bond amount to \$0. Motion carried unanimously.

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

The following subdivision and land development plan was formally filed:

SL17-11 – 401 Moulstown Road

Commissioners Van de Castle/Brown moved to approve the following subdivision and land development plans:

SL17-07 – South Western School District & York Adams Tennis Association

SL17-09 – Final Subdivision Plan – Snyders-Lance, Inc.
Motion carried unanimously.

There were no extension requests.

MANAGER'S REPORT:

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

OLD BUSINESS: None.

NEW BUSINESS: None.

PERSONS TO BE HEARD/CITIZEN'S COMMENTS: None.

QUESTIONS FROM THE PRESS: None.

ADJOURNMENT:

There being no further business to come before the Board, Commissioners Van de Castle/Felix moved for adjournment at approximately 7:07 p.m. Motion carried unanimously.

Respectfully submitted,

Angela M. Hallett
Township Secretary