

**MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
APRIL 20, 2020**

CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, April 20, 2020, via an online meeting. President Heiland called the meeting to order at 7:00 p.m. with a roll call of members. Present were Commissioners Brown, Elksnis, Heiland, and Van de Castle. Also present were Solicitor Hovis, Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, Zoning Officer Smith, MS4 Coordinator Hirt, and Township Secretary Sweeney. 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 Heiland read a summary of the Video Conferencing Guidelines.

Commissioner Heiland announced that an executive session was held following the Board of Commissioners Meeting on March 16, 2020, to discuss personnel and other legal matters involving attorney/client privilege. Commissioner Heiland also announced that after 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.

APPROVAL OF THE MINUTES:

The minutes of the March 16, 2020 Board of Commissioners meeting were approved as submitted.

PERSONS TO BE HEARD – CITIZEN’S COMMENTS:

There were none.

TOWNSHIP REPORTS – STANDING COMMITTEES:

Public Safety – Commissioner Elksnis:

Commissioners Elksnis/Brown moved to continue the March 16, 2020 Disaster Declaration due the COVID 19 pandemic for the period of March 17, 2020 through April

27, 2020, thus ratifying the extension of the original declaration. Motion carried unanimously.

Commissioners Elksnis/Brown moved to adopt Ordinance 832, amending sections 300-7 speed limit established, 300-17 stop intersections, and 300-29 parking prohibited at all times of the Penn Township Code. Motion carried on a 4-0 roll call vote.

Commissioners Elksnis/Van de Castle moved to authorize the Penn Township Manager to execute the Penn Dot Traffic Signal permit for SR94/Wilson Avenue Traffic Signal Pedestal Relocation as a result of the Mavis Tire Subdivision and Land Development plan. Motion carried unanimously.

Commissioners Elksnis/Brown moved to authorize the Penn Township Manager to execute the traffic signal and system permits for the SR94 Adaptive and Wilson Avenue Coordinated Systems located at Carlisle Street at Radio Road; Carlisle Street at Eisenhower Drive; Carlisle Street at Wilson Avenue; Wilson Avenue at Gateway West Drive; and Wilson Avenue at Gateway Center Drive. Motion carried unanimously.

Public Works – Commissioner Van de Castle:

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

Commissioner Van de Castle stated that the MS4/Stormwater Coordinator is available Monday through Friday from 8:00 am to 4:30 pm to answer any questions.

Planning – Commissioner Van de Castle:

Commissioners Van de Castle/Elksnis moved to accept the final inspection of 1040 Baltimore Street, thus releasing the bond. Motion carried unanimously.

Commissioners Van de Castle/Brown moved to accept the final inspection of Pinebrook – Phase II, thus releasing the bond. Motion carried unanimously.

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

The following subdivision and land development plan was submitted for formal filing:

SL20-02 Gonzales & Sons Management, LLC

There were no subdivision and land development plans submitted for approval.

Commissioners Van de Castle/Elksnis moved to approve the following extension requests that will expire on July 20, 2020:

P04-25 South Heights

SL18-20 Stonewicke V
SL19-15 South Hills Golf Course
SL19-17 1020 Baltimore Street
Motion carried unanimously.

Finance – Commissioner Brown:

Commissioners Brown/Van de Castle moved to approve Township warrants in the amount of \$1,310,688.33. Motion carried unanimously.

Commissioners Brown/Van de Castle moved to approve a request dated March 11, 2020 from Hanover Lions Club for exoneration of the sign permit fee for their Chicken Barbeque on May 16, 2020. Motion carried unanimously.

Personnel – Commissioner Brown:

Commissioner Brown/Van de Castle moved to adopt Resolution No. 958, setting the rate of pay for the Public Works Supervisor for the remainder of 2020.

Health & Sanitation – Commissioner Elksnis:

Commissioner Elksnis had nothing to report.

MANAGER'S REPORT:

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

Manager Rodgers wanted to thank the Commissioners, Solicitor, Township employees and residents for their patience and understanding during this pandemic.

OLD BUSINESS:

Commissioner Van de Castle stated that we should do all we can to advertise the Brush and Limb pickup that is scheduled for May 4th, 2020 and the shredding event that has been rescheduled for July 25th, 2020. Commissioner Heiland thanked Police Chief Hettinger for including the information on their Facebook page.

NEW BUSINESS:

Commissioner Heiland announced that after 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.

Commissioners Brown/Van de Castle moved for the destruction of the recording of this meeting, following the approval of the minutes. Motion carried unanimously.

Solicitor Hovis added that regarding the retention of the video/audio recordings, earlier in the day the Governor signed House Bill 841 into law. The motion is in compliance with Act 41 which includes a retention period.

PERSONS TO BE HEARD/CITIZEN'S COMMENTS:

There were none.

QUESTIONS FROM THE PRESS:

There were none.

ADJOURNMENT:

There being no further business to come before the Board, Commissioners Van de Castle/Brown moved for adjournment at approximately 7:16 p.m. Motion carried unanimously.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary