

**MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
NOVEMBER 16, 2020**

CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, November 16, 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 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 October 19, 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 October 27, 2020 through November 23, 2020, thus ratifying the extension of the original declaration. Motion carried unanimously.

Commissioners Brown/Van de Castle moved to approve the 2021 York County SPCA Care and Housing agreement. Motion carried unanimously.

Commissioners Brown/Van de Castle moved to approve the Hanover Area Fire and Rescue Commission Budget for 2021 with the exclusion of the Deputy Fire Chief with a contribution from Penn Township not to exceed \$648,196 for the budget and \$5,000 for the EMA contribution. Motion carried unanimously.

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:

Commissioners Van de Castle/Brown moved to reduce the bond amount of \$64,204.00 for Whispering Run – Phase 2A to \$45,590.00. Motion carried unanimously.

Commissioners Van de Castle/Brown moved to reduce the bond amount of \$228,866.00 for Whispering Run – Phase 2B to \$128,728.95. Motion carried unanimously.

Commissioners Van de Castle/Brown moved to reduce the bond amount of \$118,179.82 for Whispering Run – Phase 2C to \$83,401.30. Motion carried unanimously.

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

There were no subdivision and land development plans submitted for formal filing.

There were no subdivision and land development plans for approval.

Commissioners Van de Castle/Brown moved to approve the following extension request that will expire on February 15, 2021:

SL17-10 Mustang Pointe
Motion carried unanimously

Finance – Commissioner Cromer:

Commissioners Cromer/Van de Castle moved to approve Township warrants in the amount of \$1,233,929.28. Motion carried unanimously.

Commissioners Cromer/Van de Castle moved to adopt Resolution 962, appointing the township auditor and setting compensation for services rendered. Motion carried unanimously.

Commissioner Cromer and Township Manager Rodgers presented the first reading of the 2021 budget. Manager Rodgers reported the General Fund is balanced with \$15,384,988 in revenue and expenditures. She reported the Highway Aid Fund is balanced with \$1,247,808 in revenue and expenditures, and the Sewer Revenue Fund is balanced with \$10,535,321 in revenue and expenditures. The budget will be presented for public display on December 1, 2020.

Personnel – Commissioner Brown:

Commissioners Brown/Van de Castle moved to appoint Joshua Otis as the joint volunteer Deputy Emergency Management Coordinator with the Borough of Hanover through the Hanover Area Fire and Rescue Commission. Motion carried unanimously.

Health & Sanitation – Commissioner Elksnis:

Commissioners Elksnis/Van de Castle moved to approve an agreement with Synagro for biosolids disposal. Motion carried unanimously.

Commissioners Elksnis/Van de Castle moved to approve the agreement between Penn Township and Hanover Foods Corporation for the sale of four hundred eighteen phosphorus credits for the price of \$1,254.00 and the sale of five thousand nine hundred fourteen nitrogen credits for the price of \$8,871.00, and they further moved to authorize the Township Manager and Township Secretary to execute the agreement on behalf of the Township. 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/Brown moved for the destruction of the recording of this meeting following the approval of the minutes. Motion carried unanimously.

Commissioner Van de Castle commented on the Fire Chief’s report regarding the thank you letters received commending the EMT service received. Commissioner Van de Castle also wanted to commend Officer Gaylord and Officer Celich for citations received from the Hanover Borough for their assistance during a recent incident. Commissioner Van de Castle added that Penn Township is fortunate to have excellent Public Safety personnel.

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/Van de Castle moved for adjournment at approximately 7:24 p.m. Motion carried unanimously.

Respectfully submitted,

Donna M. Sweeney,
Township Secretary