

**MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
DECEMBER 15, 2014**

CALL TO ORDER - ROLL CALL - DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, December 15, 2014 at the Penn Township Municipal Building. President Felix called the meeting to order at 7:00 P.M. with a roll call of members. Present were Commissioners Felix, Goldsmith, Heilman, Klunk and Prieber. Also present were Solicitor Tilley, Township Manager Garvick, Assistant Township Manager Rodgers, Administrative Assistant Miller, Police Chief Laughlin, Zoning Officer Swanner, and Township Engineer Bortner.

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 Felix announced that following the public meeting this evening, the Board of Commissioners would convene in an executive session with the Solicitor for the purpose of discussing legal, personnel, and other issues involving attorney/client privilege.

APPROVAL OF THE MINUTES FROM THE PREVIOUS MEETING:

The minutes of the November 17, 2014 meeting of the Board of Commissioners were approved as submitted.

PERSONS TO BE HEARD - CITIZENS COMMENTS: None.

PUBLIC HEARING – 2015 BUDGET

Commissioner Felix stated that the 2015 budget has a proposed tax increase of .2 mills. Commissioner Klunk pointed out the proposed 2015 contingency has increased since the last Finance Committee meeting. However, in general the contingency has been decreasing over the last several years. Commissioner Felix noted the transfer to the fire rescue reserve was completed, the paperwork is received quarterly. Assistant Manager Rodgers noted there are no public safety raises included in the proposed budget.

There were no Penn Township residents at the meeting who wished to comment on the 2015 budget and the public hearing was closed.

Commissioners Heilman/Klunk moved to adopt Ordinance No. 766, the 2015 budget. Motion carried 5-0 on a roll call vote.

Commissioners Heilman/Klunk moved to adopt Ordinance No. 767, setting the real estate tax rate for 2015 at 3.85 mills which is a .2 mill increase. Motion carried 5-0 on a roll call vote.

Commissioners Heilman/Klunk moved that the Township Manager be authorized to balance all 2014 funds by transferring surplus funds to those accounts showing deficits. Motion carried unanimously.

TOWNSHIP REPORTS - STANDING COMMITTEES:

Public Safety Committee - Commissioner Prieber: No report.

Personnel Committee - Commissioner Heilman:

Commissioners Heilman/Klunk moved to appoint William Woodward to an unexpired term on the Penn Township Planning Commission, said term to expire May 2017. Motion carried unanimously.

Commissioners Heilman/Klunk moved to adopt Resolution No. 840 appointing Gary LeFevre to the Penn Township Zoning Hearing Board. Motion carried unanimously.

Commissioners Heilman/Klunk moved to appoint Douglas Stambaugh, GHI Inc., as the Township's Sewage Enforcement Officer. They further moved that Douglas Barmoy and Reginald Baugher, Hanover Land Services, be appointed as the Township's alternate Sewage Enforcement Officers. Motion carried unanimously.

Finance Committee – Commissioner Heilman:

Commissioners Heilman/Prieber moved to approve Township warrants in the amount of \$1,091,815.66. Motion carried unanimously, with Commissioner Klunk abstaining from warrants for vendor number 60.

Commissioner Heilman/Klunk moved to approve the Nell's Inc. Bankruptcy 503 (b)(9) assignment of claim for unpaid invoices. Motion carried unanimously.

Public Works Committee – Commissioner Goldsmith:

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

Planning & Recreation Committee – Commissioner Klunk:

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

Commissioners Klunk/Prieber moved to approve a request dated December 7, 2014 from Harold and Darthea Dusman for a temporary waiver of the sidewalk requirements at 1036 and 1050 Beck Mill Road with the stipulation that the Penn Township Board of Commissioners may require that sidewalks be installed at some future date. Motion carried unanimously.

Commissioners Klunk/Prieber moved to approve a request dated November 19, 2014 from HRG for a waiver of lot depths, double frontage lots and fencing for the Mustang Heights Subdivision. Motion carried unanimously.

The following land development plans were formally filed: None.

There were no subdivision and land development plans to approve/disapprove.

Commissioners Klunk/Prieber moved to approve the following extension requests that will expire on March 16, 2015:

P09-10 – American Home Contractors LLC
P13-09 – Amish Markets at Hanover
Motion carried unanimously.

Health & Sanitation - Commissioner Klunk: No report.

MANAGERS REPORT: There were no additions/corrections to this report.

OLD BUSINESS: None.

NEW BUSINESS:

Commissioners Klunk/Prieber moved to adopt Ordinance No. 768 establishing the time and place of the regular meetings of the Board of Commissioners. Motion carried 5-0 on a roll call vote.

Commissioners Klunk/Prieber moved to advertise a special meeting to be held by the Board of Commissioners on December 29, 2014 at 4:00 p.m. Motion carried unanimously.

Commissioner Felix reminded everyone of the joint hearing with Hanover Borough on December 17, 2014 to review the final draft of the Joint Comprehensive Plan.

On behalf of the Board of Commissioners, Commissioner Felix wished everyone a safe and happy holiday.

CITIZEN'S QUESTIONS TO THE BOARD REGARDING DISCUSSION ITEMS: None.

QUESTIONS FROM PRESS: None.

ADJOURNMENT:

There being no further business to come before the Board, Commissioners Prieber/Klunk moved for adjournment at approximately 7:15 P.M. Motion carried unanimously.

Respectively submitted,

Melissa Miller
Administrative Assistant