

**MINUTES  
BOARD OF COMMISSIONERS PUBLIC MEETING  
SEPTEMBER 21, 2020**

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

The Penn Township Board of Commissioners met in a regular session on Monday, September 21, 2020, via an online meeting. President Heiland called the meeting to order at 7:04 p.m. with a roll call of members. Present were Commissioners Cromer, Elksnis, Heiland, and Van de Castle. Also present were Solicitor Woods, Township Manager Rodgers, Police Chief Hettinger, Fire Chief Clouser, Township Engineer Bortner, Zoning Officer Smith, and Township Secretary Sweeney. Commissioner Brown joined the meeting at 7:08 p.m.

**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 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 August 17, 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 August 25, 2020 through September 28, 2020, thus ratifying the extension of the original declaration. Motion carried unanimously.

Commissioners Brown/Van de Castle moved to adopt Ordinance 835 establishing definitions of various categories of fireworks; providing regulations for the use and discharge of consumer fireworks, display fireworks, and agricultural fireworks; providing for the administration of the ordinance; and setting forth penalties for violations of the Ordinance provisions. Motion carried 5-0 on a roll call vote.

Public Works – Commissioner Van de Castle:

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

Commissioner Van de Castle reported that the MS4/Stormwater Inspector is available Monday through Friday from 7:00 am to 3:30 pm to answer any questions.

Planning – Commissioner Van de Castle:

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

Finance – Commissioner Cromer:

Commissioners Cromer/Van de Castle moved to approve Township warrants in the amount of \$1,291,938.12. Motion carried unanimously.

Commissioners Cromer/Van de Castle moved to adopt the 2021 Minimum Municipal Obligations for the Penn Township Non-Uniform Pension Plan in the amount of \$210,486.32, the Penn Township Firefighter’s Pension Plan in the amount of \$204,285.67, and the Penn Township Police Pension Plan in the amount of \$714,787.11. Motion carried unanimously.

Commissioners Cromer/Van de Castle moved to adopt Resolution 960, amending the fee schedule for permits and services. Motion carried unanimously.

Commissioners Cromer/Van de Castle moved to authorize the Manager to apply for CARES funding for municipalities through the York County Relief Block Grant Program. Motion carried unanimously.

Personnel – Commissioner Brown:

Commissioners Brown/Van de Castle moved to accept the resignation of Claire Hirt as the MS4 Coordinator for Penn Township. Motion carried unanimously.

Commissioners Brown/Van de Castle moved to accept the resignation of Chad Yiegst from the Penn Township Planning Commission. Motion carried unanimously.

Commissioners Brown/Elksnis moved to appoint Adam Selfridge to a term on the Penn Township Planning Commission, said term to expire May of 2022. Motion carried unanimously.

Commissioners Brown/Elksnis moved to appoint Zach Smith to a term on the Penn Township Planning Commission, said term to expire May of 2023. Motion carried unanimously.

Health & Sanitation – Commissioner Elksnis:

Commissioners Elksnis/Cromer moved to adopt Ordinance 836 regulating the keeping of chickens for personal use. Motion carried 5-0 on a roll call vote.

**MANAGER’S REPORT:**

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

**OLD BUSINESS:** None.

**NEW BUSINESS:**

Commissioners Van de Castle/Brown 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. Elijah Fisher, 70 Bowman Road, was in attendance to inquire of the status of a request for a waiver for the installation of a fence within the easement area on his property. The Commissioners advised him to attend the Public Works Committee Meeting on October 5, 2020 for further discussion.

Mr. Adam Selfridge, 9 Rosewood Circle, thanked the Board for the opportunity to serve the township on the Planning Commission Committee.

**QUESTIONS FROM THE PRESS:** None.

**ADJOURNMENT:**

There being no further business to come before the Board, Commissioners Brown/Cromer moved for adjournment at approximately 7:21 p.m. Motion carried unanimously.

Respectfully submitted,

Donna M. Sweeney,  
Township Secretary