

**MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
NOVEMBER 20, 2017**

CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on November 20, 2017 at the Penn Township Municipal Building. President Heilman called the meeting to order at 7:00 pm with a roll call of members. Present were Commissioners Brown, Felix, Heilman, Klunk, and Van de Castle. Also present were Solicitor Hovis, Township Manager Rodgers, Police Lieutenant Hettinger, Township Engineer Bortner, Interim Zoning Officer Garrett, and Township Secretary Hallett.

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 Heilman 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 FROM THE PREVIOUS MEETING:

The minutes of the October 16, 2017 Board of Commissioners meeting were approved as submitted.

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

TOWNSHIP REPORTS – STANDING COMMITTEES:

Health and Sanitation – Commissioner Van de Castle:

Commissioner Van de Castle had nothing to report.

Public Safety – Commissioner Felix:

Commissioner Felix had nothing to report.

Finance – Commissioner Brown:

Commissioners Brown/Klunk moved to approve Township warrants in the amount of \$1,526,009.93. Motion carried unanimously.

Commissioners Brown/Klunk moved to approve a request dated September 16, 2017 from Saint Joseph Parish for a waiver of the sign permit fees to advertise their Christmas Bazaar held on November 11, 2017. Motion carried unanimously.

Commissioners Brown/Klunk moved to approve a request dated October 17, 2017 from the Hanover West Manheim Township Lions Club for a waiver of the sign permit fees to advertise their Christmas tree sale that will begin on November 25, 2017. Motion carried unanimously.

Commissioners Brown/Klunk moved to approve a request dated September 28, 2017 from the Knights of Columbus for a waiver of the sign permit fees to erect a banner for the holiday season. Motion carried unanimously.

Commissioners Brown/Klunk moved to approve a request dated October 30, 2017 from the First United Methodist Church for a waiver of the sign permit fees to advertise their relief drive. Motion carried unanimously.

On Monday, November 6, 2017 the following bids were opened and publicly read aloud by Township Manager Rodgers for the 2017 rooftop units bid:

<u>Bidder</u>	<u>Amount</u>	<u>Unit</u>
James Craft & Son, Inc.	\$23,100	7 ½ Ton
2780 York Haven Road	\$14,900	6 Ton
P.O. Box 8	\$23,800	5 Ton
York Haven, PA 17370	\$22,700	4 Ton
	\$32,500	3 Ton
W.C Eshenaur & Son, Inc.	\$8,780	7 ½ Ton
200 South 41 st Street	\$8,480	6 Ton
Harrisburg, PA 17111	\$16,380	5 Ton
	\$15,200	4 Ton
	\$21,000	3 Ton
Liebold Incorporated	\$12,875	7 ½ Ton
2535 Panther Valley Road	\$11,800	6 Ton
Pottsville, PA 17901	\$15,890	5 Ton
	\$14,900	4 Ton
	\$18,800	3 Ton

Commissioners Brown/Klunk moved to award the 2017 Rooftop Units Bid to W.C. Eshenaur & Son Inc. of Harrisburg, PA for a bid price of \$8,780 for 7 ½ ton units, \$8,480 for 6 ton units, \$16,380 for 5 ton units, \$15,200 for 4 ton units, \$21,000 for 3 ton units for a total bid price of \$69,840. Motion carried unanimously.

Commissioners Brown/Klunk moved to approve the Hanover Area Fire & Rescue Commission budget for 2018 with a contribution from Penn Township not to exceed \$2,406,913. Motion carried unanimously.

Personnel – Commissioner Brown:

Commissioners Brown/Klunk moved to adopt Resolution No. 898, appointing Pamela Berlingo to an unexpired term on the Penn Township Zoning Hearing Board, said term to expire January, 2022. Motion carried unanimously.

Public Works – Commissioner Klunk:

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

Commissioners Klunk/Van de Castle moved to approve a request dated October 10, 2017 from TrueNorth Wellness Services for a modification of the sign ordinance requirements. They will be allowed 79.26 square feet of signage. Motion carried unanimously.

Commissioners Klunk/Van de Castle moved to approve an agreement with Met-Ed for the installation of twenty street lights. They further authorized the Township Manager to execute the agreement. Motion carried unanimously.

Commissioners Klunk/Van de Castle moved to approve the indemnification for application for highway occupancy permit with Wellspan Properties, Inc. They further authorized the Township Manager to execute the Highway Occupancy Permit. Motion carried unanimously.

Planning & Recreation – Commissioner Klunk:

Commissioners Klunk/Van de castle moved to deny a request dated October 18, 2017 from J.A. Myers Homes for a modification to the stormwater basin fence requirements for the Whispering Run Phase 2 plan. Motion carried unanimously.

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

Commissioners Klunk/Van de Castle moved to approve the following subdivision and land development plan:

SL17-15 – Alfred L. & Alice Chappell

Motion carried unanimously.

Commissioners Klunk/Van de Castle moved to approve the following extension requests that will expire on February 19, 2018:

P01-28 – High Pointe@Rojen Farms
SL17-10 – Mustang Pointe
P16-06 – Brookside Heights Phase 3
Motion carried unanimously.

Commissioners Klunk/Van de Castle moved to approve the following extension request that will expire on December 18, 2017:

SL17-08 – Proposed Medical Office Facility
Motion carried unanimously.

The following subdivision and land development plans were formally filed:

SL17-16 – 1040 Baltimore Street
SL17-17 – Brookside Heights Phase 2 Lots 15E/16A
SL17-18 – Magnolia Way

MANAGER’S REPORT:

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

OLD BUSINESS: None.

NEW BUSINESS: None.

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

QUESTIONS FORM THE PRESS: None.

ADJOURNMENT:

There being no further business to come before the Board, Commissioners Klunk/Van de Castle moved for adjournment at approximately 7:12 pm. Motion carried unanimously.

Respectfully submitted,

Angela M. Hallett
Township Secretary