

**MINUTES  
BOARD OF COMMISSIONERS PUBLIC MEETING  
MARCH 18, 2024**

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

The Penn Township Board of Commissioners met in a regular session on Monday, March 18, 2024. President Elksnis called the meeting to order at 7:00 p.m. with a roll call of members. Present were Commissioners Baile, Berlingo, Brown, Heiland, and Elksnis. Also present were Solicitor Hovis, Manager Ledley, Police Chief Hettinger, Township Engineer Bortner, WWTP Superintendent Lank, Zoning Officer Smith, and Township Secretary Sweeney.

**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 Elksnis announced there was an executive session held on March 5, 2024, following the Health and Sanitation Committee meeting to discuss personnel matters.

**APPROVAL OF THE MINUTES:**

The minutes of the February 19, 2024, Board of Commissioners meeting were approved as submitted.

**PROCLAMATION – RECOGNIZING APRIL 2024, AS PENNSYLVANIA SAFE DIGGING MONTH**

Board President Elksnis read a proclamation recognizing April 2024 as, Pennsylvania Safe Digging Month. The proclamation will be submitted to the Pennsylvania 811 one-call organization.

**PERSONS TO BE HEARD/CITIZEN’S COMMENTS:** There were none.

**TOWNSHIP REPORTS – STANDING COMMITTEES:**

**Public Safety – Commissioner Heiland:**

Commissioners Heiland/Brown moved to adopt the revised Civil Service Rules and regulations for the Firefighters. Motion carried.

**Personnel – Commissioner Heiland:**

Commissioner Heiland had nothing to report.

Public Works & Recreation – Commissioner Baile:

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

The MS4/Stormwater Inspector is available Monday through Friday from 7:00 a.m. to 3:30 p.m. to answer any questions.

Commissioners Baile/Heiland moved to authorize a letter of support to York County Planning Commission for JMT’s recommendation of Alternative 1B for the Eisenhower Drive (SR 3072) and Broadway Street (SR 194) Intersection Improvement Analysis report. Motion carried.

Commissioners Baile/Heiland moved to adopt Resolution No. 1027, accepting the Deed of Dedication for a portion of Clover Lane. Motion carried.

Commissioners Baile/Heiland moved to approve the 2024-2028 York County Local Bridge Inspection Program agreement. Motion carried.

Planning – Commissioner Baile:

Commissioners Baile/Brown moved to set the bond amount for 100 Blettner Avenue Industrial Building in the amount of \$801,333.23. Motion carried.

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

The following Subdivision and Land development Plan was submitted for formal filing:

SL24-04 South Heights Manor, LP – 116 Onyx Drive

Commissioners Baile/Brown moved to approve the following Subdivision and Land Development Plan.

SL24-01 40/60 Bowman Road  
Motion carried

Commissioners Baile/Brown moved to approve the following extension requests to expire on June 17, 2024:

SL22-10 934 Baltimore Street – Cody Bentzel  
SL22-11 Liberty Restoration & Construction, LLC  
Motion carried.

Finance – Commissioner Brown:

Commissioners Brown/Heiland moved to approve Township warrants in the amount of \$2,098,818.66. Motion carried.

Commissioners Brown/Heiland moved to approve a request received February 14, 2024, from the Hanover Area Jaycees for waivers of sign permit fees for their annual Rock the Hill event to be held on May 11, 2024. Motion carried.

Commissioners Brown/Heiland moved to adopt Resolution No. 1028, amending Resolution No. 1020, regarding medical insurance coverage for management employees. Motion carried.

Commissioners Brown/Heiland moved to adopt Resolution No. 1029, authorizing the disposition of municipal records in accordance with the Historical and Museum Commission Act 428 of 1968. Motion carried.

Commissioners Brown/Heiland moved to award the contract for Pre-Mixed Bituminous Concrete for the period of April 1, 2024, to March 31, 2025, to York Materials Group LLC, 950 Smile Way, York PA 17404 at the following bid price as quoted:

FOB Plant

Pre-mixed Bituminous Stock Pile Material	\$116.00 per ton
9.5 mm Superpave Surface Course	\$ 70.15 per ton
19 mm Superpave Surface Course	\$ 63.75 per ton
25 mm Superpave Base Course	\$ 60.85 per ton

FOB JOB

9.5 mm Superpave Surface Course	\$ 77.05 per ton
25 mm Superpave Base Course	\$ 67.75 per ton

Motion carried.

Commissioners Brown/Heiland moved to award the contract for Crushed Stone for the period of April 1, 2024, to March 31, 2025, to Vulcan Construction Materials, LP, 875 Oxford Avenue, Hanover, PA 17331 at the following bid price as quoted:

Delivery only in full truck load quantities to job locations as specified at time of delivery in Penn Township \$ 4.25 per ton

Screenings (AASHTO #10)	\$ 17.50 per ton
PA 2A Stone & RC Stone	\$ 10.80 per ton
Sand & Crushed Stone Anti-Skid Type 2	\$ 15.30 per ton
1B Stone (AASHTO #8) & HE6 Stone (AASHTO #9)	\$ 19.00 per ton
2B Stone (AASHTO #57)	\$ 15.00 per ton
All Other Stone Including 4" Ballast (AASHTO #1&#3)	\$ 15.00 per ton
Rip-Rap	\$ 20.25 per ton

Motion carried.

Commissioners Brown/Berlingo moved to award the contract for Petroleum Products for the period of April 1, 2024, to March 31, 2025, at the following price as quoted:

Mid-Atlantic Cooperative Solutions d/b/a Aero Energy, 230 Lincoln Way East, New Oxford, PA 17350

Regular Lead-Free Minimum 87 Octane Gasoline, Exclusive of Tax \$ 2.3618 per gallon  
Diesel Oil No. 2, Straight Run \$ 3.2177 per gallon

PPC Lubricants Inc., 305 Micro Drive, Jonestown, PA 17038

#5-20 Motor Oil Universal, Multi-grade in 55-gallon drums \$ 8.95 per gallon  
#15-40 Motor Oil Universal, Multi-grade in 55-gallon drums \$12.07 per gallon  
#10-20 Hydraulic Oil/Low Foaming Action in 55-gallon drums \$10.34 per gallon  
Motion carried.

Commissioners Brown/Berlingo moved to award the contract for Traffic Line Painting for the period of April 1, 2024, to March 31, 2025, to D.E. Gemmill, Inc., 10174 Chapel Church Road, Red Lion, PA 17356, at the following bid price as quoted:

Center Traffic Line Painting –  
Two four-inch Yellow Lines \$ 0.139 per linear foot  
Lane Line & Edge Line Painting –  
One four-inch White Line Solid or Dashed \$ 0.071 per linear foot  
Motion carried.

Commissioners Brown/Heiland moved to award the contract for Snow and Ice Rock Salt for the period of May 31, 2024, to May 31, 2025, to Eastern Salt Co., Inc., 134 Middle Street – Suite 210, Lowell, MA 01852, in bulk at the following bid price as quoted:

Delivery before July 01, 2024 \$79.90 per ton  
Delivery before October 01, 2024 \$79.90 per ton  
Delivery after October 01, 2024 \$80.80 per ton  
Motion carried.

Commissioners Brown/Heiland moved to award the contract for Street Milling for the period of April 1, 2024, to March 31, 2025, to Miller Soil Solutions, LLC, 20 W. Hanover Street, Dillsburg, PA 17019, for the bid price of \$2.10 per square yard. Motion carried.

Commissioners Brown/Berlingo moved to award the contract for Sodium Hypochlorite 12% in drums for the period of April 1, 2024, to March 31, 2025, to Univar Solutions USA, Inc., 200 Dean Sievers Place, Morrisville, PA 19067, for \$0.3900 per pound. Motion carried.

Commissioners Brown/Heiland moved to award the contract for Liquid Polyaluminum Chloride for the period of April 1, 2024, to March 31, 2025, to USALCO Baltimore Plant, LLC., 2601 Cannery Avenue, Baltimore, MD 21226, 36,000 gallons for the bid price of \$2.6357 per gallon. Motion carried.

Health & Sanitation – Commissioner Berlingo:

Commissioner Berlingo had nothing to report.

**MANAGER’S REPORT:**

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

**OLD BUSINESS:** There was none.

**NEW BUSINESS:**

Commissioner Heiland announced that following the public meeting this evening, the Board of Commissioners would convene in an executive session with the Solicitor to discuss personnel and other legal matters involving attorney/client privilege. Additionally, he announced that the Annual Easter Egg Hunt will be held on Saturday, March 23, 2024, beginning at 10 a.m., at the Community Park, 4601 Grandview Road. The Police Department will be conducting car seat inspections, and Hanover Area Fire and Rescue will have fire trucks on display beginning at 9 a.m.

**PERSONS TO BE HEARD/CITIZEN’S COMMENTS:** Mrs. Cynthia Bischoff of 3 Pond Ridge Lane addressed the Board, highlighting her attendance at the Zoning Hearing Board meeting held on March 12, 2024, concerning Homewood. She voiced her opposition regarding the approval of the various waivers. Attorney Hovis acknowledged her rights as a citizen to appeal the decision, emphasizing that at the forthcoming Zoning Hearing Board session, the formal decision would be ratified, after which Mrs. Bischoff would have the opportunity to file an appeal. He advised her on the necessity of retaining legal representation for this process. Furthermore, he suggested that Mrs. Bischoff, along with her neighbors who share her opposition, have the right to file a land use appeal with the York County Board of Common Pleas.

**QUESTIONS FROM THE PRESS:** There were none.

**ADJOURNMENT:**

There being no further business to come before the Board, Commissioners Brown/Heiland moved for adjournment at approximately 7:21 p.m. Motion carried.

Respectfully submitted,

Donna M. Sweeney,  
Township Secretary