

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

CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, February 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, Felix, Heiland, Klunk, and Van de Castle. Also present were Solicitor Hovis, Township Manager Rodgers, Township Engineer Bortner, Interim Zoning Officer Garrett, Police Chief Laughlin, 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 Van de Castle 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 January 15, 2018 and the January 24, 2018 Board of Commissioners meetings were approved as submitted.

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

TOWNSHIP REPORTS – STANDING COMMITTEES:

Public Safety – Commissioner Brown:

Commissioners Brown/Klunk moved to approve a request dated January 9, 2018 from the Allied Veterans Council of Hanover to conduct the annual Memorial Day Parade on Monday, May 28, 2018. They further moved that all street closings and public safety considerations be coordinated through the Chief of Police. Motion carried unanimously.

Commissioners Brown/Klunk moved to approve an agreement with the York County Department of Emergency Services for mobile data computers. Motion carried unanimously.

Commissioner Brown asked Police Chief Laughlin to explain what happened over the weekend at the South Western High School. Chief Laughlin said there was an incident at the high school on Friday and one individual has been charged. Over the weekend there were also some juveniles from the middle school making comments on social media and it was addressed with no charges filed. The police department is making themselves visible at the schools to help reassure the students and parents.

Public Works & Recreation – Commissioner Klunk:

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

Planning – Commissioner Felix:

Commissioners Felix/Heiland moved to deny a request dated December 19, 2017 from GHI for a waiver of residential street lighting requirements for Beechwood Way. Motion carried on a 4-1 vote with Commissioner Klunk casting the dissenting vote.

Commissioners Felix/Heiland moved to set the bond amount for Above & Beyond Christian Child Care Center at \$21,255.85. Motion carried unanimously.

Commissioners Felix/Heiland moved to set the bond amount for Burkentine Plaza Units 7 & 8 at \$49,307.50. Motion carried unanimously.

Commissioners Felix/Heiland moved to accept the final inspection of Hanover Storage, LLC thus reducing the bond amount to \$0. Motion carried unanimously.

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

There were no plans for formal filing.

Commissioners Felix/Heiland moved to approve the following subdivision and land development plans:

- SL17-13 – Burkentine Plaza Units 7 & 8
 - SL17-14 – Above & Beyond Christian Child Care Center
 - SL17-19 – Cloverlane Development, LP
 - SL18-01 – Wellspan Medical Oncology and Hematology
- Motion carried unanimously

Commissioners Felix/Heiland moved to approve the following extension requests that will expire on May 21, 2018:

P01-28 – High Pointe @ Rojen Farms
SL17-10 – Mustang Pointe
SL17-12 – Brookside Heights Phase 3
SL17-16 – 1040 Baltimore Street
SL17-18 – Beechwood Way
Motion carried unanimously.

Finance – Commissioner Felix:

Commissioners Felix/Heiland moved to approve Township warrants in the amount of \$1,419,059.51. Motion carried unanimously.

Commissioners Felix/Heiland moved to approve a request dated January 4, 2018 from Saint Joseph Parish for a waiver of the permit fees associated with their annual yard sale to be held on February 24, 2018 with a snow date of March 3, 2018. Motion carried unanimously.

Commissioners Felix/Brown moved to approve a request received January 23, 2018 from South Western High School Bands for a waiver of the permit fees associated with their annual Spring Marketplace to be held on April 21, 2018. Motion carried unanimously.

Commissioners Felix/Heiland moved to approve a request dated January 25, 2018 from Hanover Chamber of Commerce for a waiver of the permit fees associated with the annual Dutch Festival to be held on July 28, 2018. Motion carried unanimously.

Commissioners Felix/Heiland moved to approve a renewal of the Township disability benefits and increase the maximum weekly benefit. They further moved to authorize the Township Manager to execute the documents. Motion carried unanimously.

Commissioners Felix/Heiland moved to appoint R.J. Hall as third party administrator on the Township pension plans. They further moved to authorize the Township Manager to execute the documents. Motion carried unanimously.

Commissioners Felix/Heiland moved to adopt Resolution No. 908, the consolidation and elimination of certain bank accounts. Motion carried unanimously.

Commissioners Felix/Heiland moved to approve a lease agreement with Robin Hoke, the Penn Township Tax Collector, for use of office space in the Municipal Building located at 20 Wayne Ave. Commissioner Heiland asked if that would be retroactive to February 1, 2018. Township Manager Rodgers said it will. Ms. Hoke has moved items into the office but she will not be in until February 26, 2018 due to the death of her fiancé. Motion carried unanimously.

Commissioners Felix/Heiland moved to approve a lease agreement with the Hanover Area Fire & Rescue Commission for use of the fire station located at 204 Clover Lane, effective February 1, 2018 at a monthly rent of \$19,031.47. Motion carried unanimously.

Personnel – Commissioner Felix:

Commissioners Felix/Heiland moved to adopt Resolution No. 907, setting the rate of pay for the Zoning Officer. Motion carried unanimously.

Health & Sanitation – Commissioner Heiland:

Commissioners Heiland/Klunk moved to award the ultraviolet disinfection system bid to Xylem/Wedeco for a bid price of \$486,629.51 in total capital and operations/maintenance cost. Motion carried unanimously.

Commissioners Heiland/Klunk moved to ratify the right of way agreements for the Barnhart Drive project as prepared by the Township Attorney, Paul Mullin, and executed by the Township Manager. Motion carried unanimously.

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: None.

ADJOURNMENT:

There being no further business to come before the Board, Commissioners Heiland/Brown moved for adjournment at approximately 7:15 p.m. Motion carried unanimously.

Respectfully submitted,

Angela M. Hallett
Township Secretary