

**MINUTES  
BOARD OF COMMISSIONERS PUBLIC MEETING  
APRIL 17, 2023**

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

The Penn Township Board of Commissioners met in a regular session on Monday, April 17, 2023. President Brown called the meeting to order at 7:00 p.m. with a roll call of members. Present were Commissioners Allison, Berlingo, Elksnis, Heiland, and Brown. Also present were Solicitor Doyle, Township Manager Rodgers, Police Chief Hettinger, Township Engineer Bortner, 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 Brown announced that an executive session was held following the April 4, 2023, Health and Sanitation Committee meeting to discuss personnel matters. He also announced 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 20, 2023, 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/Heiland moved to approve the Hanover Public School District Memorandum of Understanding. Motion carried.

**Public Works & Recreation – Commissioner Heiland:**

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

The MS4/Stormwater Inspector is available Monday through Friday from 7:00 am to 3:30 pm to answer any questions. Commissioner Heiland announced there will be a

MS4 Community Forum on Monday, May 1, 2023, at 6 p.m. The Public Safety and Public Works committee meetings will immediately follow.

Commissioners Heiland/Elksnis moved to approve an agreement with Sell Today PA, LLC, for the permanent right-of-way for the Oil Creek Stream Bank Stabilization project. Motion carried.

Commissioners Heiland/Berlingo moved to approve an agreement with Dorothy R. Armstrong for the permanent right-of-way for the Oil Creek Stream Bank Stabilization project. Motion carried.

Commissioners Heiland/Berlingo moved to adopt Resolution No. 1004, Authorizing the Intermunicipal Agreement to perform paving services for Berwick Township. Motion carried.

Planning – Commissioner Heiland:

Commissioners Heiland/Berlingo moved to set the bond amount for Ridge Avenue Subdivision and Land Development Plan at \$3,803,559.87. Motion carried.

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

There were no Subdivision and Land Development plans submitted for formal filing.

Commissioners Heiland/Berlingo moved to approve the following Subdivision and Land Develop Plan:

SL23-02 Ridge Avenue  
Motion carried.

Commissioners Heiland/Berlingo moved to approve the following extension requests to expire on July 17, 2023.

SL22-12 Holland Construction – 100 Blettner Avenue  
SL22-13 Stonewicke Phase IV  
Motion carried.

Personnel – Commissioner Heiland:

Commissioners Heiland/Elksnis moved to adopt Resolution No. 1005, appointing David L. Baker II to the Zoning Hearing Board, for the unexpired term ending January 2028. Motion carried.

Commissioners Heiland/Berlingo moved to appoint Zach Smith to the Planning Commission, said term to expire May 2027. Motion carried.

Commissioners Heiland/Elksnis moved to appoint Michael Hoover to the Planning Commission for the unexpired term ending May 2026.

Commissioner Brown announced that the applicant withdrew for the position on the Planning Commission for the unexpired term ending May 2024.

Finance – Commissioner Allison:

Commissioners Allison/Elksnis moved to approve Township warrants in the amount of \$1,898,186.35. Motion carried with Commissioner Allison abstaining from warrants for vendor #3457.

Commissioners Elksnis/Berlingo moved to approve Township warrants for vendor #3457. Motion carried with Commissioner Allison abstaining.

Commissioners Allison/Heiland moved to approve a request dated March 24, 2023, from Saint Joseph Catholic School for a waiver to the cost of permits for an end of school year yard sale. Motion carried.

Commissioners Allison/Heiland moved to adopt Ordinance No. 852 – Amending Ordinance No. 691 which establishes and regulates a Firefighter’s Pension Fund. Motion carried 5-0 on a roll call vote.

Health & Sanitation – Commissioner Berlingo:

Commissioners Berlingo had nothing to report.

**MANAGER’S REPORT:**

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

**OLD BUSINESS:** None.

**NEW BUSINESS:** Commissioner Heiland announced the Shredding and Food Drive event will be held Saturday, April 22, 2023, from 8 a.m. to 1 p.m.

**PERSONS TO BE HEARD/CITIZEN’S COMMENTS:** None.

**QUESTIONS FROM THE PRESS:** None.

**ADJOURNMENT:**

There being no further business to come before the Board, Commissioners Brown/Heiland moved for adjournment at approximately 7:14 p.m. Motion carried.

Respectfully submitted,

Donna M. Sweeney, Township Secretary