**MINUTES**

**BOARD OF COMMISSIONERS PUBLIC MEETING**

**FEBRUARY 18, 2019**

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

 The Penn Township Board of Commissioners met in a regular session on Monday, February 18, 2019 at the Penn Township Municipal Building. President Van de Castle called the meeting to order at 7:00 p.m. with a roll call of members. Present were Commissioners Brown, Klunk, and Van de Castle. Also present were Solicitor Hovis, Township Manager Rodgers, Acting Police Chief Hettinger, Township Engineer Bortner, and Zoning Officer Smith. Commissioners Felix and Heiland were absent with notice.

**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 Van de Castle announced that after the public meeting this evening the Board of Commissioners would convene in an executive session with the Solicitor to discuss legal, personnel, and other matters involving attorney/client privilege.

**APPROVAL OF THE MINUTES:**

 The minutes of the January 21, 2019 Board of Commissioners meeting were approved as submitted.

**PERSONS TO BE HEARD – CITIZEN’S COMMENTS:**

 Richard Koons, 5 Garden Lane, requested help with the trailer that is parked on the street at 4 Garden Lane. He provided pictures of the vehicle and trailer parked and the safety issues it is creating for the neighbors. He also provided a copy of the ordinance adopted by the Hanover Borough to prevent large vehicles from parking on the street. Mr. Koons noted that they have talked to the police several times about the issue. Acting Police Chief Hettinger concurred that the police have been to the property. The trailer is currently hitched to a mustang which according to Mr. Koons could not move the trailer. They have been dealing with this issue since last summer. In addition, the residents of the home intend to move additional vehicles to the property. Residents Amy Diggs, 6 Garden Lane and Laura Becker, 7 Garden Lane, also reported having problems with where the trailer is parked. Ms. Diggs noted that she has called the police after a run in with the property owner at 4 Garden Lane. The police asked her to move her car even though it was legally parked because the resident at 4 Garden Lane did not like that it was parked near her home. Ms. Becker noted that her teenage son had to make a sudden stop because the children at 4 Garden Lane jumped out from the between the trailer and the car into his lane of travel. Solicitor Hovis noted that the Township will have to abide by the vehicle code and that trailers are vehicles under the state code. He will review what if anything the Township can do.

 Dave Wickham, 605 Gitts Run Road, made a presentation on why the stormwater waiver request for the 670 Gitts Run Road plan should be denied. The Board took his information under advisement.

**TOWNSHIP REPORTS – STANDING COMMITTEES:**

Public Safety – Commissioner Brown:

 Commissioners Brown/Klunk moved to adopt Resolution No. 925 Authorizing the disposition of municipal records in accordance with the Historical and Museum Commission Act of 1968. Motion carried.

 Commissioners Brown/Klunk moved to ratify the agreement for the Aggressive Driving Enforcement Campaign that was executed by the Township Manager and the Chief of Police. Motion carried.

 Commissioners Brown/Klunk moved to approve the Ring Video Doorbell agreement and authorize the Chief of Police to execute the agreement. Motion carried.

 Commissioners Brown/Klunk moved to approve a memorandum of understanding with York County for computer use and access. Motion carried.

 Commissioners Brown/Klunk moved to adopt Ordinance No. 817 amending Section 300-20 closing of certain highways to certain vehicles of the Penn Township Code. Motion carried on 3-0 roll call vote.

 Commissioners Brown/Klunk moved to adopt Ordinance No. 815 amending and adopting the 2015 Edition of the International Fire Code. Motion carried on 3-0 roll call vote.

 Commissioners Brown/Klunk moved to adopt Ordinance No. 816 approving the intergovernmental cooperation agreement for the creation of a regional emergency management agency for Penn Township and the Borough of Hanover. Motion carried on a 3-0 roll call vote.

 Commissioners Brown/Klunk moved to adopt Resolution No. 932 adopting the York County 2018 Hazard Mitigation plan. Motion carried.

 Commissioners Brown/Klunk moved to approve an amendment to the Hanover Area Fire and Rescue Commission lease for the 204 Clover Lane station. Motion carried.

Public Works & Recreation – Commissioner Klunk:

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

 The MS4 Coordinator is available on Tuesdays and Fridays from 8:00 am to 4:30 pm to answer any questions.

 Commissioners Klunk/Brown moved to award the Flickinger Road culvert bid to Monarch Products, Inc. for a bid price of $46,144.80. Motion carried.

 Commissioners Klunk/Brown moved to adopt Resolution numbers 927, 928, 929, 930 and 931 for the CMP Traffic Signal Timing Project. Motion carried.

Planning – Commissioner Klunk:

 Commissioners Klunk/Brown moved to reduce the 1040 Baltimore Street bond from $228,966.10 to $6,710. Motion carried.

 Commissioners Klunk/Brown moved to reduce the Meadow Springs, LLC bond from $36,575 to $20,933. Motion carried.

 Commissioners Klunk/Brown moved to reduce the Beechwood Way bond from $223,179 to $75,284. Motion carried.

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

 The following Subdivision and Land Development plans were formally filed:

 SL19-01 – P3 PT-1, LLC

 SL19-02 – Andrew Y. & Sharon Brough, Casi Brough Murren, Eric A. Brough

 SL19-03 – ESAB – Solid Wire Waste Treatment Building

 No subdivision and land development plans were submitted for approval.

 Commissioners Klunk/Brown moved to approve the following extension request that will expire on May 20, 2019:

 P01-28 – High Pointe @ Rojen Farms

 SL17-10 – Mustang Pointe

 SL18-18 – American Home Contractors LLC

 Motion carried unanimously.

 Commissioners Klunk/Brown moved to approve a request dated November 9, 2018 from GHI Engineers and Surveyors on behalf of 670 Gitts Run Road for a waiver of Section 303 Volume Controls of the Stormwater Management Ordinance. Motion carried.

 Commissioners Klunk/Brown moved to approve a request dated January 29, 2019 from Lenape Valley Engineering for a waiver of Section 402.s, Section 403 and Section 404 of the Penn Township Subdivision and Land Development Ordinance. They further moved to deny a waiver of Section 402.n of the Penn Township Subdivision and Land Development Ordinance. Motion carried.

 Commissioners Klunk/Brown moved to approve a request dated January 22, 2019 from the Exchange Club of Hanover for a waiver of the Penn Township Sign Ordinance to advertise the annual Builder’s Home and Garden Show. Motion carried.

Finance – Commissioner Brown:

 Commissioners Brown/Klunk moved to approve Township warrants in the amount of $1,121,128.78. Motion carried unanimously. Motion carried.

 Commissioners Brown/Klunk moved to approve a request dated January 7, 2019 from Saint Joseph Parish for a waiver of the permits associated with their yard sale. Motion carried.

 Commissioners Brown/Klunk moved to approve a request dated January 22, 2019 from the Exchange Club of Hanover for a waiver of the sign permit fees to advertise the Builder’s Home and Garden Show. Motion carried.

 Commissioners Brown/Klunk moved to approve a request dated January 28, 2019 from South Western School Band for a waiver of the fees associated with their Spring Market Place and Community Yard Sale. Motion carried.

Personnel – Commissioner Brown:

 Commissioners Brown/Klunk moved to authorize the Penn Township Civil Service Commission to develop an eligibility list for fire fighters. Motion carried.

 Commissioners Brown/Klunk moved to adopt Resolution No. 926 setting the rate of pay for the MS4 Coordinator for the remainder of 2019. Motion carried.

Health & Sanitation – Commissioner Heiland:

 Commissioners Klunk/Brown moved that a letter be executed by the Penn Township Board of Commissioners and sent to the Pennsylvania Utility Commission opposing the sale of the West Manheim Sewer System. Motion carried.

**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:** None.

**QUESTIONS FROM THE PRESS:** None.

**ADJOURNMENT:**

 There being no further business to come before the Board, Commissioners Brown/Klunk moved for adjournment at approximately 7:51 p.m. Motion carried unanimously.

Respectfully submitted,

Kristina J. Rodgers

Township Manager