

**MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
SEPTEMBER 20, 2021**

CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, September 20, 2021. President Heiland called the meeting to order at 7:00 p.m. with a roll call of members. Present were Commissioners Black, Brown, Cromer, Elksnis, and Heiland. Also present were Solicitor Hovis, Township Manager Rodgers, Police Lieutenant Merwede, Fire Chief Clousher, 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 announced that an executive session was held on Tuesday, September 7, 2021, after 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 August 16, 2021 Board of Commissioners meeting were approved as submitted.

PERSONS TO BE HEARD – CITIZEN’S COMMENTS: None.

TOWNSHIP REPORTS – STANDING COMMITTEES:

Public Safety – Commissioner Brown:

Commissioners Brown/Black moved to approve the Annual SPCA Agreement for 2022. Motion carried unanimously.

Commissioners Brown/Cromer moved to approve an agreement with American Security Cabinets, Inc. for the monitoring system for the drug take back drop box. Motion carried unanimously.

Public Works & Recreation – Commissioner Black:

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 Black/Brown moved to approve two agreements dated August 16, 2021, with C.S. Davidson for the Park Heights Boulevard Culvert Replacement and Realignment project. Motion approved unanimously.

Planning – Commissioner Black:

Commissioners Black/Elksnis moved to reduce the site bond amount for Brookside Heights – Phase 4 from \$580,286.41 to \$125,228.70. Motion carried unanimously.

Commissioners Black/Brown moved to reduce the surety bond for High Pointe South Phase S-1 from \$1,531,583.52 to \$455,724.72. Motion carried unanimously.

Commissioners Black/Elksnis moved to reduce the performance bond for Lancaster County Bible Church from \$73,829.80 to \$3,401.48. Motion carried unanimously.

Commissioners Black/Elksnis moved to reduce the maintenance bond for Pinebrook – Phase II from \$22,920.30 to \$0, thus releasing the bond. Motion carried unanimously.

Commissioners Black/Elksnis moved to deny a request dated August 12, 2021, from Sharrah Design Group, Inc. for a waiver of Section 306.B.4 of the Township’s Stormwater Ordinance for High Pointe at Rojen Farms South as submitted. Upon consideration Commissioners Black/Elksnis moved to approve the waiver on the condition the fence utilized is a black aluminum pool-type fence. Motions carried unanimously.

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

The following Subdivision and Land Development plans were submitted for formal filing:

SL21-09	Porter and Warehime Property, BPR LLC
SL21-10	Conewago North Ridge Partners L.P.
SL21-11	Brookside, LLC & Meadow Springs, LLC

Commissioners Black/Brown moved to approve the following Subdivision and Land Development plans:

SL21-06 High Pointe LLC
SL21-08 Campbell Snacks Hanover Plant- Locker Room Expansion
Motion approved unanimously.

Commissioners Black/Brown moved to approve the following extension requests to expire on December 20, 2021:

SL20-09 Pero Farms Hanover Facility LLC
SL20-10 Aquaphonenix Scientific Building Addition
SL21-07 Stonewicke-Phase III
Motion carried unanimously.

Finance – Commissioner Cromer:

Commissioners Cromer/Brown moved to approve Township warrants in the amount of \$718,503.88. Motion carried unanimously.

Commissioners Cromer/Brown moved to adopt the 2022 Minimum Municipal Obligations for the Penn Township Non-Uniform Pension Plan in the amount of \$202,215.69, the Penn Township Firefighter’s Pension Plan in the amount of \$202,566.49, and the Penn Township Police Pension Plan in the amount of \$284,883.95. Motion approved unanimously.

Commissioners Cromer/Elksnis moved to execute a judgement on a court order to list 4 Scott Street for Sheriff’s sale. Motion approved unanimously.

Personnel – Commissioner Brown:

Commissioner Brown had nothing to report.

Health & Sanitation – Commissioner Elksnis:

Commissioner Elksnis had nothing to report.

MANAGER’S REPORT:

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

OLD BUSINESS: None.

NEW BUSINESS: None.

PERSONS TO BE HEARD/CITIZEN'S COMMENTS:

Karl Maynor, 134 Moore Drive, reported that the one retention property off of Moore Drive has been mowed several times, and the other retention area behind Moore Drive and Gardenia Drive has been mowed once and is not being maintained. Zoning Officer Smith stated that the property owners have been notified, fined and will be in court later this week.

Lisa Runk, 211 High Street, asked the board to explain premium pay to her in regards to the ARPA funds. Solicitor Hovis explained that this is one of the options but the use is not mandated. Commissioner Heiland added that the use of the funds has not been decided as of yet, and once the Township is ready for discussion, the topic will be added to the Finance Committee Agenda.

QUESTIONS FROM THE PRESS: None.

ADJOURNMENT:

There being no further business to come before the Board, Commissioners Elksnis/Brown moved for adjournment at approximately 7:15 p.m. Motion carried unanimously.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary