

**MINUTES  
BOARD OF COMMISSIONERS PUBLIC MEETING  
JANUARY 2, 2018**

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

The Penn Township Board of Commissioners met for the purpose of reorganization on January 2, 2018 at the Penn Township Municipal Building. District Justice Miner called the meeting to order at 7:00 p.m. Present at the meeting were Commissioners-Elect Felix and Heiland; Commissioners Brown, Klunk and Van de Castle. Also present were Township Manager Rodgers, Police Chief Laughlin, Fire Chief Clouser, Township Engineer Bortner, and District Justice Miner.

**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 Felix and Heiland.

**ELECTION OF OFFICERS:**

District Justice Miner called for nominations for the office of President. It was moved by Commissioners Felix/Klunk to nominate Ray Van de Castle to the office of President of the Penn Township Board of Commissioners. Seeing no further nominations for president nominations were closed. The motion was approved by voice vote.

Commissioner Van de Castle called for nominations for the office of Vice-President. It was moved by Commissioners Felix/Brown to nominate Joseph Klunk to the office of Vice President. Seeing no other nominations for Vice-President, nominations were closed. The motion was approved by voice vote.

**ANNOUNCEMENTS:**

Commissioner Van de Castle read the announcement of the executive session held following the Board of Commissioners meeting on December 18, 2017.

**COMMITTEE APPOINTMENTS:**

The Committee appointments for 2018-2019 are as follows:

Finance	Wendell Felix Mike Brown	Chairman Co-Chairman
Health & Sanitation	Justin Heiland Joseph Klunk	Chairman Co-Chairman
Personnel	Wendell Felix Ray Van de Castle	Chairman Co-Chairman
Public Safety	Mike Brown Justin Heiland	Chairman Co-Chairman
Public Works	Joseph Klunk Wendell Felix	Chairman Co-Chairman
Southwestern Recreation Commission	Ray Van de Castle Wendell Felix	Representative Alternate
Southwestern Liaison Committee (President, Vice President)	Ray Van de Castle Joe Klunk	Representative Alternate
Hanover Area Regional Economic Development Committee (President, Vice-President)	Joseph Klunk Ray Van de Castle	Representative Alternate
Police & Fire Pension Boards (Finance)	Mike Brown Wendell Felix	
Emergency Services Board (Public Safety)	Mike Brown Justin Heiland	
Hanover Area Fire & Rescue Commission	Mike Brown Joseph Klunk Ray Van de Castle	Representative Representative Alternate

**APPOINTMENT OF TOWNSHIP OFFICIALS:**

Commissioners Felix/Klunk moved for the appointment of Kristina J. Rodgers as Township Manager for a two-year term effective January 1, 2018. Motion carried unanimously.

Commissioners Felix/Klunk moved for the appointment of Steven M. Hovis, Esquire as Township Solicitor for a two-year term effective January 1, 2018. Motion carried unanimously.

Commissioners Felix/Klunk moved for the appointment of Eric J. Bortner as Township Engineer for a two-year term effective January 1, 2018. Motion carried unanimously.

Commissioners Felix/Klunk moved for the appointment of Steven Hartlaub as Township Broker of Record for a two-year term effective January 1, 2018. Motion carried unanimously

Commissioners Felix/Klunk moved to adopt Resolution No. 904, appointing Kristina J. Rodgers as Township Treasurer, Angela M. Hallett as Township Secretary, and Wendell S. Felix as Assistant Township Secretary. Motion carried unanimously.

### **TOWNSHIP REPORTS – STANDING COMMITTEES:**

#### **Finance – Commissioner Felix:**

Commissioners Felix/Klunk moved to adopt Resolution No. 903, amending the Act 133 UCC education and training fee. Motion carried unanimously.

Commissioners Felix/Klunk moved to adopt Resolution No. 905, appointing Kristina J. Rodger as the voting delegate and Angela M. Hallett as the alternate delegate to represent Penn Township on the York County Tax Collection Committee. Motion carried unanimously.

#### **Personnel – Commissioner Felix:**

Commissioners Felix/Klunk moved for the appointment of Charles Stuafter to a one-year term on the Penn Township Vacancy Board. Motion carried unanimously.

Commissioners Felix/Klunk moved for the appointment of Wendell S. Felix and Justin J. Heiland to the Penn Township Planning Commission, said terms to expire December 31, 2019. Motion carried unanimously.

Commissioners Felix/Klunk moved for the appointment of Michael J. Brown to a two-year term on the Hanover Area Fire & Rescue Commission and Raymond M. Van de Castle as an alternate member. Motion carried unanimously.

#### **Health & Sanitation – Commissioner Heiland:**

Commissioners Heiland/Klunk moved for the forgiveness of the sewer bill for 204 Clover Lane, thus bringing the balance to \$0, including current charges for the January 1, 2018 bill. Motion carried unanimously.

Public Safety – Commissioner Brown:

Commissioner Brown had nothing to report.

Public Works – Commissioner Klunk:

Commissioner Klunk had nothing to report.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

Commissioners Klunk/Brown moved to declare the Penn Township Tax Collector position vacant. Motion carried unanimously.

Commissioner Brown asked how someone would go about applying for the position. Township Manager Rodgers said the application is available on the Penn Township website. Once applications are received the Board of Commissioner will review them and any interviews will be held at a public meeting. After the public meeting the Board will convene an executive session to discuss the candidates and make a decision. The Tax Collector would then be appointed at the next public meeting. If there are no applications within the first thirty days the Vacancy Board will conduct a similar procedure. If the Vacancy Board is unable to fill the position after forty-five days it will be forwarded to the State.

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

Jeffrey Lindaw, 9 Boulder Road, was present with questions about street lights that have been turned off in the Whispering Run development. He wants clarification on why the lights were turned off once the Home Owner's Association (HOA) turned the lights over to the Township. He said one of his neighbors had their tires slashed and another had their Christmas lights cut after the lights were turned off. Commissioner Van de Castle said the Township has been making a conscious effort to light intersections that have no lighting. They have been removing lights from areas with multiple lights per intersection to cover the under-lit areas. Commissioner Van de Castle said the Whispering Run HOA came to a public meeting to dedicate their street lights to the Township and they were notified that some of the lights would be turned off. They may not have relayed that information to the residents, but it was the agreement. Mr. Lindaw asked why the developer installed those lights in the first place. Commissioner Van de Castle told him he can stay for the Public Works meeting to discuss this further.

Mr. Lindaw also had concerns about people speeding through the Whispering Run development. He has seen police drive through but still notices a big problem where Tyler Drive and Bolder Road intersect. Police Chief Laughlin made note of the concern and said the police department can increase their presence in the area. Mr. Lindaw also mentioned that he heard some vandalism was taking place across from Beck Mill Road. Chief Laughlin confirmed that people had left their cars unlocked and

had items stolen. He said the Penn Township Police Department notifies residents of areas that are experiencing problems via their Facebook page.

**QUESTIONS FROM THE PRESS:** None.

**ADJOURNMENT:**

There being no further business to come before the Board, Commissioners Klunk/Felix moved for adjournment at approximately 7:20 p.m.

Respectfully submitted,

Kristina J. Rodgers  
Township Manager