

**MINUTES  
BOARD OF COMMISSIONERS PUBLIC MEETING  
NOVEMBER 19, 2018**

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

The Penn Township Board of Commissioners met in a regular session on Monday, November 19, 2018 at the Penn Township Municipal Building. President Van de Castle called the meeting to order at 7:00 p.m. with a roll call of members. Present were Commissioners Brown, Heiland, Klunk, and Van de Castle. Also present were Solicitor Hovis, Township Manager Rodgers, Acting Police Chief Hettinger, Zoning Officer Smith, Engineer Bortner, and Administrative Assistant McMaster. Commissioner Felix was absent with notice.

**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 Van de Castle announced that after the public meeting this evening the Board of Commissioners would convene in executive session with the Solicitor to discuss legal, personnel, and other matters involving attorney/client privilege.

**APPROVAL OF THE MINUTES:**

The minutes of the October 15, 2018 Board of Commissioners meeting were approved as submitted.

**PERSONS TO BE HEARD/CITIZEN'S COMMENTS:**

There were no citizens present to address the Board.

**TOWNSHIP REPORTS – STANDING COMMITTEES:**

**Public Safety Committee – Commissioner Brown:**

Commissioners Brown/Klunk moved to approve the 2019 York County SPCA Care and Housing agreement. Motion carried.

Commissioners Brown/Klunk moved to approve the Hanover Area Fire and Rescue Commission budget for 2019 with a contribution from Penn Township not to exceed \$682,070. Motion carried.

Public Works & Recreation – Commissioner Klunk:

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

Commissioner Klunk stated that the MS4/Stormwater Inspector is available Monday thru Friday from 7:00 a.m. to 3:30 p.m. to answer any questions.

Planning – Commissioner Felix:

Commissioners Klunk/Brown moved to approve the release of the bond for Above and Beyond Christian Child Care Center as the improvements on the land development plan have been completed. Motion carried.

Commissioners Klunk/Brown moved to approve a bond reduction for Beechwood Way from \$223,179.00 to \$142,109. Motion carried.

Commissioners Klunk/Brown moved to approve a bond reduction for Stonewicke - Phase 1 from \$1,867,512.21 to \$1,605,003.41. Motion carried.

Commissioners Klunk/Brown moved to approve a bond reduction for Brookside Heights – Phase 3 from \$1,170,250.68 to \$430,050.50. Motion carried.

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

There following plan was formally filed:

SL18-18 – American Home Contractors LLC

Commissioners Klunk/Brown moved to approve the following extension requests that will expire on February 18, 2019:

P01-28 – High Pointe @ Rojen Farms

SL17-10 – Mustang Pointe

Motion carried.

Finance Committee – Commissioner Felix:

Commissioners Brown/Klunk moved to approve Township warrants in the amount of \$1,426,449.64. Motion carried.

Commissioners Brown/Klunk moved to approve a request dated October 15, 2018 from the Knights of Columbus for a waiver of the sign permit fee for their holiday sign. Motion carried.

Commissioners Brown/Klunk moved to approve a request dated October 15, 2018 from the Hanover West Manheim Township Lions Club for a waiver of the sign permit fee to advertise their Christmas tree sale. Motion carried.

Commissioners Brown/Klunk moved to adopt a Resolution 918 appointing the township auditor and setting the compensation for services rendered for audit year 2018. Motion carried.

Township Manger Rodgers presented the first reading of the 2019 budget. She reported the General Fund is balanced with \$13,785,010 in revenue and expenditures. Manager Rodgers reported the Highway Aid Fund is balanced with \$1,483,672 in revenue and expenditures. Manager Rodgers reported the Sewer Revenue Fund is balanced with \$9,172,206 in revenue and expenditures. The budget will be presented for the public display on December 5, 2018.

Personnel Committee – Commissioner Felix:

Commissioners Brown/Klunk moved to adopt Resolution Number 919 appointing the Township Treasurer, Secretary, and Assistant Secretary. Motion carried.

Health & Sanitation Committee – Commissioner Heiland:

Commissioners Heiland/Klunk moved to award the Ultraviolet Disinfection general contractor bid to Conewago Enterprises, Inc. for a bid price of \$1,072,518.00. They further moved to award the Ultraviolet Disinfection electrical contractor bid to Swam Electric Co. Inc. for a bid price of \$152,039.00. The total bid price of the project is \$1,224,557. Motion carried.

Commissioners Heiland/Klunk moved to ratify the agreement between Penn Township and Hanover Foods that was executed on November 13, 2018 for the three hundred twenty-two phosphorus credits at a price of \$1,207.50. Motion carried.

Commissioners Heiland/Klunk moved to set the maintenance bond for the Wellspan Properties sanitary sewer dedication at \$9,793.20. Motion carried.

**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 FROM THE PRESS FOR THE COMMISSIONERS:**

Questions were received from the press.

**ADJOURNMENT:**

Commissioners Klunk/Brown moved for adjournment at approximately 7:16 p.m.  
Motion carried unanimously.

Respectfully submitted,

Courtney McMaster  
Recording Secretary