

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

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

The Penn Township Board of Commissioners met in a regular session on Monday, July 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, Cromer, Elksnis, Heiland, and Van de Castle. Also present were Solicitor Woods, Solicitor Hovis, Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, Zoning Officer Smith, MS4 Coordinator Hirt, 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 Heiland read a summary of the Video Conferencing Guidelines.

Commissioner Heiland announced that an executive session was held on July 7, 2020 following the Health & Sanitation Committee Meeting to discuss personnel matters. 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 June 15, 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 Brown:**

Commissioners Brown/Van de Castle moved to continue the March 16, 2020 Disaster Declaration due to the COVID-19 pandemic for the period of June 23, 2020 through July 27, 2020, thus ratifying the extension of the original declaration. Motion carried unanimously.

Commissioners Brown/Van de Castle moved to approve the J. William Warehime Grant in the amount of \$35,000.00 for the purchase of body cameras, and further moved to authorize the Police Chief to execute the grant. Motion carried unanimously.

Public Works – Commissioner Van de Castle:

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

Commissioners Van de Castle/Elksnis moved to approve the Karen Lane Bridge engineering proposal from C.S. Davidson. Motion carried unanimously.

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 reduce the performance bond for Stonewicke – Phase I from \$1,867,512.21 to \$406,006.89.

Commissioners Van de Castle/Cromer moved to reduce the performance bond for Stonewicke – Phase II from \$732,560.90 to \$217,294.28.

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

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

SL20-06	High Pointe at Rojen Farms-South Section Phases II-D, E, & F.
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Commissioners Van de Castle/Brown moved to approve the following subdivision and land development plans for approval:

P04-25/SL20-03	South Heights
SL19-17	1020 Baltimore Street
SL20-04	Tender Care Pregnancy Center, Inc.

Motion carried unanimously.

Commissioners Van de Castle/Elksnis moved to approve the following extension requests that will expire on October 19, 2020:

SL18-20	Stonewicke V
SL18-15	South Hills Golf Course

Motion carried unanimously.

Finance – Commissioner Cromer:

Commissioners Cromer/Van de Castle moved to approve Township warrants in the amount of \$1,519,675.34. Motion carried unanimously.

Personnel – Commissioner Brown:

Commissioners Brown/Elksnis moved to accept the resignation of Clayton Black from the Penn Township Planning Commission. Motion carried unanimously.

The Commissioners expressed their appreciation for the excellent service Mr. Black provided to the Planning Commission.

Health & Sanitation – Commissioner Elksnis:

Commissioners Elksnis/Van de Castle moved to approve the Ultraviolet Disinfection System change order number three, establishing the project as complete and ready for final payment. Motion carried unanimously.

Commissioners Elksnis/Van de Castle moved to approve the Chesapeake Bay Countywide Action Plan Implementation Grant, Amendatory Agreement #1, changing the date of completion. Motion carried unanimously.

**MANAGER’S REPORT:**

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

**OLD BUSINESS:** None.

**NEW BUSINESS:**

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

**PERSONS TO BE HEARD/CITIZEN’S COMMENTS:**

Mr. Tim McKerchner, 375 Park Heights Blvd and Mr. Tracy Albrecht, 390 Park Heights Blvd, were in attendance. Mr. McKerchner stated that in early May he along with approximately ten other residents along Park Heights Blvd received letters from the Hanover Borough Water Department regarding connection to the new water main that is to be installed. They expressed their concern with the amount of the connection fee. Commissioner Heiland stated the project is under the borough's jurisdiction, and requested Manager Rodgers contact Hanover Borough Manager Dunford to get a point of contact for the gentlemen.

Mr. McKerchner and Mr. Abrecht also wished to discuss the Park Heights Blvd bridge replacement project. Mr. McKerchner requested to be informed of the project

plans as much in advance, as they are expecting large fees with the borough project. He stated that he has heard rumors that the residents will be required to install curbing and sidewalk at their expense. Manager Rodgers stated that once the plans are finalized, the residents will be sent letters addressing the curb and sidewalk. They would have a twelve-month deadline for the installation. She added the project is still in the planning stage, but would forward the plan once received.

Commissioner Heiland thanked the gentleman for their comments and invited them to attend the Public Works meeting in August if they have further concerns.

**QUESTIONS FROM THE PRESS:** None.

**ADJOURNMENT:**

There being no further business to come before the Board, Commissioners Van de Castle/Brown moved for adjournment at approximately 7:53 p.m. Motion carried unanimously.

Respectfully submitted,

Donna M. Sweeney,  
Township Secretary