

**MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
AUGUST 17, 2020**

CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, August 17, 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 Hovis, Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, 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 Heiland read a summary of the Video Conferencing Guidelines.

Commissioner Heiland announced that an executive session was held on August 3, 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 July 20, 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 July 27, 2020 through August 24, 2020, thus ratifying the extension of the original declaration. Motion carried unanimously.

Commissioners Brown/Elksnis moved to set Trick or Treat night for October 27, 2020, from 6:00 p.m. to 8:00 p.m. Motion carried unanimously.

Public Works – Commissioner Cromer:

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

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

Planning – Commissioner Elksnis:

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

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

SL20-04 Tender Care Pregnancy Centers, Inc.

Commissioners Elksnis/Van de Castle moved to approve the following subdivision and land development plans for approval:

SL19-15 South Hills Golf Course
SL20-04 Tender Care Pregnancy Centers, Inc.
SL20-05 Beechwood Ventures, LLC
SL20-06 High Pointe at Rojen Farms Phase III,
D, E, & F.

Motion carried unanimously.

Commissioners Elksnis/Van de Castle moved to approve the following extension request that will expire on November 16, 2020:

SL17-10 Mustang Pointe
Motion carried unanimously.

Finance – Commissioner Cromer:

Commissioners Cromer/Brown moved to approve Township warrants in the amount of \$1,106,914.58. Motion carried unanimously.

Commissioners Cromer/Brown moved to approve a contribution of \$63,750.00 to the Guthrie Memorial Library. Motions carried

Personnel – Commissioner Brown:

Commissioners Brown/Van de Castle moved to appoint Jeffrey Spielman to a term on the Penn Township Civil Service Commission, said term to expire August, 2026. Motion carried unanimously.

Health & Sanitation – Commissioner Elksnis:

Commissioners Elksnis/Cromer moved to approve the Swam Electric change order number two, establishing the project as complete and ready for final payment. Motion carried unanimously.

Commissioners Elksnis/Brown moved to approve the Shiloh Paving and Excavating, Inc., change order number one, decreasing the cost of the project and ready for final payment. Motion carried unanimously.

Commissioners Elksnis/Brown moved to adopt Ordinance No. 834, approving the plan of construction of sanitary collection sewers within and to that portion of Penn Township consisting of Hufnagle Drive and Breezewood Drive. Motion carried on a 5-0 roll call vote.

Commissioners Elksnis/Van de Castle moved to authorize the Township Manager to execute all right of way agreements secured for the Oak Hill/Hershey Heights Sewer project from 2019 until all right of ways are secured. Motion carried unanimously.

MANAGER’S REPORT:

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

OLD BUSINESS: None.

NEW BUSINESS:

Commissioners Brown/Van de Castle 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: None.

QUESTIONS FROM THE PRESS: None.

ADJOURNMENT:

There being no further business to come before the Board, Commissioners Brown/Cromer moved for adjournment at approximately 7:13 p.m. Motion carried unanimously.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary