

**MINUTES  
BOARD OF COMMISSIONERS PUBLIC MEETING  
MAY 15, 2023**

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

The Penn Township Board of Commissioners met in a regular session on Monday, May 15, 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 May 2, 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.

Commissioner Brown reported that this is National Police Week. He reported the Township has the finest officers and expressed his gratitude for their service.

**APPROVAL OF THE MINUTES:**

The minutes of the April 17, 2023, Board of Commissioners meeting were approved as submitted.

**YORK COUNTY PLANNING COMMISSION:** Ms. Felica Dell, Director, presented a slide show for the 2025 Transportation Improvement Program. They have funds available for future projects and are reaching out to municipalities for input.

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

**TOWNSHIP REPORTS – STANDING COMMITTEES:**

**Public Safety – Commissioner Elksnis:**

Commissioner Elksnis had nothing to report.

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.

Commissioners Heiland/Berlingo moved to approve the Bankert Road Culvert Replacement Project Change Order No. One, Increasing the Contract time by one hundred days. Motion carried.

Commissioners Heiland/Berlingo moved to approve an agreement with Kerry D. Blettner for the permanent right-of-way for roadway improvements along Blettner Avenue. Motion carried.

Planning – Commissioner Heiland:

Commissioners Heiland/Allison moved to set the bond amount for South Western School District Land Development Plan at \$313,622.10. Motion carried.

Commissioners Heiland/Allison moved to accept the final inspection of Apple Honda, thus reducing the bond amount to \$0.00. 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:

SL23-04      820 Hershey Heights Road – Small & Rinker

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

SL23-01      South Western School District  
Motion carried.

Commissioners Heiland/Berlingo moved to approve the following extension requests to expire on August 21, 2023:

SL17-10      Mustang Pointe  
SL21-05      Elsner Engineer Works, Inc.  
SL22-01      Water Street Four, LLC  
Motion carried.

Personnel – Commissioner Heiland:

Commissioner Heiland had nothing to report.

Finance – Commissioner Allison:

Commissioners Allison/Elksnis moved to approve Township warrants in the amount of \$1,219,406.19. Motion carried with Commissioner Allison abstaining from warrants for vendor #3457.

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

Commissioners Allison/Heiland moved to adopt Ordinance No. 853, Providing for the Licensure and Registration of Persons, Firms, Partnerships, or Corporations Engaged or Engaging in the Business or Work of Plumbing in Penn Township, York County, Pennsylvania, Providing Penalties for the Violation Thereof. Motion carried 5-0 on a roll call vote.

Commissioners Allison/Elksnis moved to adopt Resolution No. 1006, Authorizing the Disposition of Municipal Records in Accordance with the Historical and Museum Commission Act 428 of 1968. Motion carried.

Commissioners Allison/Heiland moved to authorize a Request for Proposal for Auditing Services for the years 2023, 2024, and 2025. Motion carried.

Commissioners Allison/Heiland moved to approve an agreement with Town Square Publications authorizing the production of a Community Map. Motion carried.

Commissioner Allison/Heiland moved to approve a request dated April 3, 2023, from the Hanover Lions Club for a waiver of the fees for their annual Chicken Barbeque that was held on May 13, 2023, at Young's Woods. Motion carried.

Commissioners Allison/Berlingo moved to approve a request dated April 20, 2023, from the Friends of Codorus State Park for a waiver to the cost of sign permits for their Experience Codorus Outdoors event to be held on June 9, and June 10, 2023.

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:** None.

**NEW BUSINESS:** Commissioner Elksnis reported the sign that was at the Public Works and Waste Water Treatment Plant has been repurposed for Young's Woods, and should be installed within the next few days.

**PERSONS TO BE HEARD/CITIZEN'S COMMENTS:** Mr. David Myers, 47 Kaitlyn Drive, and Brayden Myers, member of Boy Scout Troop 107 were present to discuss an Eagle Scout project within the Township.

**QUESTIONS FROM THE PRESS:** None.

**ADJOURNMENT:**

There being no further business to come before the Board, Commissioners Brown/Heiland moved for adjournment at approximately 7:50 p.m. Motion carried.

Respectfully submitted,

Donna M. Sweeney,  
Township Secretary