

**MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
FEBRUARY 15, 2016**

CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, February 15, 2016 at the Penn Township Municipal Building. President Heilman called the meeting to order at 7:00 P.M. Present were Commissioners Heilman, Felix, Brown, Klunk, and Van de Castle. Also present were Township Manager Rodgers, Police Chief Laughlin, Fire Chief Cromer, 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: None

APPROVAL OF THE MINUTES FROM THE PREVIOUS MEETINGS:

The minutes of the January 18, 2016 and February 1, 2016 Board of Commissioners meetings were approved as submitted.

PERSONS TO BE HEARD – CITIZEN’S COMMENTS: None

TOWNSHIP REPORTS – STANDING COMMITTEES:

Health & Sanitation – Commissioner Van de Castle:

Commissioner Van de Castle had nothing to report.

Public Works – Commissioner Klunk:

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

Planning & Recreation – Commissioner Klunk:

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

Commissioners Klunk/Brown moved to set the bond amount for D&R Bean at \$82,840.45. Motion carried unanimously.

The following land development plan was formally filed:

P16-02 – Containment Project (Conagra Foods)

Commissioners Klunk/Van de Castle moved to approve the following land development plan:

P15-15 – D&R Bean
Motion carried unanimously.

Commissioners Klunk/Van de Castle moved to approve the following extension requests:

P01-28 – High Pointe @ Rojen Farms to expire May 16, 2016
P03-30 – Mustang Pointe to expire August 15, 2016
P15-13 – Hanover Wesleyan Church to expire May 16, 2016
P15-16 – Heights Avenue to expire May 16, 2016.
Motion carried unanimously.

Public Safety – Commissioner Felix:

Commissioners Felix/Brown moved to approve a request dated January 16, 2016 from the Hanover Allied Veterans Council to conduct a Memorial Day parade on Monday, May 30, 2016. They further moved that all street closings and public safety considerations be coordinated through the Penn Township Chief of Police. Motion carried unanimously.

Personnel – Commissioner Brown:

Commissioners Brown/Klunk moved to accept the resignation of John Ernst from the Civil Service Commission effective February 8, 2016. They further moved to appoint Brandy Baugher to an unexpired term on the Civil Service Commission said term to expire August, 2016 and to appoint Gary Shoemaker as an alternate member to the Civil Service Commission, said term to expire February, 2022. Motion carried unanimously.

Finance – Commissioner Brown:

Commissioners Brown/Klunk moved to approve Township warrants in the amount of \$1,346,191.96. Motion carried unanimously.

Commissioners Browns/Klunk moved to approve a request dated January 8, 2016 from St. Joseph Parish for a waiver of the permit fees associated with their annual yard sale to be held on Saturday, March 5, 2016. The motion carried unanimously.

Commissioners Brown/Klunk moved to approve a request dated January 13, 2016 from the Hanover Area Chamber of Commerce for a waiver of the permit fees associated with their annual Hanover Dutch Days Festival to be held on July 30, 2016. Motion carried unanimously.

Commissioners Brown/Klunk moved to approve a request from Hanover Foods for a refund of \$15,753.43 in building permit fees. Motion carried unanimously.

MANAGER'S REPORT:

There were no additions or changes to the manager's report.

OLD BUSINESS: None.

NEW BUSINESS: None.

PERSON'S 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 7:11 P.M. Motion carried unanimously.

Respectfully submitted,

Kristina J. Rodgers
Township Manager