

**MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
SEPTEMBER 18, 2023**

CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, August 21, 2023. President Brown called the meeting to order at 7:00 p.m. with a roll call of members. Present were Commissioners Berlingo, Elksnis, Heiland, and Brown. Also present were Solicitor Hovis, Manager Ledley, 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 there was an executive session held following the September 5, 2023, Health and Sanitation Committee meeting to discuss personnel matters. He 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 21, 2023, Board of Commissioners meeting were approved as submitted.

PERSONS TO BE HEARD/CITIZEN'S COMMENTS: Mr. Richard Arigo, Spring Avenue. Mr. Arigo thanked the Board for the Proclamation honoring the 100th Anniversary of the Holy Name Society at Saint Joseph Catholic Church.

APPOINTMENT OF SUCCESSOR COMMISSIONER:

Commissioners Brown/Heiland moved to appoint Clayton Black to fill the vacant position of Penn Township Commissioner said term to end January 2, 2024. Motion carried 4-0 on a roll call vote.

Donna Sweeney, Notary, administered the Oath of Office to Clayton R. Black, officially swearing him in as a Commissioner of Penn Township.

PROCLAMATION HONORING THE 100TH ANNIVERSARY OF THE HOLY NAME SOCIETY AT SAINT JOSEPH CATHOLIC CHURCH:

Commissioner Brown summarized the proclamation recognizing the 100th anniversary of the Holy Name Society at Saint Joseph Catholic Church. “NOW, THEREFORE, The Board of Commissioners of Penn Township, York County do hereby proclaim October 10, 2023, as “Holy Name Society at St. Joseph Catholic Church 100th Anniversary Day” in honor of this remarkable milestone. We urge all residents of our township to join us in congratulating and celebrating the Holy Name Society at St. Joseph Catholic Church for a century of faithful service, and to extend our heartfelt appreciation to its members for their unwavering commitment to our community. IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of Penn Township to be affixed this 18th day of September, in 2023.

TOWNSHIP REPORTS – STANDING COMMITTEES:

Public Safety – Commissioner Elksnis:

Commissioners Elksnis/Heiland moved to approve the annual SPCA Agreement for 2024. Motion carried.

Personnel – Commissioner Elksnis:

Commissioners Elksnis/Heiland moved to adopt Resolution No. 1014, appointing Clayton Black as Assistant Township Secretary. Motion carried.

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.

Planning – Commissioner Heiland:

Commissioners Heiland/Berlingo moved to set the bond amount for Carroll County Christian Center, Inc. Land Development Plan at \$162,269.80. Motion carried.

Commissioners Heiland/Berlingo moved to reduce the bond amount for High Pointe at ROJEN Farms Penn South Phase S4 Land Development Plan from \$1,539,239.90 to \$520,319.80. Motion carried.

Commissioners Heiland/Berlingo moved to deny a request dated August 2, 2023, from Hanover Land Services, Inc., for a waiver to Section 306.B.4 (Detention and Retention Basin Fencing Requirements) of the Subdivision and Land Development Ordinance for the Carroll County Christian Center Land Development Plan. Motion carried 4-1 with Commissioner Elksnis casting the dissenting vote.

Zoning Officer Smith made a change to his report removing SL22-07 Carroll County Christian Center for final approval and added for plan to the extension list.

The following Subdivision and Land Development plans submitted for formal filing.

SL23-05 Maitland Investment Corporation-630 Westminster Avenue

Commissioners Heiland/Berlingo moved to approve the following Subdivision and Land Development Plan:

SL23-04 Michael L. & Christine M. Small, R James Rinker & M. Ann Rinker

Commissioners Heiland/Berlingo moved to approve the following extension requests to expire on December 18, 2023:

SL22-07 Carroll County Christian Center
SL22-10-934 Baltimore Street-Cody Bentzel
SL22-11-Liberty Restoration & Construction LLC
SL22-15-Wawa Food Market & Fueling Station
Motion carried.

Finance – Commissioner Black:

Commissioners Black/Heiland moved to approve Township warrants in the amount of \$1,354,064.02

Commissioners Black/Heiland moved to adopt Resolution No. 1015, appointing Voting Delegates for York County Tax Collection Committee.

Commissioners Black/Heiland moved to adopt the 2024 Minimum Municipal Obligations for the Penn Township Non-Uniform Pension Plan in the amount of \$214,577.13, the Penn Township Firefighter's Pension Plan in the amount of \$182,262.00, and the Penn Township Police Pension Plan in the amount of \$254,122.56. Motion carried.

Health & Sanitation – Commissioner Berlingo:

Commissioners Berlingo had nothing to report.

OLD BUSINESS: None.

NEW BUSINESS: Eagle School candidate Brayden Myers has completed his project at Young's Woods that involved painting and restoration work of the pavilions and playground equipment installation. He presented the board with options of various placement plaques. The Board thanked Mr. Myers for his work and suggested that he work with Township Engineer Bortner on placement of the plaques.

PERSONS TO BE HEARD/CITIZEN'S COMMENTS: Mr. Art Smith, Upper Co, Md. Mr. Smith stated that he is in attendance for the Carroll County Christian Center Land Development plan, and asked for clarification why the plan did not go through the approval process as originally believed. He asked for the next steps. Commissioner Heiland explained the waiver request to not have a fence around the stormwater pond was denied. He explained that a plan with a fence around the stormwater pond will need to be submitted.

Jennifer Jones, 210 Oak Hill Circle. Ms. Jones reported that around 2018, there was mention of a meter to be placed to monitor outflow at the expense of the resident. Commissioner Berlingo requested Ms. Jones attend the Health & Sanitation Committee meeting on October 3, 2023.

ADJOURNMENT:

There being no further business to come before the Board, Commissioners Brown/Heiland moved for adjournment at approximately 7:26 p.m. Motion carried.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary