

**MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
JUNE 20, 2016**

CALL TO ORDER - ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, June 20, 2016 at the Penn Township Municipal Building. President Heilman called the meeting to order at 7:00 P.M. Present were Commissioners Brown, Heilman, Felix, and Klunk. Commissioner Van de Castle was absent with notice. Also present were Solicitor Tilley, Police Chief Laughlin, Township Engineer Bortner, Zoning Officer Swanner, 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 Heilman announced that after 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 May 16, 2016 Board of Commissioners meeting were approved as submitted.

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

OFFICER OF THE YEAR AWARD PRESENTATION:

Public Safety Chairman Felix and Police Chief Laughlin presented the Officer of the Year award for 2015, which is voted on by all the members of the department. Commissioner Felix read the plaque that was presented to Patrolman Travis Berwager and all present stood in applause.

TOWNSHIP REPORTS – STANDING COMMITTEES:

Health & Sanitation – Commissioner Felix:

Commissioners Felix/Klunk moved to award the 12” Diameter Screw Conveyor bid to Jeffrey Vey of Quakertown, PA for a bid price of \$150.00. Motion carried unanimously.

Public Safety – Commissioner Felix:

Commissioners Felix/Klunk moved to adopt Ordinance No. 791, amending Section 300-29, parking prohibited at all times of the Penn Township Code. Motion carried 4-0 on a roll call vote.

Public Works – Commissioner Klunk:

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

Commissioners Klunk/Felix moved to adopt Resolution No. 873 authorizing the advertisement for and public sale of excess public works equipment. Motion carried unanimously.

Planning & Recreation – Commissioner Klunk:

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

Commissioners Klunk/Felix moved to approve a request dated May 17, 2016 from GHI Engineers and Surveyors for partial relief of landscaping and bufferyard requirements for St. Joseph Catholic Church, to include eight Eastern White Pine trees on the east side of the property and zero trees on the west side of the property. Motion carried unanimously.

Commissioner Klunk/Felix moved to approve two requests dated May 26, 2016 from South Western School District for waivers of the Penn Township Subdivision and Land Development Ordinance, specifically Article III Section 303, land development plan preparation. The request is for the construction of a restroom facility and the paving of existing gravel walkways. Motion carried unanimously.

Commissioners Klunk/Felix moved to deny a request dated May 17, 2016 from Robert Hemler, Sr. for a waiver of sidewalk requirements for 16 Earl Street. Motion carried unanimously.

Commissioners Klunk/Felix moved to accept the Community Park and Youngs Woods master plan Request for Proposal from Johnson, Mirmiran, & Thompson (JMT) of York, PA. They further moved to allow the Township Manager to execute the necessary documents. Motion carried unanimously.

The following plan was formally filed:

P16-07 – Proposed Medical Office Facility, Wellspan

There were no subdivision and land development plans to approve.

Commissioners Klunk/Felix moved to approve the following extension request to expire September 19, 2016:

P15-14 – Hanover Storage, LLC
Motion carried unanimously.

Finance – Commissioner Brown:

Commissioners Brown/Klunk moved to approve Township warrants in the amount of \$856,297.70. Motion carried unanimously.

Commissioners Brown/Klunk moved to approve a request dated May 16, 2016 from Grace United Methodist Church for a waiver of permit fees associated with their annual revival. Motion carried unanimously.

Commissioners Brown/Klunk moved to approve a request dated June 6, 2016 from CINRAM to pay the discount property tax rate for 501 Ridge Avenue after the April 15 deadline but prior to the June 15 deadline. Motion carried unanimously.

Personnel – Commissioner Brown:

Commissioners Brown/Klunk moved to adopt Resolution No. 872, setting the rate of pay for the summer employee. Motion carried unanimously.

Commissioners Brown/Klunk moved to adopt Resolution No. 874, setting the rate of pay for the part time code enforcement official. Motion carried unanimously.

Commissioners Brown/Klunk moved to approve a \$1,500 payment to Russ Rhodes for buyout of insurance coverage. Insurance coverage was terminated May 31, 2016. Motion carried unanimously.

Commissioners Brown/Klunk moved to appoint Clayton Black to an unexpired term on the Penn Township Planning Commission, said term to expire May 2018. Motion carried unanimously.

MANAGER'S REPORT:

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

OLD BUSINESS: None.

NEW BUSINESS: None.

PERSON'S 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 Klunk/Felix moved for adjournment at approximately 7:12 P.M. Motion carried unanimously.

Respectfully submitted,

Angela M. Hallett
Township Secretary