

**MINUTES
BOARD OF COMMISSIONERS PUBLIC MEETING
JULY 18, 2016**

CALL TO ORDER – ROLL CALL – DECLARATION OF QUORUM:

The Penn Township Board of Commissioners met in a regular session on Monday, July 18, 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, Klunk, and Van de Castle. Also present were Solicitor Tilley, Township Manger Rodgers, Police Chief Laughlin, Fire Chief Cromer, Township Engineer Bortner, Zoning Office 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 matters involving attorney/client privilege.

APPROVAL OF THE MINUTES FROM THE PREVIOUS SESSION:

The minutes of the June 20, 2016 Board of Commissioners meeting 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.

Finance – Commissioner Brown:

Commissioners Brown/Klunk moved to approve Township warrants in the amount of \$1,486,681.77. Motion carried unanimously.

Commissioners Brown/Klunk moved to adopt Resolution No. 876, adopting a cafeteria health benefits plan. After some discussion, the motion carried unanimously.

Commissioners Brown/Klunk moved to approve a letter dated June 6, 2016 from St. Joseph Parish for a waiver of permit fees associated with their yard sale to be held August 27, 2016. Motion carried unanimously.

Personnel – Commissioner Brown:

Commissioners Brown/Klunk moved to adopt Resolution No. 875, setting the rate of pay for the part time code enforcement official. Motion carried unanimously.

Public Safety – Commissioner Felix:

Commissioners Felix/Van de Castle moved to approve a request dated June 22, 2016 from West Manheim Township for the use of Penn Township Fire Police during the Pleasant Hill Fireman's Carnival to be held July 25 thru July 30, 2016. Motion carried unanimously.

Public Works – Commissioner Klunk:

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

Commissioners Klunk/Brown moved to approve two agreements with Met-Ed for the removal of street lights. They further moved to allow the Township Manager to execute the agreements. Motion carried unanimously.

Commissioners Klunk/Brown moved to award the 1999 Ford Truck bid to Matt Grim of East Berlin, PA for a bid price of \$10,801. Motion carried unanimously.

Planning & Recreation – Commissioner Klunk:

Commissioners Klunk/Van de Castle moved to set the bond amount for St. Joseph Catholic Church at \$101,501.40. Motion carried unanimously.

Commissioners Klunk/Van de Castle moved to approve a request dated June 23, 2016 from Site Design Concepts for waivers of preliminary plan, feasibility report for sewer and landscaping and bufferyard requirements for the Wellspan land development plan. Motion carried unanimously.

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

The following plan was formally filed:

P16-09 - Truenorth Wellness Services

Commissioners Klunk/Brown moved to approve the following subdivision and land development plan:

P16-05 – St. Joseph Catholic Church
Motion carried unanimously.

Commissioners Klunk/Van de Castle moved to approve the following extension requests, to expire October 17, 2016:

P04-25 – South Heights
P06-23 – Brookside Avenue Townhouses
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 FOR THE COMMISSIONERS: None.

ADJOURNMENT:

There being no further business to come before the Board, Commissioners Brown/Klunk moved for adjournment at approximately 7:09 P.M.

Respectfully submitted,

Angela M. Hallett
Township Secretary