

**MINUTES  
BOARD OF COMMISSIONERS PUBLIC MEETING  
MAY 16, 2016**

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

The Penn Township Board of Commissioners met in a regular session on Monday, May 16, 2016 at the Penn Township Municipal Building. Vice President Klunk called the meeting to order at 7:00 P.M. Present were Commissioners Brown, Heilman, Felix, Klunk, and Van de Castle. Also present were Township Manager Rodgers, Solicitor Tilley, Police Chief Laughlin, Zoning Officer Swanner, Township Engineer Bortner, and Township Secretary Hallett.

**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 Klunk 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 SESSION:**

The minutes of the April 18, 2016 Board of Commissioners meeting were approved as submitted.

**PERSONS TO BE HEARD – CITIZEN’S COMMENTS:**           None

**TOWNSHIP REPORTS – STANDING COMMITTEES:**

**Public Works – Commissioner Van de Castle:**

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

Commissioners Van de Castle/Heilman moved to adopt Ordinance No. 789, laying out and adopting as a public road portions of Breezewood Drive. Motion carried 5-0 on a roll call vote.

Commissioners Van de Castle/Heilman moved to approve two applications and rental agreements with Adams Electric Cooperative for installation of security lights. Motion carried unanimously.

Planning & Recreation – Commissioner Van de Castle:

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

Commissioners Van de Castle/Heilman moved to deny a request dated April 22, 2016 from GHI Engineers and Surveyors for a waiver of the Penn Township Stormwater Management Ordinance, specifically Section 306.B.4 (Fencing) for the St. Joseph Catholic Church land development plan. Motion carried unanimously.

There were no land development plans formally filed.

Commissioners Van de Castle/Heilman moved to approve the following subdivision and land development plans:

P15-16 – Heights Avenue  
P15-17 – Pinebrook Phase II  
Motion carried unanimously.

Commissioners Van de Castle/Heilman moved to approve the following extension requests, to expire August 15, 2016:

P01-28 – High Pointe @ Rojen Farms  
P15-13 – Hanover Wesleyan Church  
Motion carried unanimously.

Finance – Commissioner Brown:

Commissioners Brown/Felix moved to approve Township warrants in the amount of \$934,136.53. Motion carried unanimously.

Commissioners Brown/Felix moved to approve a request dated April 5, 2016 from Penn Township Volunteer Emergency Services for a waiver of the permit fees to advertise their yard sale held on May 14, 2016. Motion carried unanimously.

Commissioners Brown/Felix moved to approve a request dated April 16, 2016 from Friends of Codorus State Park for a waiver of the permit fees to advertise their Summer Blast event to be held June 17<sup>th</sup> through 19<sup>th</sup>, 2016. Motion carried unanimously.

Commissioners Brown/Felix moved to approve an agreement with Hamer Enterprises for credit card acceptance. After discussion, the motion carried unanimously.

Personnel – Commissioner Brown:

Commissioner Brown had nothing to report.

Health & Sanitation – Commissioner Van de Castle:

Commissioners Van de Castle/Heilman moved to adopt Resolution No. 871 authorizing the advertisement for and public sale of excess sewer equipment. Motion carried unanimously.

On Thursday, April 28, 2016 the following bids were opened and publicly read aloud by Manager Rodgers for the refuse bag bid:

<u>Bidder</u>	<u>Amount</u>	
X-L Plastics, Inc. 220 Clifton Blvd Clifton, NJ 07011	Option 1	\$16.94 per 100
	Option 2	\$16.89 per 100
All American Poly 40 Turner Place Piscataway, NJ 08854	Option 1	\$19.06 per 100
	Option 2	\$18.63 per 100
Interboro Packaging Corporation 114 Bracken Road Montgomery, NY 12549	Option 1	\$25.98, \$19.70, \$16.84, or \$13.82 per 100
	Option 2	\$25.98, \$19.70, \$16.84, or \$13.82 per 100
Central Poly Corp 2400 Bedle Place Linden, NJ 07036	Option 1	\$23.78 per 100
	Option 2	\$23.18 per 100

Commissioners Van de Castle/Heilman moved to award the 2016 Refuse Bag Bid, option No. 2, to X-L Plastics, Inc. of Clifton, NJ for a bid price of \$16.89 per one hundred bags for an order of five hundred thousand bags. Motion carried unanimously.

Commissioners Van de Castle/Heilman moved to adopt Ordinance No. 790 approving the plan of construction of sanitary collection sewers within and to that portion of the Township consisting of Breezewood Drive with designated rights-of-way. Motion carried 5-0 on a roll call vote.

Commissioners Van de Castle/Heilman moved to approve change order No. 1 from Barrasso Excavating in the amount of \$28,753 for the Center Street sanitary sewer replacement project. Motion carried unanimously.

Public Safety – Commissioner Felix:

Commissioners Felix/Van de Castle moved to adopt Ordinance No. 788 amending sections 300-7 Speed Limits Established, 300-16 Through Highways, and section 300-17 Stop Intersections of the Penn Township Code. Motion carried 5-0 on a roll call vote.

**MANAGER'S REPORT:**

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

**OLD BUSINESS:** None.

**NEW BUSINESS:**

Commissioners Van de Castle/Heilman moved to authorize the Township Manager to prepare an agreement with the Joint Steering Committee for the consolidation of the Penn Township Department of Fire Rescue Services with the Borough of Hanover. This agreement will be considered for approval at a later date. Motion carried 4-1 with Commissioner Felix casting the dissenting vote.

**PERSONS TO BE HEARD/CITIZEN'S COMMENTS:** None.

**QUESTIONS FROM THE PRESS FOR THE COMMISSIONERS:** None.

**ADJOURNMENT:**

There being no further business to come before the Board, Commissioners Van de Castle/Heilman moved for adjournment at approximately 7:11 P.M. Motion carried unanimously.

Respectfully submitted,

Angela M. Hallett  
Township Secretary